Village Board of Trustees Agenda

Sandra "Sandy" Frum Board Room
1225 Cedar Lane Northbrook, IL 60062
Tuesday, October 14, 2025

7:30 PM

1. **ROLL CALL**
2. **PLEDGE OF ALLEGIANCE**
3. **MINUTES APPROVAL**
   A. September 9, 2025 Regular Board Meeting Minutes for Approval
4. **PUBLIC COMMENT TIME**

This agenda item is reserved for members of the public who desire to address the Village Board on a topic that is within purview and jurisdiction of the Village Board, but that is not listed in another location on the agenda. If you would like to speak about a matter that is listed on the agenda, we ask that you wait until that agenda item is called, and we will give you an opportunity to speak then. If your matter is on the "Consent Agenda", please let us know if you would like us to remove that matter so that you can speak about it.
Anyone desiring to speak should fill out a written speaker form (located in the back of the Board Room) and submit it to the Village Clerk. "Public Comment Time" is not a forum for open dialogue or engagement with members of the Village Board. Rather, it is intended as an opportunity for you to make comments to the Village Board. While the Village Board will not immediately respond to public comments at this meeting, or engage in a back and forth discussion during the meeting, please be assured that the Board is actively listening to all comments, thoughts, and suggestions.
All speakers will be limited to a total of three minutes. We request that everyone be respectful, civil, and non-repetitive; and we ask that members of the audience refrain from applauding or making any other comments during or after any speaker. Thank you for your understanding and taking the time to contribute to the success of our community.

5. **MANAGER'S REPORT**
   A. Notice of receipt of application electing to waive a preliminary review for rezoning from I-1 Restricted Industrial District to O-2 Limited Office District at 85-95 Revere Drive and assignment of Plan Commission Docket 25-16-85-95
   This is an informational notice that an application has been filed with the Village by the property owner of 85-95 Revere Drive and elects waiving a preliminary review; an option provided pursuant to the Zoning Code. This application will be noticed for a Public Hearing before the Plan Commission as early as November 2025, following Village staff review.
   B. Weekly Village Manager Reports
      - Week Ending September 12
      - Week Ending September 19
      - Week Ending September 26
      - Week Ending October 3
      - Week Ending October 10
6. **WARRANT LIST**
   A. Review and Approval of Escrow Deposits/Performance Bond Refunds

Processed Between September 1, 2025 - September 15, 2025

B. Review and Approval of Payments Processed Between September 1, 2025 - September 15, 2025

C. Review and Approval of Escrow Deposits/Performance Bond Refunds Processed Between September 16, 2025 - September 30, 2025

D. Review and Approval of Payments Processed Between September 16, 2025 - September 30, 2025

7. PRESIDENT'S REPORT

Community Moment

A. A Proclamation Recognizing October 19 - 25 as United Against Hate Week

B. A Proclamation Recognizing October 24 as World Polio Day

C. A Resolution Recognizing Officer Anthony Mascolo for 25 Years of Service

D. Commission Appointments:

Appointments:

- Chris Phenner to the Pedestrian and Bicycle Commission for a term ending April 30, 2027
- Olivia Gassman (student) to the Community Commission for a term ending June 30, 2026
- Maribelle Lee (student) to the Community Commission for a term ending June 30, 2026
- Jared Dane (student) to the Community Commission for a term ending June 30, 2026

Reappointments:

- Bruce Bondy to the Arts Commission as the Chair for a term ending April 30, 2028

8. CONSENT AGENDA

The matters listed for consideration on the Consent Agenda are matters that appear to have the unanimous support of the Board of Trustees. The Village President will review, designate the resolution or ordinance number for passage and then inquire if any member of the Board or member of the public objects to any item on the Consent Agenda. If any objections are raised, the matter will be removed from the Consent Agenda and relocated to a location on this agenda for consideration during the appropriate Board Committee report. If no objection is voiced, the Village President will request a motion and second for passage of all items listed. The resultant roll call vote on the Consent Agenda will be applicable to each individual agenda item.

A. A Resolution Approving a Master Services Agreement with ImageTrend, LLC for Fire Department Records Management System Software Subscriptions

This Resolution approves a new Master Services Agreement with ImageTrend LLC to renew three years of annual software subscriptions for a records management system and a patient care reporting system in use by the Northbrook Fire Department.

B. A Resolution Approving the Annual Maintenance Renewal for Electronic Content Management Software from Cities Digital Inc.

This Resolution approves the annual maintenance and support renewal for the Village's electronic content management software, Laserfiche, from Cities Digital, Inc.

C. A Resolution Approving a First Amendment to a Three-Year Agreement with Vector Solutions for Software Subscription Services

This Resolution approves a first amendment to the three-year contract,

executed on September 3, 2024, with Vector Solutions, to increase the quantity of software subscription licenses for the Fire Department.

D. A Resolution Authorizing a Contract for the Water Treatment Plant Data Cable Installation by Sharlen Electric Co., of Chicago, Illinois
The Village is contracting for the installation of data cabling at the Water Treatment Plant to support the replacement of the Supervisory Control and Data Acquisition and Data System (SCADA) and other network improvements at the Water Treatment Plant.

E. A Resolution Authorizing the Purchase and Installation of 253 Trees from the Suburban Tree Consortium for the 2025 Fall Parkway Tree Planting Program
The 2025 fall planting program includes planting new trees, replacement of some parkway trees, trees for participants in the cost-sharing program, and planting of trees on public property funded by developers.

F. An Ordinance Authorizing the Purchase of a 2025 Morbark Eeger Beever Brush Chipper from Morbark LLC of Atlanta, Georgia
The Public Works Department utilizes a brush chipper for tree maintenance and removal operations to chip limbs, brush and other vegetation when clearing roads, rights-of-way and Village owned properties

G. An Ordinance Approving the Purchase of Three Ford F-550 Cab and Chassis Units from Highland Park Ford of Highland Park, IL and Authorizing the Disposal of Surplus Vehicles
These vehicles will replace Unit #209 (a 2008 F-550 Dump Truck), Unit #211 (a 2007 GMC Dump Truck), and Unit #300 (a 2008 F-550 Dump Truck), all of which are being declared surplus and will be disposed of upon the new vehicles being put into service.

H. A Resolution Authorizing Execution of Agreements for the Purchase of Truck Equipment and Up-Fitting of Three Ford F-550 Cab and Chassis Units by Monroe Truck Equipment of Monroe, Wisconsin.
This equipment will be installed on Public Works vehicles which are used to complete a variety of tasks including snow plowing, sanitary lift station maintenance, roadway patching and parkway restorations. The equipment includes dump boxes/beds, tool boxes, safety lighting, snow plow and salt spreader, a crane, and a lift gate.

I. A Resolution Authorizing the Execution of Contracts for Installation Services by Kordick Electric Company of Northbrook, Illinois and for the Purchase of Industrial Ceiling Fan Materials from Delta T., LLC, d/b/a Big Ass Fans of Lexington, Kentucky
The existing industrial ceiling fans in the east and west wings of the Public Works Center have been identified for replacement.

J. A Resolution Waiving Competitive Bidding and Approving the Expenditure for Proprietary Replacement Services to the Public Works Department's Vactor Hopper from Standard Equipment of Elmhurst, Illinois
The Public Works Department uses a 2013 Vactor Truck to maintain sanitary and storm sewers as well as perform underground utility repairs. The

replacement of the hopper, or rear tank that collects debris, on its door will extend the useful life of this vehicle.

K. A Resolution Authorizing the Purchase of Water Main Tap and Repair Supplies, as Needed, from Ziebell Water Service Products, Inc. of Elk Grove Village, Illinois; Core & Main LP of St. Louis, Missouri; and Mid-American Water of Wauconda, Inc. of Wauconda, Illinois
The Village contracts with multiple preferred vendors to ensure the Village can purchase needed materials from an authorized vendor from time to time for maintenance and repairs and new home connections as needed for the Village's water mains, valves, and other appurtenances.

L. A Resolution Authorizing an Agreement for Engineering Services for the Lee Road Water Main Improvements Project with Gewalt Hamilton Associates Inc. of Vernon Hills, Illinois
The Village is seeking design engineering services for water main improvements on Lee Road from Dundee Road to Rudolph Road.

M. A Resolution Authorizing an Agreement with Garland/DBS, Inc. of Cleveland, Ohio for the Partial Re-Roofing of Crestwood Senior Living Facility at a Not-to-Exceed Amount of $443,906
The Village owns Crestwood Place apartments at 1000 Waukegan Road, an affordable independent living for seniors. As part of the ongoing capital facility maintenance, portions of the roof are in need of replacement due to water leaks.

N. A Resolution Authorizing the Removal of One Landmark Tree at 1860 Butternut Lane
As reviewed by the Tree Protection and Preservation Review Board on September 17, 2024 the property owner was considering removal of three (3) Landmark trees. Based upon direction of the Review Board, the property owners have made efforts to minimize the removal of trees and are now seeking approval to remove only one Landmark tree.

O. A Resolution Authorizing the Execution of an Intergovernmental Agreement with Wheeling Township for Snow & Ice Control Services on Forest View Drive for the 2025/2026 Winter Season
The proposed IGA with Wheeling Township provides Village salting and plowing services on a section of Forest View Drive during the 2025/2026 winter season. The Village has had an agreement with Wheeling Township for this service on Forest View Drive since 1997.

P. A Resolution Authorizing the Execution of an Intergovernmental Agreement with the Village of Wheeling for the Purchase and Sharing of Grant Funded Public Safety Equipment
The Villages of Northbrook and Wheeling are collaborating in the purchase of first responder equipment to be used in both communities under a grant by the State of Illinois.

Q. A Resolution Authorizing the Execution of an Intergovernmental Agreement with the Illinois Department of Transportation (IDOT) for the Maintenance of State Owned Roadways within the Village of Northbrook
For many years, the Village has maintained a collaborative relationship with the Illinois Department of Transportation (IDOT) through an Intergovernmental Agreement (IGA) that authorizes the Village to provide routine maintenance on key State routes located in Northbrook. The Village will be responsible for the streets Identified in the new IGA which replaces the previous ten year agreement with IDOT.

R. A Resolution Authorizing the Transfer of a Special Permit to Allow the Operation of a Cannabis Infuser Facility (306-310 Era Drive; C6 Infuser, LLC) (Ordinance 2025-22) (BOT-25-16)
The applicant is requesting a Special Permit transfer of Ordinance No. 2025-22, a previously approved ordinance for a cannabis infuser facility.

S. An Ordinance Granting a Special Permit for a Child Day Care Services Facility (Crate & Barrel - 1250 Techny Road) (Plan Commission Docket No. PCD-25-11)
The requested special permit is for a child day care facility in the existing facility located at the Crate & Barrel office facility at 1250 Techny Road within the O-3 General Office/Techny Overlay District.

T. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook (820 Dundee Road) (Plan Commission Docket No. PCD-25-12)
The Village of Northbrook proposes to construct a new fire station on the Subject Property to replace the existing Fire Station 11 built in 1971 at 740 Dundee.

U. An Ordinance Rezoning the Property at 820 Dundee Road and Amending the District Zoning Map (820 Dundee Road) (Plan Commission Docket No. PCD-25-12)
The Village of Northbrook proposes to construct a new fire station on the Subject Property to replace the existing Fire Station 11 built in 1971 at 740 Dundee.

V. An Ordinance Granting a Special Permit for A Wall Sign In Excess of Maximum Height From Grade, Variations, and Site Plan Approval for a Village Fire Station (Village of Northbrook - 820 Dundee Road) (Plan Commission Docket No. PCD-25-12)
The Village of Northbrook proposes to construct a new fire station on the Subject Property to replace the existing Fire Station 11 built in 1971 at 740 Dundee.

W. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook (3504 Commercial Avenue) (Plan Commission Docket No. PCD-25-13)
The Village of Northbrook proposes to repurpose an existing industrial building, which formerly housed a not-for-profit organization, for a new Village fleet maintenance garage facility in the Sky Harbor Industrial Park replacing a 1956

facility located near Village Hall.

X. An Ordinance Rezoning the Property at 3504 Commercial Avenue and Amending the District Zoning Map (3504 Commercial Avenue) (Plan Commission Docket No. PCD-25-13)
The Village of Northbrook proposes to repurpose an existing industrial building, which formerly housed a not-for-profit organization, for a new Village fleet maintenance garage facility in the Sky Harbor Industrial Park replacing a 1956 facility located near Village Hall.

Y. An Ordinance Granting Variations and Site Plan Approval for a Village Fleet Maintenance Garage Facility (Village of Northbrook - 3504 Commercial Avenue) (Plan Commission Docket No. PCD-25-13)
The Village of Northbrook proposes to repurpose an existing industrial building, which formerly housed a not-for-profit organization, for a new Village fleet maintenance garage facility in the Sky Harbor Industrial Park replacing a 1956 facility located near Village Hall.

Z. An Ordinance Granting a Special Permit and Variation for Personal Wireless Services Antenna Located on a Tower-Style Structure in Excess of District Height Limitations (Crown Castle GT Company, LLC - 180 Anets Drive) (Plan Commission Docket No. PCD-25-07)
The requested Special Permit and Variation is for the continued operation of a personal wireless services antenna tower at 180 Anets Drive within the I-B Institutional Building District.

AA. A Resolution Approving a Prosecutorial Services Agreement with Addis Law Group
As set forth in the Village Code, the Village Manager must appoint a prosecuting attorney for the prosecution of certain local ordinance violations including housing, business licensing, and vehicular violations in the Municipal Division of the Circuit Court of Cook County and the Village's local administrative hearings.

AB. A Resolution Ratifying the Approval and Execution of the Agreement with WEX Bank of Sandy, Utah for Fleet Fuel Card Services through the State of Illinois Central Management Services Contract
Staff is actively implementing the use of WEX Bank cards to allow all Village vehicles that utilize unleaded fuel to transition to an off-site fuel card system at designated Northbrook fuel stations until the Village's Fuel Island Replacement project at the Public Works Center is complete.

AC. An Ordinance to Amend the Annual Fee Ordinance to Decrease the Number of Class B Liquor Licenses
The Ordinance Amendment will decrease available licenses for retail package sales for off-premise consumption as MarkVend Co., located at 3000 MacArthur Boulevard, has notified the Liquor Commissioner they are not continuing with their Class B liquor license.

AD. Motion to Approve the August 26, 2025 Closed Session Minutes held during the Committee of the Whole of the Village Board

9. ADMINISTRATION AND FINANCE

A. A Resolution Authorizing the Execution of a Grant Agreement with the State of Illinois' Department of Commerce and Economic Opportunity in the Amount of $500,000 for the Purchase of a Rapid Response Traffic Barrier System, a Fire Response Utility Task Vehicle (UTV), and LED Message Boards.
The Villages of Northbrook and Wheeling are collaborating in the purchase of purchase first responder equipment to be used in both communities under a grant by the State of Illinois.

B. A Resolution Accepting the Fiscal Year 2025 Annual Comprehensive Financial Report (ACFR) and Supporting Documents
Pursuant to 65 ILCS 5/8-8-3b, the Village is required to have an independent annual audit completed and submitted to the Illinois Comptroller's Office within six months of fiscal year end, which in this case is October 31, 2025. Aside from this State statutory requirement, the annual audit provides numerous benefits for transparency and the overall public good, as well as provides elected officials with substantive financial information which has been audited and verified by an independent third party.

10. PLANNING AND ECONOMIC DEVELOPMENT

A. A Public Hearing for Renewal of an Existing Special Permit to Allow Continued Operation of an Automotive Detailing Facility at 527-529 Dundee Road by Restoration Services LLC
The Applicant is requesting special permit renewal of an existing special permit to allow continued operation of an automotive detailing facility at 527-529 Dundee Road.

B. An Ordinance Renewing a Special Permit for an Automotive Detailing Facility in the C2 District (Restoration Services LLC) (Docket No. BOT-25-14)
Restoration Services, LLC as owner of 527-529 Dundee Road, has requested renewal a Special Permit granted under Ordinance No. 2015-48. This request was made during the time that the 1988 Zoning Code, as amended, was effective, which requires a Village Board Public Hearing be held in order to consider this renewal.

C. Presentation on an Preliminary Review of a Request for a Cook County Class 6B for the Property Located at 3100-3150 Commercial Avenue
This is a preliminary review of an application for a Cook County Class 6B at 3100-3150 Commercial Avenue in the I-1 Restricted Industrial District for Bornquist, Inc. The Preliminary Review by the Village Board is a conceptual review for the Village Board to provide non-binding comments on a proposal prior to the applicant submitting to the Village a detailed application.

11. COMMUNITY AND SUSTAINABILITY

12. HOUSING

13. LABOR RELATIONS

14. PUBLIC WORKS AND FACILITIES

A. A Resolution Accepting the Utility Rate Study Prepared by NewGen Strategies and Solutions, LLC

The Village of Northbrook has undertaken a Utility Rate Study (URS) for the Stormwater Fund to ensure the fiscal stability of this Enterprise Fund. The Village Board, acting as a Committee of the Whole, completed their review of the URS and have directed staff to move forward with preparing a resolution accepting the same.

B. An Ordinance Amending the Annual Fee Ordinance and Establishing Stormwater Rates for FY 2025-26 through FY 2027-28

As discussed at the May 27 and July 8, 2025 Committee of the Whole meetings, the Village has undertaken a Utility Rate Study (URS) for the Stormwater Fund to ensure this enterprise fund is adequately financially supported and as recommended by the URS, changes to the stormwater fee are proposed.

C. A Resolution Authorizing the Execution of a Contract with D'Land Construction LLC of Algonquin, Illinois for the 2025 Concrete Street Patching Improvements Project

The concrete segments in the Charlemagne Subdivision and the Sky Harbor Business Park have been surveyed and an estimated number of concrete panels have been identified for replacement as part of the annual concrete street repair program.

15. PUBLIC SAFETY

A. An Ordinance Amending Chapter 16 and Chapter 24 of the Northbrook Municipal Code, as Amended, Regarding Bicycles, Electric Scooters, Electric Bicycles, and Other Motor-Driven Vehicles.

As discussed by the Village Board on August 26, 2025, the adoption of an ordinance to provide increased enforcement tools is proposed to improve community welfare and safety related to the use of electric bicycles (e-bikes) and electric scooters (e-scooters), and motor driven vehicles (moto-bikes).

16. COMMUNICATIONS AND OUTREACH

A. A Resolution Authorizing the Creation of an Ad Hoc 125th Anniversary Celebration Commission

The Village's 125th Anniversary is on November 18, 2026. The Board of Trustees wishes to establish an Ad-Hoc 125th Anniversary Celebration Commission to plan and implement celebration activities throughout calendar year 2026.

17. REMARKS FOR THE GOOD OF THE ORDER

18. CLOSED SESSION

19. ADJOURN

The Village of Northbrook is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe or participate in this meeting, or who have questions regarding the accessibility of the meeting or facilities, are requested to promptly contact the Village of Northbrook at (847) 272-5050, or the Illinois Relay Center at (800) 526-0844, to allow the Village of Northbrook to make reasonable accommodations for those persons.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development & Planning Services Amy McEwan
Date: 2025-10-14
Subject: Notice of receipt of application electing to waive a preliminary review for rezoning from I-1 Restricted Industrial District to O-2 Limited Office District at 85-95 Revere Drive and assignment of Plan Commission Docket 25-16-85-95

Overview

This is an informational notice that an application has been filed with the Village by the property owner of 85-95 Revere Drive and elects waiving a preliminary review; an option provided pursuant to the Zoning Code. This application will be noticed for a Public Hearing before the Plan Commission as early as November 2025, following Village staff review.

Fiscal Impact

N/A.

Recommendation

No action by the Village Board is required.

Background

The Village of Northbrook has received a complete formal application submitted by 85-95 Revere Drive Investors, LLC, as owner of the property located at 85-95 Revere Drive requesting to be rezoned from I-1 Restricted Industrial District to the O-2 Limited Office District which is consistent with the Comprehensive Plan designation for the property. The Zoning Code provides that a preliminary review of a rezoning request by the Village Board is optional and may be waived by the applicant as part of a formal application.

The rezoning application is currently undergoing staff review. The applicant is not proposing any alterations to the building or site with the rezoning.

The application was filed after the September 22, 2025 effective date of the new Zoning Code, which provides the applicant the choice to undergo a preliminary review before the Village Board for a rezoning, or proceed directly review by Village staff, followed by a Plan Commission public hearing and subsequent recommendation to the Village Board of Trustees.

This item is an informational notice to the Village Board and staff will not make a presentation.

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WEEKLY MANAGER'S REPORT

WEEK ENDING SEPTEMBER 12, 2025

Meetings of the Village Board

There are no meetings of the Village Board next week.

Activity Reports

Police Bulletin: The weekly police bulletin has been updated for the week ending on September 12, 2025.

Sales Tax Monthly Report: The monthly sales tax data (link) for collections through June 2025 (distributed to Village in September 2025) came in at $1,968,970 which is $458,114, or 30.3%, greater than the monthly amount collected in September 2024 (June 2024).

Save the Date

Rotary Club of Northbrook Duck Race
Sunday, September 21 at 3 p.m. | Village Green Park
Cheer on rubber ducks as they race down the river through Northbrook during Shermerfest! Ducks are $10 each, three for $25, or 15 for $100. Proceeds support local and global Rotary programs. Join the Rotary Club of Northbrook to watch hundreds of rubber duckies race for a chance to win prizes while supporting a great cause. Learn more here.

Updates

2025 Sidewalk Replacement Program
The Village routinely inspects sidewalks to identify safety hazards and areas needing ADA-compliant ramps. Work began September 8 and will continue in the following areas over the next 2–3 weeks:

- Illinois Road, between Shermer Road and Western Avenue
- Woodlawn Road, between Shermer Road and Western Avenue
- Oak Street, between Shermer Road and Lorenz Drive

Residents were notified of the project by mail in August. Additional notices will be hand-delivered 24–48 hours before driveway closures, during which affected residents may park on the street during construction.

Illinois Department of Transportation (IDOT) Expressway and Ramp Closures
IDOT will be performing nighttime roadwork during the weeks of September 15 and September 22 on the Edens/I-94 and US41. This work will result in 1-lane closures as well as intermittent partial and full ramp closures. This will impact US 41 from Park Avenue to Lake-Cook Road and the Edens Expressway/I-94 from Lake-Cook Road to the I-90 Kennedy Junction. The known ramp closures that directly impact Northbrook are:

Monday, Sept 15

- Southbound entrances ramp on to Edens
  - East Bound and West Bound Dundee
  - Lake-Cook
- South Bound exit ramp off of Edens/I-94 to Lake-Cook Road

Monday, Sept 22

- South Bound exit ramp to:
  - Skokie Blvd
  - Tower Rd
- South Bound entrance ramp:
  - West Bound and East Bound Willow Road

Metra Station Platform Rehabilitation
Rehabilitation work on the outbound platform began in early September on sections north and south of Shermer Road and remains on schedule. Phase 2 focuses on the remaining portion of the outbound platform south of Shermer Road. The platform project is on track to be complete by mid-October. The pedestrian crosswalk will remain open throughout most of the work. According to Metra, during this work residents may hear train horns due to the construction. These horns may sound even outside normal construction hours. Residents with concerns can contact Metra Customer Service at 312-696-3872.



Nicor Gas Main Replacement
On September 13 work is expected to begin on Maple Avenue. Next week, work will continue on the eastern half, including Sycamore Lane, Spruce Street, Illinois Road, Church Street, and Orchard Road. As part of the project, Nicor is scheduling appointments with property owners to televise sanitary sewer services, and storm sewers, if applicable. If no exterior access point is available, interior access may be required. After inspections, lawns will be marked. Once all

inspections and utility markings are complete, Nicor will begin installing new gas mains and connecting service lines to affected properties.

Shermer Road Corridor Improvements
Next week, crews will continue installing light pole foundations and underground conduit along northbound Shermer Road, as well as performing storm sewer structure adjustments. Additionally, on Wednesday, September 17 at 9 a.m., the water main will be shutdown near the intersection of Oak Avenue and Shermer Road to relocate fire hydrants. Residents and businesses began receiving notices this week. The shutdown is expected to last 6–8 hours, after which water service will be restored.

Cook County Roadway Construction Projects
Cook County Department of Transportation and Highways continues work on Landwehr Road (Hampton Court in Glenview to Dundee Road) and Walters Avenue (Landwehr Road to Pfingsten Road). Both projects still require completion of electrical work and new traffic signal installations. The contractors still need to perform landscaping and other associated items.

Car Seat Safety Check
Northbrook Police Department is hosting a Car Seat Safety Check event on Monday, September 29th from 11:00 am – 3:00 pm at the Northbrook Police Department (1401 Landwehr Road). Our certified car seat technicians will check your child's seat to make sure it is installed correctly and securely. It is free and no appointment is necessary.

Congratulations Deputy Police Chief Marc Fainman
Congratulations to Deputy Chief (DC) Marc Fainman, who successfully completed the FBI's National Academy training program in Virginia. The FBI National Academy is an elite training program for law enforcement executives that celebrates its 90th anniversary this year. The 10-week program is a combination of graduate-level courses, physical health and wellness training, and professional networking. DC Fainman's class had representatives from throughout the United States and 22 countries. He looks forward to sharing his training and new resources with the Northbrook Police Department.



WEEKLY MANAGER'S REPORT

WEEK ENDING SEPTEMBER 19, 2025

Meetings of the Village Board

There are no meetings of the Village Board next week.

Activity Reports

Police Bulletin: The weekly police bulletin has been updated for the week ending on September 19, 2025.

Save the Date

Rotary Club of Northbrook Duck Race
Sunday, September 21 at 3 p.m. | Village Green Park
Cheer on rubber ducks as they race down the river through Northbrook during Shermerfest! Ducks are $10 each, three for $25, or 15 for $100. Proceeds support local and global Rotary programs. Join the Rotary Club of Northbrook to watch hundreds of rubber duckies race for a chance to win prizes while supporting a great cause. Learn more here.

Chalk Up Northbrook
Sunday, September 21 from 12 p.m.-4 p.m. | Village Green Park
Join the Northbrook Arts Commission for a fun afternoon of creativity during Shermerfest! Children aged 12 and under are invited to decorate the Meadow Road sidewalk with colorful chalk art. The event runs from 12-4 p.m. is and first comes, first serve.

Updates

E-Bikes & Scooters, and Micromobility
Following the August 26, 2025, meeting of the Village Board where a draft Ordinance amending Chapter 16 of the Northbrook Municipal Code regarding electric scooters, electric bicycles, and other motor driven vehicles was discussed in detail, staff is working with the Village Attorney to clarify definitions of the devices proposed to have enhanced regulations and age restrictions and related requirements. A second draft is scheduled for presentation at the next meeting of the Village Board on Tuesday, October 14, at 7:30 p.m. at Village Hall.

Prior to the August 26, 2025, discussion, the Police Department held two public forums in July to hear from residents regarding the topic.

Illinois Department of Transportation (IDOT) Expressway and Ramp Closures
IDOT is continuing to perform nighttime roadwork during the week of September 22 on the Edens/I-94 and US41. This work will result in 1-lane closures as well as intermittent partial and full ramp closures. This will impact US 41 from Park Avenue to Lake-Cook Road and the Edens Expressway/I-94 from Lake-Cook Road to the I-90 Kennedy Junction. The known ramp closures reported by IDOT that directly impact Northbrook are:

Monday, Sept 22

- South Bound exit ramp to:
  - Skokie Blvd
  - Tower Rd
- South Bound entrance ramp:
  - West Bound and East Bound Willow Road

Updated Zoning Code
Following Village Board approval on September 9, more than two years of work by staff, the Plan Commission and Village Board to seek public input about the 1988 Zoning Code has been completed. The 1988 Code, which was amended from time to time over the last 37 years required a comprehensive review as the Village has adopted new community goals, objectives, and strategies over the years in response to organic development, market trends and new technologies. The decision to undertake the comprehensive update was in response to the need for streamlined procedures that would be user-friendly and serve the residents, business community, realtors, and commercial developers.

Development & Planning Services staff have spent the past week since Village Board approval building a webpage for the new Zoning Code which will go live on Monday morning, September 22 (while still providing access to the old Zoning Code for those who started the application processes under the prior Zoning Code). In addition to the new Zoning Code, a new Application Manual has been developed to accompany the Zoning Code. This Manual will also be available beginning Monday morning online replacing the older application forms.

Thank you to the entire staff from DPS, as well as other Village departments including Public Works, Police, and Fire and the Village Attorney for their work and significant time commitment throughout this process.

Building Permit & License Activity:

- A building permit has been issued to a proposed new *FedEx Office Print & Ship* facility located at 780 Skokie Boulevard.
- An occupancy certificate and business licenses has been issued to building permit associated with the *I Just Am* art studio located at 1975 Shermer Road. This is the long vacant gas station site at the corner of Techny and Shermer and is now a fully rehabilitated space.

Downtown 2025 Ribbon Cutting Video
The Village recently celebrated the completion of the first phase of Downtown Infrastructure Improvements with a ribbon-cutting that brought together residents, business owners, and Village staff. Watch this video to learn more about the project.



Annual Police Trainings
On two occasions per year, all sworn Police Officers and 911 Dispatchers have mandatory training days in areas essential to their duties and oftentimes required by law. Over the past two weeks, the Police Department completed the second training of 2025 with training areas such as certifications in defensive tactics, *less than lethal* use of force (tasers), use of force, and other internal administrative categories.

Police Sergeant Promotional Testing Underway
The Village contracts with a third-party Law Enforcement testing company every three years to conduct a promotional exam process for current Northbrook Police Officers in compliance with State law as well as the promotional procedures as established in the Rules and Regulations of the Northbrook Board of Fire and Police Commissioners. At completion of this process, a ranked list of eligible officers to be promoted to Police Sergeant will be established and promotions will be made in order to fill vacancies when they occur.

National Police Women's Day
Last week Northbrook Police Department observed the national holiday for Police Women's Day. From patrol to investigations to leadership, our women officers make a difference every day. In honor of National Police Women's Day, we celebrated their service to Northbrook.



WEEKLY MANAGER'S REPORT

WEEK ENDING SEPTEMBER 26, 2025

Meetings of the Village Board

- There are no meetings of the Village Board next week.

Activity Reports

Police Bulletin: The weekly police bulletin has been updated for the week ending on September 26, 2025.

Save the Date

Police Department Car Seat Safety Check
Monday, September 29 from 11am–3pm | Police Station (1401 Landwehr Road)
The Northbrook Police Department is hosting a Car Seat Safety Check event on Monday, September 29 from 11am-3pm at the Northbrook Police Department (1401 Landwehr Road). Certified car seat technicians will check your child's seat to make sure it is installed correctly and securely. This event is free and no appointment is necessary.

Emergency Notification Test
Tuesday, September 30 at 1pm
The annual emergency notification test will occur on Tuesday, September 30, 2025 at 1pm. Residents and businesses are reminded to sign up to receive notifications here which include emergency notification texts, emails and phone calls from the Village of Northbrook as needed.

Northbrook Fire Department Open House
Saturday, October 4 from 9am–12pm | Fire Station 10 (650 Huehl)
Join the Northbrook Fire Department for a free, family-friendly event! Enjoy fire trucks, Sparky the Fire Dog, safety demos, therapy dogs, and hands-on activities. Parking at Village Public Works (655 Huehl). Held in conjunction with National Fire Prevention Week (October 5–11).

Updates

WaterSmart Portal Launches October 1
Starting October 1, the Village of Northbrook will launch a free online portal designed to help residents monitor water use, conserve resources, and spot potential leaks early. Customers with contact information on file with the Village will automatically begin receiving notifications when unusual water usage is detected. Read more here.

Building Permit and New Business Activities

- A building permit has been issued towards proposed alterations to building 5A within the *Underwriters Laboratory* campus located at 333 Pfingsten Road.
- A business license and occupancy certificate has been issued to the new *Serious Sanji Restaurant* located at 794 Skokie Boulevard.
- A business license has been issued to *RoboThink* located at 3105 MacArthur Boulevard.

Brill LEAD Training

The Northbrook Police administration along with several officers participated in the Illinois Holocaust Museum & Education Center's Brill LEAD Training, at NIPSTA (Northeastern Illinois Public Safety Training Academy) this week. The program provides training and tools necessary for understanding abuses of authority, responding to hate crimes and bias, and is a proven program that impacts how law enforcement officers approach their jobs with empathy. LEAD is certified by the Illinois Law Enforcement Training and Standards Board.

Email Scam in Northbrook

The Village was made aware of a fraudulent email scam targeting Northbrook residents and businesses. Scammers are sending messages that falsely claim to be from the Village, using addresses such as *planning.northbrook.il@usa.com* or other public email services. These accounts are NOT legitimate Village email addresses. The scam email includes a fake invoice requesting a wire transfer payment, which we do not accept as a valid form of payment. The invoice falsely uses the Village of Northbrook's address. Northbrook unfortunately is one of a number of area municipalities that has been impacted by this scam.

Staff has been working with residents who have notified the Village of being targeted by the scam. A Northbrook News article / alert is here **(LINK)** and will be shared through various means.

WEEKLY MANAGER'S REPORT

WEEK ENDING OCTOBER 3, 2025

Meetings of the Village Board

- **Tuesday, October 7, 2025**
  Special Committee of the Whole Meeting 6 p.m. at Village Hall.

Activity Reports

Police Bulletin: The weekly police bulletin has been updated for the week ending on October 3, 2025.

Save the Date

Northbrook Fire Department Open House
Saturday, October 4, from 9 a.m.–12 p.m. | Fire Station 10 (650 Huehl)
Join the Northbrook Fire Department as they observe National Fire Prevention Week for a free, family-friendly event! Enjoy fire trucks, Sparky the Fire Dog, safety demos, therapy dogs, and hands-on activities. Parking at Village Public Works, 655 Huehl Road.

Closing Day Bash | Northbrook Farmers Market
Wednesday, October 8, from 7 a.m.-1 p.m. | Meadow Plaza Parking Lot
Don't miss the 17th annual Closing Day Bash at the Northbrook Farmers Market with fun for all ages. Join a scavenger hunt for painted gourds to win vendor certificates, and take on the apple taste-testing challenge for a chance at fresh flowers and bouquets. Little ones ages 2–6 can enjoy pumpkin decorating (costumes encouraged!) from 9 a.m. to noon.

Updates

Village Launches WaterSmart Leak Alerts
On October 1, the Village launched WaterSmart Leak Alerts, a new customer portal feature for residents and businesses to assist in detecting potential water leaks for customers that have completed installation of a new water meter. The system monitors for unusual or continuous use, such as 2 gallons per hour for 12 hours in homes or 10 gallons per hour for 48 hours in other buildings, and alerts customers by email with details on when the leak began, the type detected, and estimated flow rate. On its first day, 280 alerts were issued, with 14 confirmed leaks inside a home/business. The Village asks all water customers to register for the free portal at northbrookil.watersmart.com and log in with your utility billing account number and zip code.

Cook County Homeowner Relief Fund
Cook County recently launched the Cook County Homeowner Relief Fund, a $15 million program that will assist households that have experienced a substantial increase on their

property tax bills in recent years and will provide one-time payments of $1,000 to eligible households. Eligibility requirements include:

- A property tax bill increase of at least 50% in any of the 2021, 2022 or 2023 tax years
    - NOTE: This includes those who went from a zero-property tax bill to a non-zero bill in tax years 2021, 2022 or 2023.
- An income at or below 100% of the Cook County Area Median Income (AMI) for the applicant's household size

Applications are open through Friday, Oct. 10, 2025, at 11:59 p.m. More program information, including the full eligibility requirements, is available at Cook County Homeowner Relief Fund. *Please note that the program is only open through Friday, October 10, 2025, at 11:59pm.*

Northbrook Hires New Firefighters

As provided for in the FY25 Budget, the Village hired six new firefighter/paramedics on October 1, 2025. All six firefighters will be attending the NIPSTA Fire Academy beginning October 6. Three of the six firefighters are nationally licensed paramedics, the remaining three new hires have earned their EMT-Basic licenses and will be attending paramedic school through Highland Park Hospital in Spring 2026. Welcome Thomas Moran, Maxwell Oberman, Daniel Birch, Jack Moran, Logan Goessele, and Alexander Becker.

Northbrook and Glenview Firefighters Training

This week, Northbrook and Glenview firefighters spent three days at the Northeastern Illinois Public Safety Training Academy (NIPSTA) taking part in realistic residential fire simulations. Read all about this important training here.

WEEKLY MANAGER'S REPORT

WEEK ENDING OCTOBER 10, 2025

Meetings of the Village Board

Tuesday, October 14, 2025

- Committee of the Whole Meeting – 6 p.m. in the Terrace Room
- Village Board Regular Meeting – 7:30 p.m. in the Board Room

Activity Reports

Police Bulletin: The weekly police bulletin has been updated for the week ending on October 10, 2025.

Save the Date

National Rx Take Back Day
Saturday, October 25 at 10 a.m. | 1401 Landwehr Road, PD Lobby
Safely dispose of unused or expired medications at the Northbrook Police Department. This free, anonymous event helps prevent misuse of prescription drugs. Note: *inhalers and needles will not be accepted*. For more information about the Click for more on the Rx Take Back Day.

Halloween Trick-or-Treating in Northbrook
Friday, October 31 from 4 p.m. to 8 p.m. | Northbrook
In Northbrook, if you would like to alert trick-or-treaters of your household's participation, download and print one of the Village's signs to display on your front door. Click here to download a Halloween Sign. If you don't have access to a printer, signs will be available for free pickup at Village Hall throughout October.

Illuminate Northbrook
Friday, November 21, at 5:30 p.m.
Gather in the heart of Northbrook to kick off the holiday shopping season with complimentary hot chocolate as we turn on the holiday lights and illuminate the downtown. Afterwards, stay downtown, enjoy the ambiance, and support local businesses by shopping and dining!



Updates

Sales Tax Monthly Report
The monthly sales tax data for collections through July 2025, distributed to Village in October 2025, came in at $1,869,807 which is $498,566, or 36.4%, greater than the monthly amount collected in October 2024 (July 2024). This sales tax amount included the automatic 1% municipal, 1% home rule, and 3% local cannabis taxes. View the full sales tax report here.

Shermer Road Corridor Improvements
The Shermer Road construction work continues between Willow Road and Walters Avenue with a planned water main shutdown which is scheduled for Monday, October 13 at the intersection of Shermer Road and Oak Avenue to allow for fire hydrant relocations. Notices have been distributed to the twenty-three businesses and residents impacted by this temporary shutdown.

New asphalt paving of Shermer between Techny and Willow roads is underway and expected to be completed during the week of October 20. The contractor continues with both the installation of light pole foundations and underground conduit along northbound Shermer Road and the excavation and grading of the parkway on the east side of the roadway.

Concrete panel replacement on Shermer Road north of Techny is scheduled for November with substantial project completion is anticipated for December 2025.

In 2022, the Village was awarded $3,504,200 in Surface Transportation Program (STP) grant funding for installation of a side path and roadway resurfacing of Shermer Road through the Chicago Metropolitan Agency for Planning and a $250,000 in Invest in Cook grant funding by County.

An important element of these improvements Shermer Road is the addition of a side path as part of the project which was envisioned as part of the Master Bicycle and Pedestrian plan that can be read by clicking here and is designed to make walking and bicycling, safer, more convenient, and more enjoyable for people of all ages and abilities. The Northbrook Master Bicycle and Pedestrian Plan serves as the Village's guiding policy and plan to achieve this vision of a bicycle- and walk-friendly community. The plan's vision and goals represent the Village's values and aspirations for bicycling and walking as both transportation and recreation choices. They are ambitious, yet achievable. Existing conditions for bicycling and walking, as well as previous planning efforts, are documented in the plan as a reference point for future investments in bicycle and pedestrian infrastructure and program investments.

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

ESCROW DEPOSIT/PERFORMANCE BOND REFUNDS
INVOICES PROCESSED BETWEEN SEPTEMBER 1, 2025 - SEPTEMBER 15, 2025
FOR 10/14/25 MEETING

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
310679	CELESTINE ONYEISE	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	300.00
310680	LAKESIDE PLUMBING	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310681	RELIANCE PLUMBING	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310682	RELIANCE PLUMBING SEWER AND DRAINAGE	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310683	BILLS PLUMBING AND SEWER, INC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310684	ROTO-ROOTER	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310685	DGK INDUSTRY	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	3,720.00
310686	MERGENTHALER, INC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310687	CAPPS PLUMBING & SEWER INC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310688	J BLANTON PLUMBING	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310689	IBUILD, INC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	3,500.00
310690	LEPJAN DRAFTING SERVICES INC.	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	3,100.00
310691	RAMON & SON'S SEWER & WATER INC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310692	RAVINIA PLUMBING & HEATING CO.	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310693	JAN ZMUDA	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310694	CHICAGO SPRINKLER COMPANY	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310695	CJ CATHERINE HOLDINGS LLC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	5,000.00
		CLASS 'A' TOTAL	**21,620.00**

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

INVOICES PROCESSED BETWEEN SEPTEMBER 1, 2025 - SEPTEMBER 15, 2025
FOR 10/14/25 MEETING

Sorted Alphabetically

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
310763	A EPSTEIN AND SONS INTERNATIONAL	PROFESSIONAL SERVICES - PW (*)	1,705.45
310762	A5 GROUP INC	PROFESSIONAL SERVICES - GG (*)	6,150.00
310767	ACCURATE EMPLOYMENT SCREENING LLC	PROFESSIONAL SERVICES - GG	356.31
310732	ACE NORTHBROOK HARDWARE & RENTAL	SUPPLIES/PARTS - FD/PW	274.72
7834(A)	ADDIS LAW GROUP	LEGAL SERVICES - GG	17,000.00
7793(A)	AIR ONE EQUIPMENT INC	SUPPLIES - FD	2,275.00
7827(A)	AL WARREN OIL CO INC	FUEL - PW/FD/PD	32,819.52
310714	ALAN F. FRIEDMAN PH.D INC	PROFESSIONAL SERVICES - FD	3,744.20
7794(A)	ALEXANDER CHEMICAL CORPORATION	CHEMICALS - PW (*)	12,908.49
7795(A)	ALPHA PRIME COMMUNICATIONS	EQUIPMENT - PW	4,000.00
310696	AMALGAMATED BANK OF CHICAGO	BOND ADMINISTRATIVE FEES - FIN	475.00
310790	AMANDA JAEGERS	REIMBURSEMENT - PD	84.79
7828(A)	AMAZON.COM SERVICES INC	EQUIPMENT - IT	1,980.33
7830(A)	AMERICAN PRINTING TECHNOLOGIES INC	PRINTING - FIN	687.43
310775	AMERICAN TAXI DISPATCH INC	SENIOR TRANSPORTATION - FIN	363.00
310791	ANGELO WELLS	REIMBURSEMENT - PD	39.76
310792	ANTHONY ARGUETA	REIMBURSEMENT - PD	4,368.00
310699	AT&T MOBILITY NATIONAL ACCOUNTS LLC	TELECOMMUNICATIONS - IT	9,172.67
310783	ATLASTICITY LLC	PROFESSIONAL SERVICES - IT	383.42
310807	BACKFLOW SOLUTIONS INC	PROFESSIONAL SERVICES - PW (*)	78,140.29
310808	BACKFLOW SOLUTIONS INC	PROFESSIONAL SERVICES - PW (*)	66,538.40
310788	BERRY DUNN MCNEIL & PARKER LLC	STRATEGIC PLANNING - GG (*)	3,650.00
310793	BRAD GUTWILLIG	REIMBURSEMENT - PD	83.40
310794	BRADLEY MICHAELS	REIMBURSEMENT - PD	135.12
310802	BRIAN COLEMAN	RESIDENT REIMBURSEMENT - PW	600.00
7796(A)	BS&A SOFTWARE	PAYMENT PROCESSING SERVICES - FIN (*)	18,465.12
310756	BUILDERS ASPHALT LLC	MATERIALS - PW (*)	2,470.68
7824(A)	CABCONNECT	SENIOR TRANSPORTATION - FIN	85.00
310801	CARRIE SULLIVAN	RESIDENT REIMBURSEMENT - PW	18,404.81
310697	CDS OFFICE TECHNOLOGIES	EQUIPMENT - IT	1,627.79
7797(A)	CDW GOVERNMENT INC	EQUIPMENT - IT	303.17
7826(A)	CENTER FOR INTERNET SECURITY INC	SUBSCRIPTION - IT (*)	24,720.00
310803	CHERYL RAPP	VEHICLE STICKER REFUND - FIN	17.50
310698	CHICAGO TRIBUNE	PUBLICATIONS - DPS	385.55
310748	CINTAS CORPORATION #2	SUPPLIES - PD	584.81
310749	CINTAS CORPORATION #2	UNIFORMS - PW	75.52
310700	CLARK BAIRD SMITH LLP	LEGAL SERVICES - GG	532.50
310702	COMCAST CABLE	TELECOMMUNICATIONS - IT	457.05
310701	COMCAST CABLE	CABLE/INTERNET - PD	128.80
310703	COMMONWEALTH EDISON COMPANY	UTILITY - PW	8,981.27
310782	CONSENSUS CLOUD SOLUTIONS LLC	SUBSCRIPTION - IT	99.95
310771	CONSTELLATION ENERGY CORPORATION	UTILITIES - PW	52,827.27
7835(A)	CONSTELLIX	SUBSCRIPTION - IT	9.46
310704	COOK COUNTY RECORDER OF DEEDS	RECORDING FEES - DPS/GG	839.00
310786	CROWNE INDUSTRIES LTD	SERVICES - PW	2,475.00
310705	CUTLER WORKWEAR	UNIFORMS - PW	1,183.68
7840(A)	D5 DESIGN & METAL FABRICATION LLC	SERVICES - PW	7,000.00
310779	DACRA TECH LLC	SUBSCRIPTION - IT (*)	2,500.00
310707	DJS SCUBA LOCKER INC	PARTS - FD	2,444.40
310706	DTN LLC	SUBSCRIPTION - PW	2,479.05
310759	ELGIN RECYCLING INC	RECYCLING - PW	152.00
310753	ENABLEPOINT INC	SUBSCRIPTION - IT (*)	8,064.00
310735	ENDEAVOR HEALTH MEDICAL GROUP	PROFESSIONAL SERVICES - FD/PD (*)	8,018.00
7841(A)	ENECON CORPORATION	SUPPLIES - PW	825.00
310795	ERIC GUSTASON	REIMBURSEMENT - PD	127.14

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

INVOICES PROCESSED BETWEEN SEPTEMBER 1, 2025 - SEPTEMBER 15, 2025
FOR 10/14/25 MEETING

Sorted Alphabetically

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
310708	EVANSTON FUNERAL & CREMATION INC	PROFESSIONAL SERVICES - PD	500.00
310709	EVIDENT INC	SUPPLIES - PD	40.00
7798(A)	FASTSIGNS	SUPPLIES - PW	442.19
310787	FERGUSON WATERWORKS	PARTS - PW	1,732.50
310773	FGM ARCHITECTS INC	FACILITY CAPITAL PROJECTS - FD/PW (*)	310,627.92
310710	FIELDS JEEP INC/FIELDS CHRYSLER	PARTS - PD	1,555.92
310711	FIRE INVESTIGATORS STRIKE FORCE	MEMBERSHIPS - FD	125.00
7823(A)	FIRE SAFETY CONSULTANTS INC	PROFESSIONAL SERVICES - FD (*)	1,585.00
7825(A)	FIRST CHOICE COFFEE SERVICES	CANTEEN - FD/PW	608.24
310776	FLECK'S LANDSCAPING	SERVICES - PW (*)	1,846.00
310712	FOOT STONE INC	PROFESSIONAL SERVICES - PW (*)	3,272.25
310713	FOSTER COACH SALES INC	PARTS - FD	2,450.31
7799(A)	GALLS LLC	UNIFORMS - PD	811.52
310715	GENE'S VILLAGE TOWING INC	SERVICES - PD	1,570.00
7839(A)	GENUINE PARTS COMPANY INC	PARTS - PW/FD	1,062.63
310716	GOLF MILL FORD	PARTS - PD/PW/FD	353.31
310780	GORDON FLESCH COMPANY INC	PRINTING - IT (*)	1,529.24
7800(A)	GRAINGER	PARTS/SUPPLIES/TOOLS - FD/PW	850.09
7801(A)	HBK WATER METER SERVICE INC	SERVICES - PW	119.00
310717	HENDERSON PRODUCTS INC	PARTS - PW	1,102.94
7803(A)	HIGHLAND PARK FORD LINCOLN	PARTS - PD	710.20
7804(A)	HUFF & HUFF INC	FACILITY CAPITAL PROJECTS - PW	9,750.00
310760	IL DEPT. OF INNOVATION & TECHNOLOGY	TELECOMMUNICATIONS - IT (*)	3,022.89
310718	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PD	151.00
310719	ILLINOIS STATE TOLL HIGHWAY	TOLLS - PD	296.27
310720	ILLINOIS STATE TOLL HIGHWAY	TOLLS - PD	21.75
310796	ILONA MYKHNYCH	REIMBURSEMENT - PD	76.70
310721	J.G. UNIFORMS INC	UNIFORMS - PD	783.05
310797	JASON STEINER	REIMBURSEMENT - PD	78.80
310774	JASPER WELLER LLC	PARTS - FD	258.47
310789	JEFF ZIEBKA	REIMBURSEMENT - PD	477.00
310755	JONES & BARTLETT LEARNING LLC	PUBLICATIONS - FD	1,047.74
310758	JOSHUA A. BARRAS PH.D PC	PROFESSIONAL SERVICES - PD	1,250.00
310722	KIMLEY-HORN AND ASSOCIATES INC	PROFESSIONAL SERVICES - PW (*)	24,700.00
310723	LAKE COUNTY PUBLIC WORKS DEPT	SERVICES - PW	86.00
7837(A)	LAKELAND ELEVATOR CORPORATION	SERVICES - SHF	705.00
7833(A)	LEOPARDO COMPANIES INC	FACILITY CAPITAL PROJECTS - FD/PW (*)	59,613.00
310772	LINDE GAS & EQUIPMENT INC	SUPPLIES - PW	286.15
7805(A)	LOGSDON OFFICE SUPPLY	SUPPLIES - PW	75.92
310805	LORI SCHWARCZ	VEHICLE STICKER REFUND - FIN	17.50
7836(A)	LRS LLC	LRS SUBSIDY - GG (*)	68,450.50
7829(A)	MACQUEEN EMERGENCY GROUP	PARTS - FD	3,686.65
310798	MARC FAINMAN	REIMBURSEMENT - PD	3,326.50
310784	MARK 1 LANDSCAPE INC	SERVICES - PW (*)	5,219.34
310806	MARK VEND CO	WATER/SEWER REFUND - FIN	7.12
7807(A)	MEADE INC	SERVICES - PW (*)	5,969.22
310724	MENONI & MOCOGNI INC	MATERIALS - PW (*)	4,082.20
7831(A)	MERCHANTS' CREDIT GUIDE CO	COLLECTIONS - FIN	234.06
7808(A)	MGP INC	PROFESSIONAL SERVICES - PW (*)	20,033.03
7819(A)	MICHAEL WAGNER & SONS INC	EQUIPMENT/PARTS - PW	2,144.36
310770	MIDWEST POWER INDUSTRY INC	SERVICES - PW (*)	2,803.28
7809(A)	MORRISON ASSOCIATES LTD	MEMBERSHIP - GG	3,000.00
7810(A)	MOTION INDUSTRIES INC	PARTS - PW	122.95
7812(A)	MOTOROLA SOLUTIONS INC	RADIO EQUIPMENT - FD	15,455.26
7811(A)	MOTOROLA SOLUTIONS INC	MONTHLY RADIO NETWORK - PD	8,227.00

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

INVOICES PROCESSED BETWEEN SEPTEMBER 1, 2025 - SEPTEMBER 15, 2025
FOR 10/14/25 MEETING

Sorted Alphabetically

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
310777	NELBUD SERVICES LLC	SERVICES - SHF	4,620.00
7813(A)	NEMETH GLASS OF ILLINOIS INC	PARTS - FD	707.59
310799	NICHOLAS WHITE	REIMBURSEMENT - PD	111.30
310733	NICOR	UTILITIES - PW	1,747.59
310725	NIPSTA	TRAINING - FD (*)	3,850.00
310726	NIPSTA	TRAINING - FD (*)	3,850.00
310727	NIPSTA	TRAINING - FD (*)	3,850.00
310728	NIPSTA	TRAINING - FD (*)	3,850.00
310729	NIPSTA	TRAINING - FD (*)	3,850.00
310730	NIPSTA	TRAINING - FD (*)	3,850.00
310731	NIPSTA	TRAINING - FD (*)	3,850.00
310734	NORTH SHORE GAS COMPANY	UTILITIES - PW	233.46
7814(A)	NORTHBROOK PARK DISTRICT	GRAPES ON THE GREEN - GG (*)	10,000.00
310736	NORTHWEST FREIGHTLINER	PARTS - FD/PW	709.33
310769	PACE ANALYTICAL SERVICES LLC	SERVICES - PW	2,497.00
7815(A)	PARKMOBILE LLC	MONTHLY SERVICE FEES - PW	954.10
310768	PEERLESS NETWORK INC	TELECOMMUNICATIONS - IT	6,183.66
7838(A)	PERFECT CLEANING SYSTEM INC	SERVICES - PW (*)	11,360.50
310754	POSTAL SOURCE	SUPPLIES - FIN	362.95
310751	PRATE ROOFING & INSTALLATIONS LLC	SERVICES - SHF	775.00
310761	PROFESSIONAL CEMETERY SERVICES	SERVICES - PW	1,500.00
310804	ROGER SMITH	VEHICLE STICKER REFUND - FIN	17.50
310737	RUSH TRUCK CENTERS OF ILLINOIS	PARTS - PW	236.88
310738	SAFEBUILT ILLINOIS. LLC	PROFESSIONAL SERVICES - DPS (*)	3,176.25
310800	SCOTT LUBIAK	REIMBURSEMENT - PD	23.80
310739	SENTINEL TECHNOLOGIES INC	PROFESSIONAL SERVICES - IT	2,853.93
7816(A)	SPOK INC	SERVICES - PW	67.48
310781	SPRINGFIELD ARMORY	EQUIPMENT - PD	5,830.64
310740	STANDARD EQUIPMENT COMPANY	PARTS - PW	282.91
310741	STANDARD INDUSTRIAL & AUTOMOTIVE	SERVICES - PW	1,100.00
310752	STATE GRAPHICS	PRINTING - GG	90.00
310742	SUBURBAN ACCENTS INC	SERVICES - PD	200.00
310765	SYMMETRY ENERGY SOLUTIONS LLC	UTILITIES - PW	1,037.34
310785	TECHSMITH CORPORATION	SUBSCRIPTION - IT	822.25
7806(A)	TERRI LUECHT	SUPPLEMENT PAYMENT - FIN	1,659.00
7832(A)	THE ORGANIC GARDENER LTD	PROFESSIONAL SERVICES - GG (*)	1,700.00
310743	THEODORE POLYGRAPH SERVICE INC	PROFESSIONAL SERVICES - FD	400.00
310744	THOMPSON ELEVATOR INSPECTION	SERVICES - DPS (*)	1,559.00
7820(A)	THOMSON REUTERS	SUBSCRIPTION - PD	353.81
310745	ULINE INC	EQUIPMENT - PW	3,501.86
310766	UNITED DISPATCH	SENIOR TRANSPORTATION - FIN	125.00
310778	US DIGITAL DESIGNS BY HONEYWELL	SUBSCRIPTION - IT	8,967.35
7802(A)	USABLUEBOOK	SUPPLIES - PW	160.25
310764	VERIZON CONNECT NWF INC	SERVICES - PW	1,171.09
310746	VERIZON WIRELESS	TELECOMMUNICATIONS - IT	1,076.05
7817(A)	WEIDNER FARMS MATERIAL INC	MATERIALS DISPOSAL - PW (*)	13,902.15
7818(A)	WEST CENTRAL MUNICIPAL CONFERENCE	MEMBERSHIP - PW	575.00
310747	WEST SIDE TRACTOR SALES	PARTS - PW	35.04
7821(A)	WILMETTE TRUCK AND BUS SERVICE INC	SERVICES - PW/FD	472.00
310750	WINKLER'S TREE SERVICE INC	SERVICES - PW	150.00
310757	YELLOWSTONE LANDSCAPE	SERVICES - PW (*)	67,447.29
7822(A)	ZEP SALES & SERVICES	SUPPLIES - FD	701.42
		CLASS 'A' TOTAL	**1,180,979.56**

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

INVOICES PROCESSED BETWEEN SEPTEMBER 1, 2025 - SEPTEMBER 15, 2025
FOR 10/14/25 MEETING

Sorted Alphabetically

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
	CLASS 'B' WARRANTS		
40(E)	IPBC	HEALTH INSURANCE - GG	605,662.34
475(E)	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	80,880.00
9/15/25	PAYROLL	9/15/2025 PAYROLL	902,009.17
7792(A)	REALTY & MORTGAGE CO.	SHF EXPENSE REIMB - FIN	51,172.34
		CLASS 'B' TOTAL	**1,639,723.85**
		REPORT TOTAL	***2,820,703.41***

VILLAGE OF NORTHBROOK

GENERAL LEDGER SYSTEM
WARRANT LIST

INVOICES PROCESSED BETWEEN SEPTEMBER 1, 2025 - SEPTEMBER 15, 2025
FOR 10/14/25 MEETING

Sorted by Invoice Amount

CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
310773	FGM ARCHITECTS INC	FACILITY CAPITAL PROJECTS - FD/PW (*)	310,627.92
310807	BACKFLOW SOLUTIONS INC	PROFESSIONAL SERVICES - PW (*)	78,140.29
7836(A)	LRS LLC	LRS SUBSIDY - GG (*)	68,450.50
310757	YELLOWSTONE LANDSCAPE	SERVICES - PW (*)	67,447.29
310808	BACKFLOW SOLUTIONS INC	PROFESSIONAL SERVICES - PW (*)	66,538.40
7833(A)	LEOPARDO COMPANIES INC	FACILITY CAPITAL PROJECTS - FD/PW (*)	59,613.00
310771	CONSTELLATION ENERGY CORPORATION	UTILITIES - PW	52,827.27
7827(A)	AL WARREN OIL CO INC	FUEL - PW/FD/PD	32,819.52
7826(A)	CENTER FOR INTERNET SECURITY INC	SUBSCRIPTION - IT (*)	24,720.00
310722	KIMLEY-HORN AND ASSOCIATES INC	PROFESSIONAL SERVICES - PW (*)	24,700.00
7808(A)	MGP INC	PROFESSIONAL SERVICES - PW (*)	20,033.03
7796(A)	BS&A SOFTWARE	PAYMENT PROCESSING SERVICES - FIN (*)	18,465.12
310801	CARRIE SULLIVAN	RESIDENT REIMBURSEMENT - PW	18,404.81
7834(A)	ADDIS LAW GROUP	LEGAL SERVICES - GG	17,000.00
7812(A)	MOTOROLA SOLUTIONS INC	RADIO EQUIPMENT - FD	15,455.26
7817(A)	WEIDNER FARMS MATERIAL INC	MATERIALS DISPOSAL - PW (*)	13,902.15
7794(A)	ALEXANDER CHEMICAL CORPORATION	CHEMICALS - PW (*)	12,908.49
7838(A)	PERFECT CLEANING SYSTEM INC	SERVICES - PW (*)	11,360.50
7814(A)	NORTHBROOK PARK DISTRICT	GRAPES ON THE GREEN - GG (*)	10,000.00
7804(A)	HUFF & HUFF INC	FACILITY CAPITAL PROJECTS - PW	9,750.00
310699	AT&T MOBILITY NATIONAL ACCOUNTS LLC	TELECOMMUNICATIONS - IT	9,172.67
310703	COMMONWEALTH EDISON COMPANY	UTILITY - PW	8,981.27
310778	US DIGITAL DESIGNS BY HONEYWELL	SUBSCRIPTION - IT	8,967.35
7811(A)	MOTOROLA SOLUTIONS INC	MONTHLY RADIO NETWORK - PD	8,227.00
310753	ENABLEPOINT INC	SUBSCRIPTION - IT (*)	8,064.00
310735	ENDEAVOR HEALTH MEDICAL GROUP	PROFESSIONAL SERVICES - FD/PD (*)	8,018.00
7840(A)	D5 DESIGN & METAL FABRICATION LLC	SERVICES - PW	7,000.00
310768	PEERLESS NETWORK INC	TELECOMMUNICATIONS - IT	6,183.66
310762	A5 GROUP INC	PROFESSIONAL SERVICES - GG (*)	6,150.00
7807(A)	MEADE INC	SERVICES - PW (*)	5,969.22
310781	SPRINGFIELD ARMORY	EQUIPMENT - PD	5,830.64
310784	MARK 1 LANDSCAPE INC	SERVICES - PW (*)	5,219.34
310777	NELBUD SERVICES LLC	SERVICES - SHF	4,620.00
310792	ANTHONY ARGUETA	REIMBURSEMENT - PD	4,368.00
310724	MENONI & MOCOGNI INC	MATERIALS - PW (*)	4,082.20
7795(A)	ALPHA PRIME COMMUNICATIONS	EQUIPMENT - PW	4,000.00
310725	NIPSTA	TRAINING - FD (*)	3,850.00
310726	NIPSTA	TRAINING - FD (*)	3,850.00
310727	NIPSTA	TRAINING - FD (*)	3,850.00
310728	NIPSTA	TRAINING - FD (*)	3,850.00
310729	NIPSTA	TRAINING - FD (*)	3,850.00
310730	NIPSTA	TRAINING - FD (*)	3,850.00
310731	NIPSTA	TRAINING - FD (*)	3,850.00
310714	ALAN F. FRIEDMAN PH.D INC	PROFESSIONAL SERVICES - FD	3,744.20
7829(A)	MACQUEEN EMERGENCY GROUP	PARTS - FD	3,686.65
310788	BERRY DUNN MCNEIL & PARKER LLC	STRATEGIC PLANNING - GG (*)	3,650.00
310745	ULINE INC	EQUIPMENT - PW	3,501.86
310798	MARC FAINMAN	REIMBURSEMENT - PD	3,326.50
310712	FOOT STONE INC	PROFESSIONAL SERVICES - PW (*)	3,272.25
310738	SAFEBUILT ILLINOIS. LLC	PROFESSIONAL SERVICES - DPS (*)	3,176.25
310760	IL DEPT. OF INNOVATION & TECHNOLOGY	TELECOMMUNICATIONS - IT (*)	3,022.89
7809(A)	MORRISON ASSOCIATES LTD	MEMBERSHIP - GG	3,000.00
310739	SENTINEL TECHNOLOGIES INC	PROFESSIONAL SERVICES - IT	2,853.93
310770	MIDWEST POWER INDUSTRY INC	SERVICES - PW (*)	2,803.28
310779	DACRA TECH LLC	SUBSCRIPTION - IT (*)	2,500.00

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310769	PACE ANALYTICAL SERVICES LLC	SERVICES - PW	2,497.00
310706	DTN LLC	SUBSCRIPTION - PW	2,479.05
310786	CROWNE INDUSTRIES LTD	SERVICES - PW	2,475.00
310756	BUILDERS ASPHALT LLC	MATERIALS - PW (*)	2,470.68
310713	FOSTER COACH SALES INC	PARTS - FD	2,450.31
310707	DJS SCUBA LOCKER INC	PARTS - FD	2,444.40
7793(A)	AIR ONE EQUIPMENT INC	SUPPLIES - FD	2,275.00
7819(A)	MICHAEL WAGNER & SONS INC	EQUIPMENT/PARTS - PW	2,144.36
7828(A)	AMAZON.COM SERVICES INC	EQUIPMENT - IT	1,980.33
310776	FLECK'S LANDSCAPING	SERVICES - PW (*)	1,846.00
310733	NICOR	UTILITIES - PW	1,747.59
310787	FERGUSON WATERWORKS	PARTS - PW	1,732.50
310763	A EPSTEIN AND SONS INTERNATIONAL	PROFESSIONAL SERVICES - PW (*)	1,705.45
7832(A)	THE ORGANIC GARDENER LTD	PROFESSIONAL SERVICES - GG (*)	1,700.00
7806(A)	TERRI LUECHT	SUPPLEMENT PAYMENT - FIN	1,659.00
310697	CDS OFFICE TECHNOLOGIES	EQUIPMENT - IT	1,627.79
7823(A)	FIRE SAFETY CONSULTANTS INC	PROFESSIONAL SERVICES - FD (*)	1,585.00
310715	GENE'S VILLAGE TOWING INC	SERVICES - PD	1,570.00
310744	THOMPSON ELEVATOR INSPECTION	SERVICES - DPS (*)	1,559.00
310710	FIELDS JEEP INC/FIELDS CHRYSLER	PARTS - PD	1,555.92
310780	GORDON FLESCH COMPANY INC	PRINTING - IT (*)	1,529.24
310761	PROFESSIONAL CEMETERY SERVICES	SERVICES - PW	1,500.00
310758	JOSHUA A. BARRAS PH.D PC	PROFESSIONAL SERVICES - PD	1,250.00
310705	CUTLER WORKWEAR	UNIFORMS - PW	1,183.68
310764	VERIZON CONNECT NWF INC	SERVICES - PW	1,171.09
310717	HENDERSON PRODUCTS INC	PARTS - PW	1,102.94
310741	STANDARD INDUSTRIAL & AUTOMOTIVE	SERVICES - PW	1,100.00
310746	VERIZON WIRELESS	TELECOMMUNICATIONS - IT	1,076.05
7839(A)	GENUINE PARTS COMPANY INC	PARTS - PW/FD	1,062.63
310755	JONES & BARTLETT LEARNING LLC	PUBLICATIONS - FD	1,047.74
310765	SYMMETRY ENERGY SOLUTIONS LLC	UTILITIES - PW	1,037.34
7815(A)	PARKMOBILE LLC	MONTHLY SERVICE FEES - PW	954.10
7800(A)	GRAINGER	PARTS/SUPPLIES/TOOLS - FD/PW	850.09
310704	COOK COUNTY RECORDER OF DEEDS	RECORDING FEES - DPS/GG	839.00
7841(A)	ENECON CORPORATION	SUPPLIES - PW	825.00
310785	TECHSMITH CORPORATION	SUBSCRIPTION - IT	822.25
7799(A)	GALLS LLC	UNIFORMS - PD	811.52
310721	J.G. UNIFORMS INC	UNIFORMS - PD	783.05
310751	PRATE ROOFING & INSTALLATIONS LLC	SERVICES - SHF	775.00
7803(A)	HIGHLAND PARK FORD LINCOLN	PARTS - PD	710.20
310736	NORTHWEST FREIGHTLINER	PARTS - FD/PW	709.33
7813(A)	NEMETH GLASS OF ILLINOIS INC	PARTS - FD	707.59
7837(A)	LAKELAND ELEVATOR CORPORATION	SERVICES - SHF	705.00
7822(A)	ZEP SALES & SERVICES	SUPPLIES - FD	701.42
7830(A)	AMERICAN PRINTING TECHNOLOGIES INC	PRINTING - FIN	687.43
7825(A)	FIRST CHOICE COFFEE SERVICES	CANTEEN - FD/PW	608.24
310802	BRIAN COLEMAN	RESIDENT REIMBURSEMENT - PW	600.00
310748	CINTAS CORPORATION #2	SUPPLIES - PD	584.81
7818(A)	WEST CENTRAL MUNICIPAL CONFERENCE	MEMBERSHIP - PW	575.00
310700	CLARK BAIRD SMITH LLP	LEGAL SERVICES - GG	532.50
310708	EVANSTON FUNERAL & CREMATION INC	PROFESSIONAL SERVICES - PD	500.00
310789	JEFF ZIEBKA	REIMBURSEMENT - PD	477.00
310696	AMALGAMATED BANK OF CHICAGO	BOND ADMINISTRATIVE FEES - FIN	475.00
7821(A)	WILMETTE TRUCK AND BUS SERVICE INC	SERVICES - PW/FD	472.00
310702	COMCAST CABLE	TELECOMMUNICATIONS - IT	457.05

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7798(A)	FASTSIGNS	SUPPLIES - PW	442.19
310743	THEODORE POLYGRAPH SERVICE INC	PROFESSIONAL SERVICES - FD	400.00
310698	CHICAGO TRIBUNE	PUBLICATIONS - DPS	385.55
310783	ATLASTICITY LLC	PROFESSIONAL SERVICES - IT	383.42
310775	AMERICAN TAXI DISPATCH INC	SENIOR TRANSPORTATION - FIN	363.00
310754	POSTAL SOURCE	SUPPLIES - FIN	362.95
310767	ACCURATE EMPLOYMENT SCREENING LLC	PROFESSIONAL SERVICES - GG	356.31
7820(A)	THOMSON REUTERS	SUBSCRIPTION - PD	353.81
310716	GOLF MILL FORD	PARTS - PD/PW/FD	353.31
7797(A)	CDW GOVERNMENT INC	EQUIPMENT - IT	303.17
310719	ILLINOIS STATE TOLL HIGHWAY	TOLLS - PD	296.27
310772	LINDE GAS & EQUIPMENT INC	SUPPLIES - PW	286.15
310740	STANDARD EQUIPMENT COMPANY	PARTS - PW	282.91
310732	ACE NORTHBROOK HARDWARE & RENTAL	SUPPLIES/PARTS - FD/PW	274.72
310774	JASPER WELLER LLC	PARTS - FD	258.47
310737	RUSH TRUCK CENTERS OF ILLINOIS	PARTS - PW	236.88
7831(A)	MERCHANTS' CREDIT GUIDE CO	COLLECTIONS - FIN	234.06
310734	NORTH SHORE GAS COMPANY	UTILITIES - PW	233.46
310742	SUBURBAN ACCENTS INC	SERVICES - PD	200.00
7802(A)	USABLUEBOOK	SUPPLIES - PW	160.25
310759	ELGIN RECYCLING INC	RECYCLING - PW	152.00
310718	ILLINOIS SECRETARY OF STATE	LICENSE PLATES - PD	151.00
310750	WINKLER'S TREE SERVICE INC	SERVICES - PW	150.00
310794	BRADLEY MICHAELS	REIMBURSEMENT - PD	135.12
310701	COMCAST CABLE	CABLE/INTERNET - PD	128.80
310795	ERIC GUSTASON	REIMBURSEMENT - PD	127.14
310711	FIRE INVESTIGATORS STRIKE FORCE	MEMBERSHIPS - FD	125.00
310766	UNITED DISPATCH	SENIOR TRANSPORTATION - FIN	125.00
7810(A)	MOTION INDUSTRIES INC	PARTS - PW	122.95
7801(A)	HBK WATER METER SERVICE INC	SERVICES - PW	119.00
310799	NICHOLAS WHITE	REIMBURSEMENT - PD	111.30
310782	CONSENSUS CLOUD SOLUTIONS LLC	SUBSCRIPTION - IT	99.95
310752	STATE GRAPHICS	PRINTING - GG	90.00
310723	LAKE COUNTY PUBLIC WORKS DEPT	SERVICES - PW	86.00
7824(A)	CABCONNECT	SENIOR TRANSPORTATION - FIN	85.00
310790	AMANDA JAEGERS	REIMBURSEMENT - PD	84.79
310793	BRAD GUTWILLIG	REIMBURSEMENT - PD	83.40
310797	JASON STEINER	REIMBURSEMENT - PD	78.80
310796	ILONA MYKHNYCH	REIMBURSEMENT - PD	76.70
7805(A)	LOGSDON OFFICE SUPPLY	SUPPLIES - PW	75.92
310749	CINTAS CORPORATION #2	UNIFORMS - PW	75.52
7816(A)	SPOK INC	SERVICES - PW	67.48
310709	EVIDENT INC	SUPPLIES - PD	40.00
310791	ANGELO WELLS	REIMBURSEMENT - PD	39.76
310747	WEST SIDE TRACTOR SALES	PARTS - PW	35.04
310800	SCOTT LUBIAK	REIMBURSEMENT - PD	23.80
310720	ILLINOIS STATE TOLL HIGHWAY	TOLLS - PD	21.75
310803	CHERYL RAPP	VEHICLE STICKER REFUND - FIN	17.50
310805	LORI SCHWARCZ	VEHICLE STICKER REFUND - FIN	17.50
310804	ROGER SMITH	VEHICLE STICKER REFUND - FIN	17.50
7835(A)	CONSTELLIX	SUBSCRIPTION - IT	9.46
310806	MARK VEND CO	WATER/SEWER REFUND - FIN	7.12
		CLASS 'A' TOTAL	**1,180,979.56**

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	CLASS 'B' WARRANTS		
9/15/25	PAYROLL	9/15/2025 PAYROLL	902,009.17
40(E)	IPBC	HEALTH INSURANCE - GG	605,662.34
475(E)	MIDWEST OPERATING ENGINEERS WELFARE	HEALTH INSURANCE - GG	80,880.00
7792(A)	REALTY & MORTGAGE CO.	SHF EXPENSE REIMB - FIN	51,172.34
		CLASS 'B' TOTAL	**1,639,723.85**
		REPORT TOTAL	***2,820,703.41***

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ESCROW DEPOSIT/PERFORMANCE BOND REFUNDS
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310809	GLENBROOK HIGH SCHOOL DISTRICT 225	PASS-THROUGH IMPACT FEE	4,867.50
310810	NORTHBROOK SCHOOL DIST. #27	PASS-THROUGH IMPACT FEE	13,626.66
310811	KZF CONSTRUCTION, LLC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	1,000.00
310812	KZF VENTURE GROUP LLC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	3,800.00
310813	BUILDING INNOVATIONS INC	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	24.05
310814	NORTHBROOK PUBLIC LIBRARY	PASS-THROUGH IMPACT FEE	1,439.94
310815	MERGANTHALER PLUMBING	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310816	KLOEPFER CONSTRUCTION	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310817	SANTUCCI PLUMBING	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310818	ROTO ROOTER SERVICES	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
310819	NORTHBROOK PARK DISTRICT	PASS-THROUGH IMPACT FEE	35,880.00
310820	RAVINIA PLUMBING & HEATING CO	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	1,000.00
310821	B8 CONSTRUCTION	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	900.00
310822	AMERICAN NATIONAL	ESCROW DEPOSIT/PERFORMANCE BOND REFUND	500.00
		CLASS 'A' TOTAL	**65,038.15**

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310909	ACCURATE EMPLOYMENT SCREENING LLC	PROFESSIONAL SERVICES - GG	556.83
310863	ACE NORTHBROOK HARDWARE & RENTAL	SUPPLIES - PW/FD	1,007.10
310910	ACME CONCRETE RAISING & REPAIR INC	PROFESSIONAL SERVICES - PW (*)	19,991.12
7843(A)	ADVANCED TREE CARE	SERVICES - PW (*)	4,611.50
7844(A)	AIR ONE EQUIPMENT INC	BUNKER GEAR HELMETS - FD	3,400.00
7878(A)	AIRY'S INC	SERVICES - PW	6,310.02
7875(A)	AL WARREN OIL CO INC	FUEL - PW/FD/PD	12,091.50
310836	ALAN F. FRIEDMAN PH.D INC	PROFESSIONAL SERVICES - FD	1,456.40
310939	ALEXANDER GIARMIDIS	REIMBURSEMENT - PD	39.67
7845(A)	ALPHA PRIME COMMUNICATIONS	PARTS - PW	290.82
310824	ALTEC INDUSTRIES INC	SERVICES - PW	769.25
310940	AMANDA JAEGERS	REIMBURSEMENT - PD	474.58
7876(A)	AMAZON.COM SERVICES INC	SUPPLIES/EQUIPMENT - IT/PD/PW/FD/FIN	2,541.66
310919	AMERICAN TAXI DISPATCH INC	SENIOR TRANSPORTATION - FIN	315.00
310960	ANDREW BRANDNER	RESIDENT REIMBURSEMENT - PW	1,110.00
310902	APEX LANDSCAPING INC	SERVICES - PW	432.72
310823	APWA - ILLINOIS PUBLIC SERVICE INST	CONFERENCES - PW	1,700.00
310898	ARCHITECTURAL BRONZE & ALUMINUM	SERVICES - PW	532.00
310829	ARTHUR CLESEN INC	SUPPLIES - PW	1,012.92
7873(A)	ATLAS ENGINEERING GROUP LTD	SHERMER CORRIDOR ENG. SERVICES - PW (*)	97,017.64
7880(A)	B&B HOLIDAY DECORATING LLC	HOLIDAY LIGHTING - PW (*)	11,904.00
310897	BADE SUPPLY	SUPPLIES - PW	489.95
7847(A)	BATTERY SERVICE CORPORATION	PARTS - PW	1,037.80
310931	BERRY DUNN MCNEIL & PARKER LLC	STRATEGIC PLANNING - GG (*)	5,477.94
310826	BIG APPLE BAGELS	CANTEEN - PD	23.99
310918	BIG BELLY SOLAR LLC	TRASH/RECYCLING RECEPTACLES - PW (*)	2,171.98
310827	BOUND TREE MEDICAL LLC	SUPPLIES - FD	1,293.94
310941	BRAD GUTWILLIG	REIMBURSEMENT - PD	283.27
310942	BRENDAN CAIN	REIMBURSEMENT - PD	562.36
310899	BUILDERS ASPHALT LLC	MATERIALS - PW (*)	2,277.00
7872(A)	CABCONNECT	SENIOR TRANSPORTATION - FIN	81.15
7887(A)	CAHILL HEATING & COOLING	SERVICES - PW	262.50
310959	CAMERON MAZZETTA	RESIDENT REIMBURSEMENT - PW	9,453.03
7849(A)	CDW GOVERNMENT INC.	EQUIPMENT - IT	5,537.61
310967	CHAD & KELLY ALBRECHT	WATER/SEWER REFUND - FIN	56.80
310943	CHRISTOPHER LACINA	REIMBURSEMENT - PD	78.62
310890	CINTAS CORPORATION #2	SUPPLIES - PD	537.14
310891	CINTAS CORPORATION #2	UNIFORMS - PW	302.08
310828	CITY OF HIGHLAND PARK	ELECTRICITY AGGR. LEGAL FEE REIMB. - PW	89.00
7881(A)	CLARK HILL PLC	LEGAL SERVICES - GG	3,703.50
7848(A)	COMCAST	TELECOMMUNICATIONS - IT	2,723.07
310830	COMCAST CABLE	TELECOMMUNICATIONS - IT	457.05
310831	COMMONWEALTH EDISON COMPANY	UTILITIES - PW	7,054.16
310915	CONSTELLATION ENERGY CORPORATION	UTILITIES - PW	51,103.99
7884(A)	CONSTELLIX	SUBSCRIPTION - IT	17.35
310832	COSTAR REALTY INFORMATION INC	SUBSCRIPTION - DPS	1,136.05
310912	CPAH	PROFESSIONAL SERVICES - DPS	2,387.50
310933	CRYSTAL CLEAN INC	FOAM WASTE DISPOSAL - FD	250.00
310944	CYNTHIA PLAZAS	REIMBURSEMENT - PD	183.12
310921	DACRA TECH LLC	SUBSCRIPTION - IT (*)	2,500.00
310932	DECOMA DAY CAMP INC	COMMUNITY RELATIONS - PD	570.00
310922	DRAIN & PLUMBING SERVICES	SERVICES - PW	1,141.76
310968	EDGEWOOD PROPERTIES LLC	WATER/SEWER REFUND - FIN	257.02
310833	EL-COR INDUSTRIES INC	PARTS - PW	288.93

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7879(A)	ELROD FRIEDMAN LLP	LEGAL FEES - GG/DPS	48,598.00
310925	EN VENDING LLC	CANTEEN - FD	644.16
310867	ENDEAVOR HEALTH CLINICAL OPERATIONS	TRAINING - FD/PD (*)	35,381.25
310868	ENDEAVOR HEALTH MEDICAL GROUP	PROFESSIONAL SERVICES - FD (*)	17,015.00
310904	ENVIRONMENTAL PRODUCTS	UNIFORMS - PW	766.85
310945	ERIC GUSTASON	REIMBURSEMENT - PD	452.92
310914	EXCEL OIL SERVICES	SERVICES - PW	240.00
310970	FERNANDO GODOY	WATER/SEWER REFUND - FIN	7.00
310834	FIELDS JEEP INC/FIELDS CHRYSLER	PARTS - PD	1,932.65
7871(A)	FIRE SAFETY CONSULTANTS INC	PROFESSIONAL SERVICES - FD (*)	9,905.00
7874(A)	FIRST CHOICE COFFEE SERVICES	CANTEEN - GG/PW	871.91
310835	FOSTER COACH SALES INC	PARTS - FD	397.61
310825	G.W. BERKHEIMER CO INC	SUPPLIES - PW	896.20
7850(A)	GALLS, LLC	PROFESSIONAL SERVICES - PD	1,439.38
310838	GASVODA & ASSOCIATES INC	ANNUAL MAINTENANCE - PW	13,212.10
310840	GEAR WASH LLC	NEW HIRE GEAR - FD	1,364.00
7891(A)	GEMPLER'S INC	SERVICES - PW	6,000.00
310839	GENE'S VILLAGE TOWING INC	SERVICES - PW	200.00
7890(A)	GENUINE PARTS COMPANY INC	PARTS - FD	2,347.67
310837	GEORGE GARNER CYCLERY INC	PROFESSIONAL SERVICES - PD	871.87
310841	GOLF MILL FORD	PARTS - FD	3,539.70
310920	GOOD IMPRESSIONS	SUPPLIES - PD	294.00
310924	GORDON FLESCH COMPANY INC	PRINTING - IT (*)	2,480.92
7851(A)	GRAINGER	SUPPLIES/TOOLS - PW/FD	3,501.53
7882(A)	GRANITE TELECOMMUNICATIONS LLC	TELECOMMUNICATIONS - IT	3,634.46
310842	HACH COMPANY	SUPPLIES - PW	1,682.10
7852(A)	HAVEY COMMUNICATIONS, INC.	PARTS - PD	3,976.65
310917	HFS BUREAU OF FISCAL OPERATIONS	GEMT INTERGOVERNMENTAL PAYMENT - FD	85,861.17
310887	HIGH STAR TRAFFIC	SUPPLIES - PW	1,788.95
7854(A)	HIGHLAND PARK FORD LINCOLN	PARTS - PW	1,126.71
310843	HOME DEPOT CREDIT SERVICES	SUPPLIES - PW	104.93
7855(A)	HUFF & HUFF, INC.	PROFESSIONAL SERVICES - PW	1,720.00
310845	IDLEWOOD ELECTRIC SUPPLY INC	SUPPLIES - PW	732.35
310903	IL DEPT. OF INNOVATION & TECHNOLOGY	TELECOMMUNICATIONS - IT (*)	3,022.89
310844	ILCMA	RECRUITING - GG	50.00
310846	ILLINOIS ARBORISTS ASSOCIATION	CONFERENCES - PW	415.00
310847	ILLINOIS ASSOCIATION OF CHIEFS	MEMBERSHIP - PD	325.00
310876	ILLINOIS SECRETARY OF STATE	TITLES - FD	511.00
310848	ILLINOIS STATE POLICE	RECORDS SCREENING - GG	189.00
310849	INTERSTATE POWER SYSTEMS INC	PARTS - FD	167.54
310850	J.G. UNIFORMS INC	UNIFORMS - PD	598.15
310946	JAMES FRIEL	REIMBURSEMENT - PD	39.92
310964	JAMES P. THOMPSON	WATER/SEWER REFUND - FIN	75.00
310938	JEFF ZIEBKA	REIMBURSEMENT - PD	147.09
310851	JOHNSTONE SUPPLY	SUPPLIES - PW	395.67
310947	JONATHAN SALMI	REIMBURSEMENT - PD	154.78
310900	JOSHUA A. BARRAS, PH.D PC	PROFESSIONAL SERVICES - GG	2,750.00
310956	JUSTIN MORABITO	REIMBURSEMENT - FD	41.00
310928	KASPER & NOTTAGE P C	LEGAL SERVICES - GG	7,000.00
310852	KIMLEY-HORN AND ASSOCIATES INC	PROFESSIONAL SERVICES - PW (*)	14,995.21
310853	KLOEPFER CONSTRUCTION INC	SERVICES - PW	13,848.24
310901	KORDICK ELECTRIC CO	SERVICES - PW (*)	5,013.00
310948	KYLE PILMER	REIMBURSEMENT - PD	39.59
7888(A)	LAKELAND ELEVATOR CORPORATION	SERVICES - PW (*)	3,077.50

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CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
310962	LAWRENCE & CHRISTINE HOLLIS	WATER/SEWER REFUND - FIN	63.70
310854	LEE JENSEN SALES COMPANY INC	SUPPLIES - PW	215.00
7883(A)	LEOPARDO COMPANIES INC	DOWNTOWN STREETSCAPE IMPR. - PW (*)	61,699.00
310916	LINDE GAS & EQUIPMENT INC	SUPPLIES - PW	295.39
7856(A)	LOGSDON OFFICE SUPPLY	SUPPLIES - FIN/FD/PW/PD	913.40
7877(A)	MACQUEEN EMERGENCY GROUP	PARTS - FD	2,484.88
310927	MARK 1 LANDSCAPE INC	SERVICES - PW (*)	4,278.59
310961	MAX BOLOTIN	RESIDENT REIMBURSEMENT - PW	5,000.00
310855	M-B COMPANIES INC	PARTS - PW	1,344.00
7857(A)	MC MASTER-CARR SUPPLY COMPANY	SUPPLIES - PW	935.61
310930	MCKESSON MEDICAL SURGICAL INC	SUPPLIES - FD	35.00
7858(A)	MEADE INC	SERVICES - PW (*)	5,380.30
310856	MENONI & MOCOGNI INC	CONCRETE MATERIALS - PW (*)	8,034.60
7859(A)	METROPOLITAN INDUSTRIES	SERVICES - PW	1,230.00
7860(A)	MGP INC	PROFESSIONAL SERVICES - PW (*)	20,033.03
310949	MICHAEL TADLEY	REIMBURSEMENT - PD	39.09
7868(A)	MICHAEL WAGNER & SONS INC	SUPPLIES - PW	132.13
310857	MONROE TRUCK EQUIPMENT INC	PARTS - PW	845.45
7861(A)	MOTION INDUSTRIES INC	PARTS - PW	168.45
310950	NANCY VACCARO	REIMBURSEMENT - PD	629.59
310951	NICHOLE OCHAB	REIMBURSEMENT - PD	196.22
310865	NICOR	UTILITIES - PW	836.18
310858	NIPSTA	TRAINING - PW (*)	1,000.00
310860	NIPSTA	TRAINING - FD (*)	425.00
310861	NIPSTA	TRAINING - FD (*)	375.00
310859	NIPSTA	TRAINING - FD (*)	290.00
310862	NORTH AMERICAN CORPORATION OF IL	SUPPLIES - PW	2,141.60
310864	NORTH EAST MULTI-REGIONAL TRAINING	TRAINING - PD	350.00
310866	NORTH SHORE GAS COMPANY	UTILITIES - PW	226.39
7862(A)	NORTHBROOK CHAMBER OF COMMERCE	EVENTS - GG	750.00
310870	NORTHWEST FREIGHTLINER	PARTS - FD	1,432.81
310869	NORTHWEST POLICE ACADEMY	MEMBERSHIP - PD	75.00
310926	ONCE UPON A DELI	CANTEEN - PD	96.00
310913	PACE ANALYTICAL SERVICES LLC	SERVICES - PW	931.00
7863(A)	PARKMOBILE LLC	MONTHLY SERVICE FEES - PW	1,193.90
310936	PAUL SIMONSON	REIMBURSEMENT - PW	30.00
310911	PEERLESS NETWORK INC	TELECOMMUNICATIONS - IT	6,183.25
7889(A)	PERFECT CLEANING SYSTEM INC	SERVICES - PW (*)	11,412.56
310966	PETER CONTOS	WATER/SEWER REFUND - FIN	63.07
310923	PLUNKETT'S PEST CONTROL INC	SERVICES - PW	756.69
310934	PNEU-DART INC	SUPPLIES - PD	1,319.70
7864(A)	POMP'S TIRE SERVICE INC	TIRES - FD/PD/PW	6,797.10
310969	PRITHVI JINKALA	WATER/SEWER REFUND - FIN	5.75
310871	PUMPBIZ, INC.	SUPPLIES - PW	156.48
7865(A)	REALTY & MORTGAGE CO	SHF EXPENSE REIMB - FIN	33,290.76
310872	REGIONAL EMERGENCY DISPATCH CENTER	DISPATCH - FD	59,809.00
310952	RICHARD RASH	REIMBURSEMENT - PD	53.26
310873	RLB HYDRAULIC SERVICES	PARTS - FD	1,037.95
310957	ROBERT PENTEK	REIMBURSEMENT - FD	25.00
7866(A)	ROBERTS HEATING & AIR CONDITIONING INC	SERVICES - PW (*)	39,970.00
7846(A)	ROSE MARY JURINEK	COURT REPORTING - PD	1,125.00
310874	ROSE PEST SOLUTIONS	SERVICES - PD	126.00
310875	SCHROEDER & SCHROEDER INC	SIDEWALK MAINTENANCE PROGRAM - PW (*)	370,849.60
310965	SEAN COHEN	WATER/SEWER REFUND - FIN	11.30

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CHECK NUMBER	VENDOR NAME	PURPOSE	AMOUNT
310877	SHERWIN WILLIAMS	SUPPLIES - PW	67.58
310878	SHI HEADQUARTERS	SUBSCRIPTION - IT	197.63
310879	SOIL & MATERIAL CONSULTANTS INC	SERVICES - PW	1,103.18
310953	STAN FERGUSON	REIMBURSEMENT - PD	676.26
310880	STANDARD EQUIPMENT COMPANY	PARTS - PW	885.95
310881	STANDARD LUMBER CO	SUPPLIES - PW	97.20
310882	SUBURBAN ACCENTS INC	SERVICES - PD	1,050.00
310883	SUNSET FOOD MART INC	SUPPLIES - PW	36.76
310884	SWANSONS BLOSSOM SHOP	SERVICE RECOGNITION - FD	340.00
310958	TED AQUINO	REIMBURSEMENT - FD	175.19
310937	TERESA DREWES	REIMBURSEMENT - PD	461.28
310907	THALMANN ALIGNMENT INC	SERVICES - FD	90.00
310894	THE BLUE LINE	RECRUITING - GG	745.00
310885	THOMPSON ELEVATOR INSPECTION	SERVICES - DPS (*)	729.00
310908	TODAY'S UNIFORMS INC.	UNIFORMS - FD (*)	7,997.60
310954	TODD FEINGOLD	REIMBURSEMENT - PD	671.54
310886	TOTAL PARKING SOLUTIONS INC	PARKING METER MAINTENANCE - PW (*)	6,756.00
310888	TREASURER, STATE OF ILLINOIS	INTERGOVERNMENTAL COST SHARING - PW (*)	78,185.29
310889	TURNKEY NETWORK SOLUTIONS INC	MAINTENANCE - IT	2,623.75
310895	ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT - PD	1,900.00
310906	UNITED DISPATCH	SENIOR TRANSPORTATION - FIN	130.00
310929	UNITED SYSTEMS & SOFTWARE INC	ITRON RADIO EQUIPMENT PARTS - PW	152.30
7886(A)	UNIVAR SOLUTIONS USA LLC	CHEMICALS - PW (*)	4,539.94
7853(A)	USABLUEBOOK	SUPPLIES - PW	339.86
7885(A)	VEREGY CENTRAL LLC	WATER METER PROJECT - PW (*)	1,005,513.79
310905	VERIZON CONNECT NWF INC.	SERVICES - PW	1,171.09
7869(A)	WATER RESOURCES INC	WATER METERS - PW (*)	6,985.00
310896	WATERWAY GAS AND WASH COMPANY	SERVICES - PD/PW/FD	516.25
7867(A)	WEIDNER FARMS MATERIAL INC	MATERIALS DISPOSAL - PW (*)	10,925.40
310955	WILLIAM HUMPHRIES	REIMBURSEMENT - PD	461.28
310963	WILLIAM RUSSELL	WATER/SEWER REFUND - FIN	11.30
7870(A)	WILMETTE TRUCK AND BUS SERVICE INC	SERVICES - PW	1,328.00
310892	WILSON LAWN & LANDSCAPE LLC	SERVICES - PW	660.00
310893	WINKLER'S TREE SERVICE INC	SERVICES - PW (*)	19,638.60
310935	ZING	OVERPAYMENT REFUND - FD	552.04
		CLASS 'A' TOTAL	**2,392,009.85**

CLASS 'B' WARRANTS

25(E)	HUNTINGTON NATIONAL BANK	VILLAGE CREDIT CARD AUGUST - FIN	18,332.21
476(E)	LOWE'S	SUPPLIES - PW	2,176.85
9/30/25	PAYROLL	9/30/2025 PAYROLL	985,032.36
478(E)	QUADIENT LEASING USA, INC	MAILING SYSTEM LEASE - FIN	1,667.85
477(E)	UPS	SHIPPING - FD	23.06
		CLASS 'B' TOTAL	**1,007,232.33**
		REPORT TOTAL	***3,399,242.18***

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7885(A)	VEREGY CENTRAL LLC	WATER METER PROJECT - PW (*)	1,005,513.79
310875	SCHROEDER & SCHROEDER INC	SIDEWALK MAINTENANCE PROGRAM - PW (*)	370,849.60
7873(A)	ATLAS ENGINEERING GROUP LTD	SHERMER CORRIDOR ENG. SERVICES - PW (*)	97,017.64
310917	HFS BUREAU OF FISCAL OPERATIONS	GEMT INTERGOVERNMENTAL PAYMENT - FD	85,861.17
310888	TREASURER, STATE OF ILLINOIS	INTERGOVERNMENTAL COST SHARING - PW (*)	78,185.29
7883(A)	LEOPARDO COMPANIES INC	DOWNTOWN STREETSCAPE IMPR. - PW (*)	61,699.00
310872	REGIONAL EMERGENCY DISPATCH CENTER	DISPATCH - FD	59,809.00
310915	CONSTELLATION ENERGY CORPORATION	UTILITIES - PW	51,103.99
7879(A)	ELROD FRIEDMAN LLP	LEGAL FEES - GG/DPS	48,598.00
7866(A)	ROBERTS HEATING & AIR CONDITIONING INC	SERVICES - PW (*)	39,970.00
310867	ENDEAVOR HEALTH CLINICAL OPERATIONS	TRAINING - FD/PD (*)	35,381.25
7865(A)	REALTY & MORTGAGE CO	SHF EXPENSE REIMB - FIN	33,290.76
7860(A)	MGP INC	PROFESSIONAL SERVICES - PW (*)	20,033.03
310910	ACME CONCRETE RAISING & REPAIR INC	PROFESSIONAL SERVICES - PW (*)	19,991.12
310893	WINKLER'S TREE SERVICE INC	SERVICES - PW (*)	19,638.60
310868	ENDEAVOR HEALTH MEDICAL GROUP	PROFESSIONAL SERVICES - FD (*)	17,015.00
310852	KIMLEY-HORN AND ASSOCIATES INC	PROFESSIONAL SERVICES - PW (*)	14,995.21
310853	KLOEPFER CONSTRUCTION INC	SERVICES - PW	13,848.24
310838	GASVODA & ASSOCIATES INC	ANNUAL MAINTENANCE - PW	13,212.10
7875(A)	AL WARREN OIL CO INC	FUEL - PW/FD/PD	12,091.50
7880(A)	B&B HOLIDAY DECORATING LLC	HOLIDAY LIGHTING - PW (*)	11,904.00
7889(A)	PERFECT CLEANING SYSTEM INC	SERVICES - PW (*)	11,412.56
7867(A)	WEIDNER FARMS MATERIAL INC	MATERIALS DISPOSAL - PW (*)	10,925.40
7871(A)	FIRE SAFETY CONSULTANTS INC	PROFESSIONAL SERVICES - FD (*)	9,905.00
310959	CAMERON MAZZETTA	RESIDENT REIMBURSEMENT - PW	9,453.03
310856	MENONI & MOCOGNI INC	CONCRETE MATERIALS - PW (*)	8,034.60
310908	TODAY'S UNIFORMS INC.	UNIFORMS - FD (*)	7,997.60
310831	COMMONWEALTH EDISON COMPANY	UTILITIES - PW	7,054.16
310928	KASPER & NOTTAGE P C	LEGAL SERVICES - GG	7,000.00
7869(A)	WATER RESOURCES INC	WATER METERS - PW (*)	6,985.00
7864(A)	POMP'S TIRE SERVICE INC	TIRES - FD/PD/PW	6,797.10
310886	TOTAL PARKING SOLUTIONS INC	PARKING METER MAINTENANCE - PW (*)	6,756.00
7878(A)	AIRY'S INC	SERVICES - PW	6,310.02
310911	PEERLESS NETWORK INC	TELECOMMUNICATIONS - IT	6,183.25
7891(A)	GEMPLER'S INC	SERVICES - PW	6,000.00
7849(A)	CDW GOVERNMENT INC.	EQUIPMENT - IT	5,537.61
310931	BERRY DUNN MCNEIL & PARKER LLC	STRATEGIC PLANNING - GG (*)	5,477.94
7858(A)	MEADE INC	SERVICES - PW (*)	5,380.30
310901	KORDICK ELECTRIC CO	SERVICES - PW (*)	5,013.00
310961	MAX BOLOTIN	RESIDENT REIMBURSEMENT - PW	5,000.00
7843(A)	ADVANCED TREE CARE	SERVICES - PW (*)	4,611.50
7886(A)	UNIVAR SOLUTIONS USA LLC	CHEMICALS - PW (*)	4,539.94
310927	MARK 1 LANDSCAPE INC	SERVICES - PW (*)	4,278.59
7852(A)	HAVEY COMMUNICATIONS, INC.	PARTS - PD	3,976.65
7881(A)	CLARK HILL PLC	LEGAL SERVICES - GG	3,703.50
7882(A)	GRANITE TELECOMMUNICATIONS LLC	TELECOMMUNICATIONS - IT	3,634.46
310841	GOLF MILL FORD	PARTS - FD	3,539.70
7851(A)	GRAINGER	SUPPLIES/TOOLS - PW/FD	3,501.53
7844(A)	AIR ONE EQUIPMENT INC	BUNKER GEAR HELMETS - FD	3,400.00
7888(A)	LAKELAND ELEVATOR CORPORATION	SERVICES - PW (*)	3,077.50
310903	IL DEPT. OF INNOVATION & TECHNOLOGY	TELECOMMUNICATIONS - IT (*)	3,022.89
310900	JOSHUA A. BARRAS, PH.D PC	PROFESSIONAL SERVICES - GG	2,750.00
7848(A)	COMCAST	TELECOMMUNICATIONS - IT	2,723.07
310889	TURNKEY NETWORK SOLUTIONS INC	MAINTENANCE - IT	2,623.75

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7876(A)	AMAZON.COM SERVICES INC	SUPPLIES/EQUIPMENT - IT/PD/PW/FD/FIN	2,541.66
310921	DACRA TECH LLC	SUBSCRIPTION - IT (*)	2,500.00
7877(A)	MACQUEEN EMERGENCY GROUP	PARTS - FD	2,484.88
310924	GORDON FLESCH COMPANY INC	PRINTING - IT (*)	2,480.92
310912	CPAH	PROFESSIONAL SERVICES - DPS	2,387.50
7890(A)	GENUINE PARTS COMPANY INC	PARTS - FD	2,347.67
310899	BUILDERS ASPHALT LLC	MATERIALS - PW (*)	2,277.00
310918	BIG BELLY SOLAR LLC	TRASH/RECYCLING RECEPTACLES - PW (*)	2,171.98
310862	NORTH AMERICAN CORPORATION OF IL	SUPPLIES - PW	2,141.60
310834	FIELDS JEEP INC/FIELDS CHRYSLER	PARTS - PD	1,932.65
310895	ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT - PD	1,900.00
310887	HIGH STAR TRAFFIC	SUPPLIES - PW	1,788.95
7855(A)	HUFF & HUFF, INC.	PROFESSIONAL SERVICES - PW	1,720.00
310823	APWA - ILLINOIS PUBLIC SERVICE INST	CONFERENCES - PW	1,700.00
310842	HACH COMPANY	SUPPLIES - PW	1,682.10
310836	ALAN F. FRIEDMAN PH.D INC	PROFESSIONAL SERVICES - FD	1,456.40
7850(A)	GALLS, LLC	PROFESSIONAL SERVICES - PD	1,439.38
310870	NORTHWEST FREIGHTLINER	PARTS - FD	1,432.81
310840	GEAR WASH LLC	NEW HIRE GEAR - FD	1,364.00
310855	M-B COMPANIES INC	PARTS - PW	1,344.00
7870(A)	WILMETTE TRUCK AND BUS SERVICE INC	SERVICES - PW	1,328.00
310934	PNEU-DART INC	SUPPLIES - PD	1,319.70
310827	BOUND TREE MEDICAL LLC	SUPPLIES - FD	1,293.94
7859(A)	METROPOLITAN INDUSTRIES	SERVICES - PW	1,230.00
7863(A)	PARKMOBILE LLC	MONTHLY SERVICE FEES - PW	1,193.90
310905	VERIZON CONNECT NWF INC.	SERVICES - PW	1,171.09
310922	DRAIN & PLUMBING SERVICES	SERVICES - PW	1,141.76
310832	COSTAR REALTY INFORMATION INC	SUBSCRIPTION - DPS	1,136.05
7854(A)	HIGHLAND PARK FORD LINCOLN	PARTS - PW	1,126.71
7846(A)	ROSE MARY JURINEK	COURT REPORTING - PD	1,125.00
310960	ANDREW BRANDNER	RESIDENT REIMBURSEMENT - PW	1,110.00
310879	SOIL & MATERIAL CONSULTANTS INC	SERVICES - PW	1,103.18
310882	SUBURBAN ACCENTS INC	SERVICES - PD	1,050.00
310873	RLB HYDRAULIC SERVICES	PARTS - FD	1,037.95
7847(A)	BATTERY SERVICE CORPORATION	PARTS - PW	1,037.80
310829	ARTHUR CLESEN INC	SUPPLIES - PW	1,012.92
310863	ACE NORTHBROOK HARDWARE & RENTAL	SUPPLIES - PW/FD	1,007.10
310858	NIPSTA	TRAINING - PW (*)	1,000.00
7857(A)	MC MASTER-CARR SUPPLY COMPANY	SUPPLIES - PW	935.61
310913	PACE ANALYTICAL SERVICES LLC	SERVICES - PW	931.00
7856(A)	LOGSDON OFFICE SUPPLY	SUPPLIES - FIN/FD/PW/PD	913.40
310825	G.W. BERKHEIMER CO INC	SUPPLIES - PW	896.20
310880	STANDARD EQUIPMENT COMPANY	PARTS - PW	885.95
7874(A)	FIRST CHOICE COFFEE SERVICES	CANTEEN - GG/PW	871.91
310837	GEORGE GARNER CYCLERY INC	PROFESSIONAL SERVICES - PD	871.87
310857	MONROE TRUCK EQUIPMENT INC	PARTS - PW	845.45
310865	NICOR	UTILITIES - PW	836.18
310824	ALTEC INDUSTRIES INC	SERVICES - PW	769.25
310904	ENVIRONMENTAL PRODUCTS	UNIFORMS - PW	766.85
310923	PLUNKETT'S PEST CONTROL INC	SERVICES - PW	756.69
7862(A)	NORTHBROOK CHAMBER OF COMMERCE	EVENTS - GG	750.00
310894	THE BLUE LINE	RECRUITING - GG	745.00
310845	IDLEWOOD ELECTRIC SUPPLY INC	SUPPLIES - PW	732.35
310885	THOMPSON ELEVATOR INSPECTION	SERVICES - DPS (*)	729.00

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310953	STAN FERGUSON	REIMBURSEMENT - PD	676.26
310954	TODD FEINGOLD	REIMBURSEMENT - PD	671.54
310892	WILSON LAWN & LANDSCAPE LLC	SERVICES - PW	660.00
310925	EN VENDING LLC	CANTEEN - FD	644.16
310950	NANCY VACCARO	REIMBURSEMENT - PD	629.59
310850	J.G. UNIFORMS INC	UNIFORMS - PD	598.15
310932	DECOMA DAY CAMP INC	COMMUNITY RELATIONS - PD	570.00
310942	BRENDAN CAIN	REIMBURSEMENT - PD	562.36
310909	ACCURATE EMPLOYMENT SCREENING LLC	PROFESSIONAL SERVICES - GG	556.83
310935	ZING	OVERPAYMENT REFUND - FD	552.04
310890	CINTAS CORPORATION #2	SUPPLIES - PD	537.14
310898	ARCHITECTURAL BRONZE & ALUMINUM	SERVICES - PW	532.00
310896	WATERWAY GAS AND WASH COMPANY	SERVICES - PD/PW/FD	516.25
310876	ILLINOIS SECRETARY OF STATE	TITLES - FD	511.00
310897	BADE SUPPLY	SUPPLIES - PW	489.95
310940	AMANDA JAEGERS	REIMBURSEMENT - PD	474.58
310937	TERESA DREWES	REIMBURSEMENT - PD	461.28
310955	WILLIAM HUMPHRIES	REIMBURSEMENT - PD	461.28
310830	COMCAST CABLE	TELECOMMUNICATIONS - IT	457.05
310945	ERIC GUSTASON	REIMBURSEMENT - PD	452.92
310902	APEX LANDSCAPING INC	SERVICES - PW	432.72
310860	NIPSTA	TRAINING - FD (*)	425.00
310846	ILLINOIS ARBORISTS ASSOCIATION	CONFERENCES - PW	415.00
310835	FOSTER COACH SALES INC	PARTS - FD	397.61
310851	JOHNSTONE SUPPLY	SUPPLIES - PW	395.67
310861	NIPSTA	TRAINING - FD (*)	375.00
310864	NORTH EAST MULTI-REGIONAL TRAINING	TRAINING - PD	350.00
310884	SWANSONS BLOSSOM SHOP	SERVICE RECOGNITION - FD	340.00
7853(A)	USABLUEBOOK	SUPPLIES - PW	339.86
310847	ILLINOIS ASSOCIATION OF CHIEFS	MEMBERSHIP - PD	325.00
310919	AMERICAN TAXI DISPATCH INC	SENIOR TRANSPORTATION - FIN	315.00
310891	CINTAS CORPORATION #2	UNIFORMS - PW	302.08
310916	LINDE GAS & EQUIPMENT INC	SUPPLIES - PW	295.39
310920	GOOD IMPRESSIONS	SUPPLIES - PD	294.00
7845(A)	ALPHA PRIME COMMUNICATIONS	PARTS - PW	290.82
310859	NIPSTA	TRAINING - FD (*)	290.00
310833	EL-COR INDUSTRIES INC	PARTS - PW	288.93
310941	BRAD GUTWILLIG	REIMBURSEMENT - PD	283.27
7887(A)	CAHILL HEATING & COOLING	SERVICES - PW	262.50
310968	EDGEWOOD PROPERTIES LLC	WATER/SEWER REFUND - FIN	257.02
310933	CRYSTAL CLEAN INC	FOAM WASTE DISPOSAL - FD	250.00
310914	EXCEL OIL SERVICES	SERVICES - PW	240.00
310866	NORTH SHORE GAS COMPANY	UTILITIES - PW	226.39
310854	LEE JENSEN SALES COMPANY INC	SUPPLIES - PW	215.00
310839	GENE'S VILLAGE TOWING INC	SERVICES - PW	200.00
310878	SHI HEADQUARTERS	SUBSCRIPTION - IT	197.63
310951	NICHOLE OCHAB	REIMBURSEMENT - PD	196.22
310848	ILLINOIS STATE POLICE	RECORDS SCREENING - GG	189.00
310944	CYNTHIA PLAZAS	REIMBURSEMENT - PD	183.12
310958	TED AQUINO	REIMBURSEMENT - FD	175.19
7861(A)	MOTION INDUSTRIES INC	PARTS - PW	168.45
310849	INTERSTATE POWER SYSTEMS INC	PARTS - FD	167.54
310871	PUMPBIZ, INC.	SUPPLIES - PW	156.48
310947	JONATHAN SALMI	REIMBURSEMENT - PD	154.78

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310929	UNITED SYSTEMS & SOFTWARE INC	ITRON RADIO EQUIPMENT PARTS - PW	152.30
310938	JEFF ZIEBKA	REIMBURSEMENT - PD	147.09
7868(A)	MICHAEL WAGNER & SONS INC	SUPPLIES - PW	132.13
310906	UNITED DISPATCH	SENIOR TRANSPORTATION - FIN	130.00
310874	ROSE PEST SOLUTIONS	SERVICES - PD	126.00
310843	HOME DEPOT CREDIT SERVICES	SUPPLIES - PW	104.93
310881	STANDARD LUMBER CO	SUPPLIES - PW	97.20
310926	ONCE UPON A DELI	CANTEEN - PD	96.00
310907	THALMANN ALIGNMENT INC	SERVICES - FD	90.00
310828	CITY OF HIGHLAND PARK	ELECTRICITY AGGR. LEGAL FEE REIMB. - PW	89.00
7872(A)	CABCONNECT	SENIOR TRANSPORTATION - FIN	81.15
310943	CHRISTOPHER LACINA	REIMBURSEMENT - PD	78.62
310964	JAMES P. THOMPSON	WATER/SEWER REFUND - FIN	75.00
310869	NORTHWEST POLICE ACADEMY	MEMBERSHIP - PD	75.00
310877	SHERWIN WILLIAMS	SUPPLIES - PW	67.58
310962	LAWRENCE & CHRISTINE HOLLIS	WATER/SEWER REFUND - FIN	63.70
310966	PETER CONTOS	WATER/SEWER REFUND - FIN	63.07
310967	CHAD & KELLY ALBRECHT	WATER/SEWER REFUND - FIN	56.80
310952	RICHARD RASH	REIMBURSEMENT - PD	53.26
310844	ILCMA	RECRUITING - GG	50.00
310956	JUSTIN MORABITO	REIMBURSEMENT - FD	41.00
310946	JAMES FRIEL	REIMBURSEMENT - PD	39.92
310939	ALEXANDER GIARMIDIS	REIMBURSEMENT - PD	39.67
310948	KYLE PILMER	REIMBURSEMENT - PD	39.59
310949	MICHAEL TADLEY	REIMBURSEMENT - PD	39.09
310883	SUNSET FOOD MART INC	SUPPLIES - PW	36.76
310930	MCKESSON MEDICAL SURGICAL INC	SUPPLIES - FD	35.00
310936	PAUL SIMONSON	REIMBURSEMENT - PW	30.00
310957	ROBERT PENTEK	REIMBURSEMENT - FD	25.00
310826	BIG APPLE BAGELS	CANTEEN - PD	23.99
7884(A)	CONSTELLIX	SUBSCRIPTION - IT	17.35
310965	SEAN COHEN	WATER/SEWER REFUND - FIN	11.30
310963	WILLIAM RUSSELL	WATER/SEWER REFUND - FIN	11.30
310970	FERNANDO GODOY	WATER/SEWER REFUND - FIN	7.00
310969	PRITHVI JINKALA	WATER/SEWER REFUND - FIN	5.75
		CLASS 'A' TOTAL	**2,392,009.85**

CLASS 'B' WARRANTS

9/30/25	PAYROLL	9/30/2025 PAYROLL	985,032.36
25(E)	HUNTINGTON NATIONAL BANK	VILLAGE CREDIT CARD AUGUST - FIN	18,332.21
476(E)	LOWE'S	SUPPLIES - PW	2,176.85
478(E)	QUADIENT LEASING USA, INC	MAILING SYSTEM LEASE - FIN	1,667.85
477(E)	UPS	SHIPPING - FD	23.06
		CLASS 'B' TOTAL	**1,007,232.33**
		REPORT TOTAL	***3,399,242.18***

PROCLAMATION

RECOGNIZING OCTOBER 19 – 25
AS UNITED AGAINST HATE WEEK

WHEREAS, the United States is a nation of immigrants, whose strength comes from its diversity; and

WHEREAS, the Constitution enshrines equality for all individuals, regardless of race, gender, orientation, religion, or political views; and

WHEREAS, the country has witnessed how toxic environments encourage the propagation of racist, xenophobic, sexist, homophobic, antisemitic, Islamophobic, and other bigoted views by emboldened hate groups and individuals; and

WHEREAS, in 2021, the Village of Northbrook Board of Trustees adopted Resolution 2021-78 endorsing the Welcoming and Inclusive Community Pledge, recognizing that Northbrook is home to over 35,000 residents of diverse histories and identities and that the Village of Northbrook pledges to support and serve all residents and families regardless of their backgrounds; and

WHEREAS, in 2021, the Village of Northbrook Board of Trustees adopted Ordinance 2021-24 creating the Community Commission whose mission is to encourage understanding and respect, acknowledge the value of diversity in the community, and encourage openness in Northbrook to all persons, regardless of race, ethnicity, color, immigration or refugee status, religion or creed, gender or sexual orientation, age, mental or physical disability, Veteran status, or other social identities; and

WHEREAS, on May 13, 2025, as newly elected Trustees and the Village Clerk were sworn in, the new Village Board of Trustees adopted Resolution 2025-70 Reaffirming the Welcoming and Inclusive Community Pledge and encouraged residents to do so as well; and

WHEREAS, education, compassion, and cooperation are key to understanding and embracing differences between people, joining in the United Against Hate Week campaign is an important step in bridging divisions and healing communities.

NOW, THEREFORE, I, Kathryn L. Ciesla, President of the Village of Northbrook, County of Cook and State of Illinois, do hereby proclaim October 19 through 25 2025, as

UNITED AGAINST HATE WEEK

in the Village of Northbrook, and call this observance to the attention of all our residents.

GIVEN, under my hand and seal of the Village of Northbrook, this 14th day of October 2025.

_____
Kathryn L. Ciesla, Village President

ATTEST:

_____
Derek Gau, Village Clerk

PROCLAMATION
RECOGNIZING OCTOBER 24 AS WORLD POLIO DAY

WHEREAS, Rotary International, founded in 1905, is a global humanitarian organization with over 1.4 million members dedicated to improving health, education, and the well-being of communities around the world; and

WHEREAS, since 1985, Rotary International has committed itself to the global eradication of polio through the PolioPlus initiative, working in partnership with the World Health Organization, UNICEF, the Centers for Disease Control and Prevention, and the Bill & Melinda Gates Foundation; and

WHEREAS, due to these collaborative efforts, polio cases have been reduced by 99.9%, preventing over 18 million cases of paralysis and saving countless lives; and

WHEREAS, the Rotary Club of Northbrook is part of this international effort and continues to advocate for the complete eradication of polio, ensuring that future generations will live in a world free of this debilitating disease; and

WHEREAS, World Polio Day is celebrated annually on October 24th to raise awareness, generate support, and recognize the progress made towards eradicating polio;

WHEREAS, polio remains endemic in only two countries, Afghanistan and Pakistan, and continued efforts are essential to prevent a resurgence of the disease in other parts of the world.

NOW, THEREFORE, I, Kathryn L. Ciesla, President of the Village of Northbrook, County of Cook and State of Illinois, do hereby proclaim October 24, 2025, as

WORLD POLIO DAY

in the Village of Northbrook and ask residents to join the Rotary Club of Northbrook in the effort to raise awareness, support polio eradication, and ensure that no child ever suffers from this preventable disease again.

GIVEN, under my hand and seal of the Village of Northbrook, this 14th day of October 2025.

_____
Kathryn L. Ciesla, Village President

ATTEST:

_____
Derek Gau, Village Clerk

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Recognizing Officer Anthony Mascolo for 25 Years of Service

is hereby adopted, as follows:

Anthony Mascolo was hired as a Patrol Officer on September 1, 2000. Prior to becoming a Police Officer, he was enrolled at DePaul University in Chicago studying criminal justice. Anthony graduated from the College of DuPage Basic Police Academy on February 23, 2001.

During his career, Anthony completed the Basic Evidence Technician's Course in October 2005, Sokolove Field Training Officer Course in November 2010, and Crisis Intervention Team training in October 2018, among many other courses.

As a journeyman patrol officer, Officer Mascolo was always prepared and equipped to serve the public and his fellow officers in the execution of their law enforcement duties. With quick thinking and keen instinct, Officer Mascolo made significant contributions during many service calls and investigations.

In May of 2022, Officer Mascolo received an Officer Recognition Award for his efforts in apprehending a wanted subject for murder. On May 23, 2022, Dispatch advised of a vehicle wanted in connection to a homicide in the Village of Maywood. Officer Mascolo quickly located the vehicle driving westbound on Lake Cook Road and relayed the information to other units in the area. As the vehicle began to drive erratically, Officer Mascolo confirmed with Dispatch that the vehicle was wanted by the Village of Maywood Police Department. With units from Deerfield and Riverwoods Police Departments and other Northbrook Officers responding to the area, Officer Mascolo initiated a felony stop on the vehicle. He then gave clear, concise verbal directions, while another Northbrook officer took up position to best provide cover. As a team, the officers were able to gain compliance from the suspect and safely place him under arrest. The next day, the Cook County State's Attorney's Office approved a charge of first-degree murder against the driver of the vehicle. Thanks to the sharp observation of Officer Mascolo and the teamwork and tactical skill demonstrated by all the officers involved, a murder suspect was apprehended without incident.

Officer Mascolo garnered many accolades over his long and distinguished career, to include recognition for his assistance with a fatal crash that occurred between a Metra commuter train and a passenger vehicle in 2002, assistance with an investigation involving multiple other local law enforcement agencies where a local patron reported three suspects attempting to steal her vehicle in July 2020, and assistance with numerous residential and commercial burglary cases where the subjects were successfully apprehended and charged.

Officer Mascolo's personnel file contains numerous letters of thanks and appreciation from the community as well as department commendations documenting a career dedicated to doing good police work in the Village of Northbrook.

NOW, THEREFORE, BE IT RESOLVED by the President and the Board of Trustees of the Village of Northbrook, County of Cook and the State of Illinois, THAT:

On behalf of the Village of Northbrook, we offer our sincere appreciation to Anthony Mascolo for the 25 years that he faithfully served this Village. Congratulations and thank you for your dedication to your profession and to the safety and welfare of the community you served. We wish you well in your future aspirations and endeavors during your well-deserved retirement.

Adopted: 10/14/25

_____
Village President

ATTEST:

_____
Village Clerk

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Chief Information Officer Lori Baker
Date: 2025-10-14
Subject: A Resolution Approving a Master Services Agreement with ImageTrend, LLC for Fire Department Records Management System Software Subscriptions

Overview

This Resolution approves a new Master Services Agreement with ImageTrend LLC to renew three years of annual software subscriptions for a records management system and a patient care reporting system in use by the Northbrook Fire Department.

Fiscal Impact

The adopted Fiscal Year 2025/2026 budget provides funding in Account Number 11-1400-543-01 (Software as a Service) for the renewal of the annual subscription services in the amount of $28,000.

Recommendation

Approval.

Background

In 2017, the Northbrook Fire Department implemented ImageTrend's systems for use as a Records Management System (RMS) and for Patient Care Reporting (PCR). All Illinois Fire Departments are required by state law, specifically 425 ILCS 25/6 of the Fire Investigation Act, to report all incidents, including medical incidents, to the National Fire Incident Reporting System (NFIRS), which is administered by the United States Fire Administration. ImageTrend is a third-party, cloud-hosted system, which allows the Fire Department to meet these statutory requirements.

ImageTrend is a cloud-hosted system which ImageTrend fully maintains and upgrades. Since implementation, the Fire Department has been satisfied with the support provided by ImageTrend, and ImageTrend has been responsive to the Fire Department's needs.

The most recent Master Software and Services Agreement (MSA) with ImageTrend, approved by the Board and executed in September 2021, was for one-year of service, with up to three

additional one-year renewal terms. The third and final year of service expired in September 2025. Additionally, that MSA included provisions for the on-going recurring fees associated with the use of the systems. These provisions included the option for ImageTrend to implement price increases on the renewal term fees (e.g., annual subscription fees) in a not to exceed amount of 1.5% over the previous year's fees. During this current year of service, the Fire Department added an additional module, Continuum, for data analytics and reporting. This specific module was added through an amendment to the 2021 MSA.

Village Information Technology (IT) staff requested a new MSA from ImageTrend including similar provisions. ImageTrend provided a new MSA including a one-year term, with three additional one-year renewal terms, and agreed to hold the annual 1.5% increase on all services. The Continuum module was also included in the new MSA, however, the amendment when Continuum was added included annual increases of up to 7%, so that same term is carried forward in the new MSA.

The new ImageTrend LLC MSA is in the amount of $27,581.66 for the September 2025 – September 2026 subscription. The Fire Department and IT Department staff have reviewed ImageTrend's new MSA and agree it is in the Village's best interest to continue using the systems. Staff recommends the Board approve the ImageTrend MSA and annual recurring subscription fees for the 2025/2026 term in an amount not to exceed $27,581.66.

The Village's FY 2025/2026 budget includes sufficient funds for the 2025/2026 subscription fees in Account No. 11-1400-543-01 (Software as a Service). Future fiscal year budget requests will include sufficient funds to cover the annual subscription costs along with the annual escalator amounts.

Staff will be available at the meeting of the Board of Trustees on October 14, 2025, to address any questions that may arise.

A Resolution Approving a Master Services Agreement with ImageTrend, LLC for Fire Department Records Management System Software Subscriptions
Exhibit - ImageTrend LLC Master Software and Services Agreement

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Approving a Master Services Agreement with ImageTrend, LLC for Fire Department Records Management System Software Subscriptions

is hereby adopted, as follows:

Section 1. Recitals.

The Village's Annual Budget for FY 2025/2026 provides for the renewal of annual recurring software subscriptions for the Fire Department's use of a records management system and patient care reporting system ("***Systems***"). ImageTrend, LLC of Eagan, Minnesota (***"Vendor"***) is the sole-source provider of the Fire Department's Systems.

Based on the proposed Master Software and Services Agreement (***"Agreement"***) with the Vendor, the Vendor has an option to increase the annual subscription fees for the Systems by no more than 1.5% or 7%, depending on the module, of the previous year's cost. The Vendor has provided a quote for the annual subscription fees for September 2025 through September 2026 in a not to exceed amount of $27,581.66. Village staff recommends that the Village enter into an Agreement with the Vendor for the Systems in an amount not to exceed $27,581.66. The Village's Annual Budget for FY 2025/2026 provides sufficient funds in Account No. 11-1400-543-01 for the annual subscription fees associated with the Agreement.

The President and the Board of Trustees have considered the Agreement and determined that it is in the best interests of the Village and the public to enter into the Agreement with the Vendor.

Section 2. Approval of Agreement.

The Agreement with the Vendor is approved in substantially the form attached to this Resolution as ***Exhibit A***.

Section 3. Authorization to Agreement.

The Village Manager and the Village Clerk are hereby authorized and directed to execute and seal, on behalf of the Village, the Agreement only after receipt by the Village Clerk of at least two original copies of the Agreement executed by the Vendor; provided, however, that if such executed copies of the Agreement are not received by the Village Clerk within 60 days after the date of adoption of this Resolution, then this authority to execute and seal shall, at the option of the President and Board of Trustees, be null and void.

Master Software and Services Agreement

CONTRACT NUMBER: RENEWAL AGREEMENT Q-15799

BETWEEN

Village of Northbrook

1225 Cedar Lane

Northbrook, IL 60062

AND

ImageTrend, LLC

1305 Corporate Center Drive, Suite 500

Eagan, MN 55121

THIS AGREEMENT is made and entered into on the date last written below, by and between the ImageTrend, LLC, a Minnesota corporation (hereinafter "ImageTrend"), and Village of Northbrook (hereinafter "Client''), together "the Parties."

RECITALS

WHEREAS, Client desires to have services performed by ImageTrend, or

WHEREAS, Client desires to purchase Commercial-Off-The-Shelf Software from ImageTrend, or

WHEREAS, Client desires to purchase Custom Software Development from ImageTrend, and

WHEREAS, ImageTrend possesses technical skill, knowledge, and capability in consulting and designing custom and off-the-shelf software solutions and performing technical software services and Client desires such services.

NOW, THEREFORE, THE PARTIES HEREBY AGREE AS FOLLOWS:

SECTION 1. DEFINITIONS

"Agreement" and **"This Agreement"** means this Master Software and Services Agreement, the Work Orders issued hereunder, all Attachments and Exhibits attached hereto, or any Amendments made in mutually executed hereto.

"Business Day" means a single 8 hour period occurring on a Monday, Tuesday, Wednesday, Thursday or Friday, 9:00am CST to 5:00pm CST, excluding holidays per §14(b) below. Unless specified in a Service Order, ImageTrend personnel will only perform services during Business Days.

"Business Week" means a 5 day period, beginning Monday at 9:00am CST and ending Friday at 5:00pm CST, excluding holidays per below.

"Confidential information" means the proprietary products and trade secrets, including, but not limited to, computer software, code, technical parameters, price lists, methods of pricing, customer lists, designs, software documentations, manuals, models and account tables, and any and all information maintained or developed. Information shall be considered Confidential Information if it is identified in writing as confidential or proprietary, or if disclosed verbally or visually in discussion, upon written notice specifying and describing the nature of the orally disclosed Confidential Information at that time, or within fifteen (15) days of such disclosure.

"Commercial Off The Shelf" or "COTS" means pre-designed software products which are made available for sale by ImageTrend to many customers. COTS is mutually exclusive to Custom Software or Custom IP. MOTS means Modified Off The Shelf, and is a derivative work of ImageTrend COTS Software.

"Custom IP" or "Custom Software" means software products, or other Intellectual Property, which is designed for a specific purpose, for a specific customer or CLIENT.

"Deliverable" means an intangible or tangible product, material, or service produced as a result of a Work Order, and each Deliverable is specified in the corresponding Work Order from which it is produced,

"Disclosing Party" means the party disclosing Confidential Information to the other party, see also Receiving Party.

"Effective Date" means the date upon which the last party has signed and executed this Agreement.

"Fixed Fee" means a fixed amount of compensation due in return for a fixed Deliverable.

"Governmental Entity" shall have the same meaning as "State and local government entities" as defined in the General Services Administration Acquisition Manual (GSAM) at 538.7001, as updated

"Intellectual Property" means any intellectual property or proprietary rights in any jurisdiction, whether owned or held for use under license, whether registered or unregistered, including such rights in and to:

(i) trademarks, trade dress, service marks, certification marks, logos, trade names, brand names, corporate names, assumed names and business names ("Trademarks", which term shall include the items described in clause (viii) below); (ii) patents and any and all divisions, continuations, continuations-in-part, reissues, continuing patent applications, reexaminations or extensions thereof, any counterparts claiming priority therefrom, utility models, patents of importation/confirmation, certificates of invention, certificates of registration and like statutory rights; inventions, invention disclosures, discoveries and improvements, whether patentable or not; (iii) copyrights and works of authorship; (iv) trade secrets (including those trade secrets defined in the Uniform Trade Secrets Act and under corresponding federal, state or foreign statutory or common law), business, technical and know- how information, non-public information, and confidential information and rights to limit the use or disclosure thereof by any Person; (v) mask works; (vi) moral rights, author's rights or rights of publicity; (vii) claims, causes of action and defenses relating to the enforcement of any of the foregoing; (viii) any applications for registration of any of the foregoing, and all renewals or extensions of any of the foregoing, whether now existing or hereafter arising; and (ix) the goodwill associated with each of the foregoing. For the avoidance of doubt, "Intellectual Property Rights" includes any and all of the foregoing related to computer software, data files, Source Code, Object Code, APIs, manuals, documentation, specifications, databases or other materials or information.

"Licensed Information" means any information pertaining to the Software which is owned by IMAGETREND and is licensed to CLIENT. Licensed Information includes such information as input form, user manuals and user documentation, interface format and input/output format, and any other materials pertaining to the Software.

"Local Travel" means travel to a destination in the Twin Cities Metro area, within 30 miles of Lakeville, MN.

"Materials" and "Expenses" means but is not limited to third party software licenses, physical hardware, test devices, or other items, reasonable travel expenses (including but not limited to food, lodging, and transportation), printing, delivery of materials, or any other cost reasonably incurred arising out of this Agreement.

"Master Services Agreement" means this document excluding Work Orders issued from this document.

"Pre-Existing Materials" means code, documentation, frameworks, development accelerators, tool sets or any other materials owned by ImageTrend and not developed as part of the services performed for Client. It may include, without limitation, Security Framework, Dashboard, ImageTrend Frameworks, Report Writer and any other tools or Intellectual Property made or used by ImageTrend unrelated to this Agreement.

"On-Site Hour" means time an hour worked by ImageTrend personnel on Client premises, or other premises of Client's choosing that are not ImageTrend's corporate offices.

"Statement of Work" means the technical document which outlines a mutually agreed upon specification for particular Custom Development projects and associated costs, payment terms and acceptance procedures. This document requires client acceptance and signature prior to beginning work.

"Support" means technical support for the configuration and functioning of the products, including taking and monitoring defect reports, as defined further below in the Service Level Agreement between ImageTrend and Client

"Software" means ImageTrend software provided to Client by ImageTrend, specifically software developed and/or written by ImageTrend. Software developed by a third-party which is purchased on behalf of Client is considered Third Party Material.

"Receiving Party" means the party receiving Confidential Information from the Disclosing Party

"Third Party Material(s)" means software or other materials owned by a party other than Client or ImageTrend

"Time and Materials Basis" means charges billable to the Client based upon each hour worked, multiplied by the hourly rate for the work, plus the cost of any Materials necessary (including but not limited to, the cost of third party software licenses, travel and accommodation expenses, or otherwise), or Materials beneficial (conditioned upon mutual assent of the parties), billed on a monthly basis in arrears.

"Work Order" means the document which outlines a mutually agreed upon set of services, products, or Deliverables and associated costs, payment terms, and acceptance procedures

SECTION 2. TERM OF AGREEMENT

The term of this Agreement shall commence September 28, 2025 through September 27, 2026, subject to Section 13 of this Agreement. This Agreement may be renewed for up to three additional one-year renewal terms upon mutual agreement of ImageTrend and the Client.

SECTION 3. WORK ORDERS

CREATION OF WORK ORDERS. The parties may, from time to time, work together to detail the specific engagement scope, pricing, acceptance criteria, and terms of services to be performed and Deliverables to be delivered by ImageTrend. ImageTrend will set forth these details as a Work Order. If the Work Order is for the purchase of COTS Software, the Work Order shall also outline the quantity and SKU of each product or service as applicable. Should a Work Order contain no term regarding a topic, the terms of this Master Software and Services Agreement shall hold instead.

MODIFICATION OF WORK ORDERS. Any modification to the scope or tasks identified within the Work Order that change the work budget by an estimated 10 hours of work or more shall require a new modified written Work Order or written Change Order. ImageTrend shall not work on the new tasks in

the modified Work Order until the Client has provided signed written acceptance of the new Work Order. The parties may waive this requirement on a case-by-case basis in writing. Modifications requiring less than an estimated 10 hours of work may be proposed and accepted verbally, with such modifications requiring less than 10 hours of work billed on a Time and Materials basis.

FEE MODEL. The Work Order will contain fee and payment terms. The following fee models are contemplated:

Model Name	Definition
Fixed Fee	ImageTrend shall perform the work outlined in the Work Order for a fixed flat fee, plus Expenses. The Fixed Fee is exclusive of Expenses unless the Work Order outlines the Expenses. The Fixed Fee model may include milestone payments, with such milestone payments outlined in the Work Order.
Time and Materials	ImageTrend shall perform the work outlined in the Work Order on a Time and Materials basis, at the rate(s) specified in the Work Order.

LEGAL EFFECT. Work Orders issued under this Master Services Agreement that are agreed to in writing by both Parties are incorporated by reference into this Master Services Agreement which collectively is called "the Agreement." Work Orders do not override the terms of this Master Services Agreement unless specifically stated that they do so. Work Orders may contain their own Fee/Payment Schedules and Payment Terms; those terms are binding insofar as they concern the services or Deliverables contemplated by the Work Order. For Work Orders without their own fee and payment terms, the payment terms in Price Sheet and Work Order Attachment below control.

CUSTOMIZED SOFTWARE DEVELOPMENT. The parties may mutually agree to a Work Order also known as a Statement of Work for the development of new or custom software, also known as "Modified Off The Shelf' or MOTS. All normal requirements of the Work Order shall apply, but additionally the parties must work together to mutually define a Statement of Work which outlines the tasks, and their timelines, to be undertaken as part of the project. Any Customized Software or MOTS Software developed under this Agreement will be Intellectual Property owned by ImageTrend. Should Client desire ownership of any Intellectual Property developed by ImageTrend, this must be embodied by a separate, mutually executed contract. For clarity, Client shall not and will not own any ImageTrend Intellectual Property under any circumstance under this Agreement. Client may only receive a license thereto as outlined in each Work Order.

SECTION 4. PERFORMANCE OF SERVICES

COMMENCEMENT. ImageTrend shall begin services described in the Work Order subsequent mutual signed execution the Work Order. No services shall begin before mutual signed and written final acceptance of each Work Order.

USE OF KNOW HOW. ImageTrend shall use its know-how, Intellectual Property, talent, skills, and employees to perform the services. Client shall conditionally receive a license to any and all pre-existing ImageTrend Intellectual Property and Know-How used in the creation of Deliverables and delivery of services as outlined below in §6 "Licensing and Intellectual Property" and Software Licensing Terms Attachment.

MATERIALS. Materials (including, but not limited to, third party software licenses, physical hardware, test devices, or other items and any other Material) that will be used in the development of the Software will be identified by ImageTrend to Client. ImageTrend shall acquire such Materials as the parties mutually agree

should be acquired, and it shall be the Client's responsibility to pay for those materials.

ACCEPTANCE OF SERVICES AND DELIVERABLES. ImageTrend shall deliver completed Deliverables and services to Client for acceptance. Each Work Order must detail the acceptance criteria for each Deliverable or service contained within that Work Order. If a Deliverable or services acceptance criteria is measurable objectively, it shall be complete upon satisfaction of that objective measurement without regard to either party's satisfaction with the Deliverable. If 1} a Deliverable's acceptance criteria is based on Client's satisfaction with the Deliverable, or 2) no acceptance criteria is detailed, then the following default clause shall apply:

After delivery of the Deliverable or performance of the service, Client shall have no more than 30 days to: 1) accept the deliverable or service, or 2) reject the deliverable or service by providing o written rejection that reasonably sets forth the reason for the rejection and the changes required to gain Client's acceptance, or 3) provide a written request for a 15 additional day extension to review the-Deliverable or service; ImageTrend shall not unreasonably withhold approval of such 15 day extension. If Client does not provide an acceptance within the above timeframe inclusive of extensions, the Deliverable or service will be deemed accepted. After delivery of the fourth/1 revision of the service or Deliverable, the service or Deliverable shall be deemed accepted by Client.

SECTION 5. FEES, INVOICING, AND PAYMENT TERMS

PROMPT PAYMENT ACTS. IF CLIENT IS A GOVERNMENTAL ENTITY, THE FOLLOWING PARAGRAPH APPLIES: To the degree any term in this Section 5, or any payment related term in any Work Order, conflicts with the governing prompt payment act or similar procurement act with any term in this section 5 or in any payment related term in any work order ("The PPA"}, the term in the PPA will instead control. For clarity, unless there is a conflict between the terms of this Section 5 or in any Work Order and the PPA, the PPA shall not control and this Agreement shall still control.

FEES. Client shall owe to ImageTrend such fees as set forth in each mutually executed Work Order.

SCHEDULING NON-LOCAL TRAVEL For air travel Client may, and is strongly advised to, schedule travel no less than 3 weeks in advance of the first on-site date by written request; ImageTrend reserves the right to approve or deny travel requests on a per-request basis. Client may also request travel by writing with 3 weeks or less advance notice; ImageTrend reserves the right to approve or deny such travel requests, and to invoice costs to Client due to scheduling changes ImageTrend must make to accommodate such a request if approved.

CANCELLATION, RESCHEDULE, OR DELAY. Client will provide to ImageTrend (10) ten business days prior written notice of Client's intent to delay, reschedule, or cancel ("Staffing Change") any service in a Work Order which requires an ImageTrend employee to perform work at a specific location or at a specific time (e.g. face-to-face meetings, on-site visits, after hours on-call status). If Client fails to provide such notice, Client shall reimburse ImageTrend for loss caused by the Staffing Change. ImageTrend shall use commercially reasonable efforts to mitigate any losses that would be incurred by a Staffing Change and due to ImageTrend by Client.

INVOICING. Unless otherwise specified in a Work Order, invoices must be paid on Net 30 terms. Any objection to an invoice must be made in writing. Client may request up to an additional 30 days to review Deliverables associated with an invoice, approval to which ImageTrend shall not unreasonably withhold. If Client does not

object to an invoice, or request an extension to review Deliverables, within 60 days after receipt of the invoice then the invoice is deemed accepted and any right to object to the invoice is waived. Payment shall be made by check or by ACH transfer to ImageTrend.

REMEDIES FOR NON-PAYMENT. Should Client fail to pay per the terms of this Agreement and this Section 5, ImageTrend may; 1) suspend services under all Work Orders until such payment is made in full, and/or 2) charge a late fee at the lesser of 1% or the maximum allowed by law, and/or 3) invoice Client for the costs of collection including reasonable attorney's fees.

TRAVEL COSTS. Should Client desire ImageTrend to send personnel to a location of Client's choosing in the continental United States, Client Will pay $1,750 per ImageTrend trainer per trip and a further $1,800 per trainer per day spent at Client's chosen location. Travel outside of the continental US will be quoted by ImageTrend upon request. Travel may only be scheduled for a maximum of one business week of Monday through Friday per trip; however, Client may book consecutive trips. Non-local travel scheduling which runs from one business week into a subsequent business week(s) (e.g. start date on Friday at 8:00am, end date Wednesday at 5:00pm, "Overlapped Weekend") will result in ImageTrend invoicing Client an additional trip for each Overlapped Weekend. ImageTrend staff will work 8 hours each day, except on the first and last day of each trip ImageTrend may reserve up to 2 hours of the Business Day for travel time.

TIME AND MATERIALS RATE. Unless otherwise specified in a Work Order, ImageTrend's Time and Materials rate is $225.00 per hour.

DEDUCTIONS. Notwithstanding any other provision of this Agreement, Client may deduct and withhold from any payment or from Final Payment such amounts as may reasonably appear necessary to compensate Client for any loss due to (1) Services that are defective, nonconforming, or incomplete, (2) liens or claims of lien, (3) claims against ImageTrend or Client made by any of ImageTrend's sub- consultants or suppliers or by other persons about the Services, regardless of merit, (4) delay by ImageTrend in the completion of the Services, (5) the cost to Client, including without limitation reasonable attorneys' fees, of correcting any of the matters stated in this Section or exercising any one or more of Client's remedies set forth in this Agreement. Client will notify ImageTrend in writing given in accordance with this Agreement of Client's determination to deduct and withhold funds, which notice will state with specificity the amount of, and reason or reasons for, such deduction and withholding.

USE OF DEDUCTED FUNDS. Client will be entitled to retain any and all amounts withheld pursuant to Section S(h) above until ImageTrend either has performed the obligations in question or has furnished security for that performance satisfactory to Client. Client will be entitled to apply any money withheld or any other money due to ImageTrend to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, and reasonable attorneys' fees (collectively "Costs") incurred, suffered, or sustained by Client and chargeable to ImageTrend under this Agreement.

TAXES, BENEFITS AND ROYALTIES. The Agreement Amount includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or

right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

PRICE ESCALATION. ImageTrend reserves the right to escalate the prices contained herein, and any recurring fee, by no more than 7% of the then current price upon each anniversary of the Effective Date beginning on 9/27/2025. ImageTrend further reserves the right to escalate travel prices once per year upon written notice to Client. Such travel price increases will only affect future travel prices and will not change the price or amount due to ImageTrend for previously rendered travel.

SECTION 6. DATA AND INTELLECTUAL PROPERTY

CLIENT DATA. All Client data provided to ImageTrend remains at all times the property of the Client unless otherwise specified by a Work Order. ImageTrend will not use or make available any personally identifiable information or patient health information, both of which are confidential information, other than de-identified information for performing the services outlined in a Work Order, and for use in an aggregated manner to monitor, operate, train artificial intelligence, and conduct statistical analyses relevant to the application's proper functioning, maintenance, optimization, or improvement. During the term of this AGREEMENT and after termination or expiration of this AGREEMENT, IMAGETREND will not in any way transfer to any third party or use in direct or indirect competition with the other party any information or data posted by CLIENT's and others on IMAGETREND's website and acknowledges that all such information is confidential.

GRANT OF LICENSE TO IMAGETREND'S PRE-EXISTING IP AND OWNERSHIP OF NEW IP. All Intellectual Property Rights connected to the ImageTrend pre-existing materials such as architectural structure, modules, processes, and Know-How that may be used in Deliverables ("Pre-existing IP"), shall remain owned by ImageTrend. ImageTrend agrees to grant to Client a royalty-free, worldwide, transferable, non-exclusive, use license for these architectural structures, modules, and processes that may be used solely in conjunction with the Deliverables and services performed under Work Orders and in accordance with the license selected below at Software Licensing Terms Attachment, conditioned upon full payment of the Work Order from which the Deliverable containing Pre-Existing IP originates. This license may not be transferred, and Client may not sublicense, use, reproduce, distribute or prepare derivative works of ImageTrend's Pre-Existing IP except to the extent strictly necessary to fulfill the purpose of a Work Order. New Deliverables utilizing the same Pre-Existing IP may require another license for that new Deliverable, in ImageTrend's discretion. New Custom Intellectual Property authored by the parties in the course of performing a Work Order shall be owned by the party that authored the Intellectual Property and in the case of derivative works, it shall be owned by the party who owns the work from which the derivative is made, or as otherwise set forth in the Work Order. In the case of ImageTrend Software products licensed per Software Licensing Terms Attachment below, or "Modified Off The Shelf Software" as defined above, ImageTrend shall own all Intellectual Property related to or arising out of any Work Order. A Work Order may specify who owns the intellectual property embodied in a Deliverable; however, absent such terms in the Work Order, the terms of this Agreement shall control. Any right not hereby granted is reserved.

SECTION 7. CONFIDENTIALITY

CONFIDENTIALITY ACKNOWLEDGEMENT. Each party hereby acknowledges and agrees that the other Party's Data, potential clients or customers, client or customer lists, business plans, pricing structures, software and database designs, and any other information a Party has marked as Confidential, constitute Confidential

Information. Each party agrees to treat (and take precautions to ensure that its authorized personnel treat) Confidential Information as confidential in accordance with the confidentiality requirements and conditions set forth below and the requirements of law. Orally transmitted information shall not be Confidential Information unless specified as such in a writing transmitted from the Disclosing party to the Receiving party within 15 days of the oral transmission, with such writing providing a reasonable description and scope of the Confidential Information transmitted.

CONFIDENTIALITY OBLIGATIONS. Each party agrees to keep confidential all confidential information disclosed to it by the other party in accordance herewith, and to protect the confidentiality thereof in the same manner it protects the confidentiality of similar information and data of its own (at all times exercising at least a reasonable degree of care in the protection of confidential information); provided however, that the provisions of this §7 shall not apply to information which: (i) is in the public domain; (ii) has been acquired by a Party by means other than the disclosure of the information by the Disclosing Party; (iii) is duly obtained by a Party directly or indirectly from a third party who has independently developed the information and is entitled to disclose the information to the Party, and such disclosure does not directly or indirectly violate the confidentiality obligation of such third party; (iv) becomes known publicly, without fault on the part of a Party, subsequent to the receipt of the information by Party; or (v) is required to be disclosed by the Illinois Freedom of Information Act or other similar open records law or court order or subpoena.

SURVIVAL. This §7 shall survive the termination of this Agreement or of any license granted under this Agreement.

SECTION 8. WARRANTIES

NO CONFLICTS OF INTEREST. ImageTrend does not have any express or implied obligation to a third party which in any way conflicts with any of ImageTrend's obligations under this Agreement.

SERVICES. All services and will be provided in a professional and workmanlike manner in accordance with applicable industry standards and will comply with all applicable laws. All Deliverables will substantially conform to the agreed-upon specifications set forth in the applicable Work Order or as otherwise set forth in this Agreement.

EXCEPT AS SPECIFICALLY SET FORTH IN THIS AGREEMENT ABOVE, THE SERVICES IMAGETREND PROVIDES TO CLIENT ARE PROVIDED WITHOUT ADDITIONAL WARRANTY OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE AND ANY ORAL OR WRITTEN REPRESENTATIONS, PROPOSALS, OR STATEMENTS MADE PRIOR TO THIS AGREEMENT. IMAGETREND HEREBY EXPRESSLY DISCLAIM, AND CLIENT HEREBY WAIVES, ANY REPRESENTATION OR WARRANTY OF ANY KIND WITH RESPECT TO THE SERVICES, INCLUDING WITHOUT LIMITATION, THE IMPLIED WARRANTIES OF MERCHANTABILITY, NON- INFRINGEMENT AND FITNESS FOR A PARTICULAR PURPOSE. THE REMEDIES PROVIDED IN THIS AGREEMENT ARE CLIENT'S SOLE AND EXCLUSIVE REMEDIES.

SECTION 9. LIMITATION OF LIABILITY

EACH PARTY SHALL NOT, UNDER ANY CIRCUMSTANCES, BE LIABLE TO THE OTHER PARTY FOR CONSEQUENTIAL, INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, OR EXEMPLARY DAMAGES OR LOSSES ARISING OUT OF OR RELATED TO THIS AGREEMENT, EVEN IF THAT PARTY IS ADVISED OF THE LIKELIHOOD OF SUCH DAMAGES OCCURRING.

No Personal Liability. No elected or appointed official or employee of the Client shall be personally liable, in law or in contract, to ImageTrend as the result of the execution of this Agreement.

SECTION 10. DISPUTE RESOLUTION

DUTY TO NEGOTIATE IN GOOD FAITH PRIOR TO FORMAL DISPUTES. IF CLIENT IS A GOVERNMENTAL ENTITY, THE FOLLOWING 2 PARAGRAPHS APPLY:

The parties shall attempt in good faith to resolve any dispute arising out of or relating to this agreement promptly by negotiation between executives who have authority to settle the controversy and who are at a higher level of management than the persons with direct responsibility for administration of this agreement. Any party may give the other party written notice of any dispute not resolved in the normal course of business. Within 15 days after delivery of the notice, the receiving party shall submit to the other a written response. The notice and response shall include with reasonable particularity (a) a statement of each party's position and a summary of arguments supporting that position, and (b) the name and title of the executive who will represent that party and of any other person who will accompany the executive. Within 30 days after delivery of the notice, the executives of both parties shall meet at a mutually acceptable time and place, or by teleconference.

All offers, promises, conduct and statements, whether oral or written, made in the course of the negotiation by any of the parties, their agents, employees, experts and attorneys are confidential, privileged and inadmissible for any purpose, including impeachment, in arbitration or other proceeding involving the parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the negotiation.

ARBITRATION. If Client is NOT a Governmental Entity the following paragraph applies:

Any dispute between ImageTrend and Client under this Agreement shall be resolved by arbitration by an arbitrator selected under the rules of the American Arbitration Association in the State of the defending party and the arbitration shall be conducted in that same location under the rules of said Association. If an arbitrator cannot be agreed upon by the parties, ImageTrend and Client shall each choose an arbitrator, and those two chosen arbitrators shall choose a third arbitrator, that third arbitrator shall preside over any dispute. ImageTrend and Client shall each be entitled to present evidence and argument to the arbitrator. The arbitrator shall have the right only to interpret and apply the provisions of this Agreement and may not change any of its provisions. The arbitrator shall permit reasonable pre- hearing discovery of facts, to the extent necessary to establish a claim or a defense to a claim, subject to supervision by the arbitrator. The arbitrator shall endeavor to keep costs as low as possible while still allowing for the just and fair disposition of the dispute. The determination of the arbitrator shall be conclusive, final and binding upon the parties and judgment upon the same may be entered in any court having jurisdiction thereof. The arbitrator shall give written notice to the parties stating his determination, and shall furnish to each party a signed copy of such determination. ImageTrend and Client shall equally share the cost of the arbitrator(s) fees. The arbitrator may award reasonable costs and expenses, including reasonable attorney fees, to the prevailing party.

SECTION 11. NON-EXCLUSIVITY

This Agreement does not establish any exclusivity of service, contract, customer relationship, or otherwise between the parties.

SECTION 12. AMENDMENTS

This Agreement may only be modified by a mutually executed writing including but not limited to Work Orders, signed by a person having authority to sign.

SECTION 13. TERMINATION

Either Party may terminate this Agreement upon giving the other Party thirty days (30) days' prior written notice to the other Party in addition to any other remedy or right contained in this Agreement. This right of termination is additive to other rights of termination identified above in this Agreement and does not preclude the exercise of those other rights.

SECTION 14. INDEMNIFICATION

IMAGETREND INDEMNITY. ImageTrend shall defend and indemnify Client from and against third party claims, actions, suits, demands, damages, obligations, losses, settlements, judgments, costs, and expenses ("Claims"), which arise out of any negligent act or omission, or willful misconduct of ImageTrend. Client shall promptly notify ImageTrend for any actual or prospective Claim for which indemnification is sought. In the event that any third-party Claim is made and Client invokes this clause, ImageTrend shall have the right and option to undertake and control such defense of such action with counsel of ImageTrend's choice with control to settle any such Claim; provided, however, that ImageTrend will consult with Client during such defense and provide updates and information as requested. ImageTrend shall have no obligation to defend or indemnify Client from Claims arising out of Client's negligent or intentional wrongful acts or omissions. Because ImageTrend must provide its own insurers with notice of a claim within 60 days of actual knowledge of a Claim, Client accordingly must provide ImageTrend written notice no more than 60 days after Client has actual knowledge of a Claim else ImageTrend shall have no obligation to indemnify Client.

CLIENT INDEMNITY. IF CLIENT IS A GOVERNMENTAL ENTITY THE FOLLOWING PARAGRAPH DOES NOT APPLY. Client shall defend and indemnify ImageTrend from and against third party claims, actions, suits, demands, damages, obligations, losses, settlements, judgments, costs, and expenses ("Claims"), which arise out of any negligent act or omission, or willful misconduct of Client. ImageTrend shall promptly notify Client for any actual or prospective Claim for which indemnification is sought. In the event that any third-party Claim is made and Client invokes this clause, Client shall have the right and option to undertake and control such defense of such action with counsel of Client's choice with control to settle any such Claim. Client shall have no obligation to defend or indemnify ImageTrend from Claims arising out of Client's negligent or intentional wrongful acts or omissions. ImageTrend accordingly must provide Client written notice no more than 60 days after ImageTrend has actual knowledge of a Claim else Client shall have no obligation to indemnify Client.

SECTION 15. GENERAL TERMS

a) **SEXUAL HARASSMENT POLICY.** ImageTrend certifies that it has a written sexual harassment policy in full compliance with Section 2-10S(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2- 105(A)(4).

b) **PATRIOT ACT COMPLIANCE.** ImageTrend represents and warrants Client that neither it nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. ImageTrend further represents and warrants to Client that ImageTrend and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. ImageTrend hereby agrees to defend, indemnify and hold harmless Client, its corporate authorities, and Client elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this subsection.

c) **COMPLIANCE WITH LAWS AND GRANTS.** Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101*et seq.,* and the Illinois Human Rights Act,775 ILCS 5/1-101*et seq.* Consultant shall also comply with all conditions of any federal, state, or local grant received by Owner or Consultant with respect to this Contract or the Services.

Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part thereof.

Every provision of law required by law to be inserted into this Contract shall be deemed to be inserted herein.

d) **Village Board Authority.** Notwithstanding any provision of this Agreement, any negotiations or agreements with, or representations by the Consultant to vendors shall be subject to the approval of the Village Board of Trustees. The Village shall not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Village Trustees.

e) **GIS Data.** The Village has developed digital map information through Geographic Information Systems Technology ("G/5 *Data")* concerning the real property located within the Village. If requested to do so by the Consultant, the Village agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

(1) Limited Access to GIS Data. The GIS Data provided by the Village shall be limited to the scope of the Work that the Consultant is to provide for the Village;

(2) Purpose of GIS Data. The Consultant shall limit its use of the GIS Data to its intended purpose of furtherance of the Work;

(3) Agreement with Respect to GIS Data. The Consultant does hereby acknowledge and agree that:

(4) Trade Secrets of the Village. The GIS Data constitutes proprietary materials and trade secrets of the Village and, shall remain the property of the Village;

(5) Consent of Village Required. The Consultant will not provide or make available the GIS Data in any form to anyone without the prior written consent of the Village Manager;

(6) Supply to Village. At the request of the Village, the Consultant shall supply the Village with any and all information that may have been developed by the Consultant based on the GIS Data;

(7) No Guarantee of Accuracy. The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use thereof; and

(8) Discontinuation of Use. At such time as the Services have been completed to the satisfaction of the Village, the Consultant shall cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authori2ed representative of the Village shall be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.

f. **INSURANCE REQUIREMENTS.** ImageTrend shall provide, at its sole cost and expense, liability insurance in the aggregate amount of $1,000,000, which insurance shall include, without limitation, protection for all activities associated with the Services. The insurance shall be for a minimum of$1,000,000 per occurrence for bodily injury and $1,000,000 per occurrence for property damage. ImageTrend shall cause Client to be named as an additional insured on the insurance policy described in this Section 9(b) not later than 10 days after the Commencement Date, ImageTrend shall provide the City with either: (a) a copy of the entire insurance policy; or (b) a Certificate of Insurance along with a letter from the broker issuing the insurance policy to the effect that the Certificate accurately reflects the contents of the insurance policy. The insurance coverages and limits set forth in this Section 9(b) shall be deemed to be minimum coverages and limits, and shall not be construed in any way as a limitation on ImageTrend's duty to carry adequate insurance or on the ImageTrend's liability for losses or damages under this Agreement.

g. **ELECTRONIC SIGNATURES.** The parties agree to conduct transactions primarily via electronic means. Accordingly, each party accepts electronic signatures and Deliverables as equivalent to physical versions of the same.

h. **BUSINESS DAYS AND HOLIDAYS.** The parties agree a business day is 8 hours long, and excludes Saturdays, Sundays, and days reasonably considered a holiday by either party per each party's written policies. Unless otherwise specified in a Work Order, ImageTrend shall perform services only during business days, from 9:00 a.m. CST to 5:00 p.m. CST.

i. **COUNTERPARTS.** This Agreement may be executed in counterpart originals, duly signed by both parties, each of which will be deemed an original but all of which, together, will constitute one and the same Agreement. Any terms not present in all counterpart copies are severed and void. Electronic counterparts are equally as *valid* as original counterparts.

j. **FORCE MAJEURE.** Neither party will be liable for delays nor for non-performance due to an unforeseeable event, external to this Agreement and the parties, where the occurrence of the event beyond the non-performing or delayed party's reasonable control ("Force Majeure Events.") This clause shall not apply to costs due to lmageTrend to reimburse cancellation, reschedule, or modification of travel arrangements per §5 above. Force Majeure Events may include, but are not limited to: war, terrorism or threats of terrorism, civil disorder, labor strikes, fire, disease, medical epidemics or outbreaks, events which curtail necessary transportation facilities {e.g. airports), or other unforeseeable events where the occurrence of the event is beyond the non-performing or delayed party's control.

k. **REASONABLE COOPERATION.** Client will reasonably cooperate with lmageTrend to the extent reasonably necessary to enable lmageTrend to perform the Services contemplated in each Work Order. Accordingly, Client will provide access, information or other materials in a fashion timely to the schedule of each Work Order. ImageTrend shall have no liability to Client for delays arising out the actions or non-actions of Client.

l. **NON ASSIGNABILITY.** A party shall not assign this Agreement or its rights hereunder without the prior written consent of the other party.

m. **JURISDICTION AND VENUE.** The parties agree that the law governing this Agreement shall be that of the State of Minnesota without regard to its conflict of laws principles. **IF CLIENT IS A GOVERNMENTAL ENTITY** the law governing this Agreement shall be that of the Client's jurisdiction without regard to its conflict of laws principles.

n. **ENTIRE AGREEMENT.** This Agreement constitutes the entire Agreement between the parties, with respect to this subject matter, including, but not limited to the services, goods, products, and Software provided by ImageTrend for Client and the compensation provided by Client for said provision of such services therefore, and supersedes all previous proposals, both oral and written, negotiations, representations, writings and all other communications between the parties. This Agreement may not be released, discharged, or modified except by an instrument in writing signed by the parties.

o. **SEVERABILITY.** If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid or unenforceable, such determination shall not affect the validity or enforceability of any other part or provision of this Agreement.

p. **WAIVER.** No waiver by either party of any of any provision hereof shall constitute a waiver of any other term of this Agreement nor shall it preclude either party from enforcing its rights.

q. **NONAPPROPRIATION. IF CLIENT IS A GOVERNMENTAL ENTITY THE FOLLOWING PARAGRAPH APPLIES.** The continuation of this Agreement is contingent upon the appropriation of funds by the legislature or other sources as applicable to fulfill the requirements of the Agreement. If the

insufficient monies are appropriated to provide for the continuation of the Contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the applicable appropriation laws or regulations for any lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of this Agreement or any Work Order hereto, the Agreement or applicable Work Order{s) shall terminate on the date of the beginning of the first fiscal year for which funds have not been appropriated. ImageTrend shall be entitled to payment for deliverables in progress, to the extent work has been performed pursuant to this Agreement or any Work Order hereto; obligations that have been incurred that extend beyond the date of termination; and reasonable contract close-out costs.

r. **ATTORNEYS' FEES.** In any action between the parties to enforce any of the terms of this Agreement, the prevailing party shall be entitled to recover reasonable expenses, including reasonable attorneys' fees.

s. **INDEPENDENT CONTRACTORS.** It is the express intention of Client and ImageTrend that ImageTrend and its employees and agents will perform the services hereunder as independent contractors to Client. Nothing in this Agreement shall in any way be construed to constitute ImageTrend or itsemployees or agents as an agent, employee or representative of Client. Without limiting the generality of the foregoing, ImageTrend is not authorized to bind Client to any liability or obligation or to represent ImageTrend has any such authority. Client and ImageTrend agree that neither ImageTrend employees nor its agents will receive Client - sponsored benefits from Client.

t. **NOTICES.** Any notice required to be given by either party to the other shall be deemed given if in writing on the date actually delivered (including electronic methods such as e-mail), or if deposited in the United States mail in registered or certified form with return receipt requested, postage prepaid, on the postmarked date and addressed to the notified party at the address set forth below, or to such other address as a party may designate from time to time by means of notice given hereunder to the other party.

If to Client:
Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

If to ImageTrend:
ImageTrend, LLC
Attn: Legal Department
1305 Corporate Center Drive
Suite 500
Eagan, MN 55121

IN WITNESS WHEREOF: the undersigned parties, each having authority to bind their respective organizations, hereby agree

Client		**ImageTrend**	
Signature:		Signature:	
Print Name:		Print Name:	Jon Sachs
Title:		Title:	CFO
Date:		Date:	Sep 25, 2025

SOFTWARE LICENSING TERMS ATTACHMENT

To the degree any Work Order involves licensing ImageTrend Software, the following terms shall apply:

"ImageTrend Elite Data Marts" means the relational database(s) that contain an enhanced and simplified reporting-ready format of the transactional data collected within ImageTrend Elite. The Elite Data Marts are available for use with the ImageTrend Elite Reporting Tools.

"ImageTrend Elite Reporting Tools" means the Transactional Report Writer, Visual Informatics, Analytical Chart Reporting Tool and Analytical Tabular Reporting Tool in the Software that are based on a set of Elite Data Marts.

"Incident(s)" means an instance where the Client sends a vehicle or emergency responder to a situation requiring emergency response, as measured by the number of incident reports within ImageTrend Software systems.

"Licensed Information" means other Deliverables provided to Client by ImageTrend relating to the operation or design of the Software, or other Deliverables provided to Client by ImageTrend which are common to ImageTrend (e.g. such Deliverables are not unique to Client). A copy of the software specification Licensed Information is available within the Software labeled as "ImageTrend University."

"The Software" means the sum of all software licenses granted by this Agreement or Work Order hereto as provided in Section 1 below.

SECTION 1. GRANT OF LICENSE TO SOFTWARE.

Each Work Order for the sale of Software Licenses shall outline which of the below licenses are being granted by the Work Order. The license selection will be evidenced by the title of each SKU in the Work Order, e.g. "Elite EMS SaaS" shall be licensed under the Software as a Service License below. If the license is not apparent by the name of the SKU, then the license shall default to Software as a Service. ImageTrend may discontinue or replace a license in this table by providing Client reasonable written notice of the change. Replacing this table shall not have the effect of revoking previously agreed licenses, rather, ImageTrend's right to replace this table shall apply to only future Work Orders.

Name of License	Terms of License
Software as a Service License (SaaS) or Integration as a Service (IaaS) ("SaaS")	ImageTrend hereby grants Client a non-exclusive, non-transferable license to use the ImageTrend Software product(s) listed in the Work Order for such time as listed in said Work Order. During the term of the Work Order, the Client shall have access to the Software, which will be installed on servers at the ImageTrend hosting facility and subject to the Service Level Agreement attached. All copies of the Software and/or Licensed Information in any form provided by ImageTrend to Client hereunder are the sole property of ImageTrend and/or its suppliers, and that Client shall not have any right, title, or interest to any such Software and/or Licensed Information or copies thereof except as provided in this Agreement.

ImageTrend Hosted License ("License")	ImageTrend will grant Client a non-exclusive, non-transferable, perpetual use license without rights of resale or sublicensing, to the ImageTrend Software product(s) listed in the Work Order. Client shall have access to the Software, which will be installed on servers at the ImageTrend hosting facility and subject to the Service Level Agreement attached. All copies of the Software and/or Licensed Information in any form provided by ImageTrend to Client hereunder are the sole property of ImageTrend and/or its suppliers, and that Client shall not have any right, title, or interest to any such Software and/or licensed Information or copies thereof except as provided in this Agreement.
Client Hosted License ("On Premise License")	ImageTrend will grant Client a non-exclusive, non-transferable, perpetual use license without rights of resale or sublicensing, to the ImageTrend Software product(s) listed in the Work Order. Client shall have access to the Software, which will beinstalled on servers at the Client hosting facility and subject to the attached Service Level Agreement. All copies of the Software and/or Licensed Information in any form provided by ImageTrend to Client hereunder are the sole property of ImageTrend and/or its suppliers, and that Client shall not have any right, title, or interest to any such Software and/or Licensed Information or copies thereof except as provided in this Agreement. Initial set up will require direct access to Client servers by ImageTrend personnel. However, after the installation is complete, management of non- ImageTrend software, operating systems, ancillary systems and the responsibility for keeping non- ImageTrend software updated will be the sole responsibility of Client. ImageTrend disclaims any and all liability arising out of out-of-date or otherwise insufficiently maintained non-ImageTrend software or hosting environment. ImageTrend has no duty to maintain the Client's hosted environment's cybersecurity. Client agrees to ensure that ImageTrend will have sufficient server access to fulfill ImageTrend's duties hereunder. Maintenance of Client Hardware, physical environment, storage, processing, patching, operating system maintenance, network device maintenance, Client 3rd party licenses (as outlined below), or any other task which is required to maintain the Client application hosting environment and is not directly arising out of a requirement of or defect to the ImageTrend application(s) are the sole responsibility of Client. It will not be ImageTrend's responsibility to maintain or resolve problems with Client's hosted environment. ImageTrend's sole responsibility shall be to provide application support for ImageTrend developed applications. Tasks which are ultimately discovered to be maintenance of the Client Hosting environment may be charged to Client at ImageTrend's out-of-scope rate of $225.00.

SECTION 2. PROTECTION OF SOFTWARE AND LICENSED INFORMATION

Client agrees to respect and not to, nor permit any third-party to, remove, obliterate, or cancel from view any copyright, trademark, confidentiality or other proprietary notice, mark, or legend appearing on any of the Software or Licensed Information, and to reproduce and include the same on each authorized copy of the Software and Licensed Information.

Client shall not nor shall Client permit any third-party under Client's control to, copy, reverse engineer, or duplicate the Software or any part thereof except for the purposes of system backup, testing, maintenance, or recovery. Client may duplicate the Licensed Information only for internal training, provided that all the names, trademark rights, product names, copyright statement, and other proprietary right statements of ImageTrend are reserved. ImageTrend reserves all rights which are not expressly granted to Client

in this Agreement.

Client shall not, nor shall Client permit any third-party to, modify, reverse engineer, disassemble, or decompile the Software, or any portion thereof, and shall not use the software or portion thereof for purposes other than as intended and provided for in this Agreement.

SECTION 3. IMAGETREND ELITE DATA MARTS NON-EXCLUSIVE USE LICENSE.

In accordance with the terms and conditions hereof, ImageTrend hereby grants the use of the ImageTrend Elite Data Marts only via ImageTrend Elite Reporting Tools, unless an "Elite Data Mart license" is included and detailed in a Work Order. Absent that license, this Agreement does not give the Customer the rights to access and query the ImageTrend Elite Data Marts directly using SQL query tools, reporting tools, ETL tools, or any other tools or mechanisms. Direct access to ImageTrend Elite Data Marts is only available via the aforementioned separately-priced product and service offering from ImageTrend.

SECTION 4. INSTALLATION, INTRODUCTORY TRAINING AND DEBUGGING.

IMPLEMENTATION. ImageTrend shall provide Client with start-up services such as the installation and introductory training relating to the Software, and, if necessary, initial debugging services known as "Implementation". During Implementation, Client must make available sufficient time and resources as is necessary to accomplish the milestones and tasks per the party's project plans (as applicable), typically between 4 and 15 hours a week. Depending on Client's objectives, Client may need to allocate more time or resources to achieve Client's desired timelines.

TRAIN THE TRAINER. ImageTrend may provide "Train-the-trainer" training for administrators as detailed in each Work Order. Additionally, online training videos and user guides in electronic format will be made available via ImageTrend University.

INSTRUCTIONS. ImageTrend will provide installation instructions and assistance for installation of the Software on the Servers appropriate to the License selection in the Work Order per the table above at (e.g. Client Hosted on premise license) as detailed in Service Level Attachment, below.

SOFTWARE SUPPORT. ImageTrend shall provide Software Support as detailed in the Service Level Attachment, below.

TRAINING USAGE AND EXPIRATION. The training line items and quantities as detailed in price table attached must be delivered within 2 years of the Effective Date. It shall be Client's responsibility to request the training session(s). Training not used within the 2 year cut-off shall expire and no refund or credit will be payable to Client.

SECTION 5. SOFTWARE WARRANTIES.

PERFORMANCE WARRANTY. ImageTrend warrants that the Software will conform to the specifications as set forth in the Licensed Information. However, this warranty shall be revoked in the event that any person other than ImageTrend and its agents make any unauthorized modification or change to the Software in any manner outside of the configuration available within the Software's built-in functionality. This warranty does not apply to data extracted from the system.

OWNERSHIP WARRANTY. ImageTrend represents that it is the owner of the entire right, title, and

interests in and to the Software, and that it has the sole right to grant licenses thereunder, and that it has not knowingly granted licenses thereunder to any other entity that would restrict rights granted hereunder to Client.

LIMITATIONS ON WARRANTY. All of ImageTrend's obligations under this Section shall be contingent on Client's use of the Software in accordance with this Agreement and in accordance with ImageTrend's instructions as provided by ImageTrend in the Licensed Information, and as such instructions may be amended, supplemented, or modified by ImageTrend from time to time. ImageTrend shall have no warranty obligations with respect to usage which does not conform with ImageTrend's instructions as provided by ImageTrend in the Licensed Information. ImageTrend shall have no warranty obligations with respect to any failures of the Software which are the result of accident, abuse, misapplication, extreme power surge or extreme electromagnetic field of a Client device. In addition to any other limitation on warranty or liability; Client's remedies for breach of warranty related to or arising out of the Software, or a defect with the Software, include at Client's option) repair of the Software or defect, 2) termination of this Agreement for convenience as outlined elsewhere in this Agreement.

THE EXPRESS WARRANTIES PROVIDED HEREIN ARE THE ONLY WARRANTIES MADE BY ImageTrend WITH RESPECT TO THE SOFTWARE AND SUPERSEDE ALL OTHER EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, ANY WARRANTIES OF MERCHANTABILITY AND WARRANTIES FOR ANY SPECIAL PURPOSE.

SECTION 6. MAINTENANCE.

ImageTrend shall provide scheduled updates and new releases for the Software, as well as defect correction as needed per the Service Level Agreement, attached for so long as Client has contracted for support (as indicated by a recurring fee containing the product name and word 'Support'). Specific out- of-scope system enhancement requests are excluded from support. Should Client desire specific source- code level modifications to the system, Client may submit a request to ImageTrend's UserVoice page at https:lilmageTrend.uservoice.com/.

SECTION 7. RETURN OF DATA.

Upon termination of this Agreement for any reason, Client may request ImageTrend provide to Client a copy of Client's data. ImageTrend will produce this data by first using relevant export functionality provided by the application, e.g. for ImageTrend Elite the data would be produced as a NEMSIS Version 3 XML file(s), or by other native data export format should the application provide no export functionality. ImageTrend may redact or remove ImageTrend trade secret and confidential information, such as database schema design details, or data which is used solely in an operational or administrative fashion (e.g. data which was never entered by Client end-users). For clarity, ImageTrend may not redact or remove data that Client or Client's end-users entered. ImageTrend will provide this exported data to Client via secure electronic transfer, such as SFTP/FTPS. ImageTrend shall have 90 days from Client's request to produce the native data export for Client. Should Client desire the data to come in any alternative format, or be in any way different than as described in this section, Client must request those services from ImageTrend separately on a Time and Materials basis under its own time frame. ImageTrend will make efforts to accommodate Client's request, but ImageTrend is under no obligation to do so.

PRICE SHEET AND WORK ORDER ATTACHMENT

The prices below are based on the following Saas transaction volumes, as provided by Client:
10,000 Incidents annually

Previously Contracted Products and Recurring Fees

Description	Qty	Fee Type	Unit Price	Subscription Start Date	Subscription End Date	Escalator	Total
Elite Rescue Inspections Support	1	Recurring	$795.14	Sep 27, 2025	Sep 26, 2026	1.5%	$795.14
Elite Rescue CAD Integration Support	1	Recurring	$1,961.64	Sep 27, 2025	Sep 26, 2026	1.5%	$1,961.64
Elite Rescue Field Site License Support	1	Recurring	$1,524.49	Sep 27, 2025	Sep 26, 2026	1.5%	$1,524.49
Elite™ Rescue Support	1	Recurring	$3,228.32	Sep 27, 2025	Sep 26, 2026	1.5%	$3,228.32
Continuum® for Rescue	1	Recurring	$8,560.00	Sep 27, 2025	Sep 26, 2026	7%	$8,560.00
Elite™ Rescue Hosting	1	Recurring	$8,191.85	Sep 27, 2025	Sep 26, 2026	1.5%	$8,191.85
Elite Rescue Data Mart Support	1	Recurring	$910.21	Sep 27, 2025	Sep 26, 2026	1.5%	$910.21
Elite Rescue Data Mart Support	1	Recurring	$448.37	Sep 27, 2025	Sep 26, 2026	1.5%	$448.37
Elite Rescue CrewSense Integration Support	1	Recurring	$1,961.64	Sep 27, 2025	Sep 26, 2026	1.5%	$1,961.64
					Total Net Price		**$27,581.66**

Send Invoices To:

Lori Baker
lori.baker@northbrook.il.us
1225 Cedar Lane
Northbrook IL, 60062

Payment Terms:

- "Previously Contracted Recurring Fees" are annual fees which recur each year the contract is renewed. They are due annually in September. The Recurring Fees will escalate in price annually by percentage set forth in the table above beginning on 09/27/2026 and each year thereafter.
- ImageTrend may temporarily suspend performance (e.g. cease to provide access, hosting, support) due to Client's breach of contract provided Client shall have 30 days to cure such breach before ImageTrend may suspend performance.

- ImageTrend may charge to Client a late fee of 1% per month, or the highest rate allowed under the law, whichever is lower, on any overdue amounts. Client also agrees ImageTrend may charge to Client all reasonable costs and expenses of collection, including attorneys' fees where, in ImageTrend's discretion, payments are consistently deficient or late.
- All Annual Saas Fees are based upon anticipated transaction volumes (as provided by Client) and are subject to an annual usage audit. ImageTrend reserves the right to increase fees in accordance with increased transaction volume per the Unit Price listed in the tables above.
- ImageTrend will not be responsible for third-party fees related to this Agreement unless specifically outlined by this Agreement.

SERVICE LEVEL AGREEMENT ATTACHMENT

ImageTrend is committed to offering exceptional levels of service to our customers. This Service Level Agreement ("SLA") guarantees your website or application's availability, reliability and performance. This SLA applies to any site or application hosted on our network.

1. Customer Support

ImageTrend is committed in providing an exceptional level of customer support. ImageTrend's servers are monitored 24 hours per day, 7 days per week, 365 days per year and our support staff is available via phone (888.469.7789) and email (www.imagetrend.com/support) as posted on the company's website. ImageTrend works to promptly resolve all issues reported by customers, and will acknowledge the disposition and potential resolution according to the chart below:

Severity Level	Example	Acknowledgement of Error Notice	Response Goal
High/Site Down	- Complete shutdown or partial shutdown of one or more software functions - Access to one or more Software functions not available - Major subset of software application impacted that is necessary for usage of the software	Within one (1) hour of initial notification during business hours or via support.imagetrend.com	Six (6) hours
Medium	- Minor subsystem failure - Data entry or access impaired on a limited basis	Within four (4) hours of initial notification	24 Business Hours
Low	- System operational with minor issues such as: User error (i.e. training) or forgotten passwords - Issue can or must be delegated to local Client contact as a first level of response for resolution	Same day or next business day of initial notification	As appropriate depending on nature of issue and party responsible for resolution

2. Data Ownership

All customer data collected and maintained by ImageTrend shall at all times remain the property of the customer.

3. Data Protection

ImageTrend takes data privacy and cybersecurity very seriously. ImageTrend utilizes compliant and industry recognized best practices to ensure data security, and does not use or make available any personally identifiable information to third parties without customer consent or as required by law. ImageTrend acknowledges that its handling of information on behalf of customers may be subject to federal, state or local laws, rules, regulation and restrictions regarding the privacy of consumer information. ImageTrend agrees to comply with all of such laws, rules, regulations and restrictions at its sole cost and expense.

4. Suspension of Service

ImageTrend reserves the right to suspend and limit network resources to customers failing to pay the monthly fee in advance at its own discretion. In the event of service suspension, full service delivery will be restored within 48 hours from the date and time that payment is received.

5. Availability

ImageTrend is fully committed to providing quality service to all customers. To support this commitment, ImageTrend offers the following commitments related to application server Availability:

Availability Objective: ImageTrend will provide 99.5% Availability (as defined below) for the ImageTrend network services within ImageTrend's Immediate Control. For purposes, hereof, "Availability" or "Available" means the ImageTrend Services are available for access and use through the Internet.

"Immediate Control" includes ImageTrend's network services within the ImageTrend data center which extends to, includes and terminates at the Internet Service Provider ("ISP") circuit termination point on the router in ImageTrend's data center *(i.e.,* public Internet connectivity).

Specifically excluded from the definition of "Immediate Control" are the following:

a. Equipment, data, materials, software, hardware, services and/or facilities provided by or on behalf of Client or a third-party entity (or any of their vendors or service providers) and Client's or a third party entity's network services or end-user hardware.

b. Acts or omissions of Client, their employees, contractors, agents or representatives, third party vendors or service providers or anyone gaining access to the ImageTrend Services at the request of Client.

c. Issues arising from bugs, defects, or other problems in the software, firmware, or hardware of third parties.

d. Delays or failures due to circumstances beyond ImageTrend's reasonable control that could not be avoided by its exercise of due care.

e. Any outage, network unavailability or downtime outside the ImageTrend data center.

Availability Calculation: Availability is based on a monthly calculation. The calculation will be as follows: ((a - b) / a) x 100, where "a" is the total number of hours in a given calendar month, excluding Scheduled Maintenance (as defined below), and "b" is the total number of hours that service is not Available in a given month.

Offline Capability: The Software may have offline capability which provides redundancy when network or server back-end capability is not available. Periods of time when the Software's primary functions continue to function offline shall be excluded from the unavailability calculation "b" above.

Scheduled Maintenance: ImageTrend conducts scheduled maintenance, as necessary, every last Wednesday of the month. ImageTrend will perform scheduled maintenance within that maintenance window between the hours of 9:00 p.m. CST to 11:00 p.m. CST. ImageTrend may change the regularly scheduled maintenance window from time to time at ImageTrend's discretion upon reasonable notice to Client.

Service Disruption: Upon customer's written notice to ImageTrend, if Availability for the month is below the guaranteed level, ImageTrend will issue a credit to customer in accordance with the schedule below:

Availability: 99.0% - 99.5% = 5% of monthly hosting fee credited
95.0% - 98.99% = 10% of monthly hosting fee credited
90.0% - 94.99% = 15% of monthly hosting fee credited
89.99% or below = 2.5% for every 1% of lost Availability (in no event exceeding 50% of monthly hosting fees)

ImageTrend maintains precise and objective Availability metrics, which shall be determinative when calculating any customer requested credit. ImageTrend maintained Availability metrics shall only be requested in good faith to address material customer concerns. To receive a credit, customers must specifically request it during the month following the month for which the credit is requested. Credits shall not be issued if a customer account is past due, suspended or pending suspension.

6. General

ImageTrend reserves the right to change or modify this SLA and the related services being provided to benefit its customers, including changes to hosting environments and infrastructure, provided that any such improvements shall adhere to the regulatory guidelines and best practices referenced herein.

Northbrook (IL) - Renewal MSA 25-26 FINAL

Final Audit Report 2025-09-25

Created:	2025-09-25
By:	Missy Merritt (mmerritt@imagetrend.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAwue6jR3OZ0jlE34bAK_dKVcKMNzcEGEm

"Northbrook (IL) - Renewal MSA 25-26 FINAL" History

Document created by Missy Merritt (mmerritt@imagetrend.com)
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Signature Date: 2025-09-25 - 3:40:28 PM GMT - Time Source: server

Agreement completed.
2025-09-25 - 3:40:28 PM GMT

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Chief Information Officer Lori Baker
Date: 2025-10-14
Subject: A Resolution Approving the Annual Maintenance Renewal for Electronic Content Management Software from Cities Digital Inc.

Overview

This Resolution approves the annual maintenance and support renewal for the Village's electronic content management software, Laserfiche, from Cities Digital, Inc.

Fiscal Impact

The adopted Fiscal Year 2025/2026 budget provides funding in Account Number 11-1400-523-00 in the amount of $27,000 for the annual maintenance and support renewal for Laserfiche, the Village's electronic content management software.

Recommendation

Approval.

Background

The Village has utilized Laserfiche software as an electronic content management system for several years. Laserfiche has become an essential part of the Village's suite of systems and plays an integral part in the Village's delivery of services to the residents and businesses. Staff use this software for scanning and managing a variety of electronic documents and maps and for making traditional paper-based records more readily searchable and accessible. Laserfiche is also used for the electronic storage of all Village invoices, integrating with the Village's Enterprise Resource Planning (ERP) system and for storage of various records for the Public Works assets.

As is the case with all software vendors, Laserfiche provides software updates throughout the year, allowing the Village to keep the software current. It is important to renew our annual

maintenance and support agreement with Laserfiche as it is the timeliest and most cost-effective means of ensuring our software is current and up to date. Additionally, the Village's Laserfiche software maintenance includes technical support for problem resolution.

Cities Digital, Inc. (CDI), based out of Hudson, WI, has been the Village's provider of Laserfiche software, support, and professional services for the past two years. CDI is the "VAR (Value Added Reseller) of Record" for Laserfiche and has a deep understanding of the Village's current system and configuration. Staff recommends this renewal be completed through CDI, ensuring the Village continues to receive excellent support.

The Village's Annual Budget for FY 2025/2026 in Account No. 11-1400-523-00 includes funding for the purchase of the one-year maintenance and support agreement for the Laserfiche software.

Based on these factors, Village IT Staff recommend renewing the annual maintenance and support for Laserfiche electronic content management software with Cities Digital, Inc. in a total amount not to exceed $26,709.45. Sufficient funds are available in Account No. 11-1400-523-00 to complete this renewal.

Staff will be available at the meeting of the Board of Trustees on October 14, 2025 to answer any questions that may arise.

A Resolution Approving the Annual Maintenance Renewal for Electronic Content Management Software from Cities Digital Inc.
Exhibit - CDI Quote

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Approving the Annual Maintenance Renewal for Electronic Content Management Software from Cities Digital, Inc.

is hereby adopted, as follows:

Section 1. Recitals.

The Fiscal Year 2025/2026 annual budget provides funding for the annual maintenance of Laserfiche software, an electronic content management system. Laserfiche has become an essential part of the Village's suite of systems and plays an integral part in the Village's delivery of services to its residents and businesses. Staff use this software for scanning and managing a variety of electronic documents and maps, making traditional paper-based records more readily searchable and accessible.

Cities Digital, Inc. (CDI), based out of Hudson, WI, ("***Vendor***") has been the Village's provider of Laserfiche software, support, and professional services for the past several years. Vendor is the "VAR (Value Added Reseller) of Record" for Laserfiche and has a deep understanding of the Village's current system and configuration. Based on these factors, Village Staff recommends that the Village purchase Laserfiche software annual maintenance ("***Support***") from the Vendor in the not-to-exceed amount of $26,709.45.

Village staff recommends purchasing the Support from the Vendor in a not-to-exceed amount of $26,709.45. Sufficient funds exist in Account No. 11-1400-523-00 for this expenditure.

The President and the Board of Trustees have considered the purchase and determined that it is in the best interests of the Village and the public to purchase the Support from the Vendor.

Section 2. Approval of Expenditure.

The Village Manager shall be, is hereby, authorized and directed to execute all such documents and make such payments as are necessary to complete the procurement of the Support from the Vendor in a not-to-exceed amount of $26,709.45.

Cities Digital, Inc. "CDI"
2000 O'NEIL ROAD #150
HUDSON, WI 54016 US
6517142800
sales@cdi.support
www.cdi.support

ADDRESS
Village of Northbrook, IL
Lori Baker
1225 Cedar Lane
Northbrook, IL 60062

Estimate CD8893

DATE 09/02/2025

DATE		DESCRIPTION	QTY	RATE	AMOUNT
		LASERFICHE ANNUAL SUPPRORT AND UPDATES			
	MSE30B	Laserfiche Avante Server for MS SQL with Workflow Annual Maintenance	1	1,102.50	1,102.50
	MSA30B	Laserfiche Avante Additional Repository for MS SQL Annual Maintenance	1	220.50	220.50
	MNF20B	Laserfiche Avante Named Full User Annual Maintenance	36	132.30	4,762.80
	MATM16B	Laserfiche Avante Standard Audit Trail Annual Maintenance	36	16.5375	595.35
	MFRM16B	Laserfiche Avante Forms Professional Annual Maintenance	36	11.025	396.90
	MCNC16B	Laserfiche Avante Connector Annual Maintenance	36	5.5125	198.45
	JSPAR-10-199	Laserfiche Self-Hosted Participant Users 10-199	30	115.00	3,450.00
	MCQ09B	Laserfiche Avante Document Classification Annual Maintenance	1	1,102.50	1,102.50
	MCS10B	Laserfiche Avante ScanConnect 10 Pack Annual Maintenance	1	202.86	202.86
	MTKNB	Laserfiche Avante Software Development Kit (SDK) Annual Maintenance	1	826.88	826.88
	MCS01B	Laserfiche Avante ScanConnect Annual Maintenance	1	36.38	36.38
	MCA01B	Laserfiche Avante Import Agent Annual Maintenance	1	429.98	429.98

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	MCQ06B	Laserfiche Avante Auto Stamp, Redaction, and Bates Numbering Annual Maintenance	1	110.25	110.25
	MPPSB	Laserfiche Avante Standard Public Portal Includes 25 concurrent retrieval connections through Laserfiche WebLink. Annual Maintenance	1	5,512.50	5,512.50
	MCQ01B	Laserfiche Avante Quick Fields Annual Maintenance	8	132.30	1,058.40
	MCQC3B	Laserfiche Avante Zone OCR and Validation Package Annual Maintenance	8	617.40	4,939.20
	MPFRMB	Laserfiche Avante Forms Portal Annual Maintenance	1	1,764.00	1,764.00
		CURRENT SUPPORT EXPIRES: 11/03/25			
		23,259.42			

SUBTOTAL	26,709.45
TAX	0.00
TOTAL	$26,709.45

Accepted By

Accepted Date

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Chief Information Officer Lori Baker
Date: 2025-10-14
Subject: A Resolution Approving a First Amendment to a Three-Year Agreement with Vector Solutions for Software Subscription Services

Overview

This Resolution approves a first amendment to the three-year contract, executed on September 3, 2024, with Vector Solutions, to increase the quantity of software subscription licenses for the Fire Department.

Fiscal Impact

The adopted Fiscal Year 2025/2026 budget provides funding in Account Number 11-1400-543-01 in the amount of $26,000 for the annual renewal of the Vector Solutions software subscription services.

Recommendation

Approval.

Background

On August 27, 2024, the Village Board approved a three-year agreement with Vector Solutions for software subscription services in use by the Police, Fire, and Public Works Departments. The term for this agreement is October 31, 2024 through October 31, 2027 and for a not to exceed amount of $24,922.60 for each annual subscription services payment. This agreement includes services for: Vector LMS/Target Solutions, a training and tracking system for Fire and Public Works; Vector CheckIT, an apparatus check list and work order system for Fire; and Vector Scheduling/CrewSense, a scheduling and time tracking system for Police and Fire.

The Village's Fiscal Year 2025/2026 budget includes six (6) additional Fire Fighter/Paramedic positions in the Fire Department. As such, the quantity of software subscription licenses for Vector LMS/Target Solutions and Vector Scheduling must increase by the same quantity to

provide the new staff access to these necessary systems.

The Village Information Technology (IT) Department requested and received a revised quote including these additional subscription licenses. These additional licenses were added utilizing the same pricing as agreed to in the 2024 contract. The addition of these licenses increases the total for this second year's subscription renewal by $895.50, for a total of $25,818.10.

The Village's FY 2025/2026 budget includes sufficient funding in Account No. 11-1400-543-01 to cover the cost of this second year of Vector Solutions subscription services, plus the additional license cost for the new positions in the Fire Department. Next fiscal year's budget request will include funds to cover year three subscription services costs, along with the additional license costs.

Based on these factors, Village IT Staff recommends Board approval of the First Amendment to the Vector Solutions agreement adding the additional required licenses to support the increase in staffing at the Fire Department. The increase is not to exceed $895.50, and the annual total for year two and year three of the approved agreement is not to exceed $25,818.10

Staff will be available at the meeting of the Board of Trustees on October 14, 2025, to answer any questions that may arise.

A Resolution Approving a First Amendment to a Three-Year Contract with Vector Solutions for Software Subscription Services
Exhibit - First Amendment to Agreement with Vector Solutions
Exhibit A to the First Amendment - Renewal Notice

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Approving a First Amendment to a Three-Year Contract with Vector Solutions for Software Subscription Services

is hereby adopted, as follows:

Section 1. Recitals.

In August 2024, the Village Board approved a three-year agreement ("***Agreement***") with Vector Solutions ("***Vendor***") for software subscription services in use by the Village's Fire, Police, and Public Works Departments. The Village's Fiscal Year 2025/2026 Budget added six additional staff in the Fire Department. As such, the quantity of licenses in use by the Fire Department needs to be increased.

The Vendor has provided an updated quote ("***Renewal Notice***") with an increase in subscription license quantities for the new Fire Department staff. The Renewal Notice includes an annual increase of $895.50, for a not to exceed new annual cost of $25,818.10. The Vendor has agreed to a First Amendment ("***Amendment***") to the Agreement to include these increased licenses.

Based on these factors, Village staff recommends approving the Amendment to the Agreement with the Vendor in a not-to-exceed amount of $25,818.10 for year two and three of the three-year Agreement. Sufficient funds exist in Account No. 11-1400-543-01 for this expenditure.

The President and the Board of Trustees have considered the Amendment and determined that it is in the best interests of the Village and the public to enter into the Amendment with the Vendor.

Section 2. Authorization to Execute the Amendment.

The Village Manager shall be, is hereby, authorized and directed to execute all such documents, including the Amendment, and make such payments as are necessary to complete the procurement of the software subscription services from the Vendor as set forth in the Renewal Notice and Amendment.

FIRST AMENDMENT TO AGREEMENT
BY AND BETWEEN THE VILLAGE OF NORTHBROOK AND
VECTOR SOLUTIONS

THIS IS A FIRST AMENDMENT (***"First Amendment"***), dated as of _____, 2025 (***"Effective Date"***), to the Agreement dated August 13, 2024 (***"Agreement"***), by and between the **VILLAGE OF NORTHBROOK**, an Illinois home rule municipal corporation ("***Village***"), and **VECTOR SOLUTIONS**, a Florida limited liability company ("***Consultant***"). In consideration of the mutual promises of the parties hereto made each to the other and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, along with the statutory and home rule powers of the Village, the Village and the Consultant hereby agree as follows:

Section 1. Recitals.

A. On August 13, 2024, the Village and Consultant entered into the three-year Agreement for software subscription services for a variety of critical departmental and staff functions for the Village's Fire, Police, and Public Works Departments.

B. "Schedule A – New Schedule" provides for the provision of 81 Vector LMS, TargetSolutions Edition Premier Memberships and 80 Vector Scheduling licenses for the Fire Department ("***Fire Department Licenses***").

C. Due to the increase in Fire Department employees, 87 Fire Department Vector LMS TragetSolution and 86 Vector Scheduling Licenses are now required to meet the department's needs which will result in an increased annual cost of $895.50.

D. The Village and Consultant desire to amend the Agreement to update "Schedule A – New Schedule" to allow for the increased number of Fire Department Licenses.

Section 2. Definitions; Rules of Construction.

All capitalized words and phrases used throughout this First Amendment have the meanings set forth in the various provisions of this First Amendment. If a word or phrase is not specifically defined in this First Amendment, it has the same meaning as in the Agreement.

Section 3. Amendments to the Agreement.

"Schedule A – New Schedule" of the Agreement is hereby amended, to provide that the fees to be charged to the Village and the products to be to be provided by the Consultant during the remainder of the term of the Agreement are as set forth in the "Renewal Notice" attached to this First Amendment as *Exhibit A*.

Section 4. Effect.

All terms, conditions and provisions of the Agreement that are not specifically amended, modified, or supplemented by this First Amendment shall remain unchanged and in full force and effect as if fully set forth herein. In the event of a conflict between the text of the Agreement and the text of this First Amendment, the First Amendment shall control.

Section 5. Representations.

A. **By Village.** The Village hereby represents and warrants that: (1) the persons executing this First Amendment on its behalf have been properly authorized to do so by the Corporate Authorities; (2) it has full power and authority to execute and deliver this First Amendment and to perform all of its obligations imposed pursuant to this First Amendment; and (3) this First Amendment constitutes a legal, valid and binding obligation of Village enforceable in accordance with its terms.

B. **By Consultant.** The Consultant hereby represents and warrants that: (1) the persons executing this First Amendment on its behalf have full authority to bind the Consultant to the obligations set forth in this First Amendment and to so act on behalf of the Consultant; (2) it has full power and authority to execute and deliver this First Amendment and to perform all of its obligations imposed pursuant to this First Amendment; and (3) this First Amendment constitutes a legal, valid and binding obligation of the Consultant enforceable in accordance with its terms.

Section 6. Counterpart Execution.

This First Amendment may be executed in several counterparts, each of which, when executed, will be deemed to be an original, but all of which together will constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to the Agreement as of the day and year first above written.

VILLAGE OF NORTHBROOK, an Illinois home rule municipal corporation

By: _____

ATTEST:

By: _____

Its: _____

CONSULTANT: Jackelin Maguire

VECTOR SOLUTIONS

By: _____

PLEASE SEE ATTACHED CALIFORNIA CERTIFICATE

ATTEST:

By: _____

Its: _____

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT **CIVIL CODE § 1189**

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of San Diego)

On September 8, 2025 before me, Patricia Rosales, NOTARY PUBLIC
Date *Here Insert Name and Title of the Officer*

personally appeared Jackelin Maguire
Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

PATRICIA ROSALES
Notary Public - California
San Diego County
Commission # 2525108
My Comm. Expires Jul 8, 2029

Signature Patricia Rosales
Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document
Title or Type of Document: First Amendment to Agreement by and Between the Village of Northbrook & Vector Solutions
Document Date: _____ Number of Pages: _____
Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
Signer Is Representing: _____

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Exhibit A

Renewal Notice

Renewal Notice

VECTOR SOLUTIONS | TargetSolutions

Date Friday, August 8, 2025

Contract Name	Account Manager	Billing Frequency	Renewal Start Date
Village of Northbrook (IL)	Alycia Maasen	Annual	10-31-2025

Quantity	Product	Description	Unit Price	Total
1	Vector LMS, TargetSolutions Edition - Maintenance Fee	Fire	$395.00	$395.00
87	Vector LMS, TargetSolutions Edition Premier Membership	Fire	$97.90	$8,517.30
3	Vector Check It - Fire/EMS Stations	Fire	$246.40	$739.20
5	Vector Check It - Drug Safes	Fire	$163.90	$819.50
16	Vector Check It - Fire/EMS Vehicles	Fire	$163.90	$2,622.40
86	Vector Scheduling	Fire	$51.35	$4,416.10
66	Vector LMS, TargetSolutions Editions - Career Tracking Platform	Public Works	$42.10	$2,778.60
1	Vector LMS, TargetSolutions Edition - Maintenance Fee	Public Works	$395.00	$395.00
100	Vector Scheduling	PD	$51.35	$5,135.00

Grand Total: **$25,818.10**

As a convenience to our customers, we are changing our billing policy effective December 1st, 2019 to send out bills 30 days in advance of your renewal.

This does not change the billing due date or the payment terms of your agreement.

Upon expiration of the Initial or any Renewal Term of your Client Agreement, access to the Services may remain active for thirty (30) days solely for purpose of Company's record keeping (the "Expiration Period"). Unless otherwise provided in your Client Agreement, any access to or usage of the Services following the Expiration Period shall be deemed Client's renewal of the Agreement under the same terms and conditions.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing a Contract for the Water Treatment Plant Data Cable Installation by Sharlen Electric Co., of Chicago, Illinois

Overview

The Village is contracting for the installation of data cabling at the Water Treatment Plant to support the replacement of the Supervisory Control and Data Acquisition and Data System (SCADA) and other network improvements at the Water Treatment Plant.

Fiscal Impact

The Adopted FY26 Budget includes sufficient funds in Account No. 21-4170-729-00 of the Water Production Fund (Plant Construction). The contract, which is included as Exhibit A, will be in the amount of $156,227 with a contingency of three percent (3%), in the amount of $4,687, for a total cost of $160,914. The proposed contract work will be completed in the FY26.

Recommendation

Approval.

Background

The Village's Water Treatment Plant was originally built in 1963. Two additions were constructed in 1973 and 1993. The technology infrastructure at this facility has become antiquated and relies on traditional copper lines. The current standard infrastructure is fiber optic or category six (CAT6) data cabling. There is currently no existing category six connections or cabling in the plant. This project will consist of the installation of the needed CAT6 data cabling throughout the plant.

Staff from IT and Public Works worked with Horner & Shiffrin to design the installation of data cabling for the Water Treatment Plant. The cabling will connect various areas of the plant with future IT infrastructure needed for the SCADA system replacement program. Once installation of the new data cabling is complete, the IT and Public Works Departments will be able to plan

for and move forward with improvements to infrastructure such as:

- Replacement of the SCADA System.
- Replacement of the unsupported phone system.
- Replacement of the emergency alert system (system used by an employee if they are alone in the facility conducting rounds and experience an emergency).
- Installation of Wi-Fi nodes and/or cellular signal boosters to allow communications within the plant.

The Village contacted Gordian (a joint purchasing group available to governments, businesses, and other agencies) and worked with one of their pre-qualified job order contractors – Sharlen Electric Co., Inc. of Chicago, Illinois ("Contractor"). Gordian has a contract with the Cooperative Council of Governments, Master agreement #COG-2131B for Job Order Contracting Services which is available to education agencies, governmental agencies, healthcare organizations, and non-profit other sectors. The Contractor visited the work site and provided a quote to install the cabling per the prepared plans (collectively the "Work") in the amount of $156,227. Staff is also recommending a contingency of three percent (3%), in the amount of $4,687.00, for a total cost of $160,914. The proposed contract work will be completed in Fiscal Year 25/26.

Staff is confident that Sharlen Electric Co. will meet the Village's expectations for the installation work needed to support the update of the plants SCADA System and will be present at the Board meeting should any questions arise.

A Resolution Authorizing a Contract for the Water Treatment Data Cable and Conduit Installation by Sharlen Electric Co. of Chicago Illinois
Attachment A-Northbrook Water Treatment Plant DataCable Contract_Final

Resolution 2025 - _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing a Contract for the Water Treatment Data Cable and Conduit Installation by Sharlen Electric Co., of Chicago, Illinois

is hereby adopted, as follows:

Section 1. Recitals.

The Village's Water Treatment Plant was originally built in 1963 and two additions were constructed in 1973 and 1993. The technology infrastructure at this facility has become antiquated and relies on traditional copper lines instead of current IT infrastructure such as fiber or data cabling. Staff from the IT and Public Works Departments worked with Horner & Shiffrin to design the installation of conduit and installation of data cabling for the Water Treatment Plant ("***Work***"). The cabling will connect various areas of the plant with future IT infrastructure. With the installation of the new data cabling the IT and Public Works Department will be able to move forward with or program improvements to infrastructure such as:

- Replacement of the SCADA System.
- Replacement of the unsupported phone system.
- Replacement of the emergency alert system (system used by an employee if they are alone in the facility conducting roads and experience an emergency).
- Installation of Wi-Fi nodes and/or cellular signal boosters to allow communications within the plant.

The Village contacted Gordian (a joint purchasing group available to governments, businesses, and other agencies) and worked with one of their pre-qualified job order contractors - Sharlen Electric Co., of Chicago, Illinois ("***Contractor***"). Gordian has a contract with the Cooperative Council of Governments, Master agreement #COG-2131B for Job Order Contracting Services which is available to education agencies, governmental agencies, healthcare organizations, and non-profit other sectors. The Contractor submitted a proposal in the amount of $156,227, with a contingency of three percent or $4,687, for a total not to exceed amount of $160,914. The Work will be completed in Fiscal Year 2024/25.

Village staff recommends that the Village enter into a contract with the Contractor for the Work ("***Contract***"). Sufficient funds are available in Account No. 21-4170-729-00 of the Water Fund for the Work.

The President and the Board of Trustees have considered these expenditures and determined that it is in the best interests of the Village and the public to enter into a Contract with the Contractor.

Section 2. Approval of the Contract.

The Contract shall be, and is hereby, approved in a form acceptable to the Village Attorney and the Village Manager.

Section 3. Authorization to Execute Contract.

The Village Manager shall be, and is hereby, authorized and directed to execute and seal, on behalf of the Village, the Contract only after receipt by the Village Clerk of at least three original copies of the Contract executed by the Contractor; provided, however, that if such executed copies of the Contract are not received by the Village Clerk within 30 days after the date of adoption of this Resolution, then this authority to execute and seal shall, at the option of the President and Board of Trustees, be null and void.

Section 4. Authorization to Execute Change Orders

The Village Manager is authorized to execute one or more Contract Change Orders for additional work consisting of additional unforeseen items of work related to, or arising from other work contemplated by the Contract in the amount of $4,687 subject to the Village Manager making the necessary determination that the work contemplated by the change order complies with Section 33E-9 of Article 33E of the Criminal Code of 1961 and placing a copy of such determinations in the Contract file.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
ABSTAIN:
ABSENT:
AWAY:

ATTEST:

_____
Village President

_____
Village Clerk

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

Full Name of Contractor: SHARLEN ELECTRIC _____ (***"Contractor"***)

Principal Office Address: __9101 S BALTIMORE AVE, CHICAGO, IL 60617_____

Local Office Address: SAME_____

Contact Person: __JAMES CULLEN_Phone: _773-356-6452

E-Mail: JIMCULLEN@SHARLEN,COM____

TO: Village of Northbrook (***"Owner"***)
Public Works Department
655 Huehl Road
Northbrook, Illinois 60062
Attention: Joseph Rizzo, Superintendent

1. Work Proposal

A. Contract and Work: If this Contract is accepted, Contractor proposes, and agrees, that Contractor shall, at its sole cost and expense, provide, perform, and complete, in the manner specified and described, and upon the terms and conditions set forth, in this Contract and Owner's written notification of acceptance in the form included in this bound set of documents, all of the following(all of which is herein referred to as the ***"Work"***):

i. Labor, Equipment, Materials and Supplies: Provide, perform, and complete, in the manner specified and described in this Contract and the Specifications, all necessary work, labor, services, transportation, equipment, materials, supplies, information, data, and other means and items necessary for completing service in the Village of Northbrook ("***Work Site***");

ii. Permits: Procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith;

iii. Bonds and Insurance: Procure and furnish all bonds and all insurance certificates specified in this Contract;

iv. Taxes: Pay all applicable federal, state, and local taxes;

v. Miscellaneous: Do all other things required of Contractor by this Contract; and

vi. Quality: Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with highest standards of professional and construction practices, in full compliance with, and as required by or pursuant, to this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged, and first quality equipment, materials, and supplies.

B. Prevailing Wages: In accordance with the Prevailing Wage Act, 820 ILCS 130/0.01 *et seq.* (***"Act"***), not less than the prevailing rate of wages for similar work in the locality in which the Work is to be performed shall be paid to all laborers performing work under this Contract. The Act requires contractors and subcontractors to pay laborers, workers and mechanics performing services on public works projects no less than the current "prevailing rate of wages"

(hourly cash wages plus amount for fringe benefits) in the county where the Work is performed. The Illinois Department of Labor publishes the prevailing wage rates on its website at http://labor.illinois.gov/. The Department revises the prevailing wage rates and the Contractor/Subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, Contractor shall refer to the Illinois Department of Labor's website. Contractor and any subcontractors rendering services under this Contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and record keeping duties.

C. Performance Standards: If this Contract is accepted, Contractor proposes, and agrees, that all Work shall be fully provided, performed, and completed in accordance with the Specifications attached hereto as ***Attachment A*** and by this reference made a part of this Contract.

D. Responsibility for Damage or Loss: If this Contract is accepted, Contractor proposes, and agrees, that Contractor shall be responsible and liable for, and shall promptly and without charge to Owner, repair or replace, damage done to, and any loss or injury suffered by, Owner, the Work, the Work Site, or other property or persons as a result of the Work.

E. Inspection/Testing/Rejection: Owner shall have the right to inspect all or any part of the Work and to reject all or any part of the Work that is, in Owner's judgment, defective or damaged or that in any way fails to conform strictly to the requirements of this Contract and Owner, without limiting its other rights or remedies, may require correction or replacement at Contractor's cost, perform or have performed all Work necessary to complete or correct all or any part of the Work that is defective, damaged, or nonconforming and charge Contractor with any excess cost incurred thereby, or cancel all or any part of any order or this Contract. Work so rejected may be returned or held at Contractor's expense and risk.

2. Contract Price Proposal

If this Contract is accepted, Contractor proposes, and agrees, that Contractor shall take in full payment for all Work and other matters set forth under Section 1 above, including overhead and profit; taxes, contributions, and premiums; and compensation to all subcontractors and suppliers, the compensation set forth below.

A. Schedule of Prices: For providing, performing, and completing all Work, the sum of products resulting from multiplying the number of acceptable units by the Unit Prices set forth in ***Attachment C***.

B. Basis for Determining Prices: It is expressly understood and agreed that:

i. All prices stated in the Schedule of Prices are firm and shall not be subject to escalation or change.

ii. Contractor has thoroughly examined this Contract and has thoroughly inspected the Work Site, prior to submission of its bid.

iii. Owner is not subject to state or local sales, use, and excise taxes, that no such taxes are included in the Schedule of Prices

iv. All other applicable federal, state, and local taxes of every kind and nature applicable to the Work are included in the Schedule of Prices; and

v. Owner reserves the right to increase or decrease quantities of Unit Price Items, and that payment for each Unit Price Item shall be made only on the actual number of acceptable units of such Unit Price Item in full compliance with this Contract.

C. Time of Payment: It is expressly understood and agreed that all payments shall be made in accordance with the following schedule:

i. All payments may be subject to deduction or set off by reason of any failure of Contractor to perform under this Contract. Each payment shall include Contractor's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and Contractor's certification that all prior payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

ii. Contractor shall submit to Owner, on a monthly basis, certified payroll records as defined in, and required by, Section 5 of the Prevailing Wage Act, as amended, 820 ILCS 130/5.

iii. All payments shall be made in accordance with the following schedule: payment to be made within 30 days of submission of acceptable written and/or digital reports as outlined in ***Attachment A*** and receipt of an approved invoice in accordance with the Local Government Prompt Payment Act. Owner shall let the Contractor know if reports are acceptable within seven working days of submission. All payments may be subject to deduction or set off by reason of any failure of Contractor to perform under this Contract. Each payment shall include Contractor's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and Contractor's certification that all prior payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid. No trailing waivers shall be permitted**.**

3. Contract Time Proposal

A. Term: If this Contract is accepted, Contractor proposes, and agrees, that Contractor shall commence the Work within 10 days following Owner's acceptance of this Contract provided Contractor shall have furnished to Owner all applicable bonds and/or Letters of Credit and all insurance certificates specified in this Contract (the "***Commencement Date***"). If this Contract is accepted, Contractor proposes, and agrees, that Contractor shall perform the Work diligently and continuously in accordance with the schedule approved pursuant to the Specifications. The terms of this Contract shall terminate on the date of the final acceptance of the project.

4. Financial Assurance

A. Bonds: If this Contract is accepted, and for each year in which the Contract is renewed, Contractor proposes, and agrees, that Contractor shall provide a Performance Bond and a Labor and Material Payment Bond, on forms substantially conforming to those attached hereto as Appendices 2 and 3, from a surety company acceptable to Owner, each in the sum of the Total Contract Price for the then-current term, within 10 days following Owner's acceptance of this Contract or the execution of any renewal of this Contract. Contractor may, at Owner's sole discretion, in lieu of Bonds, provide a Letter of Credit, on forms approved by Owner from a financial institution acceptable to Owner, in the sum of the Total Contract Price for the then-current term, within 10 days following Owner's acceptance of this Contract or the execution of any renewal of this Contract.

B. Insurance: If this Contract is accepted and for each year in which this Contract is renewed, Contractor proposes, and agrees, that Contractor shall provide certificates of insurance evidencing the minimum insurance coverages and limits set forth below within 10 days following Owner's acceptance, or the execution of any renewal, of this Contract. Such policies shall be in a form, and from companies, acceptable to Owner and from companies with a general rating of A minus, a financial size category of Class X or better according to Best's Insurance Guide. The insurance coverages and limits set forth below shall be deemed to be minimum coverages and limits and shall not be construed in any way as a limitation on Contractor's duty to carry adequate insurance or on Contractor's liability for losses or damages under this Contract. The minimum insurance coverages and limits that shall be maintained at all times while providing, performing, or completing the Work are as follows:

i. Workers' Compensation and Employer's Liability

Limits shall not be less than:

a.	Worker's Compensation:	Statutory;
b.	Employer's Liability:	$500,000 ea. Accident injury $500,000 ea. Employee disease $500,000 disease-policy

Such insurance shall evidence that coverage applies to the State of Illinois.

ii. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $2,000,000 for vehicles owned, non-owned, or rented.

iii. Comprehensive General Liability

Limits shall not be less than:

$2,000,000 Bodily Injury and Property Damage Combined Single Limit.

Coverage is to be written on an "occurrence" basis.

Coverage to include:

- Premises Operations
- Products/Completed Operations
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- Broad Form Property Damage

Endorsement

- "X," "C," and "U"
- Contractual Liability

Contractual Liability coverage shall specifically include the indemnification set forth below.

iv. Umbrella Liability

Limits shall not be less than:

$2,000,000 Bodily Injury and Property Damage Combined Single Limit.

This Policy shall apply in excess of the limits stated in 1, 2, and 3 above.

v. Owner as Additional Insured. Owner shall be named as an Additional Insured and a cancellation notice recipient on all policies except for Worker's Compensation, and Employer's Liability.

Each such additional Insured endorsement shall identify Owner as follows: Village of Northbrook, including its Board Members and elected and appointed officials, its officers, employees, agents, attorneys, consultants, and representatives. Additional insured coverage shall be provided on endorsements at least as broad as ISO form CG2010 or CG2026 (pre-2004 editions).

vi. Other Parties as Additional Insureds. In addition to the Owner, the following parties shall be named as additional insureds on the following policies.

Additional Insured (if none so state)	Policy or Policies

C. Indemnification: If this Contract is accepted, Contractor proposes, and agrees, that Contractor shall indemnify, save harmless, and defend Owner against all third-party claims, damages, liability, losses, and expenses (including attorneys' fees) that may arise, or be alleged to have arisen, to the extent caused by the negligence or willful misconduct of Contractor, or any failure to meet the representations and warranties set forth in Section 6 of this Contract.

D. Penalties: If this Contract is accepted, Contractor proposes, and agrees, that Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part thereof.

5. Firm Proposal

All prices and other terms stated in this Contract are firm and shall not be subject to withdrawal, escalation, or change provided Owner accept this Contract within 45 days after the date this sealed Contract is opened.

6. Personnel; Subcontractors.

A. Key Project Personnel. Contractor shall provide the names and credentials/experience of its personnel who will be primarily responsible for carrying out the Work on behalf of Contractor ("***Key Project Personnel***") in ***Attachment B***. The Key Project Personnel shall not be changed without the Owner's prior written approval.

B. Availability of Personnel. Contractor shall provide all personnel necessary to complete the Work including, without limitation, any Key Project Personnel identified in this Contract. Contractor shall notify the Owner as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. Contractor shall have no claim for damages and shall not bill the Owner for additional time and materials charges as the result of any portion of the Work which must be duplicated or redone due to such termination or for any delay in the performance of the Work as a result of any such termination, reassigning, or resignation.

C. Approval and Use of Subcontractors. Contractor shall perform the Work with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by the Owner in writing. All subcontractors and subcontracts used by Contractor shall be acceptable to, and approved in advance by, the Owner. The Owner's approval of any subcontractor or subcontract shall not relieve Contractor of full responsibility and liability for the provision, performance, and completion of the Work as required by the Contract. All Work performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of Contractor. For purposes of this Contract, the term "Contractor" shall be deemed also to refer to all subcontractors of Contractor, and every subcontract shall include a provision binding the subcontractor to all provisions of this Contract.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Work in a manner satisfactory to the Owner, Contractor shall immediately upon notice from the Owner remove and replace such personnel or subcontractor. Contractor shall have no claim for damages, for compensation in excess of the amount contained in this Contract or for a delay or extension of the term of this Contract as a result of any such removal or replacement.

7. Contractor's Representations and Warranties

In order to induce Owner to accept this Contract, Contractor hereby represents and warrants as follows:

A. The Work: The Work, and all of its components, shall be new, free from any latent or patent defects and flaws in workmanship, materials; shall strictly conform to the requirements of this Contract, including, without limitation, and the performance standards set forth in Subsection 1B of this Contract. All parts and equipment supplied in this Contract will be subject to the manufacturer's express warranty.

B. Conflict of Interest. To the best of Contractor's knowledge, (1) no employee or agent of the Owner is interested in the business of Contractor or this Contract; (2) as of the date of this Contract neither Contractor nor any person employed or associated with Contractor has any interest that would conflict in any manner or degree with the performance of the obligations under this Contract; and (3) neither Contractor nor any person employed by or associated with Contractor shall at any time during the term of this Contract obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Contract.

C. No Collusion. Contractor is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq*.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq*. Contractor represents that the only persons, firms, or corporations interested in this Contract as principals are those disclosed to the Owner prior to the execution of this Contract, and that this Contract is made without collusion with any other person, firm, or corporation. If at any time it shall be found that Contractor has, in procuring this Contract, colluded with any other person, firm, or corporation, then Contractor shall be liable to the Owner for all loss or damage that the Owner may suffer, and this Contract shall, at the Owner's option, be null and void.

D. Sexual Harassment Policy. Contractor has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

E. Patriot Act Compliance. Neither Contractor nor any of its principals, shareholders, members, partners, or affiliates, as applicable, is a person or entity named as a Specially Designated

National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. Contractor and its principals, shareholders, members, partners, or affiliates, as applicable, are not, directly or indirectly, engaged in, and are not facilitating, the transactions contemplated by this Contract on behalf of any person or entity named as a Specially Designated National and Blocked Person. Contractor hereby agrees to defend, indemnify and

hold harmless the Owner, its corporate authorities, and all Owner elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from and against any and all claims, damages, losses, risks, liabilities, and expenses (including reasonable attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this subsection.

F. Compliance with Laws and Grants. Contractor shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Work is provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Work, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq*., and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq*. Contractor shall also comply with all conditions of any federal, state, or local grant received by Owner or Contractor with respect to this Contract or the Work.

Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors', performance of, or failure to perform, the Work or any part thereof.

Every provision of law required by law to be inserted into this Contract shall be deemed to be inserted herein.

G. Qualified: Contractor has the requisite experience, ability, capital, facilities, plant, organization, and staff to enable Contractor to perform the Work successfully and promptly and to commence and complete the Work within the Contract Price and Contract Time Proposals set forth above.

8. Ownership

Designs, drawings, plans, specifications, photos, reports, information, observations, calculations, notes, and any other documents, data, or information, in any form, prepared, collected, or received by the Contractor in connection with any or all of the Work to be performed under this Contract ("***Documents***") shall be and remain the exclusive property of the Owner. At the Owner's request, or upon termination of this Contract, the Contractor shall cause the Documents to be promptly delivered to the Owner.

9. Acknowledgments

In submitting this Contract, Contractor acknowledges and agrees that:

A. Reliance. Owner is relying on all warranties, representations, and statements made by Contractor in this Contract.

B. Reservation of Rights. Owner reserves the right to reject any and all proposals, reserves the right to reject the low-price proposal, and reserves such other rights as are set forth in the Instructions to Contractors.

C. Acceptance. If this Contract is accepted, Contractor shall be bound by each and every term, condition, or provision contained in this Contract and in Owner's written notification of acceptance in the form included in this bound set of documents.

D. Remedies. Each of the rights and remedies reserved to Owner in this Contract shall be cumulative and additional to any other or further remedies provided in law or equity or in this Contract.

E. Limitations. EXCEPT FOR THIRD PARTY CLAIMS THAT ARE THE SUBJECT OF INDEMNIFICATION AND DAMAGES TO THE EXTENT CAUSED BY CONTRACTOR'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, IN NO EVENT SHALL THE TOTAL AND CUMULATIVE LIABILITY OF CONTRACTOR UNDER THIS AGREEMENT FOR ANY CLAIM OR CLAIMS HEREUNDER BETWEEN THE PARTIES EXCEED $3,000,000. TO THE MAXIMUM EXTENT PERMITTED BY LAW, NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR CONSEQUENTIAL, INCIDENTAL OR SPECIAL DAMAGES, INCLUDING WITHOUT LIMITATION ANY LOST OPPORTUNITY DAMAGES OR LOST PROFITS, OR SAVINGS, LOSS OF USE, LOSS OF DATA, OR DOWNTIME, EVEN IF IT HAS BEEN ADVISED OF THEIR POSSIBLE EXISTENCE.

F. Time. Time is of the essence of this Contract and, except where stated otherwise, references in this Contract to days shall be construed to refer to calendar days.

G. No Waiver. No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, whether before or after Owner's acceptance of this Contract; nor any information or data supplied by Owner, whether before or after Owner's acceptance of this Contract; nor any order by Owner for the payment of money; nor any payment for, or use, possession, or acceptance of, the whole or any part of the Work by Owner; nor any extension of time granted by Owner; nor any delay by Owner in exercising any right under this Contract; nor any other act or omission of Owner shall constitute or be deemed to be an acceptance of any defective, damaged, or nonconforming Work, nor operate to waive or otherwise diminish the effect of any representation or warranty made by Contractor; or of any requirement or provision of this Contract; or of any remedy, power, or right of Owner.

H Severability. The provisions of this Contract shall be interpreted, when possible, to sustain their legality and enforceability as a whole. In the event any provision of this Contract shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract shall be in any way affected thereby.

I. Amendments. No modification, addition, deletion, revision, alteration, or other change to this Contract shall be effective unless and until such change is reduced to writing and executed and delivered by Owner and Contractor.

J. Assignment. Neither this Contract, nor any interest herein, shall be assigned or subcontracted, in whole or in part, by Contractor except upon the prior written consent of Owner.

K. Governing Law. This Contract, and the rights of the parties under this Contract shall be interpreted according to the internal laws, but not the conflict of law rules, of the State of Illinois.

.

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

DATED this day of ____SEPTEMBER 17_____, 2025.

Contractor's Status: (X) Corporation ; ( ) Partnership; ( ) Individual Proprietor
(State)ILLINOIS (State)

Contractor's Name: Sharlen Electric Company

Doing Business As (if different): _____

Signature of Contractor or Authorized Agent: _____

(Corporate seal if corporation)

Printed Name: William J. Cullen
Title/Position: Vice President

Principal Office Address: 9101 S BALTIMORE AVE, IL 60617

Contact Person: William J. Cullen Phone: (773) 356-6489

Contractor's Business Address: 9101 South Baltimore Avenue, Chicago, Illinois 60617

Contractor's Business Telephone: _773-721-0700_____ E-Mail: WJC@SHARLEN.COM

If a Corporation or Partnership, list all Officers

NAME	TITLE	ADDRESS
WILLIAM J CULLEN	PRESIDENT	9101 S BATIMORE AVE, CHICAGO, IL 60617
WILLIAM J CULLEN III	VICE PRESIDENT	9101 S BATIMORE AVE, CHICAGO, IL 60617
JOHN SCHNEIDER	CFO	9101 S BATIMORE AVE, CHICAGO, IL 60617

If it is the Contractor's intention to utilize a subcontractor(s) to fulfill the requirements of this Contract, the Owner must be advised of the subcontractor's company name, address, telephone and fax numbers, and a contact person's name at the time of bid submittal.

Will you be utilizing a subcontractor? ☐ YES ☒ NO

If yes, have you included all required information with your bid submittal? ☐ YES ☒ NO

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

ACCEPTANCE

The Contract attached hereto and by this reference incorporated herein and made a part hereof is hereby accepted by the order of Village of Northbrook ("***Owner***") this 14th_ day of _October_, 2025.

This Acceptance, together with the Contract attached hereto, constitutes the entire and only agreement between the parties relating to the accomplishment of the Work and the compensation therefor and supersedes and merges any other prior or contemporaneous discussions, agreements, or understandings, whether written or oral, and shall prevail over any contradictory or inconsistent terms or conditions contained in any purchase order, acceptance, acknowledgment, invoice, or other standard form used by the parties in the performance of the Contract. Any such contradictory or inconsistent terms or conditions shall be deemed objected to by Owner without further notice of objection and shall be of no effect nor in any circumstances binding upon Owner unless accepted by Owner in a written document plainly labeled "Amendment to Contract." Acceptance or rejection by Owner of any such contradictory or inconsistent terms or conditions shall not constitute acceptance of any other contradictory or inconsistent terms or conditions.

(SEAL)

Attest/Witness: **VILLAGE OF NORTHBROOK**

By: _____ By:_____
Derk Gau **Cara L. Pavlicek**
Title: Village Clerk Title: Village Manager

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation
ATTACHMENT A – SCOPE OF WORK

1. SCOPE OF WORK

Project Name: Village of Northbrook - Water Treatment Plant Data Cable Installation
Project Location: 750 Dundee Road, Northbrook IL
Furnish all labor material and equipment to complete the following in accordance with the plan's specifications prepared by Horner Shiffrin Inc, dated 4/23/2024 and made part of this contract as Attachment A-1/ Low Voltage Work.

- Plan set has been revised; Cat 6 A cable will run (Free Air) without conduit. The Elimination of Conducts Except for, roof runs, wall penetrations, and underground installations or were agreed upon between owner and contractor.
- Install junction boxes and Cat 6A Data cable per Attachment A-1
- Scaffolding as needed for installation process
- Disposal of debris off site

The contractor will be responsible for obtaining the necessary electrical permits from the Development and Planning Services Department (Permit Fee will be Waived) for this project and scheduling of all necessary inspections. Information on the permit can be found on the Village's website. Final payment on the project will not be made until all inspections are passed. There will be no cost associated with the permit.

Contractor is responsible for making sure conduit, hangers, data cable/s, junction boxes and associated material are appropriately sized and will function as designed.

All work is to be completed during normal hours, Monday through Friday 7:30 am – 3:00 pm unless otherwise agreed upon with the village representative.

2. Warranty

A. Workmanship and Warranties: Contactor will provide 1 year warranty on workmanship and materials for the installation of the conduit, support hangers, data cable/s, junction boxes and supporting hardware and will commence once all conduit and data cable/s, junction boxes and associated mounting hardware has been put placed "in service" and warranty start date has been agreed upon with the village.

3. Completion Date

All work is to be completed by April 25, 2025

Attachment A – Scope of Work

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation
ATTACHMENT B - KEY PROJECT PERSONNEL

Contact Person for Proposal/Contract:WILLIAM CULLEN
Office:773-721-0700
Fax:773-721-9208

Primary Contact Person:JIM CULLEN
Phone:773-356-6452
Email: JIMCULLEN@SHARLEN.COM

Daily Field Operations Contact Person: CRAIG BERNAS
Phone: 773-919-9089
E-Mail: CBERNAS@SHARLEN.COM

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation
ATTACHMENT C – SCHEDULE OF PRICES

Water treatment plant Structural pipe Supports Pricing Table

Installation of new conduits, junction boxes and low voltage CAT 6A cable throughout the Water Treatment Plant per engineering plans provided.	
Project Total:	**$156,226.27**

Note: As outlined in Contract Section 2(B)(v), Owner reserves the right to increase or decrease quantities of Unit Price Items, that payment for each Unit Price Item shall be made only on the actual number of acceptable units of such Unit Price Item in full compliance with this Contract, and that all claim or right to dispute or complain of any such estimated quantity, or to assert that there was any misunderstanding in regard to the nature or amount of any Unit Price Item to be provided or performed, is hereby waived and released. Owner reserves the right to scale the quantities for Unit Price Items to match available funding in any given Fiscal Year as approved by the Owner's Village Board, and, in the event that no funding is appropriated, terminate this agreement.

Zoetis Products

400 State Street Chicago Heights, IL.

Structured cabling installation including fiber optics, Cat 6, Cat 6A for network drops, access points and cameras. Installation of fire alarm cabling, fire alarm panels and devices.

Nalco Chemical

6211 W 65th Street Bedford Park ,IL.

Structured cabling installation throughout entire campus, including fiber optics, Cat 6, Cat 6A for network drops, access points and cameras.

Wrigley Field

1060 W Addision Street Chicago, IL.

Installation of new DAS antenna system throughout ball park. Installation of fiber optics to outfield scoreboards. Installation of Cat 6A cabling to wireless access points throughout main concourse area. Installation of Cat 6 cabling throughout park for cameras.

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

REFERENCES

Please provide three references with whom your company currently has a contract for services similar to those outlined in this request for proposals. Municipal references preferred.

Client: Zoetis Products / Phibro

Contact Name: Andrew Farrel

Contact Phone: 708.757.2520 Contact E-mail: andrew.farrell@pdhc.com

Client: Nalco Chemical

Contact Name: Jon Farb

Contact Phone: 773.919.9016 Contact email: _____

Client: Wrigley Field/Chicago Cubs

Contact Name: Kyle Chin

Contact Phone: 800.843.2827 Contact email: kchin@cubs.com

VILLAGE OF NORTHBROOK
CONTRACT FOR

Water Treatment Plant Data Cable and Conduit Installation

LABOR AND MATERIAL PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: *[Contractor]* as Principal, hereinafter called Contractor, and , as surety, a corporation organized and existing under the laws of the State of ILLINOIS _ , hereinafter called Surety, are held and firmly bound unto Village of Northbrook, c/o Village Hall, 1225 Cedar Lane Northbrook, Illinois, 60062 as Obligee, hereinafter called Owner, in the full and just sum of ($ 156,226.27), for the payment of which sum of money well and truly to be made, Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents, said amount to include payment of actual costs and damages and for attorneys' fees, architectural fees, design fees, engineering fees, accounting fees, testing fees, consulting fees, administrative costs, court costs, interest and any other fees and expenses resulting from or incurred by reason of Contractor's failure to promptly and faithfully perform its contract with Owner, said contract being more fully described below, and to include attorneys' fees, court costs and administrative and other expenses necessarily paid or incurred in successfully enforcing performance of the obligation of Surety under this bond.

WHEREAS, Contractor has entered into a written agreement dated ***[Commencement Date]*** ( ) with Owner entitled "CONTRACT FOR Water Treatment Plant Data Cable and Conduit Installation" (the "Contract"), the terms and conditions of which are by this reference incorporated herein as though fully set forth herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT if Contractor shall well, truly and promptly perform all the undertakings, covenants, terms, conditions and agreements of said Contractor under the Contract, including, but not limited to, Contractor's obligations under the Contract: (1) to provide, perform and complete at the Work Site and in the manner specified in the Contract all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the roadway reconstruction including removal of existing concrete pavement, earth excavation and replacement with asphalt pavement and installation of concrete curb and gutter in the Village of Northbrook, Illinois; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided in the Attachment A of the Contract; (3) to procure and furnish all bonds, and all certificates and policies of insurance specified in the Contract; (4) to pay all applicable federal, state and local taxes; (5) to do all other things required of Contractor by the Contract; and (6) to provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by and pursuant to, the Contract; all of which is herein referred to as the "Work," whether or not any of said Work enter into and become component parts of the improvement contemplated, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Surety, for value received, hereby stipulates and agrees that no changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances on the part of either Owner or Contractor to the other in or to the terms of said Contract; in or to the schedules, plans, drawings or specifications; in or to the method or manner of performance of the Work; in or to Owner-furnished facilities, equipment, material, service or sites; or in or to the mode or manner of payment therefor shall in any way release Contractor and Surety or either or any of them, or any of their heirs, executors, administrators, successors or assigns, or affect the obligations of Surety on this bond, all notice of any and all of the foregoing changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances and notice of any and all defaults by Contractor or of Owner's termination of Contractor being hereby waived by Surety.

Notwithstanding anything to the contrary in the foregoing paragraph, in no event shall the obligations of Surety under this bond in the event of Contractor's default be greater than the obligations of Contractor under the Contract in the absence of such Contractor default.

In the event of a default or defaults by Contractor, Owner shall have the right to take over and complete the Contract upon 30 calendar days' written notice to Surety, in which event Surety shall pay Owner all costs incurred by Owner in taking over and completing the Contract

At its option, Owner may instead request that Surety take over and complete the Contract, in which event Surety shall take reasonable steps to proceed promptly with completion no later than 30 calendar days from the date on which Owner notifies Surety that Owner wants Surety to take over and complete the Contract.

Owner shall have no obligation to actually incur any expense or correct any deficient performance of Contractor in order to be entitled to receive the proceeds of this bond.

No right of action shall accrue on this bond to or for the use of any person or corporation other than Owner or the heirs, executors, administrators or successors of Owner.

Signed and sealed this _____ day of _____ , 2025.

Attest/Witness: PRINCIPAL: **CONTRACTOR NAME**

By: _____ By:_____

Title: Title: _____

Attest/Witness: SURETY: _____

By: _____ By:_____

Title: _____ Title:_____

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: *[Contractor]* as Principal, hereinafter called Contractor, and _____,
as surety, a corporation organized and existing under the laws of the State of_____ , hereinafter called Surety, are held and firmly bound unto Village of Northbrook, c/o Village Hall, 1225 Cedar Lane, Northbrook, Illinois, as Obligee, hereinafter called Owner, for the use and benefit of itself and of claimants as hereinafter defined, in the full and just sum of ($156,226.27), to be paid to it or the said claimants or its or their assigns, to which payment well and truly to be made Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents, said amount to include attorney's fees, court costs and administrative and other expenses necessarily paid or incurred in successfully enforcing performance of the obligation of Surety under this bond.

WHEREAS, Contractor has entered into a written agreement dated ***[Commencement Date]*** () with Owner entitled "CONTRACT FOR The Water Treatment Plant Data Cable and Conduit Installation" (the "Contract"), the terms and conditions of which are by this reference incorporated herein as though fully set forth herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT if Contractor shall promptly pay or cause to be paid all sums of money that may be due to any claimant with respect to Contractor's obligations under the Contract: (1) to provide, perform and complete at the Work Site and in the manner specified in the Contract all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the roadway reconstruction including removal of existing concrete pavement, earth excavation and replacement with asphalt pavement and installation of concrete curb and gutter in the Village of Northbrook, Illinois; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided in Attachment A to the Contract; (3) to procure and furnish all bonds and all certificates and policies of insurance specified in the Contract; (4) to pay all applicable federal, state and local taxes; (5) to do all other things required of the Contractor by the Contract; and (6) to provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by or pursuant to, the Contract; all of which is herein referred to as the "Work," whether or not any of said Work enter into and become component parts of the improvement contemplated, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

For purpose of this bond, a claimant is defined as one having a direct contract with Contractor or with a subcontractor of Contractor to provide, perform or complete any part of the Work.

Contractor and Surety hereby jointly and severally agree that every claimant who has not had all just claims for the furnishing of any part of the Work paid in full, including, without limitation, all claims for amounts due for materials, lubricants, oil, gasoline, rentals of or service or repairs on machinery, equipment, and tools consumed or used in connection with the furnishing of any part of the Work, may sue on this bond for the use of such claimant, may prosecute the suit to final judgment for such sum or sums as may be justly due such claimant, and may have execution therein; provided, however, that Owner shall not be liable for the payment of any costs or expenses of any such suit. The provisions of 30 ILCS 550/1 and 2 shall be deemed inserted herein, including the time limits within which notices of claim must be filed and actions brought under this bond.

Contractor and Surety hereby jointly agree that Owner may sue on this bond if Owner is held liable to, or voluntarily agrees to pay, any claimant directly, but nothing in this bond shall create any duty on the part of Owner to pay any claimant.

Surety, for value received, hereby stipulates and agrees that no changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances on the part of Owner or Contractor to the other in or to the terms of said Contract; in or to the schedules, plans, drawings or specifications; in or to the method or manner of performance of the Work; in or to Owner-furnished facilities, equipment, material, service or site; or in or to the mode or manner of payment therefor shall in any way release Contractor and Surety or either or any of them, or any of their heirs, executors, administrators, successors or assigns, or affect the obligations of said Surety on this bond, all notice of any and all of the foregoing changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances and notice of any and all defaults by Contractor or of Owner's termination of Contractor being hereby waived by Surety.

Signed and sealed this _____ day of_____ , 2025.

Attest/Witness:	PRINCIPAL:
By: _____	By: _____
Title:	Title: _____
Attest/Witness:	SURETY:
	_____
By: _____	By: _____
Title:	Title:_____

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

WAIVER OF LIEN TO DATE

STATE OF

COUNTY OF _____)

TO WHOM IT MAY CONCERN:

WHEREAS, the undersigned has been employed by _____ _____ to furnish _____ _____ for the premises known as _____ _____ of which the Village of Northbrook is the Owner.

The undersigned, for and in consideration of _____ _____ ($ _____) Dollars, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois relating to mechanic's liens, with respect to and on said above-described premises, and the improvements thereon, and on the materials, supplies, equipment, fixtures, apparatus, machinery, or other items furnished, and on the moneys, funds, or other considerations due or to become due from the Owner, on account of labor, services, materials, supplies, equipment, fixtures, apparatus, machinery, or other items furnished to this date by the undersigned for the above-described premises. The undersigned further represent(s) and warrant(s) that the statements contained in Exhibit A, attached hereto and by this reference incorporated herein and made a part hereof, are true and correct, and that the undersigned is authorized to make this Waiver of Lien to Date.

Given under hand and seal this_____ day of _____ , 20__.

Signature and Seal: _____
_____

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner; if waiver is for a limited liability company, the company name should be used and managing member should sign and designate himself as managing member.

AFFIDAVIT

STATE OF)
)
COUNTY OF_____)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that: The undersigned is the_____ _____ of the_____ which has a contract with _____for the _____work for the premises known as _____ _____owned by the Village of Northbrook, the total amount of the contract including extras is $_____ , on which payment of $ __ _____ has been received prior to this payment; all waivers are true, correct, and genuine and delivered unconditionally and there is no claim either legal or equitable to defeat the validity of said waivers; the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or subcontracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
TOTAL LABOR AND MATERIAL TO COMPLETE					

; and there are no other contracts for said work outstanding, and there is nothing due or to become due to any person for material, labor, or other work of any kind done or to be done upon or in connection with said work other than above-stated.

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

Signed this _____ day of _____ , 20____. Signature: _____

Name: _____

Title: _____

Subscribed and sworn to be before me this ____ day of _____, 20___.

_____

Notary Public

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

EXHIBIT A

STATE OF _____)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that no waivers have been issued in anticipation of payment, but only to evidence payments received from

Contractor, Subcontractor or Supplier	Date	Check No.	Amount

The undersigned further deposes and says that the Village of Northbrook ("Owner") is entitled to rely on the accuracy of the statements made herein and in the Waiver of Lien to Date and Affidavit attached hereto; and that all rights to repudiate any waiver or to assert any claim against Owner are hereby waived, including, without limitation, any claim or right to repudiate any waiver based on industry custom, practice or course of dealing.

Signed this ___day of _____ , 20__.

Signature: _____

Printed Name: _____

Title: _____

SUBSCRIBED AND SWORN
to before me this ____ day
of _____, 20__.

Notary Public

My Commission expires:

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data Cable and Conduit Installation

FINAL WAIVER OF LIEN

STATE OF)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

WHEREAS, the undersigned has been employed by _____
to furnish_____
for the premises known as: _____
_____of which the Village of Northbrook is the Owner.

The undersigned, for and in consideration of_____ ($_____) Dollars, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois relating to mechanic's liens, with respect to and on said above-described premises, and the improvements thereon, and on the materials, supplies, equipment, fixtures, apparatus, machinery, or other items furnished, and on the moneys, funds, or other considerations due or to become due from the Owner, on account of labor, services, materials, supplies, equipment, fixtures, apparatus, machinery, or other items heretofore furnished, or which may be furnished at any time hereafter, by the undersigned for the above-described premises. The undersigned further represent(s) and warrant(s) that the statements contained in Exhibit A, attached hereto and by this reference incorporated herein and made a part hereof, are true and correct, and that the undersigned is authorized to make this Final Waiver of Lien.

Given under hand and seal this_____ day of _____, 20__.

Signature and Seal: _____

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner; if waiver is for a limited liability company, the company name should be used and managing member should sign and designate himself as managing member.

AFFIDAVIT

STATE OF)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that: The undersigned is the _____ _____ of the_____ which has a contract with _____ _____ for the_____ work for the premises known as_____ _____ owned by the Village of Northbrook, the total amount of the contract including extras is $_____ , on which payment of $ _____ has been received prior to this payment; all waivers are true, correct, and genuine and delivered unconditionally and there is no claim either legal or equitable to defeat the validity of said waivers; the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or subcontracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
TOTAL LABOR AND MATERIAL TO COMPLETE					

; and there are no other contracts for said work outstanding, and there is nothing due or to become due to any person for material, labor, or other work of any kind done or to be done upon or in connection with said work other than above-stated.

Signed this _____ day of _____ _____, 20__. Signature: _____

_____

Name: _____

_____

Title: _____

_____

Subscribed and sworn to be before me this ___ day of _____ , 20__.

_____
Notary Public

VILLAGE OF NORTHBROOK
CONTRACT FOR
Water Treatment Plant Data cable and Conduit Installation

EXHIBIT A

STATE OF)
)
COUNTY OF)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that no waivers have been issued in anticipation of payment, but only to evidence payments received, including without limitation the final payment, and any partial payments(s) not previously identified in a Waiver of Lien to Date; that the Village of Northbrook ("Owner") is entitled to rely on the accuracy of the statements made herein and in the Final Waiver of Lien and Affidavit attached hereto; and that all rights to repudiate any waiver or to assert any claim against Owner are hereby waived, including, without limitation, any claim or right to repudiate any waiver based on industry custom, practice or course of dealing.

Signed this ___day of_____ , 20__.

Signature: _____

Printed Name:_____

Title: _____

SUBSCRIBED AND SWORN
to before me this ____ day
of _____, 20__.

Notary Public

My Commission expires:

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Purchase and Installation of 253 Trees from the Suburban Tree Consortium for the 2025 Fall Parkway Tree Planting Program

Overview
The 2025 fall planting program includes planting new trees, replacement of some parkway trees, trees for participants in the cost-sharing program, and planting of trees on public property funded by developers.

Fiscal Impact
The cost to plant 253 trees during this year's Fall Parkway Tree Planting Program is $112,500. The FY26 Adopted Budget appropriates funds in the General Fund account No. 11-4100-531-80 (Climate Action Plan Forestry Expenses) and Developer's Parkway Tree Escrow account No. 61-0000-212-04.

Account	Account No.	Budget	Available	Requested	Remaining	Within Budget
Climate Action Plan Forestry Expenses	11-4100-531-80	$466,350	$244,143	$106,500	$137,643	Yes
Developer's Parkway Tree Escrow	61-0000-212-04	N/A	$12,681	$6,000	$6,681	Yes

Recommendation
Approval.

Background
As part of its on-going forestry program, the Village of Northbrook plants parkway trees in locations where a tree has been removed and to promote the quantity and diversity of trees in the urban forest. Trees can be removed due to disease, infestation, utility maintenance, property development or other reasons.

The 2025 Fall Parkway Tree Planting Program includes planting a total of 253 trees. The trees being planted include miscellaneous parkway tree replacements (including warranty replacements), 27 developer obligations and 30 for participants of the cost-sharing program for a total of 57 new trees. With this fall planting program, the Village will have accomplished our goal of replacing any tree that we have removed on a one-to-one basis, and it will also include the planting of 196 Village replacement trees. A total of 548 trees will be planted as part of the spring and fall tree planting programs, allowing the Village to exceed its goal of 500 new trees in the public rights-of-way in Fiscal Year 2025/2026.

Since 2008, the Village of Northbrook has participated in the Suburban Tree Consortium (STC), which is a coalition of 47 municipalities created to jointly purchase and plant parkway trees. Participation in the STC gives the Village access to competitive prices and a wider variety of high-quality parkway trees which can be planted in the spring or fall. Conducting spring and fall plantings allows the Village to replace the removed trees more quickly and provides more opportunities for residents to participate in the Village's parkway tree cost sharing program.

Staff will be present at the Village Board meeting to address any questions that may arise.

A Resolution Authorizing the Purchase and Installation of 253 Trees from the Suburban Tree Consortium for the 2025 Fall Parkway Tree Planting Program
Exhibit A - Pricing for 2025 Fall Parkway Tree Planting Program

Resolution 2025 -

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Purchase and Installation of 253 Trees from the Suburban Tree Consortium for the 2025 Fall Parkway Tree Planting Program

is hereby adopted, as follows:

Section 1. Recitals.

The Village's Adopted Fiscal Year 2025/2026 Budget provides for the procurement of parkway trees. The Village of Northbrook plants parkway trees in locations where trees have been removed due to disease, infestation, utility maintenance or other reasons. This year's Fall program will involve the planting of 253 parkway trees (***"Fall 2025 Parkway Tree Planting Program")***. Sufficient funds are budgeted in the General Fund Climate Action Plan (CAP) Forestry Account (11-4100-531-80) and Developer's Parkway Tree Escrow Account (61-0000-212-04) for the Fall 2025 Parkway Tree Planting Program.

The Village of Northbrook is a member of the Suburban Tree Consortium (***"STC"***), a coalition of 47 municipalities created to jointly purchase parkway trees. Participation in the STC gives the Village of Northbrook access to competitive prices and a wider variety of high-quality parkway trees, which can be planted in the spring and fall. The purchasing process used by the STC satisfies the competitive bidding requirements of state law and the Village's purchasing policy.

Based on these factors, Village staff recommends that the Board authorize the procurement and planting of 253 parkway trees from the STC for the Fall 2025 Parkway Tree Planting Program at the unit prices outlined in ***Exhibit A*** to this Resolution and for a total spending authority of $112,500.

The President and the Board of Trustees have reviewed these expenditures and have determined that it is in the best interests of the Village and the public to approve the expenditure.

Section 2. Authorization to Procure.

The Village Manager is hereby authorized and directed to execute such documents and make such payments as necessary to complete procurement of the trees for the Fall 2025 Parkway Tree Planting Program at the unit prices outlined in ***Exhibit A*** and for a total spending authority of $112,500.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
ABSTAIN:
ABSENT:
AWAY:

ATTEST:

_____
Village President

_____
Village Clerk

Doty Nurseries LLC

DOTY NURSERIES	Planting Season	Fall 2025/Spring 2026				Fall 2026/Spring 2027				Fall 2027/Spring 2028				Fall 2028/Spring 2029				Fall 2029/Spring 2030			
Common Name		2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"
Armstrong Gold® Maple	spr					280				280				290				295			
Autumn Blaze® Freeman Maple	spr / fall	250	285			270	305			275	305			275	305			280	310		
Marmo Freeman Maple	spr / fall	250				270				275				275				275			
State Street® Maple	spr / fall	255				275				275				280				285			
Red Pointe® Maple	spring	250	285			270	305			275	305			280	310			285	315		
Crescendo™ Sugar Maple	spr / fall	260				280				280				285				290	325		
Fall Fiesta Sugar Maple	spr/fall									280				285				290	325		
Green Mountain® Sugar Maple	spr / fall	260				280				280				285							
Autumn Splendor Horsechestnut	spring	350				380				380				380				385			
American Hornbeam	spring													285				290			
Northern Catalpa	spr / fall	209	258			225	278			225	278			230	278			230	280		
Common Hackberry	spr / fall	240				260				260				260				265			
American Beech	spring	345				370				370				380				380			
Princeton Sentry Ginkgo	spr / fall		390				405				405			415				415			
Skyline® Honeylocust	spr / fall	245				264				264				268				270			
Kentucky Coffee Tree	spr / fall	255	288			275	310			275	310			275	315			280	320		
Espresso™ Kentucky Coffee Tree	spr / fall	268				288				288				288				290			
True North Kentucky Coffee Tree	spr/fall									288				288							
Exclamation™ Planetree	spring	245				250				250				255				260			
White Oak	spring	300				315				315				315				320			
Swamp White Oak	spring	278				300				300				305				310			
Bur Oak	spring	278				300				300				305				310			
Chinkapin Oak	spring					300				300				305				310			
Regal Prince Oak	spring	278				300				300				305				310			
Red Oak	spring	278	315			300	340			300	340			305	345			310	355		
Black Locust	spr / fall	270				290				290				295							
Common Baldcypress	spring	245	275			260	295			260	295			260	295			265			
American Sentry Linden	spr / fall	240				260				260				265				265			
Redmond Linden	spr / fall	240				260				260				265				265	295		
Greenspire® Littleleaf Linden	spr / fall	240				260				260				265				265			
Princeton American Elm	spr / fall	252				260				260				260				265			
Accolade® Elm	spr / fall	252				260				260				260				265			
Paperbark Maple	spr/fall									385				385				395			
Autumn Brilliance Serviceberry	spr / fall	268				290				290				295				300			
Spring Flurry Serviceberry	spr / fall	268				290				290				295				300			
River Birch	spring	214				225				225				230				240			
Thornless Hawthorn	spring	210				235				235				240				245			
Floribunda Crabapple	spr / fall	190				200				200				205				215			
Red Jewel™ Crabapple	spr / fall	200	230			215	245				245			215	245			220	250		
Royal Raindrops® Crabapple	spr / fall		230				245				245			215	245			220	250		
Golden Raindrops® Crabapple	spr / fall		230				245				245			215				220			
Starlite Crabapple	spr/fall	210				220				220				230				235			
Majestic Black Gum	spring													305				315			
China Snow Pekin Lilac	spr / fall		260				285				285				290				295		
Beijing Gold Lilac	spr / fall	260				265				265					290				295		
Ivory Silk Lilac	spr / fall		295				305				305				305				310		

GOODMARK NURSERIES, LLC.

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CONSORTIUM PRICING

BOTANICAL NAME	COMMON NAME	Fall 2025/Spring 2026			Fall 2026/Spring 2027			Fall 2027/Spring 2028			Fall 2028/Spring 2029			Fall 2029/Spring 2030		
		2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"
Acer campestre	Maple, Hedge	175	204	0	184	214	0	193	225	0	199	231.7	0	205	238.6	0
Acer freemanii 'Autumn Blaze'	Maple, Autumn Blaze	179	209	234	188	219	246	197	230	258	203	237	266	209	244	274
Acer freemanii 'Firefall'	Maple, Firefall	179	209	0	188	219	0	197	230	0	203	237	0	209	244	0
Acer freemanii 'Marmo'	Maple, Marmo	179	209	234	188	219	246	197	230	258	203	237	266	209	244	274
Acer freemanii 'Sienna Glen'	Maple, Sienna Glen	179	209	234	188	219	246	197	230	258	203	237	266	209	244	274
Acer miyabei 'Morton'	Maple, State Street	183	213	250	192	224	263	202	235	276	208	242	284	214	249	292
Acer rubrum 'Bowhall'	Maple, Bowhall Red	183	213	0	192	224	0	202	235	0	208	242	0	214	249	0
Acer rubrum 'Red Pointe'	Maple, Red Pointe	183	213	250	192	224	263	202	235	276	208	242	284	214	249	292
Acer rubrum 'Sun Valley'	Maple, Sun Valley Red	175	204	238	184	214	250	193	225	262	199	232	270	205	239	278
Acer rubrum (A. x freemanii) 'Armstrong Gold'	Maple, Armstrong Gold	183	213	250	192	224	263	202	235	276	208	242	284	214	249	292
Acer saccharum 'Fall Fiesta'	Maple, Fall Fiesta Sugar	198	0	0	208	0	0	218	0	0	225	0	0	231	0	0
Acer saccharum 'Green Mountain'	Maple, Green Mountain Sugar	198	0	0	208	0	0	218	0	0	225	0	0	231	0	0
Acer saccharum 'Morton'	Maple, Crescendo Sugar	198	0	0	208	0	0	218	0	0	225	0	0	231	0	0
Acre truncatum x platanodies 'JFS-KW 202'	Maple, Crimson Sunset	188	0	0	198	0	0	208	0	0	214	0	0	220	0	0
Aesculus	Horsechestnut/Buckeye	206	0	0	216	0	0	227	0	0	234	0	0	241	0	0
Amelanchier grandiflora 'Autumn Brilliance'	Serviceberry, Autumn Brilliance Apple	193	0	0	202	0	0	212	0	0	219	0	0	225	0	0
Amelanchier laevis 'Cumulus'	Serviceberry, Cumulus	193	0	0	202	0	0	212	0	0	219	0	0	225	0	0
Amelanchier laevis 'JFS-Arb'	Serviceberry, Spring Flurry Allegheny	193	0	0	202	0	0	212	0	0	219	0	0	225	0	0
Betula nigra	Birch, Heritage River	181	210	245	191	221	257	200	232	270	206	239	278	212	246	287
Carpinus betulus 'Fastigiata'	Hornbeam, Pyramidal European	188	224	250	198	235	263	208	246	276	214	254	284	220	261	292
Carpinus caroliniana	Hornbeam, American	188	0	0	198	0	0	208	0	0	214	0	0	220	0	0
Celtis occidentalis	Hackberry, Common	187	237	258	197	249	270	207	261	284	213	269	292	219	277	301
Celtis occidentalis x laevigata-Magnifica	Hackberry, Magnifica	199	0	0	209	0	0	219	0	0	226	0	0	233	0	0
Cercis canadensis	Eastern Redbud	208		0	218	0	0	229	0	0	236	0	0	243	0	0
Cladrastis kentukea	Yellowwood, American	198	232	0	208	243	0	218	256	0	225	263	0	231	271	0
Cornus mas 'Golden Glory'	Dogwood, Golden Glory Cornelian Cherry	176	0	0	184	0	0	194	0	0	199	0	0	205	0	0
Crataegus crusgalli var. inermis	Hawthorn, Thornless Cockspur	180	0	0	189	0	0	199	0	0	204	0	0	211	0	0
Crataegus viridis 'Winter King'	Hawthorn, Winter King	180	219	250	189	230	263	199	242	276	204	249	284	211	257	292
Fagus sylvatica 'Atropunicea'	Beech, European Purple LB	251	0	0	264	0	0	277	0	0	285	0	0	294	0	0
Ginkgo biloba 'Autumn Gold'	Ginkgo, Autumn Gold Maidenhair Tree	290	340	0	305	357	0	320	375	0	329	386	0	339	398	0
Ginkgo biloba 'Golden Columnade'	Ginkgo, Golden Columnade	290	340	0	305	357	0	320	375	0	329	386	0	339	398	0
Ginkgo biloba 'Princeton Sentry'	Ginkgo, Princeton Sentry Maidenhair Tree	290	340	381	305	357	400	320	375	420	329	386	433	339	398	446
Ginkgo biloba 'The President'	Ginkgo, The President Maidenhair Tree	290	340	0	305	357	0	320	375	0	329	386	0	339	398	0
Gleditsia triacanthos inermis 'Draves'	Locust, Street Keeper	183	217	0	192	228	0	202	239	0	208	246	0	214	254	0
Gleditsia triacanthos inermis 'Impcole'	Locust, Imperial	183	217	255	192	228	268	202	239	281	208	246	290	214	254	298
Gleditsia triacanthos inermis 'Harve'	Locust, Northern Acclaim	183	217	255	192	228	268	202	239	281	208	246	290	214	254	298
Gleditsia triacanthos inermis 'Shademaster'	Locust, Shademaster	183	217	255	192	228	268	202	239	281	208	246	290	214	254	298
Gleditsia triacanthos var. inermis 'Skycole'	Locust, Skyline	183	217	255	192	228	268	202	239	281	208	246	290	214	254	298
Gymnocladus dioicus	Kentucky Coffee Tree	203	238	275	213	250	289	224	262	303	231	270	312	237	278	322
Gymnocladus dioicus 'Espresso'	Kentucky Coffee Tree Espresso	203	238	0	213	250	0	224	262	0	231	270	0	237	278	0

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CONSORTIUM PRICING

BOTANICAL NAME	COMMON NAME	Fall 2025/Spring 2026				Fall 2026/Spring 2027			Fall 2027/Spring 2028			Fall 2028/Spring 2029			Fall 2029/Spring 2030		
Liriodendron tulipifera 'JFS-Oz'	Tulip Tree, Emerald City	203	238	0		213	250	0	224	262	0	231	270	0	237	278	0
Liriodendron tulipifera	Tulip Tree	203	238	0		213	250	0	224	262	0	230	270	0	237	278	0
Maclura pomifera 'White Shield'	Osage Orange, White Shield	198		0		208	0	0	218	0	0	225	0	0	231	0	0
		2.0"	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**
Malus 'Adirondack'	Crab, Adirondack	155	190		#	163	200	0	171	209	0	176	216	0	182	222	0
Malus 'JFS-KW5'	Crab, Royal Raindrops	155	190	204		163	200	214	171	210	225	176	217	232	182	223	239
Malus 'Prairiefire'	Crab, Prairiefire	155	190	0		163	200	0	171	210	0	177	216	0	182	223	0
Malus 'Purple Prince'	Crab, Purple Prince	155	190	0		163	200	0	171	210	0	177	216	0	182	223	0
Malus 'Shotizam'	Crab, Showtime	155	190	266		163	200	280	171	210	294	176	216	302	182	222	311
Malus 'Spring Snow'	Crab, Spring Snow	155	190	0		163	200	0	171	210	0	177	216	0	182	223	0
Nyssa sylvatica	Black Tupelo	257		0		270	0	0	283	0	0	292	0	0	300	0	0
Phellodendron amurense 'Eye Stopper'	Cork Tree, Eye Stopper	208	281	305		218	295	320	229	309	336	236	319	346	243	328	357
Platanus x acerifolia 'Morton Circle'	London Plane Tree, Exclamation	175	204	238		184	214	250	193	225	262	199	232	270	205	239	278
Prunus virginiana 'Schubert'	Chokecherry, Schubert or Canada Red	187	213	238		196	224	250	206	235	262	212	242	270	219	249	278
Quercus alba	Oak, White	201	0	0		211	0	0	221	0	0	228	0	0	235	0	0
Quercus bicolor	Oak, Swamp White	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus coccinea	Oak, Scarlet	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus ellipsoidalis 'Norther Pin'	Oak, Northern Pin	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus imbricaria	Oak, Shingle	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus macrocarpa	Oak, Bur	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus muehlenbergii	Oak, Chinkapin	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus robur	Oak, Heritage	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus robur 'Long'	Oak, Regal Prince English	201	241	263		211	253	276	221	266	290	228	274	298	235	282	307
Quercus rubra	Oak, Northern Red	201	241	0		211	253	0	221	266	0	228	274	0	235	282	0
Syringa pekinensis 'Morton'	Lilac, China Snow Peking	188	0	0		198	0	0	208	0	0	214	0	0	220	0	0
Syringa pekinensis 'Zhang Zhiming'	Lilac, Beijing Gold	188	0	0		198	0	0	208	0	0	214	0	0	220	0	0
Syringa reticulata 'Ivory Silk'	Lilac, Ivory Silk Japanese Tree	188	241	275		198	253	289	208	266	303	214	274	312	220	282	322
Tilia americana 'Redmond'	Linden, Redmond American	193	224	240		202	235	252	212	246	265	219	254	273	225	261	281
Tilia americana 'McKSentry'	Linden, American Sentry	193	224	240		202	235	252	212	246	265	219	254	273	225	261	281
Tilia cordata 'Greenspire'	Linden, Greenspire	193	224	240		202	235	252	212	246	265	219	254	273	225	261	281
Tilia tomentosa 'Sterling'	Linden, Sterling Silver	193	224	0		202	235	0	212	246	0	219	254	0	225	261	0
Ulmus 'Morton Glossy'	Elm, Triumph	167	198	258		175	208	270	184	218	284	189	225	292	195	231	301
Ulmus 'Morton'	Elm, Accolade	167	198	258		175	208	270	184	218	284	189	225	292	195	231	301
Ulmus americana 'Princeton'	Elm, Princeton	167	198	258		175	208	270	184	218	284	189	225	292	195	231	301
Ulmus carpinifolia 'New Horizon'	Elm, New Horizon Smoothleaf	167	198	258		175	208	270	184	218	284	189	225	292	195	231	301
Ulmus parvifolia 'Frontier'	Elm Frontier	167	198	0		175	208	0	184	218	0	189	225	0	195	231	0
Zelkova serrata 'Musashino'	Zelkova, Musashino	199	229	0		209	240	0	219	252	0	226	260	0	233	268	0
Zelkova serrata 'Green Vase'	Zelkova, Green Vase	199	229	275		209	240		219	252		226	260		233	268	

Semi delivery charge
$150.00 per hour

GOODMARK
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CONSORTIUM PRICING

BOTANICAL NAME	COMMON NAME	Fall 2025/Spring 2026	Fall 2026/Spring 2027	Fall 2027/Spring 2028	Fall 2028/Spring 2029	Fall 2029/Spring 2030
Customer is responsible to have unloading crew and equipment on site						

HINSDALE NURSERIES 5 YEAR PRICING FALL 29/SPRING 30			Fall25/Spring26				Fall26/Spring27				Fall27/Spring28				Fall28/Spring29				Fall29/Spring30			
COMMON NAME	SCIENTIFIC/ CULTIVARS	PLANTING SEASON	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"
State Street Miyabe Maple	Acer miyabei 'Morton'	Spring/Fall	240	279	321	372	240	279	321	372	252	293	337	391	252	293	337	391	257	299	344	399
Green Column Black Maple	Acer nigrum 'Green Column'	Spring/Fall	258	297	342	383	258	297	342	383	271	312	359	402	271	312	359	402	276	318	366	410
Columnar Norway Maple	Acer platanoides 'Columnare'	Spring/Fall	216	245	310	335	222	252	319	345	233	265	335	362	238	270	340	370	243	275	347	377
Emerald Lustre Norway Maple	Acer platanoides Emerald Lustre®	Spring/Fall	216	245	310	335	222	252	319	345	233	265	335	362	238	270	340	370	243	275	347	377
Armstrong Gold Maple	Acer rubrum 'Armstrong Gold'	Spring	230	265	316	339	237	273	316	359												
Red Sunset Red Maple	Acer rubrum Red Sunset™	Spring	228	252	301	335	228	252	301	335												
Redpoint Red Maple	Acer rubrum 'Redpoint'™	Spring	243	269	322	353	243	269	322	353	255	282	338	371	255	282	338	371	260	288	345	378
Sun Valley Red Maple	Acer rubrum 'Sun Valley'	Spring	228	252	301	335	228	252	301	335	239	265	316	352	244	269	306	340	249	274	312	347
Crimson Sunset Maple	Acer truncatum 'Crimson Sunset'	Spring/Fall	240	279	324	372	247	287	334	383	259	301	351	402	259	301	351	402	264	307	358	410
Crescendo Sugar Maple	Acer saccharum 'Crescendo'	Spring/Fall	233	261	315	343	240	269	324	353	252	282	340	371	252	287	345	380	257	293	352	388
Fall Fiesta Sugar Maple	Acer saccharum 'Bailsta'	Spring/Fall	233	261			240	269	324		252	282	340	371	252	287	345	380	257	293	352	388
Autumn Blaze Freeman Maple	Acer x freemanii 'Autumn Blaze'	Spring/Fall	229	253	303	332	235	261	312	342	235	261	312	342	240	267	319	350	245	272	325	357
Armstrong Freeman maple	Acer x freemanii 'Armstrong'	Spring/Fall	229	253	303	332	237	273	316	359	249	287	332	377	249	287	332	377	254	293	339	385
Marmo Freeman maple	Acer x freemanii 'Marmo'™	Spring/Fall	229	253	303	332	235	261	312	342	235	261	312	342	240	267	319	350	245	272	325	357
Matador Freeman Maple	Acer x freemanii 'Bailston'	Spring/Fall	229	253	303	332	235	261	312	342	235	261	312	342								
Autumn Splendor Horsechestnut	Aesculus x arnoldiana 'Autumn Splen	Spring	259	297	342	382	259	297	342	382	272	312	359	401	272	312	359	401	277	318	366	409
Fort McNair® Horsechestnut	Aesculus x arnoldiana 'Fort McNair'	Spring	259	297	342	382	259	297	342	382	272	312	359	401	272	312	359	401	277	318	366	409
Early Glow Ohio Buckeye	Aesculus glabra 'J.N. Select'	Spring					259	297	342		272	312	359	401	272	312	359	401	277	318	366	409
Lustre ® Allegheny Serviceberry	Amelanchier laevis 'Rogers'	Spring/Fall	229	261	309		236	269	309		260	296	340		260	296	340		265	302	347	
Autumn Brilliance Apple Serviceb	Amelanchier X grand. 'Autumn Brillian	Spring/Fall	229	261	309		236	269	309		260	296	340		260	296	340		265	302	347	
River Birch	Betula nigra	Late Spring	204	237	278	325	204	237	278	325	214	249	292	341	220	256	301	335	224	261	307	342
Whitespire Birch	Betula populifolia 'Whitespire'	Late Spring	204	237	278	325	204	237	278	325	214	249	292	341	220	256	301	335	224	261	307	342
American Hornbeam	Carpinus caroliniana	Late Spring	227	266	302	355	227	266	302	355	238	279	317	373	243	279	323	373	248	285	329	380
Native Flame American Hornbea	Carpinus caroliniana 'JFS-KW6'	Late Spring	232	271	307	360	232	271	307	360	244	285	322	378	248	285	328	378	253	291	335	386
Northern Catalpa	Catalpa speciosa	Spring/Fall	221	237	269	316	221	237	269	316	232	249	282	332	239	256	291	332	244	261	297	339
Heartland Catalpa	Catalpa speciosa 'Hiawatha 2'	Spring/Fall	231	247	279	326	231	247	279	326	243	259	293	342	249	266	301	342	254	271	307	349
Common Hackberry	Celtis occidentalis	Spring/Fall	232	267	315	360	239	275	324	371	245	282	332	380	245	282	332	380	250	288	339	388
Chicagoland Hackberry	Celtis occidentalis 'Chicagoland'	Spring/Fall	242	277	325	370																
American Redbud	Cercis canadensis	Spring	251	275	309		259	283	318		272	297	334		272	297	334		277	303	341	
Golden Glory Dogwood	Cornum mas 'Golden Glory'	Spring/Fall	228	262	301		235	270	310		247	284	326		247	284	326		252	290	333	
Turkish Filbert	Corylus colurna	Spring/Fall	250	283	327		250	283	327		263	297	343		263	297	343		268	303	350	
Thornless Cockspur Hawthorn	Crataegus crusgalli 'inermis'	Spring/Fall	206	250	300		206	250	300		216	263	315		216	263	315		220	268	321	
Winter King Green Hawthorn	Crataegus viridis 'Winter King'	Spring/Fall	206	250	300		206	250	300		216	263	315		216	263	315		220	268	321	
Autumn Gold Ginkgo	Ginkgo biloba 'Autumn Gold'	Spring/Fall	296	357	434		296	357	434		303	366	445		308	366	435		314	373	444	
Princeton Sentry Ginkgo	Ginkgo biloba 'Princeton Sentry'®	Spring/Fall	296	357	434		296	357	434		303	366	445		308	366	435		314	373	444	
Skyline Honeylocust	Gleditsia triacanthos 'Skyline' ®	Spring/Fall	223	246	298	342	230	253	307	352	242	266	322	370	242	271	328	370	247	276	335	377
Kentucky Coffee Tree	Gymnocladus dioica	Spring/Fall	240	259	287	355	240	259	287	355	246	265	294	364	246	265	294	364	251	270	300	371

HINSDALE NURSERIES 5 YEAR PRICING FALL 29/SPRING 30			Fall25/Spring26				Fall26/Spring27				Fall27/Spring28				Fall28/Spring29				Fall29/Spring30			
COMMON NAME	SCIENTIFIC/ CULTIVARS	PLANTING SEASON	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"
Espresso Kentucky Coffee Tree	Gymnocladus dioica 'Espresso'	Spring/Fall	250	269	297	365	250	269	297	365	256	276	304	374	256	276	304	374	261	282	310	381
Skinny Latte Kentucky Coffee Tre	Gymnocladus dicicus 'Morton'	Spring/Fall																	261	282	310	381
Tuliptree	Liriodendron tulipifera	Spring	258	284	308	345	258	293	317	355	264	300	325	364	264	300	330	364	269	306	337	371
Emerald City Tuliptree	Liriodendron tulipifera 'Emerald City'	Spring	268	294	318	355	268	303	327	365	275	311	335	374	275	311	340	374	281	317	347	381
Worplesdon Sweetgum	Liquidambar styraciflua 'Worplesdon'	Spring	270	317	347		278	327	354		278	327	354		278	327	354		284	334	361	
Slender Silhouette Sweetgum	Liquidambar styraciflua 'Slender Silho	Spring																	284	334	361	
White Shield Osage Orange	Maclura pomifera 'White Shield'	Spring	214	235	268	308	220	242	276	301	231	254	290	316	243	267	305	332	248	272	311	339
Adams Crab	Malus 'Adams'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296				
Donald Wyman Crab	Malus 'Donald Wyman'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Gladiator Crab	Malus 'Gladiator'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Louisa Crab	Malus 'Louisa'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Prairiefire Crab	Malus 'Prairifire'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Purple Prince Crab	Malus 'Purple Prince'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Red Jewel Crab	Malus 'Red Jewel'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Royal Raindrops Crab	Malus 'Royal Rain Drops'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Starlite Crab	Malus 'Starlite'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Spring Snow Crab	Malus 'Spring Snow'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296	218	238	268	296
Sugar Tyme Crab	Malus 'Sugar Tyme'	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296				
Zumi Crab	Malus X zumi var. Calocarpa	Spring/Fall	198	216	243	268	204	222	250	276	214	233	263	290	218	238	268	296				
Dawn Redwood	Metasequoia glyptostroboides	Spring	221	249	284	315	228	256	293	324	239	269	308	340	239	269	308	340	244	274	314	347
Majestic Black Tupelo	Nyssa sylvatica 'Majestic'	Spring	291	329			299	339			306	347	399		306	347	399		312	354	407	0
Ironwood (Hophornbeam)	Ostrya virginiana	Spring	244	278	326		244	278	326		250	285	334		250	285	334		255	291	341	0
Autumn Treasure Hophornbeam	Ostrya virginiana 'JFS-KW5'	Spring	249	283	331		249	283	331		255	290	339		255	290	339		260	296	346	0
Eye Stopper Corktree	Phellodendron amurense 'Longnecke	Spring/Fall	233	255	294	315	240	263	303	324	246	270	311	332	246	270	311	332	251	275	317	339
Quaking Aspen	Populus tremuloidies	Spring	201	232	267	301	207	239	275	310	217	251	289	326	217	251	289	326	221	256	295	333
Prairie Gold Aspen	Populus tremuloidies 'NE-ARB'	Spring																	226	261	300	338
Exclamation London Planetree	Platanus x acerifolia 'Morton Circle'	Spring	223	269	302	360	223	269	302	360	234	282	317	378	234	282	317	378	239	288	323	386
Monumental London Planetree	Platanus x acerifolia 'Morton Naper'	Spring																	239	288	323	386
Chastity Pear	Pyrus calleryana 'Chastity'	Spring	216	255	289	343	216	255	289	343	227	268	303	360	227	268	303	360	232	273	309	367
Swamp White Oak	Quercus bicolor	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
American Dream Swamp White C	Quercus bicolor 'JFS-KW12'	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Northern Pin Oak	Quercus ellipsoidalis	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Shingle Oak	Quercus imbricaria	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Bur Oak	Quercus macrocarpa	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Urban Pinnacle Bur Oak	Quercus macrocarpa 'JFS-KW3'	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Chinkapin Oak	Quercus muehlenbergii	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Chestnut Oak	Quercus prinus	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Red Oak	Quercus rubra	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
F[illegible] Prince Oak	Quercus robur 'Long'	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
F[illegible]ge Oak	Quercus x macdanielii 'Clemons'	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408

HINSDALE NURSERIES 5 YEAR PRICING FALL 29/SPRING 30			Fall25/Spring26				Fall26/Spring27				Fall27/Spring28				Fall28/Spring29				Fall29/Spring30			
COMMON NAME	**SCIENTIFIC/ CULTIVARS**	**PLANTING SEASON**	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"	2"	2.5"	3"	3.5"
Crimson Spire Oak	Quercus x bimundorum 'Crimschmidt'	Late Spring																	270	299	348	408
Northern Black Oak	Quercus velutina	Late Spring	252	279	325	381	252	279	325	381	265	293	341	400	265	293	341	400	270	299	348	408
Niobe Weeping Willow	Salix alba 'Tristis'	Late Spring	189	199	245	281	189	199	245	281	198	209	257	295	198	209	257	295	202	213	262	301
China Snow Peking Lilac	Syringa pekinensis 'Morton'	Spring/Fall	220	255	314	355	226	262	314	355	237	275	330	373	242	281	330	373	247	287	337	380
Beijing Gold Peking Lilac	Syringa pekinensis 'Zhang Zhiming"	Spring/Fall	230	265	324	365	236	272	324	365	248	286	340	383	252	291	340	383	257	297	347	391
Ivory Silk Japanese Tree Lilac	Syringa reticulata 'Ivory Silk'	Spring/Fall	244	278	319	363	244	278	319	363	256	292	335	381	261	298	342	389	261	298	342	389
Baldcypress	Taxodium distichum	Late Spring	222	245	272	320	222	245	272	320	233	257	286	336	238	262	292	343	243	267	298	350
Shawnee Brave Bald Cypress	Taxodium distichum 'Mickelson'	Late Spring	232	255	282	330	232	255	282	330	244	268	296	347	247	272	303	355	252	277	309	362
American Sentry™ Linden	Tilia Americana 'MckSentry'	Spring/Fall	232	256	301	341	236	269	310	351	242	276	318	360	242	276	318	360	247	282	324	367
Redmond American Linden	Tilia americana 'Redmond'	Spring/Fall	222	243	286	336	228	255	295	346	234	261	302	355	234	261	302	355	239	266	308	362
Greenspire Littleleaf Linden	Tilia cordata 'Greenspire'®	Spring/Fall	222	243	286	336	228	255	295	346	234	261	302	355	234	261	302	355	239	266	308	362
Sterling Silver Linden	Tilia tomentosa 'Sterling'®	Spring/Fall	232	256	301	341	236	269	310	351	242	276	318	360	242	276	318	360	247	282	324	367
Accolade Elm™	Ulmus 'Morton'	Spring/Fall	226	257	301	351	226	257	301	351	232	263	309	360	232	263	309	360	237	268	315	367
Triumph Elm™	Ulmus 'Morton Glossy'	Spring/Fall	226	257	301	351	226	257	301	351	232	263	309	360	232	263	309	360	237	268	315	367
New Horizon Elm	Ulmus 'New Horizon'	Spring/Fall	226	257	301	351	226	257	301	351	232	263	309	360	232	263	309	360	237	268	315	367
Jefferson Elm	Ulmus americana 'Jefferson'	Spring/Fall	226	257	301	351	226	257	301	351	232	263	309	360	232	263	309	360	237	268	315	367
New Harmony Elm	Ulmus american 'New Harmony'	Spring/Fall	226	257	301	351	226	257	301	351	232	263	309	360	232	263	309	360	237	268	315	367

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			Fall 2025/Spring 2026			Fall 2026/Spring 2027			Fall 2027/Spring 2028			Fall 2028/Spring 2029			Fall 2029/Spring 2030		
Common Name	**Scientific Name**	**Planting Season**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**
Ruby Slippers Amur Maple	Acer ginnala 'Ruby Slippers'	Spring/Fall	228	261	293	251	287	322	256	294	329	268	308	345	282	324	362
State Street Maple	Acer miyabei 'Morton'	Spring/Fall	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Deborah Norway Maple	Acer platanoides 'Deborah'	Spring/Fall	214	260	295	235	286	324	239	292	331	251	306	347	264	322	364
Emerald Lustre Norway Maple	Acer platanoides 'Pond'	Spring/Fall	214	260	295	235	286	324	239	292	331	251	306	347	264	322	364
Armstrong Gold Red Maple	Acer rubrum 'Armstrong Gold'	Spring/Fall Caution	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Redpointe Red Maple	Acer rubrum 'Redpointe'	Spring/Fall Caution	228	261	314	251	287	345	256	294	352	268	308	369	282	324	388
Sun Valley Red Maple	Acer rubrum 'Sun Valley'	Spring/Fall Caution	228	261	314	251	287	345	256	294	352	268	308	369	282	324	388
Red Sentinel Red Maple	Acer rubrun 'WW Warren'	Spring/Fall Caution													282	324	388
Fall Fiesta Sugar Maple	Acer saccharum 'Bailsta'	Spring/Fall	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Green Mountain Sugar Maple	Acer saccharum 'Green Mountain'	Spring/Fall	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Crescendo Sugar Maple	Acer saccharum 'Morton'	Spring/Fall	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Hot Wings Maple	Acer tataricum 'GarAnn'	Spring/Fall	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Crimson Sunset Maple	Acer truncatum x A. platanoides 'JFS-KW202'	Spring/Fall	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Pacific Sunset Maple	Acer truncatum x A. platanoides 'Warrenred'	Spring/Fall	239	281	334	263	309	368	269	315	375	282	331	394	296	348	414
Autumn Fantasy Maple	Acer x freemani 'Autumn Fantasy'	Spring/Fall	225	260	304	248	286	334	253	292	341	265	306	358	279	322	376
Matador Maple	Acer x freemani 'Baliston'	Spring/Fall	225	260	304	248	286	334	253	292	341	265	306	358	279	322	376
Celebration Maple	Acer x freemani 'Celzam'	Spring/Fall	225	260	304	248	286	334	253	292	341	265	306	358	279	322	376
Autumn Blaze Maple	Acer x freemani 'Jeffersred'	Spring/Fall	225	260	304	248	286	334	253	292	341	265	306	358	279	322	376
Autumn Splendor Horsechestnut	Aesculus arnoldiana 'Autumn Splendor'	Spring	250	293	325	275	322	357	281	329	365	295	345	383	310	362	402
Early Glow Buckeye	Aesculus glabra 'JN Select'	Spring	250	293	325	275	322	357	281	329	365	295	345	383	310	362	402
Yellow Buckeye	Aesculus octandra	Spring	250	293	325	275	322	357	281	329	365	295	345	383	310	362	402
Spaeth's Alder	Alnus x spaethii	Spring	228	272	314	251	299	345	256	305	352	268	320	369	282	336	388
Autumn Brilliance Serviceberry	Amelanchier x grandiflora 'Autumn Brilliance'	Spring/Fall	229	261	304	252	287	334	257	294	341	269	308	358	283	324	376
Lustre Allegheny Serviceberry	Amelanchier laevis 'Lustre'	Spring/Fall	229	261	304	252	287	334	257	294	341	269	308	358	283	324	376
River Birch	Betula nigra	Spring	195	229	261	214	252	287	219	257	294	229	269	308	241	283	324
Heritage River Birch	Betula nigra 'Cully'	Spring	195	229	261	214	252	287	219	257	294	229	269	308	241	283	324
Dakota Pinnacle Birch	Betula platyphylla 'Fargo'	Spring	205	241	275	226	265	303	230	270	309	242	284	324	254	298	341
Pyramidal European Hornbeam	Carpinus betulus 'Fastigiata'	Spring	239	281	325	263	309	357	269	315	365	282	331	383	296	348	402
Emerald Avenue Hornbeam	Carpinus betulus 'JFS-KW1CB'	Spring	239	281	325	263	309	357	269	315	365	282	331	383	296	348	402
Rockhampton Red European Hornbeam	Carpinus betulus 'Rockhampton Red'	Spring	239	281	325	263	309	357	269	315	365	282	331	383	296	348	402
Lucas European Hornbeam	Carpinus betulus 'Lucas'	Spring	239	281	325	263	309	357	269	315	365	282	331	383	296	348	402

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Common Name	**Scientific Name**	**Planting Season**	**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**	
American Hornbeam	Carpinus caroliniana	Spring	239	281	325		263	309	357		269	315	365		282	331	383		296	348	402	
Firespire American Hornbeam	Carpinus caroliniana 'JN Upright'	Spring	239	281			263	309			269	315			282	331	383		296	348	402	
Fire King American Hornbeam	Carpinus caroliniana 'JN Select A'	Spring																	296	348	402	
JN Strain American Hornbeam	Carpinus caroliniana 'JN Strain'	Spring	239	281			263	309			269	315			282	331	383		296	348	402	
Northern Catalpa	Catalpa speciosa	Spring/Fall	214	249	283		235	274	311		239	279	317		251	293	333		264	308	350	
Heartland Catalpa	Catalpa speciosa 'Hiawatha'	Spring/Fall	214	249	283		235	274	311		239	279	317		251	293	333		264	308	350	
Purple Catalpa	Catalpa x erubescens 'Purpurea'	Spring/Fall	214	249	283		235	274	311		239	279	317		251	293	333		264	308	350	
Hackberry	Celtis occidentalis	Spring/Fall	228	272	314		251	299	345		256	305	352		268	320	369		282	336	388	
Eastern Redbud	Cercis canadensis	Spring	239	281	325		263	309	357		269	315	365		282	331	383		296	348	402	
Yellowwood	Cladrastis kentukea	Spring	250	293	325		275	322	357		280	329	365		294	345	383		309	362	402	
Pagoda Dogwood	Cornus alternifolia	Spring/Fall	240	286			264	315			269	321			282	337			297	354		
Golden Glory Corneliancherry Dogwood	Cornus mas 'Golden Glory'	Spring/Fall	240	286			264	315			269	321			282	337			297	354		
Turkish Filbert	Corylus corluma	Spring	239	272			263	299			269	305			282	320			296	336		
Thornless Cockspur Hawthorn	Crataegus crusgalli v. inermis	Spring	207	241	275		228	265	303		232	270	309		244	284	324		256	298	341	
Thornless Cockspur Hawthorn	Crataegus virdis 'Winter King'	Spring	207	241	275		228	265	303		232	270	309		244	284	324		256	298	341	
Princeton Sentry Ginkgo	Ginkgo biloba 'Princeton Sentry'	Spring/Fall	304	346			334	380			341	388			358	407			376	427		
Autumn Gold Ginkgo	Ginkgo biloba 'Autumn Gold'	Spring/Fall	304	346			334	380			341	388			358	407			376	427		
Skyline Honeylocust	Gleditsia triacanthos 'Skycole'	Spring/Fall	228	272	314		251	299	345		256	305	352		268	320	369		282	336	388	
Streetkeeper Honeylocust	Gleditsia triacanthos 'Street Keeper'	Spring/Fall	228	272	314		251	299	345		256	305	352		268	320	369		282	336	388	
Northern Sentinel Honeylocust	Gleditsia triacanthos 'JFS GMorgenson1'	Spring/Fall	228	272	314		251	299	345		256	305	352		268	320	369		282	336	388	
Kentucky Coffee Tree	Gymnocladus dioicus	Spring/Fall	242	286	330		266	315	363		272	321	370		286	337	389		300	354	408	
Espresso Kentucky Coffee Tree	Gymnocladus dioicus 'Espresso-JFS'	Spring/Fall	242	286	330		266	315	363		272	321	370		286	337	389		300	354	408	
Skinny Latte Kentucky Coffee Tree	Gymnocladus dioicus 'Morton'	Spring/Fall	242	286	330		266	315	363		272	321	370		286	337	389		300	354	408	
True North Kentucky Coffee Tree	Gymnocladus dioicus 'UMN Synergy'	Spring/Fall	242	286	330		266	315	363		272	321	370		286	337	389		300	354	408	
Moraine Sweetgum	Liquidambar styraciflua 'Moraine'	Spring	250	290	333		275	319	367		280	325	374		294	341	393		309	358	413	
Worpelsdon Sweetgum	Liquidambar styraciflua 'Worpelsdon'	Spring	250	290	333		275	319	367		280	325	374		294	341	393		309	358	413	
Tulip Tree	Liriodendron tulipifera	Spring	250	290	333		275	319	367		280	325	374		294	341	393		309	358	413	
Emerald City Tulip Tree	Liriodendron tulipifera 'JFS-Oz'	Spring	250	290	333		275	319	367		280	325	374		294	341	393		309	358	413	
Amur Maackia	Maackia amurensis	Spring/Fall	229	260			252	286			257	292			269	306			283	322		
White Shield Osage Orange	Maclura pomifera 'White Shield'	Spring/Fall	229	260	304		252	286	334		257	292	341		269	306	358		283	322	376	
Butterflies Magnolia	Magnolia acuminata 'Butterflies'	Spring	229	260			252	286			257	292			269	306			283	322		

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Common Name	**Scientific Name**	**Planting Season**	**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**		**2.0"**	**2.5"**	**3.0"**	
Firebird Crabapple	Malus sargentii 'Select A'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Golden Raindrops Crabapple	Malus 'Schmidtcutleaf'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Profusion Crabapple	Malus 'Profusion'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Red Jewel Crabapple	Malus 'Jewelcole'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Royal Raindrops Crabapple	Malus 'JFS-KW5'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Sargent Tina Crabapple	Malus sargentii 'Tina'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Show Time Crabapple	Malus 'Shotizam'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Spring Snow Crabapple	Malus 'Spring Snow'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Gladiator Crabapple	Malus x adstringens 'Durleo'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Ruby Dayze Crabapple	Malus 'JFS-KW139MX'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Raspberry Spear Crabapple	Malus 'JFS-KW213MX'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Starlite Crabapple	Malus x 'Jeflite'	Spring/Fall	195	235			223	258			227	263			238	276			250	290		
Dawn Redwood	Metasequoia glyptostroboides	Spring	224	257	300		247	282	330		252	288	337		264	302	354		278	317	372	
American Hophornbeam	Ostrya virginiana	Spring	239	281	325		263	309	357		269	315	365		282	331	383		296	348	402	
Autumn Treasure Hophornbeam	Ostrya virginiana 'JFS-KW5'	Spring	239	281	325		263	309	357		269	315	365		282	331	383		296	348	402	
Exclamation London Planetree	Platanus x acerifolia 'Morton Circle'	Spring	217	260	304		238	286	334		243	292	341		255	306	358		268	322	376	
Monumental London Planetree	Platanus x acerifolia 'Morton Naper'	Spring					238	286	334		243	292	341		255	306	358		268	322	376	
Quaking Aspen	Populus tremuloides	Spring	217	260	304		238	286	334		243	292	341		255	306	358		268	322	376	
Swedish Colunar Aspen	Populus tremuloides 'Erecta'	Spring	217	260	304		238	286	334		243	292	341		255	306	358		268	322	376	
Prairie Gold Aspen	Populus tremuloides 'NE-Arb'	Spring	217	260	304		238	286	334		243	292	341		255	306	358		268	322	376	
Pink Flair Cherry	Prunus sargentii 'JFS-KW58'	Spring/Fall	213	247	282		234	272	310		239	277	316		251	291	332		263	305	348	
Canada Red Chokecherry	Prunus virginiana 'Canada Red'	Spring/Fall	202	235	268		223	258	295		227	263	300		238	276	315		250	290	331	
White Oak	Quercus alba	Spring	261	300	346		287	330	380		294	337	388		308	354	407		324	372	427	
Swamp White Oak	Quercus bicolor	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Beacon Oak	Quercus bicolor 'Bonnis and Mike'	Spring	261	300	346		287	330	380		294	337	388		308	354	407		324	372	427	
American Dream Oak	Quercus bicolor 'JFS-KW12'	Spring	261	300	346		287	330	380		294	337	388		308	354	407		324	372	427	
Shingle Oak	Quercus imbricaria	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Bur Oak	Quercus macrocarpa	Spring	261	300	346		287	330	380		294	337	388		308	354	407		324	372	427	
Cobblestone Oak	Quercus macrocarpa 'JFS-KW14'	Spring	261	300	346		287	330	380		294	337	388		308	354	407		324	372	427	
Urban Pinnacle Oak	Quercus macrocarpa 'JFS-KW3'	Spring	261	300	346		287	330	380		294	337	388		308	354	407		324	372	427	
Chinkapin Oak	Quercus muehlenbergii	Spring	261	300	346		287	330	380		294	337	388		308	354	407		324	372	427	
Crimson Spire Oak	Quercus robur x Q. alba 'Crimschmidt'	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Streetspire Oak	Quercus robur x Q. alba 'JFS-KW1QX'	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Regal Prince Oak	Quercus robur x Q. bicolor 'Long'	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Kindred Spirit Oak	Quercus robur x Q. bicolor 'Nadler'	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Red Oak	Quercus rubra	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Heritage Oak	Quercus x macdanielii 'Clemons'	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Scarlett Letter Oak	Quercus x 'Scarlett Letter'	Spring	250	300	346		275	330	380		280	337	388		294	354	407		309	372	427	
Purple Robe Black Locust	Robinia pseudoacacia 'Purple Robe'	Spring	201	245	278		222	270	306		226	275	313		237	288	328		249	303	345	
Ivory Silk Japanese Tree Lilac	Syringa reticulata 'Ivory Silk'	Spring/Fall	239	281	325		263	309	357		269	315	365		282	331	383		296	348	402	
Syringa pekinensis 'Morton'	Bejing Gold Tree Lilac	Spring/Fall																	296	348	402	

Spring Grove Nursery Availability for Suburban Tree Consortium - Exhibit B
815.448.2097 * www.SpringGroveNursery.com

Revised 7-15-25

			Fall 2025/Spring 2026			Fall 2026/Spring 2027			Fall 2027/Spring 2028			Fall 2028/Spring 2029			Fall 2029/Spring 2030		
Common Name	**Scientific Name**	**Planting Season**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**	**2.0"**	**2.5"**	**3.0"**
Great Wall Japanese Tree Lilac	Syringa pekinensis 'WFH2'	Spring/Fall	239	281	325	263	309	357	269	315	365	282	331	383	296	348	402
Snowdance Lilac	Syringa reticulata 'Bailnce'	Spring/Fall	239	281	325	263	309	357	269	315	365	282	331	383	296	348	402
Dwarf Korean Lilac	Syringa meyeri 'Palibin'	Spring/Fall	239	281	325	263	309	357	269	315	365	282	331	383	296	348	402
Bald Cypress	Taxodium distichum	Spring	217	257	300	238	282	330	243	288	337	255	302	354	268	317	372
Green Whisper Bald Cypress	Taxodium distichum 'JFS-SGPN'	Spring	217	257	300	238	282	330	243	288	337	255	302	354	268	317	372
Shawnee Brave Bald Cypress	Taxodium distichum 'Mickelson'	Spring	217	257	300	238	282	330	243	288	337	255	302	354	268	317	372
American Sentry Linden	Tilia americana 'McKSentry'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
Redmond American Linden	Tilia americana 'Redmond'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
Greenspire Littleleaf Linden	Tilia cordata 'Greenspire'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
Green Mountain Silver Linden	Tilia tomentosa 'Green Mountain'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
Jefferson American Elm	Ulmus americana 'Jefferson'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
Princeton American Elm	Ulmus americana 'Princeton'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
New Horizon Elm	Ulmus japonica x pumila 'New Horizon'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
Accolade Elm	Ulmus japonica x wilsoniana 'Morton	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388
Triumph Elm	Ulmus 'Morton Glossy'	Spring/Fall	229	272	314	252	299	345	257	305	352	269	320	369	283	336	388

We're pleased to offer several new varieties along with the tried and true that you've come to rely on us for. In addition, we're offering smaller ornamental trees, perfect for under wires. If you don't see something that you'd like us to grow please contact us with the variety and size that you're looking for. Thank you for the opportunity to work with you!

Common Name	Latin Name	Planting Season	Fall 2025 Spring 2026			Fall 2026 Spring 2027			Fall 2027 Spring 2028			Fall 2028 Spring 2029			Fall 2029 Spring 2030		
			2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"
Hedge Maple	Acer campestre	Spring & Fall	220	240	239												
Autumn Blaze® Freemanii Maple	Acer x freemanii 'Jeffersred'	Spring & Fall	200	210	220	205	215	235	217	229	241	225	235	245	236	247	257
Marmo Freemanii Maple	Acer x freemanii 'Marmo'	Spring & Fall							229	239	249	225	235	245	236	247	257
Matador™ Freemanii Maple	Acer x freemanii 'Bailston'	Spring & Fall	205	215		205	215	235	217	229	241	225	235	245	236	247	257
Sienna Glen® Freemanii Maple	Acer x freemanii 'Sienna Glen'	Spring & Fall							229	239	249	225	235	245	236	247	257
State Street™ Maple	Acer miyabei 'Morton' State Street	Spring & Fall	235	240	255	205	215	235	217	229		225	235		236	247	
Crimson King Norway Maple	Acer Platanoides 'Crimson King '	Spring & Fall				230	235		239	249	259	239	249		251	261	
Crimson Sentry Maple *NEW*	Acer platanoides 'Crimson Sentry'	Spring & Fall													251	261	
Redpointe® Maple	Acer rubrum 'Frank Jr' PP16769	Spring & Fall	245	265		205	215	235	227	234	251	235	245	255	247	257	268
Crimson Sunset® Maple	Acer truncatum x Acer platanoides 'JFS-KW202' PP21838	Spring & Fall				215	225	245	239	249	259	239	249	259	251	261	
Fort McNair Red Horsechestnut	Aesculus x carnea 'Ft. McNair'	Spring only	260	270					245	270		239	249		251	261	
Autumn Brilliance Serviceberry	Amelanchier grandiflora 'Autumn Brilliance	Spring only							239	249		239	249		251	261	
Pyramidal European Hornbeam	Carpinus betulus 'Fastigiata'	Spring only	227	247		227	247		237	257		242	262		251	275	
Frans Fontaine Hornbeam	Carpinus betulus 'Frans Fontaine'	Spring only	227	247		227	247		237	257		242	262		251	275	
Blue Beech/American Hornbeam	Carpinus caroliniana	April-May only	250	260					245	265		239	259		251	275	
Wisconsin Red® Hornbeam *New*	Carpinus caroliniana 'Wisconsin Red'	April-May only							245	265		239	259		251	275	
Northern Catalpa	Catalpa speciosa	Spring only							217	229		217	229		228	240	
Common Hackberry	Celtis occidentalis	Spring & Fall	220	230	239	215	225	245	227	239	241	225	235	245	236	247	
Prairie Sentinel® Hackberry *New*	Celtis 'JFS-KSU1'	Spring & Fall				215	225										
Eastern Redbud	Cercis canadensis #45 containers	Spring	245	255		245	259		245	265		249	259		261	272	
Dawyck Purple Beech	Fagus sylvatica 'Dawyck Purple'	Late Spring only				275	295		287	310		275	304		289	319	
Red Obelisk European Beech	Fagus sylvatica 'Red Obelisk'	Late Spring only	305			275	295										
Rivers Purple Beech	Fagus sylvatica 'Riversii'	Late Spring only	305	325		275	295		287	310		275	304		289	319	
Roseomarginata European Beech	Fagus sylvatica 'Roseomarginata'	Late Spring only	305	325		315			325			305	325		320	341	
Autumn Gold Ginkgo	Ginkgo biloba 'Autumn Gold'	Spring & Fall	335	350					267	299		272	304	359	286	319	
Magyar Ginkgo	Ginkgo biloba 'Magyar	Spring & Fall	335	350	359	255	285	359	267	299	359	275	304	359	286	319	
Presidential Gold® Ginkgo	Ginkgo biloba 'The President'	Spring & Fall										275	304		286	319	
Princeton Sentry Ginkgo	Ginkgo biloba 'Princeton Sentry'	Spring & Fall	335	350		255	285		267	299		275	304	359	286	319	
Skyline® Honeylocust	Gleditsia triacanthos 'Skycole'	Spring & Fall	240	250	265	205	215	235	217	229	241	225	235	245	236	247	257
Kentucky Coffeetree	Gymnocladus dioicus	Spring & Fall							227	249		232	255		244	268	
Decaf™ Kentucky Coffeetree	Gymnocladus dioicus Decaf	Spring & Fall	235	250		215	245		227	259		232	255		244	268	
Espresso™ Kentucky Coffeetree	Gymnocladus dioicus 'Espresso-JFS'	Spring & Fall	235	250	259	215	245		227	259		232	255		244	268	
Skinny Latte Kentucky Coffeetree	Gymnocladus dioicus 'Morton'	Spring & Fall				225				249							

Common Name	Latin Name	Planting Season	Fall 2025 Spring 2026			Fall 2026 Spring 2027			Fall 2027 Spring 2028			Fall 2028 Spring 2029			Fall 2029 Spring 2030		
			2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"
Yellow Bird Magnolia *NEW*	Magnolia brooklynensis 'Yellow Bird'	Spring & Fall							245	259							
Galaxy Magnolia *NEW*	Magnolia x 'Galaxy'	Spring & Fall							245	259							
Coralburst® Crabapple (pink)	Malus 'Coralcole'	Spring & Fall	195	215		215	235		219	239		225	230		235	245	
Firebird® Crabapple (white)	Malus sargentii 'Select A' Branched @ 42"	Spring & Fall							219			225	230		235	245	
Gladiator™ Crabapple (pink)	Malus x adstringens 'Durleo' PP20,167	Spring & Fall				215	235		219	239		205	220		225	245	
Lollipop® Crabapple *NEW*	Malus 'Lollizam'	Spring & Fall										225	235		215	235	250
Red Jewel Crabapple (white)	Malus 'Jewelcole'	Spring & Fall	195	215	225				219	239		205	220		225	235	
Sargent Tina Crabapple (white)	Malus Sargent Tina Branched @ 42"	Spring & Fall	195	215	200	215	235		219	239		205	220		225	235	
Show Time™ Crabapple (pink)	Malus 'Shotizam'	Spring & Fall	195	215	200	215	235		219	239		205	220		225	235	
Spring Snow Crabapple (white)	Malus x 'Spring Snow'	Spring & Fall	195	215	200				219	239		205	220		225	235	
Starlite® Crabapple (white)	Malus x 'Jeflite'	Spring & Fall	195	215	200	215	235		219	239		205	220		225	235	
Black Tupelo	Nyssa sylvatica	Late spring only													264	278	
Majestic Black Tupelo	Nyssa sylvatica 'MONN2'	Late spring only	255	270		255	270		266	279							
Exclamation!™ London Planetree	Platanus x acerifolia 'Morton Circle'	Spring only	200	220	230	210	230		222	244		225	235	245	236	247	257
Ironwood/American Hophornbeam	Ostrya virginiana	Spring only	255	270		235	255		247	269		239	249		251	261	
Quaking Aspen	Populus tremuloides	Spring only				195	225		225	235		225	235		236	247	
Dancing Flame® Aspen *NEW*	Populus tremuloides'Dancing Flame'	Spring only										236	247		236	247	
Summer Shimmer Aspen	Populus tremuloides 'Summer Shimmer'	Spring only				195	225		225	235		225	235		236	247	
Chanticleer Pear	Pyrus calleryana 'Chanticleer'	Spring only'													236	247	
Swamp White Oak	Quercus bicolor - Swamp White	Late spring only	245	265		235	250		245	259		251	265		264	278	
Scarlet Oak	Quercus coccina -Scarlet	Late spring only	245	265					245	265		251	265		264	278	
Bur Oak	Quercus macrocarpa - Bur	Late spring only	245	265		235	250		245	259		251	265		264	278	
Chinkapin Oak	Quercus muehlenbergii	Late spring only	245	265											264	278	
Scarlet Letter™ Oak *NEW*	Quercus robur x alba Scarlet Letter	Late spring only										251	265		264	278	
Regal Prince® Oak	Quercus robur x bicolor 'Long'	Late spring only	245	265		245	260		245	259		251	265		264	278	
Red Oak	Quercus rubra - Red	Late spring only	245	265		235	250		245	259		251	265		264	278	
Shumard Oak	Quercus shumardii	Late spring only	245	265													
Beijing Gold ™ Peking Lilac *NEW*	Syringa pekinensis 'Zhang Zhiming'	Spring & Fall													251	261	
Ivory Silk Japanese Tree Lilac	Syringa reticulata 'Ivory Silk'	Spring & Fall	245	265	275	235	250	275	245	259		239	249		251	261	
Snowdance™ Japanese Tree Lilac	Syringa reticulata 'Bailnee'	Spring & Fall	245	265	275	235	250	270	245	259		239	249		251	261	
Common Baldcypress	Taxodium disticum	Late spring only	230	240	235							225	235		236	247	257
Shawnee Brave Bald Cypress	Taxodium disticum 'Mickelson'	Late spring only	230	240	235	215	230		245	259		225	235	245	236	247	257
American Sentry® Linden *NEW*	Tilia americana 'McKSentry'	Spring & Fall				235	250		245	259		225	235	245	236	247	257
Redmond American Linden	Tilia americana 'Redmond'	Spring & Fall	245	255		235	250		245	259		225	235	245	236	247	257
Greenspire Littleleaf Linden	Tilia cordata 'Greenspire'	Spring & Fall	245	255	245	235	250		245	259		225	235	245	236	247	257
Princeton Elm	Ulmus americana 'Princeton'	Spring only	245	255		205	230		225	235		225	235	245	236	247	257
Frontier Elm	Ulmus 'Frontier'	Spring only	245	255		205	230		225	235		225	235	245	236	247	257
Accolade™ Elm	Ulmus 'Morton'	Spring only	245	255		205	230								236	247	257
Triumph™ Elm	Ulmus 'Morton Glossy'	Spring only	245	255		205	230		225	235		225	235	245	236	247	257

NEW Trees for under the wires

				Fall 2025 Spring 2026			Fall 2026 Spring 2027			Fall 2027 Spring 2028			Fall 2028 Spring 2029			Fall 2029 Spring 2030		
				Tree Form #10 & #15 containers. Plants are 4' tall & branched at 3'.														
Limelight Hydrangea	Hydrangea paniculata 'Limelight		Spring & Fall	145			145			150			155					
Little Lime® Hydrangea	Hydrangea paniculata 'Little Lime'		Spring & Fall	145			145			150			155					
Quick Fire® Hydrangea	Hydrangea paniculata 'SMHPLQF' USPP 25,136		Spring & Fall	145			145			150			155					
Vanilla Strawberry™ Hydrangea	Hydrangea paniculata 'Vanilla Strawberry'		Spring & Fall	145			145			150			155					
Dwarf Korean Lilac	Syringa meyeri 'Palibin'		Spring & Fall	181			181			175			170					
Flowerfesta® Pink Dwarf Lilac	Syringa meyeri 'Anny200817'		Spring & Fall	201									170					
Flowerfesta® White Dwarf Lilac	Syringa meyeri 'Anny200810'		Spring & Fall	201									170					
Miss Kim Dwarf Lilac	Syringa patula 'Miss Kim'		Spring & Fall	181									180					
				2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"	2.0"	2.5"	3.0"
Coralburst® Crabapple (pink)	Malus 'Coralcole'		Spring & Fall	195	215		215	235		219	239		225	230		235	245	
Lollipop® Crabapple *NEW*	Malus 'Lollizam'		Spring & Fall										225	235		215	235	250
Sargent Tina Crabapple (white)	Malus Sargent Tina	Branched @ 42"	Spring & Fall	195	215	200	215	235		219	239		205	220		225	235	

Low Branched Trees:
Crimson Sentry Maple
Pyramidal European Hornbeam
Frans Fontaine Hornbeam
Dawycki Purple Beech
Yellow Bird Magnolia
Ironwood/American Hophornbeam

Apex (Pugsley & LaHaie) REGULAR CONTRACT Prices for the Suburban Tree Consortium

Revised 8/15/25	5' or 1.5"	6' or 2"	7' or 2.5"	8' or 3"	9' or 3.5"	10' or 4"	12' or 4.5"
Ball Size Bid On	**20 - 23.5"**	**24-27.5"**	**28-31.5"**	**32-37.5"**	**38-41.5"**	**42-47.5"**	**48-53.5"**
Tree Installation							
2026	103.00	132.00	141.00	182.00	220.00	255.00	295.00
2027	113.00	144.00	154.00	200.00	240.00	278.00	325.00
2028	118.00	151.00	161.00	210.00	252.00	292.00	340.00
2029	125.00	160.00	170.00	222.00	267.00	310.00	360.00
2030	130.00	170.00	176.00	230.00	278.00	325.00	375.00
Delivery from Spring 2026 thru Fall 2026 from Wilson, Klehm & Fiore Nurseries:							
	23.00	25.00	28.25	37.00	42.50	66.50	78.50
Delivery for Spring 2026 thru Fall 2026 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	26.00	30.50	33.75	42.50	45.75	73.00	88.25
Delivery for Spring 2026 thru Fall 2026 from Possibility Place Nursery & Spring Grove Nursery:							
	36.00	40.25	43.50	50.25	55.50	78.50	98.00
Delivery from Spring 2027 thru Fall 2027 from Wilson, Klehm & Fiore Nurseries:							
	25.07	27.25	30.79	40.33	46.33	72.49	85.57
Delivery for Spring 2027 thru Fall 2027 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	28.34	33.25	36.79	46.33	49.87	79.57	96.19
Delivery for Spring 2027 thru Fall 2027 from Possibility Place Nursery & Spring Grove Nursery:							
	39.24	43.87	47.42	54.77	60.50	85.57	106.82
Delivery from Spring 2028 thru Fall 2028 from Wilson, Klehm & Fiore Nurseries:							
	26.24	28.53	32.23	42.22	48.50	75.89	89.59
Delivery for Spring 2028 thru Fall 2028 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	29.67	34.81	38.51	48.51	52.21	83.30	100.42
Delivery for Spring 2028 thru Fall 2028 from Possibility Place Nursery & Spring Grove Nursery:							
	41.08	45.93	49.64	57.34	63.34	89.59	111.84
Delivery from Spring 2029 thru Fall 2029 from Wilson, Klehm & Fiore Nurseries:							
	30.00	32.00	36.10	47.30	54.40	85.00	101.00
Delivery for Spring 2029 thru Fall 2029 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	33.25	39.00	43.20	54.30	58.50	93.30	112.50
Delivery for Spring 2029 thru Fall 2029 from Possibility Place Nursery & Spring Grove Nursery:							
	46.00	51.50	55.60	54.25	71	100.4	125.25
Delivery from Spring 2030 thru Fall 2030 from Wilson, Klehm & Fiore Nurseries:							
	31.25	33.25	37.50	49.25	56.50	88.50	105.00
Delivery for Spring 2030 thru Fall 2030 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	34.50	40.50	45.00	56.50	61.00	97.00	117.00
Delivery for Spring 2030 thru Fall 2030 from Possibility Place Nursery & Spring Grove Nursery:							
	48.00	53.50	58.00	56.50	74.00	104.50	130.25
Mulch Spring 2026 thru Fall 2026							
	18.00	18.50	19.75	20.75	21.75	23.00	24.00
Mulch Spring 2027 thru Fall 2027							
	19.26	19.80	21.13	22.20	23.27	24.61	25.68
Mulch Spring 2028 thru Fall 2028							
	20.15	20.75	22.15	23.25	24.35	25.75	26.88
Mulch Spring 2029 thru Fall 2029							
	21.60	22.20	23.70	24.90	26.05	27.60	28.80
Mulch Spring 2030 thru Fall 2030							
	22.50	23.00	24.65	25.90	27.10	28.70	30.00

Extra Services 2026 Season:

	1 gal	3 gal/18"	5 gal/24"	7 gal/36"
Shrub Installation	10.00	21.30	30.25	44.20
Shrub Mulching	3.50	7.10	8.50	13.00
Delivery - assumes with trees being delivered at the same time. Shrub only plantings will carry a minimum delivery charge:				
Wilsons	3.50	7.10	8.50	13.00
Hinsdale, Doty, Goodmark	4.00	8.10	9.70	14.80
Spring Grove	5.20	10.50	12.60	19.25

Gator Bag Brand Water Bags	40.50
Generic Water Bags	31.20
Tree Diaper	71.75

Price does not include pre-charging of the bag. Pre-charging requires a temporary water pool and space available to charge plus an additional $9.00 handling fee.

Fold Cage (if not low profile), Cut Twine, Peel Back Burlap

	1.5"-3"	**3.5"-4.5"**
Per Tree Cost	8.75	11.00

Cut Basket/Remove (in addition to above cost)

	1.5"-3"	**3.5"-4.5"**
Per Tree Cost	9.25	10.30

*** All sizes move/transplant nearby double planting cost or quote basis**
*** Optional out of specification planting requests $1.00 per inch/per tree cost**

Delivery Fuel Surcharge

	Per Gallon $4.00-$5.00	Per Gallon $5.01-$6.00	Per Gallon $6.01-$7.00	Per Gallon $7.01-$8.00
Per Tree Cost	1.45	2.70	3.95	5.20

Apex (Pugsley & LaHaie) REGULAR CONTRACT Prices for the Suburban Tree Consortium

Revised 8/15/25	5' or 1.5"	6' or 2"	7' or 2.5"	8' or 3"	9' or 3.5"	10' or 4"	12' or 4.5"
Ball Size Bid On	**20 - 23.5"**	**24-27.5"**	**28-31.5"**	**32-37.5"**	**38-41.5"**	**42-47.5"**	**48-53.5"**
Tree Installation							
2026	103.00	132.00	141.00	182.00	220.00	255.00	295.00
2027	113.00	144.00	154.00	200.00	240.00	278.00	325.00
2028	118.00	151.00	161.00	210.00	252.00	292.00	340.00
2029	125.00	160.00	170.00	222.00	267.00	310.00	360.00
2030	130.00	170.00	176.00	230.00	278.00	325.00	375.00
Delivery from Spring 2026 thru Fall 2026 from Wilson, Klehm & Fiore Nurseries:							
	23.00	25.00	28.25	37.00	42.50	66.50	78.50
Delivery for Spring 2026 thru Fall 2026 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	26.00	30.50	33.75	42.50	45.75	73.00	88.25
Delivery for Spring 2026 thru Fall 2026 from Possibility Place Nursery & Spring Grove Nursery:							
	36.00	40.25	43.50	50.25	55.50	78.50	98.00
Delivery from Spring 2027 thru Fall 2027 from Wilson, Klehm & Fiore Nurseries:							
	25.07	27.25	30.79	40.33	46.33	72.49	85.57
Delivery for Spring 2027 thru Fall 2027 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	28.34	33.25	36.79	46.33	49.87	79.57	96.19
Delivery for Spring 2027 thru Fall 2027 from Possibility Place Nursery & Spring Grove Nursery:							
	39.24	43.87	47.42	54.77	60.50	85.57	106.82
Delivery from Spring 2028 thru Fall 2028 from Wilson, Klehm & Fiore Nurseries:							
	26.24	28.53	32.23	42.22	48.50	75.89	89.59
Delivery for Spring 2028 thru Fall 2028 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	29.67	34.81	38.51	48.51	52.21	83.30	100.42
Delivery for Spring 2028 thru Fall 2028 from Possibility Place Nursery & Spring Grove Nursery:							
	41.08	45.93	49.64	57.34	63.34	89.59	111.84
Delivery from Spring 2029 thru Fall 2029 from Wilson, Klehm & Fiore Nurseries:							
	30.00	32.00	36.10	47.30	54.40	85.00	101.00
Delivery for Spring 2029 thru Fall 2029 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	33.25	39.00	43.20	54.30	58.50	93.30	112.50
Delivery for Spring 2029 thru Fall 2029 from Possibility Place Nursery & Spring Grove Nursery:							
	46.00	51.50	55.60	54.25	71	100.4	125.25
Delivery from Spring 2030 thru Fall 2030 from Wilson, Klehm & Fiore Nurseries:							
	31.25	33.25	37.50	49.25	56.50	88.50	105.00
Delivery for Spring 2030 thru Fall 2030 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:							
	34.50	40.50	45.00	56.50	61.00	97.00	117.00
Delivery for Spring 2030 thru Fall 2030 from Possibility Place Nursery & Spring Grove Nursery:							
	48.00	53.50	58.00	56.50	74.00	104.50	130.25
Mulch Spring 2026 thru Fall 2026							
	18.00	18.50	19.75	20.75	21.75	23.00	24.00
Mulch Spring 2027 thru Fall 2027							
	19.26	19.80	21.13	22.20	23.27	24.61	25.68
Mulch Spring 2028 thru Fall 2028							
	20.15	20.75	22.15	23.25	24.35	25.75	26.88
Mulch Spring 2029 thru Fall 2029							
	21.60	22.20	23.70	24.90	26.05	27.60	28.80
Mulch Spring 2030 thru Fall 2030							
	22.50	23.00	24.65	25.90	27.10	28.70	30.00

Extra Services 2026 Season:

	1 gal	3 gal/18"	5 gal/24"	7 gal/36"
Shrub Installation	10.00	21.30	30.25	44.20
Shrub Mulching	3.50	7.10	8.50	13.00
Delivery - assumes with trees being delivered at the same time. Shrub only plantings will carry a minimum delivery charge:				
Wilsons	3.50	7.10	8.50	13.00
Hinsdale, Doty, Goodmark	4.00	8.10	9.70	14.80
Spring Grove	5.20	10.50	12.60	19.25

Gator Bag Brand Water Bags	40.50
Generic Water Bags	31.20
Tree Diaper	71.75

Price does not include pre-charging of the bag. Pre-charging requires a temporary water pool and space available to charge plus an additional $9.00 handling fee.

Fold Cage (if not low profile), Cut Twine, Peel Back Burlap

	1.5"-3"	**3.5"-4.5"**
Per Tree Cost	8.75	11.00

Cut Basket/Remove (in addition to above cost)

	1.5"-3"	**3.5"-4.5"**
Per Tree Cost	9.25	10.30

*** All sizes move/transplant nearby double planting cost or quote basis**
*** Optional out of specification planting requests $1.00 per inch/per tree cost**

Delivery Fuel Surcharge

	Per Gallon $4.00-$5.00	Per Gallon $5.01-$6.00	Per Gallon $6.01-$7.00	Per Gallon $7.01-$8.00
Per Tree Cost	1.45	2.70	3.95	5.20

Apex (Pugsley & LaHaie.) Prevailing Wage Prices for the Suburban Tree Consortium

Revised 8-15-25

Ball Size Bid On Tree Installation	5' or 1.5" 20 - 23.5"	6' or 2" 24-27.5"	7' or 2.5" 28-31.5"	8' or 3" 32-37.5"	9' or 3.5" 38-41.5"
2026	192.00	225.00	278.00	330.00	420.00
2027	210.00	245.00	303.00	360.00	458.00
2028	233.00	271.00	336.00	399.00	508.00
2029	251.00	292.00	362.00	429.00	547.00
2030	266.00	310.00	384.00	455.00	580.00
Delivery from Spring 2026 thru Fall 2026 from Wilson, Klehm & Fiore Nurseries:	29.50	36.00	39.25	45.75	57.75
Delivery from Spring 2026 thru Fall 2026 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:	35.00	39.24	47.00	54.50	66.50
Delivery from Spring 2026 thru Fall 2026 from Possibility Place Nursery & Spring Grove Nursery:	44.75	49.00	55.75	65.50	73.00
Delivery from Spring 2027 thru Fall 2027 from Wilson, Klehm & Fiore Nurseries:	32.16	39.24	42.78	49.87	62.95
Delivery from Spring 2027 thru Fall 2027 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:	38.15	39.24	51.23	59.41	72.49
Delivery from Spring 2027 thru Fall 2027 from Possibility Place Nursery & Spring Grove Nursery:	48.78	53.41	60.77	71.40	79.57
Delivery from Spring 2028 thru Fall 2028 from Wilson, Klehm & Fiore Nurseries:	35.70	43.55	47.48	55.35	69.88
Delivery from Spring 2028 thru Fall 2028 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:	42.35	43.55	56.87	65.95	80.46
Delivery from Spring 2028 thru Fall 2028 from Possibility Place Nursery & Spring Grove Nursery:	54.15	59.28	67.45	79.25	88.33
Delivery from Spring 2029 thru Fall 2029 from Wilson, Klehm & Fiore Nurseries:	41.10	50.10	54.60	63.65	80.36
Delivery from Spring 2029 thru Fall 2029 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:	48.70	53.40	65.40	75.90	92.60
Delivery from Spring 2029 thru Fall 2029 from Possibility Place Nursery & Spring Grove Nursery:	62.30	68.20	74.10	80.00	95.90
Delivery from Spring 2030 thru Fall 2030 from Wilson, Klehm & Fiore Nurseries:	43.60	53.10	57.85	67.50	85.15
Delivery from Spring 2030 thru Fall 2030 from Hinsdale, Breezy Hill, Doty, Goodmark & McHenry County Nurseries:	51.60	56.60	69.30	80.45	98.15
Delivery from Spring 2030 thru Fall 2030 from Possibility Place Nursery & Spring Grove Nursery:	66.00	72.25	78.50	84.75	101.60
Mulch Spring 2026 thru Fall 2026	24.00	25.00	26.00	28.00	32.00
Mulch Spring 2027 thru Fall 2027	25.68	26.75	27.82	29.96	34.24
Mulch Spring 2028 thru Fall 2028	28.51	29.69	30.88	33.26	38.01
Mulch Spring 2029 thru Fall 2029	31.00	32.00	34.00	36.00	40.00
Mulch Spring 2030 thru Fall 2030	32.80	33.90	36.00	38.15	42.40

Extra Services 2026 Season:

	1 gal	3 gal/18"	5 gal/24"	7 gal/36"
Shrub Installation	20.00	42.60	60.50	88.40
Shrub Mulching	7.00	14.20	17.00	26.00
Delivery - assumes with trees being delivered at the same time. Shrub only plantings will carry a minimum delivery charge:				
Wilsons	7.00	14.20	17.00	26.00
Hinsdale, Doty, Goodmark	8.00	16.20	19.40	29.60
Spring Grove	10.40	21.00	25.20	38.50

Gator Bag Brand Water Bags	81.00
Generic Water Bags	62.40
Tree Diaper	143.50

Price does not include pre-charging of the bag. Pre-charging requires a temporary water pool and space available to charge plus an additional $9.00 handling fee.

Fold Cage (if not low profile), Cut Twine, Peel Back Burlap

	1.5"-3"	3.5"-4.5"
Per Tree Cost	17.50	22.00

Cut Basket/Remove (in addition to above cost)

	1.5"-3"	3.5"-4.5"
Per Tree Cost	18.50	20.60

*** All sizes move/transplant nearby double planting cost or quote basis**
*** Optional out of specification planting requests $2.00 per inch/per tree cost**

Delivery Fuel Surcharge

	Per Gallon $4.00-$5.00	Per Gallon $5.01-$6.00	Per Gallon $6.01-$7.00	Per Gallon $7.01-$8.00
Per Tree Cost	1.45	2.70	3.95	5.20

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: An Ordinance Authorizing the Purchase of a 2025 Morbark Eeger Beever Brush Chipper from Morbark LLC of Atlanta, Georgia

Overview
The Public Works Department utilizes a brush chipper for tree maintenance and removal operations to chip limbs, brush and other vegetation when clearing roads, rights-of-way and Village owned properties

Fiscal Impact
The Adopted Fiscal Year 2025/2026 Budget has sufficient funds for the purchase of a replacement for unit #252 as it was programmed in the 2026-2030 Capital Improvement Plan in Account No. 11-4100-708-00 (Vehicles) in the amount of $150,000.

Table 1 below reflects the total vehicle price for the new chipper and trade-in value offered for the Village's existing chipper as detailed in the Vendor's quote attached as Exhibit A. Staff is seeking spending authorization in the full amount of the purchase price in the amount of $154,020 in case something should happen to the Village's current equipment and it is no longer able to be traded-in. If the trade in is not acceptable, a negligible Q2 budget amendment may be required.

Table 1

Vendor	Vehicle/Equipment	Total Vehicle Price (After Dealer Discount)	Trade In Value Offered	Final Purchase Price
Morbark LLC	Eeger Beever 2131 Brush Chipper	$154,020	$20,000	$134,020

Recommendation
Approval.

Background

As part of the annual Capital Improvement Plan and Budget processes, the Village evaluates the overall condition of fleet vehicles and equipment and recommends replacements based on age, condition, maintenance history and mileage of the unit. Included in the 2025-2030 Capital Improvement Plan and the adopted Fiscal Year 2025/26 Budget is the replacement of Unit #252, a 2007 Morbark Hurricane 18 brush chipper with added safety features including a bump bar which, when pushed, stops the feed rollers on the chipper to prevent accidents and injuries. This unit is used for tree trimming and removal operations and receives consistent use throughout the year.

When purchasing replacement vehicles and equipment, the Village has worked with various purchasing cooperatives such as Sourcewell (formally known as National Joint Powers Alliance), an organization that facilitates governmental joint purchasing. Organizations such as these competitively bid items and typically obtain better pricing than the Village could obtain bidding items out alone because of the economy of scale involved. As part of its letting, Sourcewell awarded a contract for brush chippers, Contract #031721-MBI (Exhibit B), to Morbark LLC of Atlanta, Georgia ("Manufacturer"), sold through Alexander Equipment Co. of Lisle, Illinois ("Vendor").

Staff evaluated brush chippers from other manufacturers and currently an all-electric or hybrid option is not available for a unit of this size and chipping capacity. The new unit will comply with current EPA Tier 4 emissions requirements. The new unit will also have added safety features such as lower bump bar and auto-stop sensors that will help to reduce the risk of accidents.

Staff recommends Village Board approval of an Ordinance authorizing the purchase of one Morbark Eeger Beever 2131-AT Chipper unit in the amount of $154,020 exclusive of the $20,000 trade-in value from Morbark LLC for a final purchase price of $134,020. Based on the Vendor's current projected timeline for delivery of the chipper, delivery will occur in Fiscal Year 2025/26. Staff will be present at the Village Board of Trustees meeting and will be available to answer any questions that may arise.

An Ordinance authorizing the purchase of a 2025 Morbark Eeger Beever brush chipper from Morbark LLC of Atlanta, Georgia. The brush chipper is used by the Public Works Department for tree maintenance and removal operations to chip limbs, brush and other vegetation when clearing roads, rights-of-way and Village owned properties of unwanted materials.

An Ordinance Authorizing the Purchase of a 2025 Morbark Eeger Beever Brush Chipper from Morbark LLC of Atlanta, Georgia and Disposing of Surplus Equipment
Exhibit A - Sourcewell - Morbark Contract Extension
Exhibit B - Quote for 2025 Morbark Eeger Beever.pdf
Supplemental Information - FY26-30 CIP Morbark Chipper

Ordinance 2025 - _____

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Authorizing the Purchase of a 2025 Morbark Eeger Beever Brush Chipper from Morbark LLC of Atlanta, Georgia and Disposing of Surplus Equipment

is hereby adopted, as follows:

Section 1. BACKGROUND.

As part of the annual Capital Improvement Plan and Budget processes, the Village evaluates its current vehicles and equipment and makes recommendations for the replacement of older equipment based on its age, condition, maintenance history, and mileage.

The adopted Fiscal Year 2025/2026 Budget contains funding in the amount of $150,000 in Account No. 11-4100-708-00 for the replacement of Unit #252, a 2007 Morbark Hurricane 18 Chipper ("***Unit #252***") used by the Public Works Department for a variety of tasks including tree maintenance and removal operations.

The Village has worked with various purchasing cooperatives such as Sourcewell (formally known as National Joint Powers Alliance), an organization that facilitates governmental joint purchasing. Organizations such as these competitively bid items and typically obtain better pricing than the Village could obtain bidding items out alone because of the economy of scale involved. As part of its letting, Sourcewell awarded a contract for brush chippers, Contract #031721-MBI, (***Exhibit A***) to Morbark LLC of Atlanta, Georgia the ("***Manufacturer***") which sells through Alexander Equipment Co. of Lisle, Illinois ("***Vendor***"). This contract aligns with the Village's requirements for a replacement chipper while satisfying competitive procurement standards. The Manufacturer has provided a quote in the amount of $154,020 (after the dealer discount), which is included as ***Exhibit B*** to this Resolution.

Based on these factors, Village staff recommends the purchase of one Morbark Eeger Beever 2131-AT Chipper unit ("***Chipper***") in the amount of $154,020, exclusive of the $20,000 trade-in value offered for Unit #252, for a final purchase price of $134,020. Authority in the amount of the full purchase price (less the dealer discount) is requested in case Unit #252 is damaged beyond repair and cannot be traded in. In this event, a budget amendment will be brought to the Board for consideration at a future meeting. Based on the Vendor's current projected timeline for delivery of the Chipper, delivery will occur in Fiscal Year 2025/26.

The President and the Board of Trustees have considered the disposal of Unit #252 and the purchase of the Chipper and have determined that it is in the best interest of the Village and the public.

Section 2. DISPOSAL OF SURPLUS EQUIPMENT.

Pursuant to the Home Rule powers of the Village of Northbrook and the Illinois Municipal Code, 65 ILCS 5/11-76-4, the President and Board of Trustees have determined that the following Surplus Equipment is no longer necessary or useful to the Village, and the best interests of the

Village would be served by its disposal:

(i) Unit #252 (VIN: 4S8SZ19287W051305), 2007 Hurricane 18 Chipper

Section 3. MANNER OF DISPOSAL.

The Village Manager is hereby authorized and directed to dispose of Unit #252 in a manner most beneficial to the Village, including, without limitation, trading in Unit #252 as part of the purchase of the new Chipper.

Section 4. APPROVAL OF EXPENDITURES.

The Village Manager is hereby authorized and directed to execute all such documents and make such payments as are necessary to complete the procurement of one Morbark Eeger Beever 2131-AT Chipper unit in an amount not to exceed $154,020.

Section 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect upon passage by the Board of Trustees and publication in pamphlet form in accordance with State Statutes.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

_____
Village President

ATTEST:

_____
Deputy Village Clerk

Docusign Envelope ID: 3849EDB9-1A61-4A9C-8AB5-2BC63CAB3AF2

CONTRACT EXTENSION

Contract Number: 031721-MBI

Sourcewell 202 12th Street Northeast P.O. Box 219 Staples, MN 56479 (Sourcewell)	and	Morbark 8507 S Winn Rd Winn, Michigan 48896-9801 (Vendor)

have entered into Contract Number: 031721-MBI
for the procurement of: Tree Maintenance Equipment, Attachments, and Accessories

The Contract has an expiration date of 2025-05-07 , but the parties may extend the Contract by mutual consent.

Sourcewell and Vendor acknowledge that extending the Contract benefits the Vendor, Sourcewell and Sourcewell's Members. Vendor and Sourcewell agree to extend the Contract listed above for an additional period, with a new Contract expiration date of 2026-05-07 . All other terms and conditions of the Contract remain in full force and effect.

Sourcewell

Signed by: Jeremy Schwartz C0FD2A139D06489...	Signed by: Erika Snyder E4A15FEDE12940C...
Authorized Signature	Authorized Signature
Jeremy Schwartz	Erika Snyder
Name	Name
Chief Operating and Procurement Officer	Governmental Sales Representative
Title	Title
1/2/2025 | 2:54 PM CST	1/7/2025 | 10:54 AM CST
Date	Date

Sold To: Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

Final Delivery: Village of Northbrook
TBD
TBD

Ship To: Alexander Equipment Co
4728 Yender Ave
Lisle, IL 60532
Attn: Matt Linn

Quote No. | **Quote Date:** 9/23/2025 | **Contact:** Jason Melter | **Lead Time:** Est 6-7 Months ARO

Terms: Net 30 Days | **Contact #:** 847-664-4130 | **Delivery Instructions:** FOB-Destination

Preparer: Logan Yuncker | **Email:**

2025 MORBARK EEGER BEEVER™ 2131-TA BRUSH CHIPPER

EQUIPMENT AND OPTIONS

STANDARD UNIT:

- Morbark orange urethane paint system
- Infeed with rigid tray and control handle to actuate feed wheels and dual safety pull cables
- Dual horizontal feed wheels with TorqMax™ top feed wheel compression system, hydraulic lift assist, Variable Force™ constant hydraulic down pressure system with additional manually applied hydraulic down pressure at the valve handle and direct drive bottom feed wheel with box mount coupler
- Reversing automatic feed system
- 37-3/8" diameter x 23-3/4" wide, four (4) dual-edged knife staggered pocket drum with removable knife holders, dual sided chambered air impeller system and controllable air flow vents
- 60-gallon lockable fuel tank with drain plug, electronic fuel gauge and shut-off valve
- 41-gallon lockable hydraulic reservoir with sight gauge, drain plug, hydraulic oil cooler and clean-out cover
- Live hydraulic system including: ball valve, pump, motor, and valve bank with additional valve section for installation of winch package
- Hydraulic swivel discharge with 360° rotation, turnbuckle height adjustment, bottom clean-out door and adjustable flipper
- 6” x 2” tubular steel frame with cross bracing for additional structural rigidity
- 6" x 4" tubular steel telescoping drawbar with (2) 12" extensions, adjustable hitch plate with 2-1/2" pintle ring and 3/8" thick safety chains with clasp hooks
- 16,000# Torsion tandem axles, electric brakes, break-away actuator with 235/75R x 17.5", 16-ply radial tires and hexagon splash guard fenders
- Hydraulic front stabilizer
- Lockable steel combination tool and battery box compartment with 8D, 1400CCA battery
- Registration and operator guide holder
- Complete set of manuals including: Safety and Operator’s, Parts Manual with electronic back-up, which also includes a Safety Video and OEM component manuals. Also included is an engine manual if applicable along with start-up paperwork
- Enclosed engine with gauge panel, radiator fines screen and slide rails for belt adjustment
- Trailer wiring package includes: 7-pin flat electrical connector, LED tail lamps, LED side marker lamps, tail lights, and license plate holder with light

POWER OPTIONS:

- Caterpillar C7.1, 275-HP, Tier 4F diesel engine with over center clutch and block heater in lieu of standard

BOLT-ON OPTIONS:

- Winch package: Heavy-duty, 5000# pull capacity with rope, 10' chafe guard and interlock device

CUSTOM OPTIONS (NON-STANDARD BUILD):

- Bottom bump bar w/reset box on both sides of the machine

COMMENTS:

Sourcewell #031721-MBI, Member ID#40582

TOTAL CALCULATION

Quantity Requested:	**1**	
Total from Above Choices =		$169,445.00
Standard Dealer Discount Applied	13.5%	($22,875.08)
Freight In =		$1,500.00
PDI / Delivery =		$1,000.00
Chipper Safety Shield Installed by Alexander =		$4,950.00
Trade-In: 2007 Model 18 Hurricane =		($20,000.00)
Extended Price =		**$134,019.93**

QUOTE IS VALID FOR 30 DAYS

PURCHASE ORDERS MUST BE MADE OUT TO MORBARK LLC
W9 can be requested from erika.snyder@morbark.com

Morbark LLC

2025 MORBARK EEGER BEEVER™ 2131-TA BRUSH CHIPPER

PO Box 277213
Atlanta, Georgia 30384-7213

Fund: General Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Equipment Replacement
Project Name: Unit 252: 2007 Morbark Hurricane Chipper
Cost: $150,000

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

The purchase of a trailer-mounted wood chipper is planned as a replacement for an existing unit, aimed at enhancing tree maintenance and removal operations. This versatile equipment will reduce contracted tree work by providing wood chipping capabilities while ensuring mobility and convenience on various job sites. A new unit will meet EPA Tier 4 final emissions.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 252: 2007 Morbark Hurricane Chipper	-	-	-	-	150,000	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
General Fund Revenues/Reserves	-	-	-	-	150,000	-	-	-	-



MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: An Ordinance Approving the Purchase of Three Ford F-550 Cab and Chassis Units from Highland Park Ford of Highland Park, IL and Authorizing the Disposal of Surplus Vehicles

Overview

These vehicles will replace Unit #209 (a 2008 F-550 Dump Truck), Unit #211 (a 2007 GMC Dump Truck), and Unit #300 (a 2008 F-550 Dump Truck), all of which are being declared surplus and will be disposed of upon the new vehicles being put into service.

Fiscal Impact

The replacement of Units #209, #211, and #300 were identified in the Capital Improvement Plan for Fiscal Year 2025-26 (attached as supplemental information) and funds were appropriated in the FY26 General and Sanitary Sewer Fund budgets for a combined net total of $317,261.

- Unit #209 in the General Fund account No. 11-4100-708-00 in the total purchase and outfitting amount of $112,472.
- Unit #211 is also budgeted in the General Fund in the total purchase and outfitting amount of $116,587.
- Unit #300 is budgeted in the Sanitary Sewer Fund account No.14-4160-708-00 in the total purchase and outfitting amount of $88,202.

The attached quotes from Highland Park Ford of Highland Park, IL for each of the three (3) 2026 Ford F-550 chassis with the 169-inch wheelbases is $57,920 for a net total of $173,760. A summary of the price of the vehicles is included below.

Account	Account Number	Budget	Available	Request	Amount Remaining	Within Budget
General Fund-Vehicles - Unit #209	11-4100-708-00	$506,059	$454,544	$57,920	$396,624	Yes

General Fund-Vehicles - Unit #211	11-4100-708-00	$506,059	$396,624	$57,920	$338,704	Yes
Sanitary Fund-Vehicles - Unit #300	14-4160-708-00	$88,202	$88,202	$57,920	$30,282	Yes

The replacement costs for these vehicles identified in the adopted FY26 Budget included not only the cost of the cab and chassis but also the upfitting of the vehicles. In this case, the Village will be purchasing a chassis from a dealership and utilizing a separate upfitter to add equipment specific to the outfitting of each chassis which include a tool box, snow plow, crane, warning lights, and dump boxes.

Recommendation
Approval.

Background

As part of the Five-Year Capital Improvement Plan (CIP) and subsequent budget processes, the Village evaluates the overall condition of its fleet and recommends replacements based on age, condition, maintenance history and mileage. Within the CIP 2026-2030, the replacement of Unit #209, a 2008 Ford F-550 Dump Truck, Unit #211, a 2007 GMC Dump Truck and Unit 300, a 2008 Ford Dump Truck was identified. These vehicles are used by the Public Works Department for a variety of tasks including snow plowing, sanitary lift station maintenance, roadway patching and parkway restorations. All three units have met or exceeded the replacement mileage and age criteria.

The Village's Fleet Manager prepared specifications for a 2026 Ford F-550 which best meet the needs of the Village. Staff sought quotes from several dealerships including those associated with the Northwest Municipal Conference (NWMC) Suburban Purchasing Cooperative (SPC) and National Fleet Auto Group under the Sourcewell contract. A summary of all pricing received for each unit being replaced is included in Table 1.

Table 1 - Pricing Per Ford F-550 Cab Chassis with the 169-inch wheelbase (per unit)

Vendor	Price
Highland Park Ford, Highland Park, Illinois	$57,920
Sutton Ford, Matteson, Illinois (SPC)	$58,228
National Fleet Auto Group, Watsonville, California (Sourcewell)	$61,995

Staff recommends Village Board approval of an Ordinance authorizing the purchase of three (3) 2026 Ford F-550 cab and chassis from Highland Park Ford of Highland Park, IL for the combined total amount of $173,760. The Village has previously done business with Highland Park Ford of Highland Park, IL as it has performed warranty service on Village vehicles and for the purchase of replacement parts. The Village has been satisfied with the service. Based on the Vendor’s current projected timeline for delivery of the Vehicles, delivery will occur in FY2025/26.

Once the new vehicles are placed in service, the Ordinance authorizes the Village Manager to dispose of the three (3) vehicles declared surplus in a manner most beneficial to the Village. Staff will be present at the Village Board of Trustees meeting to answer any questions that may arise.

An Ordinance Approving the Purchase of Three Ford F-550 Cab and Chassis Units from Highland Park Ford of Highland Park, IL and Authorizing the Disposal of Surplus Vehicles
Exhibit A - Quotes for Ford F550 Chassis
Supplemental Information - FY26-30 CIP Units 209, 211 and 300

Ordinance 2025-____

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Approving the Purchase of Three Ford F-550 Cab and Chassis Units from Highland Park Ford of Highland Park, IL and Authorizing the Disposal of Surplus Vehicles

is hereby adopted, as follows:

Section 1. BACKGROUND.

As part of the annual Capital Improvement Plan and Budget processes, the Village evaluates its current vehicles and equipment and makes recommendations for the replacement of older equipment based on its age, condition, maintenance history, and mileage.

The adopted FY25/26 Budget contains funding for the replacement of Unit #209 (a 2008 F-550 Dump Truck), Unit #211 (a 2007 GMC Dump Truck), and Unit #300 (a 2008 F-550 Dump Truck) ("***Vehicles***") for a combined net total of $317,261. These Vehicles are used by the Public Works Department for a variety of tasks including snow plowing, sanitary lift station maintenance, roadway patching and parkway restorations.

The Village sought quotes from multiple dealerships including those associated with the Northwest Municipal Conference (NWMC), Suburban Purchasing Cooperative ("***SPC***") and Sourcwell. Highland Park Ford of Highland Park, Illinois (***"Vendor***") submitted the most competitive quotes for the replacement of the Vehicles, which is included with this Ordinance as ***Exhibit A***.

Based on these factors, staff recommends the purchase of three 2026 Ford F-550 cab and chassis units with the 169-inch wheelbase ("***Replacement Vehicles***") for the combined total amount of $173,760 from Vendor. Based on Vendor's current projected timeline for delivery of the Replacement Vehicles, delivery will occur in FY2025/26.

Upon receipt of the cab and chassis units, the Replacement Vehicles will be sent to a separate upfitter to have equipment such as a tool box, snow plow and crane, as well as hoists, warning lights, and dump boxes ("***Equipment***") installed. The purchase and installation of the Equipment will be considered under a separate Resolution. Sufficient funds for the Equipment are budgeted in FY2025/26.

The President and the Board of Trustees have considered the disposal of Unit #209, Unit #211 and Unit #300 and the purchase of the Replacement Vehicles and have determined that it is in the best interest of the Village and the Public.

Section 2. DISPOSAL OF SURPLUS EQUIPMENT.

Pursuant to the Home Rule powers of the Village of Northbrook and the Illinois Municipal Code, 65 ILCS 5/11-76-4, the President and Board of Trustees have determined that the following Vehicles are no longer necessary or useful to the Village, and the best interests of the Village would be served by their disposal:

(i) Unit #209 (VIN: 1FDAF57Y58ED81138), a 2008 F-550 Dump Truck; and
(ii) Unit #211 (VIN:1GDE5C1G17F416551), a 2007 GMC Dump Truck with a crane; and
(iii) Unit #300 (VIN:1FDAF56YX8EE39097) a 2008 F-550 Dump Truck

Section 3. MANNER OF DISPOSAL.

The Village Manager is hereby authorized and directed to dispose of Unit #209, Unit #211 and Unit #300 in a manner most beneficial to the Village after the receipt and outfitting of the Replacement Vehicles.

Section 4. APPROVAL OF EXPENDITURES.

The Village Manager is hereby authorized and directed to execute all such documents and make such payments as are necessary to complete the procurement of three 2026 Ford F-550 cab and chassis units with the 169-inch wheelbase from the Vendor in an amount not to exceed $173,760.

Section 5. EFFECTIVE DATE

This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law, but in no event prior to October 14, 2025.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

_____
Village President

ATTEST:

_____
Village Clerk

VEHICLE BUYERS ORDER

Highland Park Ford Lincoln

(847) 433-7200

1333 Park Avenue West HIGHLAND PARK, IL 60035-2281
(847) 433-7200 •

STOCK NO FACTORY ORDER

PURCHASER'S NAME VILLAGE OF NORTHBROOK

DATE Sept 9 2025

(PRINT NAME)

PLEASE ENTER MY ORDER FOR ONE _____ ☒ NEW ☐ USED ☐ DEMO AS FOLLOWS:

MAKE	MODEL	COLOR	TYPE	YEAR
FORD	F550 XL	WHITE	CAB AND CHASSIS 169	2026
VIN NUMBER		MILES	TO BE DELIVERED ON OR ABOUT	

CASH PRICE OF VEHICLE		
660A PACKAGE		
7.3 LITER GAS V8		
4.88 AXLE		
PLATFORM RUNNING BOARDS		
TRAILER BRAKE CONTROLLER		
BACK UP ALARM		
ENGINE IDLE		
REAR CAMERA PREP		
3 UNITS AT $57660 EACH =$172980		
TOTAL	172980	00
TAX	EXEMPT	
DOC FEE		
LICENSE X 3 TRANSFER TITLE X3 REGISTRATION FEE X3	780	00
(1) TOTAL CASH DELIVERED PRICE	173760	00

DOWN PAYMENT

FACTORY INCENTIVES			
CASH DEPOSIT SUBMITTED WITH ORDER			
ALLOWANCE FOR USED VEHICLE TRADE-IN AS APPRAISED			
LESS BALANCE OWING TO -			
(2) TOTAL DOWN PAYMENT			

DESCRIPTION OF TRADE-IN				AMT.DUE ON DELIVERY (1 Less 2)		
MAKE	MODEL	TYPE	YEAR			
ENG NO.		LICENSE NO.	TITLE NO.			
SER. NO.						

ALL WARRANTIES, IF ANY, BY A MANUFACTURER OR SUPPLIER OTHER THAN DEALER ARE THEIRS, NOT DEALER'S, AND ONLY SUCH MANUFACTURER OR OTHER SUPPLIER SHALL BE LIABLE FOR PERFORMANCE UNDER SUCH WARRANTIES. UNLESS DEALER FURNISHES BUYER WITH A SEPARATE WRITTEN WARRANTY OR SERVICE CONTRACT MADE BY DEALER ON ITS OWN BEHALF, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE (A) ON ALL GOODS AND SERVICES SOLD BY DEALER; AND (B) ON ALL USED VEHICLES WHICH ARE HEREBY SOLD "AS IS - NOT EXPRESSLY WARRANTED OR GUARANTEED."

The front and back of this Order comprise the entire agreement affecting this purchase and no other agreement or understanding of any nature concerning same has been made or entered into, or will be recognized. I hereby certify that no credit has been extended to me for the purchase of this motor vehicle except as appears in writing on the face of this agreement.

THIS ORDER IS NOT A BINDING CONTRACT.

I have read the matter printed on the back hereof and agree to it as a part of this order the same as if it were printed above my signature. I certify that I am of legal age, or older, and hereby acknowledge receipt of a copy of this order.

JERRY ROBIN/ OMAR
SALESMAN

APPROVED _____
THIS ORDER IS NOT VALID UNLESS SIGNED AND ACCEPTED BY DEALER

BY _____

CREDIT APPROVED _____

SIGNED JASON.METLER@NORTHBROOK.IL.US
PURCHASER

ADDRESS 1225 CEDAR LANE

NORTHBROOK ILLINOIS 60062

PHONE (RES.) 847-272-5050 (BUS.) _____

SPC
SUBURBAN PURCHASING
COOPERATIVE

2026 FORD F550 DRW CHASSIS CONTRACT #227



Sutton Ford | COMMERCIAL & FLEET

WWW.SUTTONTRUCKS.COM

CONTACT: SCOTT OUREDNIK

PHONE : 708-720-8040

EMAIL: souredniK@suttonford.com

26 FORD F550 REG CAB 4X2 60 CA

BASE PRICE $51,016

Please enter the following information:

Agency Name & Address	Village of Northbrook 1225 Cedar Lane Northbrook, IL 60062
Contact Name	Jason Metler
Contact phone number	847-664-4130
Purchase order number	
Total Dollar amount	$116,456
Total number of units	2
Tax Exempt #	E99981416
Delivery Address	1227 Cedar Lane Northbrook, IL 60062
FIN CODE	QD663

PLEASE SUBMIT P.O. & TAX EXEMPT LETTER WITH VEHICLE ORDER

Sutton Ford Commercial Truck Center

21315 Central Ave

Matteson, IL 60443

CONTACT : SCOTT OUREDNIK

PHONE : 708-720-8040

CELL / TEXT : 219-670-9099

EMEMAIL: souredniK@suttonford.com

2026 SUPER DUTY® CHASSIS CAB (F-350CC / F-450CC / F-550 / F-600)

MAJOR PRODUCT CHANGES

OVERVIEW

The 2026 Super Duty® Chassis Cab reinforces the long tradition of F-Series toughness and continues to meet the needs of a multitude of commercial vocations, as well as personal use towing customers. Trademark "Built Ford Tough®" attributes such as capability to get the job done, quality, reliability, power, breadth and depth of product choices are solidly behind Chassis Cab users.

To learn more about the features on this vehicle, go to www.forduniversity.com

MODEL/SERIES/AVAILABILITY

- XL, XLT, Lariat

MECHANICAL

★ ***New/Changed***
- None

● ***Deleted***
- None

EXTERIOR

★ ***New/Changed***
- Tire Pressure Monitor System (TPMS) – standard

★ ***New Colors***
- Argon Blue Metallic (E9)
- Marsh Gray (T9)

● ***Deleted Colors***
- Antimatter Blue Metallic
- Darkened Bronze Metallic

INTERIOR/COMFORT

★ ***New/Changed***
- None

SAFETY/SECURITY

★ ***New/Changed***
- None

● ***Deleted***
- None

FORD CO-PILOT360® TECHNOLOGY

★ ***New/Changed***
- None

FUNCTIONAL

★ ***New/Changed***
- Ford Connectivity Package (1-year included) – standard[1]
- Ford Connectivity Package (One-time purchase – 7 years) (94D)– optional[2]
- Individual Tire Pressure Monitoring System (TPMS) – standard
- SecuriCode® Keyless Entry Keypad, Driver's Side (63B) – optional on Lariat
- SiriusXM with 360L (3-year plan) (52E)
- SecuriCode® Wireless Keyless Entry Keypad, Driver's Side (DIO) – now optional on XL
- Battery Jump Start System GB70 by NOCO w/Case (DIO)
- Windshield Sunshade by Covercraft (DIO)
- Super Duty Tool Kit – by AllTrade (DIO)
- Illuminated Front Emblem (DIO)
- Kicker Subwoofer (DIO)
- Vehicle Integration System 2.0 – now optional on XL

PACKAGES

★ ***New/Changed***
- Payload Plus Upgrade Package 2 (68H)

NOTE:Ford is restricting sales of 6.7L Diesel (99T) on F-550 with Payload Plus Upgrade Package 2 (68H) and F-600 6.7L Diesel (99T) to customers for registration outside of California, Massachusetts, Oregon, New York, Vermont and Washington.

Additionally, Ford is restricting sales of F-550 6.7L Diesel (99T) with Payload Plus Upgrade Package 1 (68M) to customers for registration in California, Massachusetts, Oregon, New York, Vermont and Washington only.

[1] Ford Connectivity Package included for one-year from warranty start date. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. To activate the one-year complimentary trial, retail modem authorization and credit card authorization for auto renewal is required; customer may cancel at any time.

[2] Select option for a one-time purchase of Ford Connectivity Package. Ford Connectivity Package will be active for 7 years on this vehicle (non-transferrable to another VIN) from warranty start date. Requires activation via FordPass® app. Not available for fleet orders. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. Ford may temporarily slow data speeds if such data usage reaches or exceeds 50GB within a billing cycle or due to network limitations. If a customer uses more than 50% of their data usage in a roaming country during a 60-day period, Ford may remove or limit the customer's data plan.

Product Changes and Features Availability

Features, options, and package content subject to change. Please check www.fmcdealer.com for the most current information.

★ = New for this model year

2026 SUPER DUTY® CHASSIS CAB (F-350CC / F-450CC / F-550 / F-600)

STANDARD EQUIPMENT

The following features are standard on every 2026 SUPER DUTY® Chassis Cab vehicle:

MECHANICAL

- Brakes – Four-wheel Disc Brakes with Anti-Lock Brake System (ABS)
- Operator Commanded Regeneration (OCR) (6.7L Power Stroke® Diesel Engine Only)
- Transmission Power Take-Off Provision

EXTERIOR

- Doors
  - — Two (Regular Cab only)
  - — Four (SuperCab/Crew Cab only)
- Fuel Tank
  - — 40 gallon aft axle
  - — Diesel Exhaust Fluid (DEF) Tank Location:
    - ○ Aft-of-axle fuel tank is paired with the DEF tank located in the mid ship location, between the frame rails.
    - ○ Mid ship fuel tank is paired with the DEF tank located outside of the frame rail
    - ○ Dual tanks are paired with the DEF tank located outside of the frame rail
- Glass
  - — Solar-tinted complete (Std. on XL)
  - — Privacy (Std. on XLT and Lariat; NA front-seat windows)
- Manual Locking Hub (4x4)
- Scuff plates – front, color-coordinated
- "Three-Blink" lane change signal
- Tow hooks – front, (two) (2)
- Trailer wiring – 7 wire harness w/relays, blunt cut and labeled
- Windshield wipers – intermittent

INTERIOR/COMFORT

- Convenience
  - — Coat hooks, LH/RH color-coordinated
  - — Dash top tray
  - — Dome lamp – LH/RH door activated & I/P switch operated w/delay
  - — Handles, grab – driver & front-passenger
  - — Handles, roof ride – front-passenger (also over rear-doors on Crew Cab)
  - — Map lights – dual (front and rear w/Crew Cab)
  - — 12V Powerpoint, auxiliary
- Door-trim – color-coordinated molded w/grab handle & reflector
- Gauges and Meters – Fuel, Transmission Temperature, Engine Coolant Temperature, Oil Pressure (Gas engine) and Turbo (Diesel engine) Gauges; Speedometer, Odometer and Tachometer
- Headliner – color-coordinated cloth
- Instrument panel – color-coordinated w/ glove box, four (4) air registers w/positive shut-off and powerpoint

INTERIOR/COMFORT (continued)

- Instrumentation Center
  - — 4.2" LCD Productivity Screen in IP Cluster (standard on XL and XLT)
  - — 12" LCD Productivity Screen in IP Cluster (Standard on Lariat)
- Power Equipment Group – 1st row (front-seat) windows w/ one-touch up/down, power 2nd row (rear-seat) windows (Super/Crew Cab); power/door-locks w/backlit switches & accessory delay
- Overhead Console with 6 Upfitter Switches
- Steering – power
- Steering damper

SAFETY/SECURITY

- AdvanceTrac® with RSC® (Roll Stability Control™)
- Airbags
  - — Driver and Passenger frontal and side airbag/curtain
  - — Passenger side airbag deactivation switch
- Child tethers (Regular Cab front-passenger and all rear-seating positions)
- Lamps – LED Roof marker/clearance
- Safety Belts
  - — Belt-Minder® (front safety belt reminder) – chime and flashing warning lights on I/P if belts not buckled
  - — Color-coordinated safety belts w/height adjustment (front-outboard seating positions only)
- SecuriLock® Passive Anti-Theft System (PATS)
- SOS Post-Crash Alert System™
- Stationary Elevated Idle Control (SEIC)
- Ford Security Package (1-year included with activation)

FORD CO-PILOT360® TECHNOLOGY

- AutoLamp – Auto On/Off Headlamps
- Cruise Control (steering wheel-mounted)

FUNCTIONAL

- Alternator
  - — XL:
    - ○ 7.3L 2 Valve Gas – 190 AMP
    - ○ 6.7L 4 Valve Diesel – 250 AMP
  - — XLT:
    - ○ 7.3L 2 Valve Gas – 410 AMP Dual
    - ○ 6.7L 4 Valve Diesel – 350 AMP Dual
  - — Lariat:
    - ○ 7.3L 2 Valve Gas – 410 AMP Dual
    - ○ 6.7L 4 Valve Diesel – 350 AMP Dual
- Hood release
- Horn – dual electric
- Oil minder system
- Shock absorbers – heavy-duty gas
- Springs, rear auxiliary
- Stabilizer bar – front and rear

The following features are standard on selected 2026MY SUPER DUTY® Chassis Cab vehicles:

MECHANICAL	XL	XLT	LARIAT
Engine			
7.3L 2V DEVCT NA PFI V8 Gas (F-350/F-450/F-550/F-600)	●	●	●
Drivetrain			
4x2	●	●	
4x4			●
Transmission			
Ten-Speed Automatic Transmission with Selectable Drive Modes: Normal, Tow/Haul, Eco, Slippery Roads, Tow/Haul, Trail (4x2), Off-Road (4x4)	●	●	●
Base Alternator			
190 Amp (F-350/F-450/F-550/F-600 Std. on 7.3L Gas Engine)	●		
250 Amp (F-350/F-450/F-550/F-600 w/ 6.7L Diesel Engine)	●		
350 Amp Dual (F-350/F-450/F-550/F-600 w/ 6.7L Diesel)		●	●
410 Amp (F-350/F-450/F-550/F-600 w/ 7.3L Engine)		●	●
Axle			
Monobeam front axle w/coil spring suspension (F-350 4x4, F-450, F-550 and F-600)	●	●	●
Independent Twin-I-beam front axle w/coil spring suspension (F-350 4x2)	●	●	

★ = New for this model year
● = Available

1 = Regular Cab only, 2 = SuperCab only, 3 = Crew Cab only

STANDARD EQUIPMENT

MECHANICAL (continued)	XL	XLT	LARIAT
Battery			
750 CCA, 68AH grp65 AGM Battery	●		
Dual 750 CCA, 68AH grp65 AGM Batteries		●	●
Fuel Tanks			
40 gallon aft axle	●	●	●
KEY EXTERIOR FEATURES			
Bumper – Front			
Black painted steel w/grained MIC top cover and black lower air dam	●		
Chrome w/grained MIC top cover and black lower air dam		●	●
Grille			
Black MIC	●		
Bright Chrome – two (2) bar		●	
Chrome – two (2) bar (includes additional chrome inserts)			●
Handles – Door and Tailgate			
Black	●	●	
Body-color			●
Headlamps/Taillamps/Lamps			
Quad-beam halogen jewel effect	●	●	
LED Reflector			●
Halogen Taillamps	●	●	●
Halogen Fog Lamps		●	
LED Fog lamps			●
LED Roof Marker/Clearance Lamps	●	●	●
Utility Lighting System (LED Side-mirror Spotlights) (see mirror descriptions below)			●
Mirrors			
Manually telescoping/folding trailer tow with power/heated glass, heated convex spotter mirror, Integrated Clearance Lamps/Turn Signals	●	●	
Power-folding with Autofold, PowerScope® Telescoping, Power Glass Trailer Tow Mirrors with Heat, Turn Signal, High-Intensity LED Security Approach Lamps, Utility Lighting System (LED Side-mirror Spotlights)			●
Wheels (SRW)			
18” Argent Painted Steel w/painted hub covers/center ornaments (F-350)	●		
18” Sparkle Silver Painted Cast Aluminum w/bright hub covers/center ornaments (F-350)		●	
18” Bright Machined Cast Aluminum w/Carbonized Gray Painted Pockets and bright hub covers/center ornaments (F-350)			●
Wheels (DRW)			
17” Argent Painted Steel (hub covers/center ornaments not included (F-350)	●	●	
17” Forged Polished Aluminum w/bright hub covers/center ornaments (F-350)			●
19.5” Argent Painted Steel (F-450/F-550/F-600)	●	●	
19.5” Forged Polished Aluminum w/bright hub covers/center ornaments (F-450/F-550)			●
Windows and Glass			
1st Row (front-seat) – Power w/one-touch up/down	●	●	●
2nd Row (rear-seat) – Power	●(2,3)	●(2,3)	●(2,3)
Rear (backlight) – Fixed	●	●	
Rear (backlight) – Fixed w/defrost			●
Solar-tinted glass (complete)	●		
Privacy glass, (rear backlight on all cabs; 2nd Row (rear-seat) windows on SuperCab and Crew Cab. Other glass is solar-tinted.)		●	●
KEY INTERIOR/COMFORT FEATURES			
Air Conditioning			
Manual, Single Zone	●	●	
Dual-Zone Electronic Automatic Temperature Control (DEATC)			●

★ = New for this model year
● = Available

1 = Regular Cab only, 2 = SuperCab only, 3 = Crew Cab only

STANDARD EQUIPMENT

KEY INTERIOR/COMFORT FEATURES (continued)	XL	XLT	LARIAT
Audio			
AM/FM stereo MP3 player (speakers; four (4) with Regular Cab, six (6) with SuperCab and Crew Cab)	●	●	
SiriusXM with 360L **Note:** Trial Length: A 3-month trial subscription is included for all new SiriusXM-equipped Ford vehicles SiriusXM with 360L Trial Subscription: Service will automatically stop at the end of your trial subscription period unless you decide to continue service. Trial is non-transferable. If you do not wish to enjoy your trial, you can cancel by calling the number below. All SiriusXM services require a subscription, each sold separately by SiriusXM after the trial period. Service subject to the SiriusXM Customer Agreement and Privacy Policy, visit siriusxm.com for complete terms and how to cancel which includes online methods or calling 1-866-635-2349. Some services and features are subject to device capabilities and location availability. Satellite service not available in AK & HI. Certain features and/or content may not be available in vehicles with SiriusXM with 360L unless an active data connection is enabled in the vehicle. Content varies by SiriusXM subscription plan. All fees, content and features are subject to change. SiriusXM and related logos are trademarks of Sirius XM Radio Inc. and its respective subsidiaries.			●
B&O® Sound System by Bang & Olufsen w/ HD Radio™ (eight (8) speakers including subwoofer)			●
★5G Modem[1]	●	●	●
★Ford Connectivity Package (1-year included[2]) Ford Connectivity Package includes (features may vary by make and model): – Unlimited Wi-Fi Hotspot	●	●	
★Ford Connectivity Package (1-year included[2]) Ford Connectivity Package includes (features may vary by make and model): – Unlimited Wi-Fi Hotspot – Connected Navigation – Audio and Video Streaming – Voice Assistant – Entertainment			●
SYNC® 4 – 8" LCD Capacitive Touchscreen with Swipe Capability – Wireless Phone Connection – Cloud Connected – AppLink® w/ App Catalog – 911 Assist® – Apple CarPlay™ and Android Auto™ Compatibility – Digital Owner's Manual	●	●	
SYNC® 4 with Enhanced Voice Recognition – 12" LCD Capacitive Touchscreen with Swipe Capability – Information On Demand Panel – Wireless Phone Connection – Cloud Connected – AppLink® w/ App Catalog – 911 Assist® – Apple CarPlay® and Android Auto™ Compatibility – Digital Owner's Manual – Conversational Voice Command Recognition			●
FordPass® app – Remotely start, lock and unlock vehicle – Schedule specific times to remotely start vehicle– Locate parked vehicle – Check vehicle health status – Activate available Connected Services	●	●	●
Cupholders			
Dual, instrument panel-mounted	●	●	●
Integrated w/armrest on rear-seat			●(3)
Door-Trim			
Armrest, grab handle and reflector	●		
Soft armrest, grab handle, power window/lock switches and reflector; front map pockets on Regular Cab and SuperCab; front and rear map pockets on Crew Cab		●	
Soft armrest, grab handle, power window/lock switches, upper applique, reflector; front and rear map pockets on Crew Cab			●

[1] Modem activation is required to enable FordPass app remote features and most Connected Services. Ford Telematics™ and Data Services Prep included for Fleet ONLY: 5G Wi-Fi Modem provides data to support telematics and data services including but not limited to vehicle location, speed, idle time, fuel, vehicle diagnostics and maintenance alerts. Device enables telematics services through Ford or authorized providers. Activate at www.fleet.ford.com or call 833-FCS-Ford (833-327-3673)

[2] Ford Connectivity Package included for one-year from warranty start date. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features. To activate the one-year complimentary trial, retail modem authorization and credit card authorization for auto renewal is required; customer may cancel at any time.

★ = New for this model year
● = Available

1 = Regular Cab only, 2 = SuperCab only, 3 = Crew Cab only

STANDARD EQUIPMENT

KEY INTERIOR/COMFORT FEATURES (continued)	XL	XLT	LARIAT
Floor Covering			
Black vinyl	●		
Color-coordinated carpet and carpeted floor mats (includes rear mats on SuperCab & Crew Cab) (deleted when all-weather floor mats are ordered)		●	●
Instrumentation Center			
4.2' Productivity Screen display includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications five (5) button message control on steering wheel (included with the SYNC® and SYNC® Services)	●	●	
12" Productivity Screen display includes menus for Gauge Setup, Trip Computer, Fuel Economy and Towing/Off-Road applications; five (5) button message control on steering wheel			●
Overhead Console – with storage bin and map lights	●	●	●
Power Equipment			
Accessory delay	●	●	●
Door-locks w/backlit switches	●	●	●
Windows w/backlit switches	●	●	●
Powerpoint and 120V/400W Outlet			
One (1) Powerpoint in front center under-seat storage		●	
Two (2) Powerpoints in instrumentation center	●	●	●
Two (2) Powerpoints in rear side of Flow-through Console			●
120V/400W Outlet dash mounted		●	●
120V/400W Outlet in rear side of Flow-through Console			●
120V/400W Inverter outlet in IP		●	●
Rearview Mirror			
11.5" day/night	●	●	
Electrochromic self-dimming			●
Remote Start System			●
Seats (Front)			
HD vinyl, 40/20/40 split bench w/center armrest, cupholder and storage	●		
Cloth, 40/20/40 split bench, 20% center under-seat storage, w/center armrest, cupholder and storage		●	
ActiveX® Trimmed, 40/Console/40			●
Manual lumbar support, driver's side	●	●	
8-way power driver & power front-passenger seats (four-way power-adjustable track, two-way power recline and two-way power lumbar)			●
Two-way adjustable driver/passenger headrests	●	●	●
Easy Entry Driver's Seat w/ Memory			●
Seats (Rear) SuperCab			
Vinyl, 60/40 fold-up bench seat	●		
Cloth, 60/40 fold-up bench seat		●	
Seats (Rear) Crew Cab			
60/40 bench w/flip-up/fold-down w/2 outboard head restraints and a center head restraint	●		
60/40 bench w/flip-up seats & fold-down backrests, two (2) outboard head restraints and a center head restraint.		●	
60/40 bench w/flip-up seats & fold-down backrests w/under-seat lockable fold-flat storage, two (2) outboard head restraints and a center head restraint. Dual integrated cupholders in armrest			●
Vinyl	●		
Cloth		●	
Leather			●
Steering Wheel			
Urethane – Black – w/redundant audio and SYNC® controls	●	●	
Wrapped – w/redundant audio and SYNC® controls			●
Heated Steering Wheel			●
Cruise Control (steering wheel-mounted)	●	●	●
Tilt and Telescoping steering wheel/column (Manual)	●	●	●
Sun Visors			
Color-coordinated vinyl, driver w/pocket, passenger w/uncovered mirror	●		
Color-coordinated Cloth, both driver and passenger w/covered mirrors		●	
Color-coordinated Cloth; both driver and passenger w/covered illuminated visor vanity mirror			●
SAFETY/SECURITY	**XL**	**XLT**	**LARIAT**
AdvanceTrac® with RSC® (Roll Stability Control™)	●	●	●
AutoLamp (Auto On/Off Headlamps), Rainlamp Wiper Activated Headlamps	●	●	●
Autolock, Auto unlock	●	●	●
Ford Security Package (1-year included with activation)	●	●	●
Remote Keyless Entry	●	●	●
SecuriLock® Passive Anti-Theft System (PATS)	●	●	●
Trailer Sway Control and Hill Start Assist	●	●	●

★ = New for this model year
● = Available

1 = Regular Cab only, 2 = SuperCab only, 3 = Crew Cab only

SELECT	OPTION CODE	TRUCK MODEL	PRICE
		F550 XL REGULAR CHASSIS CAB DRW	
☐	F5G	4X2 REG CAB 60" CA - 145" WB	$51,016
☐	F5G	4X2 REG CAB 84" CA - 169" WB	$53,024
☐	F5G	4X2 REG CAB 108" CA - 193" WB	$53,182
☐	F5G	4X2 REG CAB 120" CA - 205" WB	$53,336
☐	F5H	4X4 REG CAB 60" CA - 145" WB	$55,488
☐	F5H	4X4 REG CAB 84" CA - 169" WB	$55,641
☐	F5H	4X4 REG CAB 108" CA - 193" WB	$55,796
☐	F5H	4X4 REG CAB 120" CA - 205" WB	$55,954
		F550 XL SUPER CHASSIS CAB DRW	
☐	X5G	4X2 SUPER CAB 60" CA - 168" WB	$54,003
☐	X5G	4X2 SUPER CAB 84" CA - 192" WB	$54,157
☐	X5H	4X4 SUPER CAB 60" CA - 168" WB	$57,157
☐	X5H	4X4 SUPER CAB 84" CA - 192" WB	$57,316
		F550 XL CREW CHASSIS CAB DRW	
☐	W5G	4X2 CREW CAB 60" CA - 179" WB	$54,956
☐	W5G	4X2 CREW CAB 84" CA - 203" WB	$55,114
☐	W5H	4X4 CREW CAB 60" CA - 179" WB	$58,114
☐	W5H	4X4 CREW CAB 84" CA - 203" WB	$58,277
		POWERTRAINS & AXLES	
☐	99T	6.7L POWER STROKE V8 TURBO DIESEL	$10,006
☐	X4N	AXLE, LIMITED SLIP 4.10 RATIO (6.7L)	$360
☐	X4L	AXLE, LIMITED SLIP 4.30 RATIO (6.7L)	$360
☐	X8L	AXLE, LIMITED SLIP 4.88 RATIO (6.7L OR 7.3L)	$360
		TIRES / WHEELS	
☐	TGM	LT225/70RX19.5G BSW TRACTION (4) A/P (2)	$173
☐	TGK	LT225/70RX19.5G BSW TRACTION (6) 4X4	$195
☐	945	STAINLESS STEEL WHEEL COVER, 19.5"	$455
☐	512	SPARE TIRE, JACK, & WHEEL	$319

SEATS			
REGULAR & SUPER CAB			
☐	AS	VINYL 40/20/40	STD
☐	LS	VINYL 40/CONSOLE/40	$323
☐	1S	CLOTH 40/20/40	$91
☐	4S	CLOTH 40/CONSOLE/40	$468
CREW CAB			
☐	AS	VINYL 40/20/40	STD
☐	LS	VINYL 40/CONSOLE/40	$323
☐	1S	CLOTH 40/20/40	$286
☐	4S	CLOTH 40/CONSOLE/40	$559
OPTIONS			
☐	96V	XL CHROME VALUE PACKAGE	$296
☐	473	SNOWPLOW PACKAGE (N/A W/ 67X, 67H, 47A, 47L, 47J)	$228
☐	67X	SUSPENSION PACKAGE, EXTRA HEAVY SERVICE	$114
☐	67H	SUSPENSION PACKAGE, HEAVY SERVICE	$114
☐	67P	EXTRA HD FRONT END SUSPENSION - GAWR 7,500# (REQ 4.30 OR 4.88 AXLE) (N/A W/ 67H, 67X, 473)	$260
☐	68D	PAYLOAD DOWNGRADE PACKAGE - 17,500 GVWR	N/C
☐	68U	PAYLOAD UPGRADE PACKAGE - 19,000 GVWR (ONLY ON 7.3L GAS W/ 145" WB) (REQ X8L)	$741
☐	68H	PAYLOAD PLUS UPGRADE PACKAGE 2 - 19,550 GVWR (N/A 145" WB, GAS)(REQUIRES 6.7L DIESEL-99T - 535)	$1,051
☐	98G	CNG/LPG FUEL CAPABLE ENGINE (7.3L GAS & REG CAB ONLY)	$286
☐	18B	PLATFORM RUNNING BOARDS (REG CAB)	$291
☐	18B	PLATFORM RUNNING BOARDS (SUPER/CREW CAB)	$405
☐	65M	FUEL TANK, 26.5 GAL MIDSHIP	$114
☐	65C	FUEL TANK, DUAL DIESEL (26.5 & 40 GAL)	$569
☐	41H	HEATER, ENGINE BLOCK	$173

☐	41P	SKID PLATE PACKAGE (4X4 ONLY)	$91
☐	86S	LOW DEFLECTION PACKAGE (N/A W/ 145" WB 4X4)	$100
☐	52B	TOW COMMAND INTEGRATED BRAKE CONTROLLER	$273
☐	61J	TIRE JACK, HYDRAULIC	$50
☐	535	HIGH CAPACITY DUTY TRAILER TOW (REQ DIESEL & 68H)	$528
☐	41A	RAPID-HEAT SUPPLEMENTAL CAB HEATER (DIESEL)	$319
☐	61L	FRONT WHEEL WELL LINERS	$164
☐	872	REAR VIEW CAMERA & PREP PACKAGE	$468
☐	59H	CENTER HIGH MOUNT STOP LAMP - CHMSL	$91
☐	76C	EXTERIOR BACK UP CHIME	$210
☐	52S	INTERIOR WORK SURFACE (REQ 40/20/40 SEATS)	$128
☐	43K	2kW PRO POWER (REQ 86M DUAL BATTERY)	$897
☐	60X	AUTOMATED EMERGENCY BRAKING (AEB) REMOVAL	N/C
☐	86K	PROGRAMMABLE ENGINE IDLE SHUTDOWN TIMER	$228
☐	86M	DUAL BATTERIES	$191
☐	43C	110V / 400W OUTLET (REQ 86M DUAL BATTERIES W/ 7.3L GAS)	$160
☐	63C	AFT-AXLE FRAME EXTENSION (BEYOND WHEEL BASE) (REQ 145" OR 169" WHEEL BASE)	$104
☐	67B	DUAL EXTRA HEAVY-DUTY ALTERNATOR	$104
☐	47A	AMBULANCE PREP PACKAGE - LIMITED PRODUCTION	$1,096
☐	47L	AMBULANCE PREP PACKAGE (SPECIAL EMISSIONS) (REQ 6.7L DIESEL) - LIMITED PRODUCTION	$1,096
☐	47J	FIRE RESCUE PREP PACKAGE (SPECIAL EMISSIONS) (REQ 6.7L DIESEL) - LIMITED PRODUCTION	$1,096

FLEET OPTIONS			
☐	927	CUSTOMIZABLE SPEED LIMIT (75 MPH)	$73
☐	18A	VEHICLE INTEGRATIN SYSTEM 2.0	$364
☐	91G	360-DEGREE DUAL BEACON LED WARNING STROBES - AMBER-WHITE (REQ 59H CHMSL)	$600
☐	91S	360-DEGREE DUAL BEACON LED WARNING STROBES - AMBER (REQ 59H CHMSL)	$600
COLOR			
☐	UM	AGATE BLACK METALLIC	N/C
☐	E9	ARGON BLUE METALLIC	N/C
☐	DR	AVALANCHE	N/C
☐	M7	CARBONIZED GRAY METALLIC	N/C
☐	Z1	OXFORD WHITE	N/C
☐	PQ	RACE RED	N/C
☐	GR	GREEN (FLEET)	$600
☐	W6	GREEN GEM (FLEET)	$600
☐	JS	ICONIC SILVER METALLIC	$600
☐	MB	ORANGE (FLEET)	$600
☐	BY	SCHOOL BUS YELLOW (FLEET)	$600
☐	E4	VERMILLION RED (FLEET)	$600
☐	AT	YELLOW (FLEET)	$600
☐	95K	SCHOOL BUS YELLOW W/ AGATE BLACK HOOD (FLEET)	$150
DELIVERY / REGISTRATION			
☐	DELIVERY	DELIVERY TO CUSTOMER / UPFIT- 1 WAY	$175
☐	PLATE	TITLE & "M" PLATES	$173
☐	WARRANTY	FORD PROTECT PREMIUMCARE SERVICE CONTRACT 5 YEAR/100K MILES	$2,200 - GAS $2,600 - DIESEL

National Auto Fleet Group
A Division of Chevrolet of Watsonville
490 Auto Center Drive, Watsonville, CA 95076
(855) 289-6572 • (831) 480-8497 Fax
Fleet@NationalAutoFleetGroup.com

6/18/2025

Quote ID: **39819**

Order Cut Off Date: **TBA**

Jason Metler
Village of Northbrook
Public Works

1227 Cedar Lane

Northbrook, Illinois, 60062

Dear Jason Metler,

National Auto Fleet Group is pleased to quote the following vehicle(s) for your consideration.
New/Unused (2026 Ford Super Duty F-550 DRW (F5H) XL 4WD Reg Cab 169" WB 84" CA,) and delivered to your specified location, each for

	One Unit (MSRP)	One Unit	Total % Savings	Extended Unit's	Total Savings
Contract Price	$63,695.00	$61,994.74	2.669 %	$	$3,400.52
Tax (0.0000 %)		$0.00		$0.00	
Tire fee		$0.00		$0.00	
Total		$61,994.74			

- per the attached specifications.

This vehicle(s) is available under the **Sourcewell Contract 091521-NAF** . Please reference this Contract number on all purchase orders to National Auto Fleet Group. Payment terms are Net 20 days after receipt of vehicle.

Thank you in advance for your consideration. Should you have any questions, please do not hesitate to call.

Sincerely,

Jesse Cooper
Account Manager
Email: Fleet@NationalAutoFleetGroup.com
Office: (855) 289-6572
Fax: (831) 480-8497

Purchase Order Instructions & Resources

Once units are scheduled by OEM, no cancellations are accepted

In order to finalize your purchase please submit this purchase packet to your governing body for a purchase order approval and submit your purchase order in the following way:

Email: Fleet@NationalAutoFleetGroup.com

Fax: (831) 480-8497

Mail: National Auto Fleet Group

490 Auto Center Drive

Watsonville, CA 95076

We will send a courtesy confirmation for your order and a W-9 if needed.

Additional Resources

Learn how to track your vehicle:	**www.NAFGETA.com**
Use the upfitter of your choice:	**www.NAFGpartner.com**
Vehicle Status:	**ETA@NationalAutoFleetGroup.com**
General Inquiries:	**Fleet@NationalAutoFleetGroup.com**

For general questions or assistance please contact our main office at:

1-855-289-6572

Vehicle Configuration Options

ENGINE	
Code	**Description**
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas, (STD)
TRANSMISSION	
Code	**Description**
44G	Transmission: TorqShift 10-Speed Automatic, (STD)
TIRES	
Code	**Description**
TGJ	Tires: 225/70Rx19.5G BSW A/P, (STD)
PRIMARY PAINT	
Code	**Description**
Z1	Oxford White
SEAT TYPE	
Code	**Description**
LS	Medium Dark Slate, Vinyl 40/Mini-Console/40 Front Seat, -inc: driver's side manual lumbar
AXLE RATIO	
Code	**Description**
X48	4.88 Axle Ratio, (STD)
ADDITIONAL EQUIPMENT	
Code	**Description**
67E	250 Amp Alternator
86K	Programmable Engine Idle Shutdown Timer, -inc: Selection of this option enables the driver to select a time period between 1 to 30 minutes before the engine will shut off after idling, There will not be an option to override this timing, Customers needing to idle their vehicles for longer periods should not select this option
52B	Trailer Brake Controller
473	Snow Plow Prep Package, -inc: pre-selected springs (see order guide supplemental reference for springs/FGAWR of specific vehicle configurations), Note 1: Restrictions apply; see supplemental reference or body builders layout book for details, Note 2: Also allows for the attachment of a winch, Note 3: Highly recommended to add (86M) dual battery on 7.3L gas engine, Adding (67B) 410 amp dual alternators for diesel engine is highly recommended for max power output
18B	Platform Running Boards
153	Front License Plate Bracket

76C.	Exterior Backup Alarm (Pre-Installed)

OPTION PACKAGE

Code	Description
660A	Order Code 660A

2026 Fleet/Non-Retail Ford Super Duty F-550 DRW XL 4WD Reg Cab 169" WB 84" CA

WINDOW STICKER

2026 Ford Super Duty F-550 DRW XL 4WD Reg Cab 169" WB 84" CA

CODE	MODEL	MSRP
F5H	2026 Ford Super Duty F-550 DRW XL 4WD Reg Cab 169" WB 84" CA	$59,795.00
	OPTIONS	
99N	Engine: 7.3L 2V DEVCT NA PFI V8 Gas, (STD)	$0.00
44G	Transmission: TorqShift 10-Speed Automatic, (STD)	$0.00
TGJ	Tires: 225/70Rx19.5G BSW A/P, (STD)	$0.00
Z1	Oxford White	$0.00
LS	Medium Dark Slate, Vinyl 40/Mini-Console/40 Front Seat, -inc: driver's side manual lumbar	$355.00
X48	4.88 Axle Ratio, (STD)	$0.00
67E	250 Amp Alternator	$0.00
86K	Programmable Engine Idle Shutdown Timer, -inc: Selection of this option enables the driver to select a time period between 1 to 30 minutes before the engine will shut off after idling, There will not be an option to override this timing, Customers needing to idle their vehicles for longer periods should not select this option	$250.00
52B	Trailer Brake Controller	$300.00
473	Snow Plow Prep Package, -inc: pre-selected springs (see order guide supplemental reference for springs/FGAWR of specific vehicle configurations), Note 1: Restrictions apply; see supplemental reference or body builders layout book for details, Note 2: Also allows for the attachment of a winch, Note 3: Highly recommended to add (86M) dual battery on 7.3L gas engine, Adding (67B) 410 amp dual alternators for diesel engine is highly recommended for max power output	$250.00
18B	Platform Running Boards	$320.00
153	Front License Plate Bracket	$0.00
76C	Exterior Backup Alarm (Pre-Installed)	$230.00
660A	Order Code 660A	$0.00

Please note selected options override standard equipment

	SUBTOTAL	**$61,500.00**
	Advert/ Adjustments	$0.00
	Manufacturer Destination Charge	$2,195.00
	TOTAL PRICE	**$63,695.00**

Est City: N/A MPG
Est Highway: N/A MPG
Est Highway Cruising Range: N/A mi

Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating

conditions.

Notes

https://www.nationalautofleetgroup.com/OrderRequest/SSDPrint/39819?ssdType=OrderRequest&ws=True&se=True&tsbt=True&sMsg=A+National+A... 169

Standard Equipment

MECHANICAL

Engine: 7.3L 2V DEVCT NA PFI V8 Gas (STD)
Transmission: TorqShift 10-Speed Automatic -inc: SelectShift, selectable drive modes: normal, tow/haul, eco, slippery roads and off-road and transmission power take-off provision (STD)
4.88 Axle Ratio (STD)

EXTERIOR

Tires: 225/70Rx19.5G BSW A/P (STD)

WHEELS

Wheels: 19.5" x 6" Argent Painted Steel -inc: Hub covers/center ornaments not included

ADDITIONAL EQUIPMENT

50-State Emissions System
Transmission w/Oil Cooler
Electronic Transfer Case
Part-Time Four-Wheel Drive
68-Amp/Hr 750CCA Maintenance-Free Battery w/Run Down Protection
190 Amp Alternator
Towing Equipment -inc: Trailer Sway Control
Trailer Wiring Harness
10930# Maximum Payload
GVWR: 18,000 lbs Payload Package
HD Gas-Pressurized Shock Absorbers
Front And Rear Anti-Roll Bars
Firm Suspension
Hydraulic Power-Assist Steering
40 Gal. Fuel Tank
Single Stainless Steel Exhaust
Dual Rear Wheels
Auto Locking Hubs
Front Suspension w/Coil Springs
Solid Axle Rear Suspension w/Leaf Springs
4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist and Hill Hold Control
Upfitter Switches

Black Front Bumper w/Black Rub Strip/Fascia Accent and 2 Tow Hooks
Black Fender Flares
Black Side Windows Trim and Black Front Windshield Trim
Black Door Handles
Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
Manual Extendable Trailer Style Mirrors
Fixed Rear Window
Light Tinted Glass
Variable Intermittent Wipers
Aluminum Panels
Front Splash Guards
Black Grille
Autolamp Auto On/Off Reflector Halogen Daytime Running Lights Preference Setting Headlamps w/Delay-Off
Cab Clearance Lights
Perimeter/Approach Lights
Radio w/Seek-Scan, Clock and Speed Compensated Volume Control
Radio: AM/FM Stereo w/MP3 Player -inc: 4 speakers
Fixed Antenna
SYNC 4 Communication & Entertainment System -inc: enhanced voice recognition, 911 Assist, 8" LCD center stack screen, AppLink and 1 smart-charging USB port
2 LCD Monitors In The Front
4-Way Driver Seat -inc: Manual Recline and Fore/Aft Movement
4-Way Passenger Seat -inc: Manual Recline and Fore/Aft Movement
Manual Tilt/Telescoping Steering Column
Gauges -inc: Speedometer, Odometer, Oil Pressure, Engine Coolant Temp, Tachometer, Transmission Fluid Temp, Engine Hour Meter, Trip Odometer and Trip Computer
Compass
Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
Cruise Control w/Steering Wheel Controls
Manual Air Conditioning
Illuminated Locking Glove Box
Interior Trim -inc: Chrome Interior Accents
Full Cloth Headliner
Urethane Gear Shifter Material
HD Vinyl 40/20/40 Split Bench Seat -inc: center armrest, cupholder, storage, 2-way adjustable driver/passenger headrests and driver's side manual lumbar
Day-Night Rearview Mirror
Passenger Visor Vanity Mirror
Full Overhead Console w/Storage and 2 12V DC Power Outlets
Front Map Lights
Fade-To-Off Interior Lighting

Full Vinyl/Rubber Floor Covering
Smart Device Remote Engine Start
Ford Connectivity Package (1-Year Included) -inc: unlimited Wi-Fi hotspot, Included for 1-year from warranty start date, Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features, To activate the 1-year complimentary trial, retail modem authorization and credit card authorization for auto renewal is required; customer may cancel at any time
Instrument Panel Covered Bin and Dashboard Storage
Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
Delayed Accessory Power
Power Door Locks w/Autolock Feature
Driver Information Center
Trip Computer
Outside Temp Gauge
Digital/Analog Appearance
Seats w/Vinyl Back Material
Manual Adjustable Front Head Restraints
Perimeter Alarm
Securilock Anti-Theft Ignition (pats) Immobilizer
2 12V DC Power Outlets
Air Filtration
Driveline Traction Control
Side Impact Beams
Dual Stage Driver And Passenger Seat-Mounted Side Airbags
Pre-Collision Assist with Automatic Emergency Braking (AEB)
Lane Departure Warning
Collision Mitigation-Front
Tire Specific Low Tire Pressure Warning
Dual Stage Driver And Passenger Front Airbags w/Passenger Off Switch
Safety Canopy System Curtain 1st Row Airbags
Outboard Front Lap And Shoulder Safety Belts -inc: Height Adjusters

Fund: General Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Vehicle Replacement
Project Name: Unit 209: 2008 Ford F550 Dump Truck
Cost: $112,472

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

Unit 209 is a medium-duty dump truck used for sanitary repairs and reconstruction. This unit has a 15-year projected life and its condition will be reevaluated at this time. Under normal supply chain conditions, lead-time for a dump truck is 8 to 12 months. The cost for this vehicle replacement includes the price of a plow and tailgate salt spreader. Due to supply chain issues, Staff will seek authorization to pre-order the replacement vehicle in FY 2025.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 209: 2008 Ford F550 Dump Truck	-	-	-	-	112,472	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
General Fund Revenues/Reserves	-	-	-	-	112,472	-	-	-	-



Fund: General Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Vehicle Replacement
Project Name: Unit 211: 2007 GMC 5500 Dump Truck
Cost: $116,587

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

The replacement of the medium-duty dump truck used for sanitary system maintenance, reconstruction, and lift pump service is essential to ensure uninterrupted operations and upkeep of the sanitation infrastructure. With the current vehicle reaching the end of its serviceable life, investing in a new dump truck with crane and lift gate is crucial for maintenance of the sanitary system. By acquiring a new vehicle, the organization can effectively address maintenance needs and ensure a reliable and capable vehicle for maintaining the sanitary system, conducting reconstruction work, and servicing lift pumps. The cost for this vehicle replacement includes the price of a lift gate, crane and saddle mounted tool box. While reviewing this replacement, no alternate fueled vehicles were identified which meet the Village's operational needs. Due to supply chain issues, staff will seek authorization to pre-order the replacement vehicle in FY 2025.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 211: 2007 GMC 5500 Dump Truck	-	-	-	-	116,587	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
General Fund Revenues/Reserves	-	-	-	-	116,587	-	-	-	-



Fund: Sanitary Sewer Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Vehicle Replacement
Project Name: Unit 300: 2007 Ford F550 Dump Truck
Cost: $88,202

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

Based on a condition assessment and years of service, the purchase of a medium-duty dump truck replacement with a lift gate and saddle mounted tool box is essential for facilitating sanitary repairs and reconstruction projects. This versatile vehicle will enable swift material transportation and streamlined movement of heavy equipment, ensuring timely completion of tasks and enhancing overall project productivity. The cost for this vehicle replacement includes the price of a power lift gate. While reviewing this replacement, no alternate fueled vehicles were identified which meet the Village's operational needs. Due to supply chain issues, Staff will seek authorization to pre-order the replacement vehicle in FY 2025.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 300: 2007 Ford F550 Dump Truck	-	-	-	-	88,202	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Operating Revenues/Reserves	-	-	-	-	88,202	-	-	-	-



MEMORANDUM

To: Village Manager Cara Pavlicek
From: Public Works Director Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing Execution of Agreements for the Purchase of Truck Equipment and Up-Fitting of Three Ford F-550 Cab and Chassis Units by Monroe Truck Equipment of Monroe, Wisconsin.

Overview
This equipment will be installed on Public Works vehicles which are used to complete a variety of tasks including snow plowing, sanitary lift station maintenance, roadway patching and parkway restorations. The equipment includes dump boxes/beds, tool boxes, safety lighting, snow plow and salt spreader, a crane, and a lift gate.

Fiscal Impact
The replacement of Units #209, #211, and #300 were identified in the Capital Improvement Plan for Fiscal Year 2025-26 (attached as supplemental information) and funds were appropriated in the FY26 General and Sanitary Sewer Fund budgets for a combined net total of $317,261.

- Unit #209 in the General Fund account No. 11-4100-708-00 in the total purchase and outfitting amount of $112,472.
- Unit #211 is also budgeted in the General Fund in the total purchase and outfitting amount of $116,587.
- Unit #300 is budgeted in the Sanitary Sewer Fund account No.14-4160-708-00 in the total purchase and outfitting amount of $88,202.

Included in the funding was the up-fitting of the three vehicles, including the installation of a plow tailgate salt spreader (Unit #209), lift gate, crane and saddle mounted tool box (Unit #211) and tool boxes (Unit #300). Quotes for these units are included as Exhibits A, B, and C respectively.

The combined up-fitting of the three vehicles is a combined total of $121,815 which is detailed in Table 1 below.

Table 1

Account	Account Numbers	Budget	Available	Request	Amount Remaining	Within Budget

General Fund-Vehicle - Unit #209	11-4100-708-00	$506,059	$338,704	$42,790	$295,914	Yes
General Fund-Vehicle - Unit #211	11-4100-708-00	$506,059	$295,914	$54,640	$241,274	Yes
Sanitary Sewer-Vehicle - Unit #300	14-4160-708-00	$88,202	$30,282	$24,385	$5,897	Yes

The Village often participates in collective purchasing programs that provide the Village with access to competitive pricing offered through Sourcewell (formerly National Joint Powers Alliance) (***"Sourcewell"***). Sourcewell has awarded contract (Contract No. 062222-AEB) to Monroe Truck Equipment of Monroe, Wisconsin (the "***Vendor***"). The Vendor submitted Exhibits A, B, and C for the up-fitting of the chassis under the Sourcewell contract for up-fitting the Vehicles at a total cost of $121,815.

Recommendation
Approval.

Background

As part of the Capital Improvement Plan (CIP) and FY Budget preparation processes, the Village evaluates the overall condition of its fleet and recommends replacements based on age, condition, maintenance history and mileage. Within the FY2025/2026 Capital Improvement Plan, there is an allocation for the replacement of Unit #209 (a 2008 Ford F-550 Dump Truck), Unit #211 (a 2007 GMC Dump Truck), and Unit 300 (a 2008 Ford Dump Truck). These vehicles are used by the Public Works Department for a variety of tasks including snow plowing, sanitary lift station maintenance, roadway patching and parkway restorations. All three units have met or exceeded the replacement mileage and age criteria.

Staff recommends Village Board approval of a Resolution authorizing the execution of an agreement for the outfitting of three 2026 Ford F-550 cab and chassis by Monroe Truck Equipment of Monroe, Wisconsin for the combined total amount of $121,815. Once the new vehicles are placed in service, the Village will dispose of the three vehicles currently in service in a manner most beneficial to the Village.

A separate ordinance approving the purchase of the vehicles and disposal of the old vehicles is on the October 14 agenda for Board consideration.

Staff will be present at the Village Board of Trustees meeting to answer any questions that may arise.

A Resolution Authorizing Execution of Agreements for the Purchase of Truck Equipment and

Up-Fitting of Three Ford F-550 Cab and Chassis Units by Monroe Truck Equipment of Monroe, Wisconsin
Exhibit A - Upfitting Quote for Unit 209
Exhibit B - Upfitting Quote for Unit 211
Exhibit C - Upfitting Quote for Unit 300
Supplemental Information - CIP Information for Vehicles

Resolution _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

A Resolution Authorizing Execution of Agreements for the Purchase of Truck Equipment and Up-Fitting of Three Ford F-550 Cab and Chassis Units by Monroe Truck Equipment of Monroe, Wisconsin

shall be, and is hereby, adopted as follows:

Section 1. Recitals.

As part of the Capital Improvement Plan (CIP) and Budget preparation processes, the Village evaluates the overall condition of its fleet and recommends replacements based on age, condition, maintenance history, and mileage. The purchase of replacement vehicles and up-fitting for Public Works Units #209, #211, and #300 ("***Vehicles***") is programmed in the CIP for 2025/2026 and budgeted for in the FY25/26 adopted Budget.

The Village often participates in collective purchasing programs that provide the Village with access to competitive pricing offered through Sourcewell (formerly National Joint Powers Alliance) ("Sourcewell"). Sourcewell has awarded a contract (Contract No. 062222-AEB) to Monroe Truck Equipment of Monroe, Wisconsin ("***Vendor***"). The Vendor submitted quotes for the up-fitting of three chassis units under the Sourcewell contract for up-fitting the Vehicles at a total cost of $121,815. These quotes for Unit #209, Unit #211, and Unit #300 are included as ***Exhibits A, B,*** and ***C*** respectively.

Based on these factors, Village staff recommends the Village enter into three agreements with Vendor for the purchase of the truck equipment and up-fitting of the Vehicles ("***Work***") in the amount of $121,815 ("***Agreements***"). Based on the Vendor's current projected timeline for delivery of the Vehicles, delivery will occur in Fiscal Year 2025/2026. Sufficient funds are included in General Fund account No. 11-4100-708-00 and Sanitary Sewer Fund account No.14- 4160-708-00 (Vehicles) for the Work.

The President and the Board of Trustees have considered the Agreements and determined that it is in the best interests of the Village and the public to enter into the Agreements with the Vendor.

Section 2. Approval of Agreements.

The Agreements with the Vendor, attached to this Resolution as ***Exhibits A, B,*** and ***C***, respectively, are approved in substantially the form attached to this Resolution and in a final form acceptable to the Village Manager and the Village Attorney.

Section 3. Authorization to Execute Agreements.

The Village Manager shall be, and is hereby, authorized and directed to execute and seal, on behalf of the Village, the Agreements with the Vendor.

Section 4. Authorization for Purchase.

The Village Manager shall be, is hereby, authorized and directed to execute all such documents and make such payments as are necessary to complete the procurement of the truck equipment and up-fitting of the three cab and chassis for the three Vehicles for a combined total of $121,815.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

monroe
a brand of aebi schmidt

Sourcewell
Awarded Contract
#062222-AEB-1

1051 W 7th St
Monroe, WI 53566
Sales Rep: Tim Reynolds
Ph: 815-275-0223
www.MonroeTruck.com

J.O. #
Quotation ID: 9KK1001059
Date: 9/8/2025
Valid thru: 10/8/2025
Terms: NET 30
Quoted by: Kaden King
Ph/Fax: 608-329-8322 /

Quoted to:
NORTHBROOK,VILL OF (ATTN:)
1227 CEDAR LN
NORTHBROOK, IL 60062
Ph: 847-272-5050 **/ Fax:** 847-272-9760
Email:

REPLACEMENT UNIT #209

Chassis Information

Year: *2026*	***Make:*** *FORD*		***Model:*** *F-550*		***Chassis Color:***	***Cab Type:*** *REGULAR*
Single/Dual: *DRW*	***CA:*** *84.0*	***CT:*** *-1.0*	***Wheelbase:*** *169.0*	***Engine:*** *GAS*	***F.O. Number #:***	***Vin:***

Notes:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount

11', MTE D-SERIES, STAINLESS STEEL, 4-5 YD CAPACITY, RIGID SIDE, DUMP BODY
- 10 GA. FLOOR, 10 GA. SIDES & ENDS, 16" H DOUBLE WALL SIDES, 22" H TAILGATE
- 45,000 PSI YIELD STRENGTH STAINLESS STEEL FLOOR, SIDES & ENDS
- HEAVY DUTY FRONT BULKHEAD WITH TAPERED LASER CUT WINDOW & INTEGRAL 12" TAPERED CAB SHIELD
- INTERNAL DIRT SHEDDING TOP RAILS & TAILGATE
- WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS
- SINGLE-LEVER RELEASE, QUICK DROP TAILGATE
- L.E.D. FMVSS108 LIGHTS & REFLECTORS
- RUBBER REAR FLAPS
- UNDERCOATED

HOIST
- CHAMPION ELECTRIC SUB-FRAME HOIST
- DOUBLE-ACTING
- BODY PROP

TOWING
- 2-1/2" RECEIVER IN 1/2" PLATE
- 1800 TONGUE CAPACITY / 18,000 TOWING CAPACITY
- 7 WAY RV STYLE TRAILER PLUG

LIGHTS & ELECTRICAL
- S/T/T/ STROBES IN STAINLESS BOXES MOUNTED INTO CABSHEILD
- STROBES MOUNTED IN THE FACE OF THE CABSHIELD FACING FORWARD
- S/T/T/ STROBES IN STAINLESS BOXES MOUNTED ON OUTSIDE OF REAR CORNER POST
- WHELEN R1LPPA MINI LIGHT BAR (AMBER) ON SELF LEVELING BRACKET

9' BOSS SUPER DUTY STEEL STRAIGHT BLADE SNOWPLOW
- SMARTHITCH 2
- SMARTTOUCH 2 CONTROLLER
- SL3 L.E.D. LIGHTING W/ ICE SHIELD TECHNOLOGY
- SMARTSHIELD
- HIGH-PERFORMANCE HYDRAULIC PACKAGE
- ENCLOSED HYDRAULICS
- CHAINLESS HYDRAULIC CYLINDER LIFTING SYSTEM
- HEAVY-DUTY PUSH FRAME
- REINFORCED STEEL MOLDBOARD
- CAST-IRON PLOW SHOES
- RUBBER SNOW DEFLECTOR
- INSTALLED
- TWO-YEAR LIMITED WARRANTY

Description	Amount

BUYERS SNOWDOGG 96" ELECTRIC UNDER-TAILGATE SPREADER
- 304 STAINLESS STEEL
- MATERIAL SPREAD UP TO 25'
- TWO 12 VDC DIRECT DRIVE MOTORS (3/4 HP FOR AUGER, 1/2 HP FOR SPINNER)
- STANDARD DISCHARGE
- 14" POLY SPINNER AND STAINLESS STEEL DUMP BODY MOUNTING PLATES
- 10-GAUGE TROUGH HAS 3-POINT HINGED BOTTOM COVER FOR EASY ACCESS TO ENTIRE AUGER ASSEMBLY AND ONE-PERSON CLEANOUT
- 6" AUGER WITH 3/8" FLIGHTING, INCLUDES AUGER SCREEN
- SEALED, SELF-ALIGNING 1-1/4" DIAMETER BEARINGS WITH GREASE FITTINGS
- STAINLESS STEEL SPILL SHIELDS
- INSTALLED

(2) BUYERS 18X18X36 STAINLESS STEEL UNDERBODY TOOL BOX W/ 2 POINT LATCH
* ONE MOUNTED ON EACH SIDE *

Quote Total: $42,790.00

***** NOTICE: We are closely monitoring the tariff situation very carefully. Aebi Schmidt North America and its Monroe brand manufacture products in the United States, so the direct impact of current tariffs will be moderate. Although we make significant efforts to source components domestically, this is not always feasible. At this time, we cannot predict the potential cost increases that may arise through our supply chain or from further tariffs. We understand that this may raise concerns, and we want to assure you that we are working hard to minimize any impact on our customers and if cost increases need to be applied to existing or future orders, we will discuss these changes with our customers upfront.***

Additional Options:

Description	Amount	Add to quote? Yes / No

Terms & Conditions

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

Re-Assign (Required for all pool units): ☐ Fleet ☐ Retail	**MSO/MCO** (ONLY check if legally required): ☐ MCO ☐ MSO	
Customer Signature:	**Customer P.O. Number:**	**Date of Acceptance:**

. General Terms and Conditions for the Sale of Goods by Subsidiaries of ASH North America, Inc.

SCOPE AND VALIDITY

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Confirmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or understandings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

2. OFFERS, ORDERS AND CONFIRMATION

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.
2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.
2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing**,** the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").
2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Confirmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.
2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Request"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.
2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Confirmed Order, Customer shall pay to Seller the full purchase price.
2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

3. PRICES

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed delivery location on the applicable Confirmed Order), Incoterms 2022.
3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"), Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.
In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

4. PAYMENT TERMS

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control release Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees, or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.
4.2. In the event Seller becomes aware of circumstances or has reason to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.
4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of $40 for each reminder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall become due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, reasonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.
4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

5. SECURITY INTEREST

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's

Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

6. OBLIGATIONS OF CUSTOMER

6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

7. DELIVERY AND ACCEPTANCE

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial deliveries or performance. If Costumer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused governmental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Confirmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Confirmed Orders without any further obligations to Customer whatsoever. In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period determined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

8. EXAMINATION AND CONFORMITY TO ORDER

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

9. LIMITED PRODUCT WARRANTY

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

10. LIMITATION OF LIABILITY

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLIGENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

11. CONFIDENTIALITY

11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i) pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 0, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for preliminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

12. INTELLECTUAL PROPERTY

Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

13. FORCE MAJEURE

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, governmental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or supplies, or other acts of God.

14. MISCELLANEOUS

14.1. If any provision contained in these Terms or any Confirmed Order is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

15. ENTIRE AGREEMENT; CONFLICTS.

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

16. APPLICABLE LAW AND JURISDICTION

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

monroe
a brand of aebi schmidt

Sourcewell Awarded Contract #062222-AEB-1

1051 W 7th St
Monroe, WI 53566
Sales Rep: Tim Reynolds
Ph: 815-275-0223
www.MonroeTruck.com

J.O. #
Quotation ID: 9KK1001060
Date: 9/8/2025
Valid thru: 10/8/2025
Terms: NET 30
Quoted by: Kaden King
Ph/Fax: 608-329-8322 /

Quoted to:
NORTHBROOK,VILL OF (ATTN:)
1227 CEDAR LN
NORTHBROOK, IL 60062
Ph: 847-272-5050 **/ Fax:** 847-272-9760
Email:

REPLACEMENT UNIT #211

Chassis Information

Year: *2026*	***Make:*** *FORD*		***Model:*** *F-550*		***Chassis Color:***	***Cab Type:*** *REGULAR*
Single/Dual: *DRW*	***CA:*** *84.0*	***CT:*** *-1.0*	***Wheelbase:*** *169.0*	***Engine:*** *GAS*	***F.O. Number #:***	***Vin:***

Notes:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount

11', MTE D-SERIES, STAINLESS STEEL, 4-5 YD CAPACITY, FOLDING SIDE, DUMP BODY
- 7 GA. FLOOR, 12 GA. SIDES & 10 GA. ENDS, 16" H SIDES, 22" H TAILGATE
- 45,000 PSI YIELD STRENGTH STAINLESS STEEL CONSTRUCTION
- HEAVY DUTY FRONT BULKHEAD WITH TAPERED LASER CUT WINDOW & INTEGRAL 12" TAPERED CAB SHIELD
- INTERNAL DIRT SHEDDING TOP RAILS & TAILGATE
- WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS
- SINGLE-LEVER RELEASE, QUICK DROP TAILGATE
- L.E.D. FMVSS108 LIGHTS & REFLECTORS
- RUBBER REAR FLAPS
- UNDERCOATED

HOIST
- CHAMPION SUB-FRAME HOIST
- DOUBLE-ACTING
- BODY PROP

TOWING
- 2-1/2" RECEIVER IN 1/2" PLATE
- 1800 TONGUE CAPACITY / 18,000 TOWING CAPACITY
- 7 WAY RV STYLE TRAILER PLUG
- INSTALL FACTORY BACK CAMERA

TOMMY GATE, STEEL TP, ONE-PIECE, G2 SERIES LIFTGATE W/ DUMP-THROUGH CAPABILITY (G2-92-1650 LD33)
- LOAD AREA: 83” WIDTH X 33” DEPTH W/ 6" TAPER
- 1,600 LB RATED LOAD CAPACITY
- ENCLOSED HYDRAULIC SYSTEM
- MOISTURE RESISTANT TOGGLE SWITCH
- 150 AMP CIRCUIT BREAKER
- 90 SECOND DEACTIVATION TIMER (HELPS PREVENT UNAUTHORIZED USE)
- PRESSURE RELIEF VALVE (PREVENTS OPERATOR FROM OVERLOADING THE PLATFORM)
- LED S/T/T LIGHT KIT

LIFTMOORE CRANE 2010REE-15
- WIRED PENDANT CONTROL
- POWER ELEVATION -5 DEGREES TO 75 DEGREES
- POWER ROTATION
- POWER EXTENSION FROM 7FT-11FT. MANUAL PULL OUT TO 15FT.
- 2000LBS SINGLE LINE CAPACITY AT 3FT.
- 2.7 HP MOTOR
- MAX LIFT CAPACITY AT 15FT IS 660LBS
- REMOVEABLE JACK STAND MOUNTED ON THE PASSENGER SIDE REAR
- MOUNTED ON A 24" PEDSTAL IN DUMP BODY

Description	Amount
(2) BUYERS 18X18X36 STAINLESS STEEL UNDERBODY TOOL BOX W/ 2 POINT LATCH * ONE MOUNTED ON EACH SIDE *	
LIGHTS & ELECTRICAL - S/T/T/ STROBES IN STAINLESS BOXES MOUNTED INTO CABSHEILD - STROBES MOUNTED IN THE FACE OF THE CABSHIELD FACING FORWARD - S/T/T/ STROBES IN STAINLESS BOXES MOUNTED ON OUTSIDE OF REAR CORNER POST - WHELEN R1LPPA MINI LIGHT BAR (AMBER) ON SELF LEVELING BRACKET	

Quote Total: $54,640.00

***** NOTICE: We are closely monitoring the tariff situation very carefully. Aebi Schmidt North America and its Monroe brand manufacture products in the United States, so the direct impact of current tariffs will be moderate. Although we make significant efforts to source components domestically, this is not always feasible. At this time, we cannot predict the potential cost increases that may arise through our supply chain or from further tariffs. We understand that this may raise concerns, and we want to assure you that we are working hard to minimize any impact on our customers and if cost increases need to be applied to existing or future orders, we will discuss these changes with our customers upfront.***

Additional Options:

Description	Amount	Add to quote? Yes / No

Terms & Conditions

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

Re-Assign (Required for all pool units): ☐ Fleet ☐ Retail	**MSO/MCO** (ONLY check if legally required): ☐ MCO ☐ MSO	
Customer Signature:	**Customer P.O. Number:**	**Date of Acceptance:**

. General Terms and Conditions for the Sale of Goods by Subsidiaries of ASH North America, Inc.

SCOPE AND VALIDITY

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Confirmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or understandings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

2. OFFERS, ORDERS AND CONFIRMATION

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.
2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.
2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing**,** the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").
2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Confirmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.
2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Request"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.
2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Confirmed Order, Customer shall pay to Seller the full purchase price.
2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

3. PRICES

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed delivery location on the applicable Confirmed Order), Incoterms 2022.
3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"), Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.
In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

4. PAYMENT TERMS

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control release Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees, or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.
4.2. In the event Seller becomes aware of circumstances or has reason to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.
4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of $40 for each reminder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall become due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, reasonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.
4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

5. SECURITY INTEREST

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's

Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

6. OBLIGATIONS OF CUSTOMER

6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

7. DELIVERY AND ACCEPTANCE

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial deliveries or performance. If Costumer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused governmental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Confirmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Confirmed Orders without any further obligations to Customer whatsoever. In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period determined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

8. EXAMINATION AND CONFORMITY TO ORDER

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

9. LIMITED PRODUCT WARRANTY

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

10. LIMITATION OF LIABILITY

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLIGENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

11. CONFIDENTIALITY

11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i) pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 0, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for preliminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

12. INTELLECTUAL PROPERTY

Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

13. FORCE MAJEURE

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, governmental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or supplies, or other acts of God.

14. MISCELLANEOUS

14.1. If any provision contained in these Terms or any Confirmed Order is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

15. ENTIRE AGREEMENT; CONFLICTS.

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

16. APPLICABLE LAW AND JURISDICTION

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

monroe
a brand of aebi schmidt

Sourcewell Awarded Contract #062222-AEB-1

1051 W 7th St
Monroe, WI 53566
Sales Rep: Tim Reynolds
Ph: 815-275-0223
www.MonroeTruck.com

J.O. #
Quotation ID: 9KK1001061
Date: 9/8/2025
Valid thru: 10/8/2025
Terms: NET 30
Quoted by: Kaden King
Ph/Fax: 608-329-8322 /

Quoted to:
NORTHBROOK,VILL OF (ATTN:)
1227 CEDAR LN
NORTHBROOK, IL 60062
Ph: 847-272-5050 **/ Fax:** 847-272-9760
Email:

REPLACEMENT UNIT #300

Chassis Information

Year: *2025*	***Make:*** *FORD*		***Model:*** *F-550*		***Chassis Color:***	***Cab Type:*** *REGULAR*
Single/Dual: *DRW*	***CA:*** *84.0*	***CT:*** *-1.0*	***Wheelbase:*** *169.0*	***Engine:*** *GAS*	***F.O. Number #:***	***Vin:***

Notes:

Monroe Truck Equipment, Inc. is pleased to offer the following quote for your review:

Description	Amount

11', MTE D-SERIES, STAINLESS STEEL, 4-5 YD CAPACITY, RIGID SIDE, DUMP BODY
- 10 GA. FLOOR, 10 GA. SIDES & ENDS, 16" H DOUBLE WALL SIDES, 22" H TAILGATE
- 45,000 PSI YIELD STRENGTH STAINLESS STEEL FLOOR, SIDES & ENDS
- HEAVY DUTY FRONT BULKHEAD WITH TAPERED LASER CUT WINDOW & INTEGRAL 12" TAPERED CAB SHIELD
- INTERNAL DIRT SHEDDING TOP RAILS & TAILGATE
- WESTERN-STYLE UNDERSTRUCTURE WITH 10 GAUGE LONG-MEMBERS
- SINGLE-LEVER RELEASE, QUICK DROP TAILGATE
- L.E.D. FMVSS108 LIGHTS & REFLECTORS
- LONG LIFE & CORROSION RESISTANT
- RUBBER REAR FLAPS
- UNDERCOATED

HOIST
- CHAMPION SUB-FRAME HOIST
- DOUBLE-ACTING
- BODY PROP

TOWING
- 2-1/2" RECEIVER IN 1/2" PLATE
- 1800 TONGUE CAPACITY / 18,000 TOWING CAPACITY
- 7 WAY RV STYLE TRAILER PLUG
- INSTALL FACTORY BACK CAMERA

(2) BUYERS 18X18X36 STAINLESS STEEL UNDERBODY TOOL BOX W/ 2 POINT LATCH
* ONE MOUNTED ON EACH SIDE *

LIGHTS & ELECTRICAL
- WHELEN R1LPPA MINI LIGHT BAR MOUNTED ON SELF LEVELING BRACKET
- S/T/T/ STROBES IN STAINLESS BOXES MOUNTED INTO CABSHIELD
- STROBES MOUNTED IN THE FACE OF THE CABSHIELD FACING FORWARD
- S/T/T/ STROBES IN STAINLESS BOXES MOUNTED ON OUTSIDE OF REAR CORNER POST

Quote Total: $24,385.00

***** NOTICE: We are closely monitoring the tariff situation very carefully. Aebi Schmidt North America and its Monroe brand manufacture products in the United States, so the direct impact of current tariffs will be moderate. Although we make significant efforts to source components domestically, this is not always feasible. At this time, we cannot predict the potential cost increases that may arise through our supply chain or from further tariffs. We understand that this may raise concerns, and we want to assure you that we are working hard to minimize any impact on our customers and if cost increases need to be applied to existing or future orders, we will discuss these changes with our customers upfront.***

Additional Options:

Description	Amount	Add to quote?
BUYERS SNOWDOGG 96" ELECTRIC UNDER-TAILGATE SPREADER - 304 STAINLESS STEEL - MATERIAL SPREAD UP TO 25' - TWO 12 VDC DIRECT DRIVE MOTORS (3/4 HP FOR AUGER, 1/2 HP FOR SPINNER) - STANDARD DISCHARGE - 14" POLY SPINNER AND STAINLESS STEEL DUMP BODY MOUNTING PLATES - 10-GAUGE TROUGH HAS 3-POINT HINGED BOTTOM COVER FOR EASY ACCESS TO ENTIRE AUGER ASSEMBLY AND ONE-PERSON CLEANOUT - 6" AUGER WITH 3/8" FLIGHTING, INCLUDES AUGER SCREEN - SEALED, SELF-ALIGNING 1-1/4" DIAMETER BEARINGS WITH GREASE FITTINGS - STAINLESS STEEL SPILL SHIELDS - INSTALLED	$9,523.00	Yes / No

Terms & Conditions

- Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- Please note if chassis is furnished, it is as a convenience and terms are Net Due on Receipt of Chassis.
- State and Federal taxes will be added where applicable. **Out-of-state municipal entities may be subject to Wisconsin sales tax.**
- Restocking fees may be applicable for cancelled orders.
- MTE is not responsible or liable for equipment that does not meet local/state regulations if those laws are not made known at time of order.

By signing and accepting this quote, the customer agrees to the terms listed above and has confirmed that all chassis information listed above is accurate to chassis specs.

Re-Assign (Required for all pool units): ☐ Fleet ☐ Retail	**MSO/MCO** (ONLY check if legally required): ☐ MCO ☐ MSO	
Customer Signature:	**Customer P.O. Number:**	**Date of Acceptance:**

. General Terms and Conditions for the Sale of Goods by Subsidiaries of ASH North America, Inc.

SCOPE AND VALIDITY

1.1. These General Terms and Conditions for the Sale of Goods (these "Terms") govern the sale and delivery of all goods and products (the "Products"), and all transactions incidental thereto, by such subsidiary of ASH North America, Inc. identified on the respective Confirmed Order (as defined below) as the seller or supplier ("Seller") to any of its customers (each a "Customer"). The liability of each such subsidiary under these Terms or any Confirmed Order shall be several and not joint. Customer acknowledges and agrees that nothing in these Terms or any Confirmed Order shall be construed as implying joint liability in any case of ASH North America, Inc. or any of its subsidiaries. Each Seller shall be solely responsible for its own acts or omissions under the respective agreement with Customer.

1.2. No other terms or conditions shall be of any force or effect unless otherwise specifically agreed upon by Seller in a writing duly executed by an authorized officer of Seller. These Terms supersede any and all prior oral quotations, communications, agreements, or understandings of the parties in respect to the sale and delivery of the Products. The Seller may issue additional Terms and Conditions of Sale for certain products. These shall apply in addition to to the present Terms. Any additional or different terms or conditions contained in Customer's Order (as defined below), response to Seller's confirmation, or any other form or document supplied by Customer are hereby expressly rejected and are rendered null, void, and of no effect. These Terms may not be modified, amended, waived, superseded, or rescinded, except by written agreement signed by an authorized officer of Seller. Delivery of the Products by Seller does not constitute acceptance of any of Customer's terms and conditions and do not serve to modify or amend these Terms.

1.3. The issuance of an Order (as defined below) by Customer to Seller or any communication or conduct of Customer which confirms an agreement for the delivery of Products by Seller, as well as acceptance in whole or in part by Customer of any delivery of Products by Seller, shall be construed as Customer's acceptance of these Terms.

2. OFFERS, ORDERS AND CONFIRMATION

2.1. Unless otherwise specified by Seller in writing, all offers made by Seller are not binding and may be revoked by Seller at any time without any liability to Customer.
2.2. Customer shall issue to Seller orders for the purchase of Products, in written form via the order process determined by Seller from time to time (each, an "Order"). By issuing an Order to Seller, Customer makes an offer to purchase the Products pursuant to these Terms and the terms set forth on such Order. Provided that the Order contains the same terms as in Seller's corresponding offer, the Order shall be binding on Customer for six (6) weeks after Seller's receipt of such Order.
2.3. Seller may refuse an Order for any or no reason. No Order is binding upon Seller until Seller's acceptance of the Order in writing**,** the issuance of any governmental permit, license, or authority to Seller, as may be required under applicable laws, rules and regulations, and the receipt by Seller of a resale license to be provided by Customer (a "Confirmed Order").
2.4. Specifications and other information on drawings, data sheets, pictures, plans, brochures, catalogs, or Seller's website shall not be binding on Seller unless such specifications and information have been agreed to in writing by Seller in a Confirmed Order. Notwithstanding a Confirmed Order, Seller shall have no obligation to deliver Products to Customer or otherwise fulfill any of its obligations set forth in a Confirmed Order if Customer is in breach of any of its obligations hereunder or any Confirmed Order.
2.5. Customer may submit to Seller written requests to change the terms of a Confirmed Order (each such request, a "Change Order Request"). Seller may, at its sole discretion, consider such Change Order Request, provided that Seller will have no obligation to perform any Change Order Request unless and until Seller has agreed in writing to adopt such Change Order Request. If Seller elects to consider such a Change Order Request, then Seller shall promptly notify Customer of any adjustment to the applicable purchase price for the Products.
2.6. In the event Customer cancels any Confirmed Order for any reason, Customer shall reimburse to Seller all of Seller's costs and expenses associated with or incurred due to such cancellation, including but not limited to the cost of raw materials, labor, and storage if cancellation occurs before Seller's commencement of production. In the event Customer cancels any Confirmed Order for any reason and Seller has started the production of the Product on the respective Confirmed Order, Customer shall pay to Seller the full purchase price.
2.7. Each Confirmed Order shall be considered a separate agreement between the parties, and any failure to deliver the Products under any Confirmed Order shall have no consequences for other deliveries of Products.

3. PRICES

3.1. Unless otherwise agreed to by the parties in the applicable Confirmed Order, the prices of the Products shall be FCA (agreed delivery location on the applicable Confirmed Order), Incoterms 2022.
3.2. Unless otherwise agreed by the parties in a Confirmed Order, the price of the Products shall not include transportation, insurance, packaging, and Tooling (as defined below) and other materials used for the manufacturing and delivery, sales or use tax or any other similar applicable federal, state or foreign taxes, duties, levies, or charges in any jurisdiction in connection with the sale or delivery of the Products ("Taxes"), Such Taxes shall be payable by Customer, and if Seller is responsible for the collection thereof, such Taxes shall either be added to the price invoiced or be separately invoiced by Seller to Customer. Any special requests concerning shipping, transportation, and insurance shall be communicated to Seller in a timely manner and subject to Seller's prior written approval. Customer shall bear all costs resulting from such requests.
In case of lead delivery times of more than two (2) months, Customer hereby acknowledges and agrees that Seller, may, at its sole discretion, increase or decrease the agreed prices on any Confirmed Order in the event of material price changes in wages, materials, energy or raw material after the date of the Confirmed Order.

4. PAYMENT TERMS

4.1. Except as set forth in Section 4.2 or unless otherwise agreed in writing by Seller, the purchase price for the Products and all other amounts due under a Confirmed Order shall be due and payable in US dollars within thirty (30) days following the date of Seller's invoice for such Products without any discount, deduction or offset whatsoever. In no event shall any loss, damage, injury or destruction, Force Majeure (as defined below), or any other event beyond Customer's control release Customer from its obligation to make the payments required herein. Payment of all amounts due hereunder shall be made by bank transfer or in any other manner set forth on Seller's invoice. Customer shall be solely responsible for any bank fees, or other fees, incurred due to the wire transfer or any other selected payment method. If Seller agrees to payment by credit card, Seller shall charge an appropriate transaction fee, which the Customer shall also pay.
4.2. In the event Seller becomes aware of circumstances or has reason to believe that there are circumstances that may have an adverse effect on Customer's financial condition, Seller may require the Customer to pay the total amount of the purchase price or fees, or a portion thereof prior to the delivery of the Products. Seller may, without any liability to Customer, refuse the delivery of any Product in the event the Customer fails to make the payment as required under this Section 4.2.
4.3. Time is of the essence for the payment of all amounts due to Seller under any Confirmed Order. If Customer fails to make payments of any amount when due, Customer shall pay interest to Seller at the rate of one percent (1%) per month or such lesser amount as may be permitted by applicable law starting from the due date until payment to Seller of such amount in full. In addition to the interest, Seller may, at its sole discretion, charge the Customer a flat fee of $40 for each reminder notice issued to Customer due to late payments. If Customer fails to comply with these Terms or a Confirmed Order, or if Customer becomes insolvent, all balances then due and owing to Seller shall become due immediately, notwithstanding any payment terms agreed by the parties. All costs and expenses incurred by Seller with respect to the collection of overdue payments (including, without limitation, reasonable attorney's fees, expert fees, and other expenses of litigation) shall be borne by Customer. Every payment by Customer shall first be applied to pay for Seller's cost of collection, then interest owed by Customer, and then to the oldest outstanding claim.
4.4. Notwithstanding anything in the foregoing Section 4.3 or Section 5, if the parties agreed on installment payments in a Confirmed Order and Customer fails to make any installment payment when due, the remaining balance including accrued interest, and any expenses incurred by Seller shall be due and payable to Seller promptly upon Customer's receipt of written notice of delinquency from Seller.

5. SECURITY INTEREST

5.1. If Seller extends credit to Customer for the purchase price for any Products (including but not limited to pursuant to Section 4.1.), or any other amounts due to Seller, Customer hereby grants to Seller as security for the timely payment and performance of all Customer's payment obligations to Seller, a first priority security interest (the "Security Interest") in all Products heretofore or in the future delivered to Customer and in the proceeds thereof for as long as such Products shall not have been sold by Customer in the ordinary course of business (the "Collateral"). Seller shall be entitled to file any and all financing, continuation, or similar statements under the Uniform Commercial Code in any jurisdiction and take any and all other action necessary or desirable, in Seller's sole and absolute discretion, to perfect its Security Interest in the Collateral and to establish, continue, preserve, and protect Seller's

Security Interest in the Collateral. Customer agrees to take any and all actions and provide Customer with all information necessary to enable Seller to perfect and enforce its Security Interest in all jurisdictions and vis-à-vis any of Customer's creditors, and hereby irrevocably grants to Seller a power of attorney to execute all necessary statements or documents in Customer's name for the perfection and enforcement of such Security Interest. The Security Interest shall remain in force until payment in full of the entire purchase price for such Products, and any other amounts due to Seller by Customer. Seller may, without notice, change or withdraw extensions of credit at any time.

6. OBLIGATIONS OF CUSTOMER

6.1. Customer shall use the Products solely for their intended purpose and pursuant to Seller's instructions, and agrees to use only qualified personnel for the handling of the Products. Customer shall ensure that its customers, employees, agents, and other representatives comply with this Section 6.1. and shall be responsible for their acts and omissions.

7. DELIVERY AND ACCEPTANCE

7.1. Unless otherwise agreed in writing by Seller, all deliveries of Products shall be made FCA (agreed delivery location) (Incoterms 2020) and title to and risk of loss for the Products shall pass to Customer upon delivery pursuant to this Section 7.1.

7.2. Any delivery and performance times or dates communicated by or on behalf of Seller are estimates and shall not be binding on Seller. Seller may make partial delivery of Products to be delivered under any Confirmed Order and invoice Customer separately for such partial deliveries or performance. If Costumer has not received the Products after six (6) weeks from the estimated delivery date, Customer may make a written request to Seller for delivery. Customer hereby acknowledges and agrees that the actual delivery date of the Products is conditioned upon the complete, accurate and timely delivery of materials from Seller's vendors and suppliers. No delay in delivery of any Products shall relieve Customer of its obligation to accept the delivery or performance thereof and make payments of any amounts due in accordance with these Terms, including but not limited to delays caused governmental restrictions on exports or imports and similar measures.

7.3. Customer's failure to accept the delivery of Products pursuant to a Confirmed Order shall not release or excuse Customer from its obligation to timely pay all amounts due in connection with such Confirmed Order. The Products shall be deemed delivered at the time they have been made available to Customer. If Customer rejects or revokes acceptance of Products, or fails to pay any amounts when due, Seller, in its sole and absolute discretion, may extend the period of delivery of Products by such period as Seller may deem reasonable with such period not exceeding three (3) months from the agreed delivery date, or withhold or cancel delivery of any Products, or cancel any or all Confirmed Orders without any further obligations to Customer whatsoever. In such event, Customer shall be responsible for any and all costs and expenses incurred, or damages or losses suffered by Seller in connection with any such delay notwithstanding any action or inaction by Seller with regard to such delay. Any remaining Products that have not been accepted by Customer within the extended delivery period determined by Seller will be delivered and invoiced by Seller to Customer and Customer agrees to accept such delivery and pay for the purchase price and other amounts payable for the delivered Products.

8. EXAMINATION AND CONFORMITY TO ORDER

8.1. Promptly upon receipt of any Products, Customer shall conduct a full and complete inspection of such Products as to any defects and to confirm compliance with all requirements of the applicable Confirmed Order. Customer shall notify Seller in writing of any packaging defects, apparent defects, or non-compliance of such Products with the applicable Confirmed Order that Customer has or could reasonably have discovered during such inspection within seven (7) days from the date of receipt of such Products, and Customer shall notify Seller in writing within three (3) days of the date on which Customer shall first have become aware of any hidden defect or non-compliance which could not reasonably have been discovered during Customer's initial inspection of the Products. Such notification shall include reasonable details (including images) on the alleged defects including lot, batch, or Order numbers.

8.2. If Customer fails to timely notify Seller of any defects or other non-compliance of any Products delivered or Customer (or its customers, employees, agents, or representatives) uses, destroys, or modifies any Products that Customer knows or should have known to be defective or non-compliant without Seller's prior written consent, Customer shall be deemed to have unconditionally accepted such Products and waived all of its claims for breach of warranty or otherwise in respect of such Products.

8.3. Customer may only return the Products to Seller with Seller's prior written approval. If the return has been approved by Seller, Customer shall return the Products to Seller at Customer's sole risk and expense to the destination directed by Seller.

8.4. Complaints of Customer in connection with the shipping or transport shall be directed to the carrier promptly upon receipt of the delivery or the freight documents.

9. LIMITED PRODUCT WARRANTY

9.1. Seller warrants to Customer that the Products will be free of defects in material and workmanship and conform with the requirements set forth in the applicable Confirmed Order for a period of twelve (12) months from the date of delivery. (the "Limited Product Warranty").

9.2. Unless expressly agreed to in writing by Seller, Seller makes no warranty that the Products comply with applicable law, regulations, or specifications in any jurisdiction in which the Products may be used, integrated or incorporated. Any governmental or other approvals necessary in connection with the use, integration or incorporation of the Products shall be Customer's sole responsibility.

9.3. The Limited Product Warranty shall be void if the Defect (as defined below) resulted from (a) improper or inadequate use, storage, handling, operation, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following delivery of the Product, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

9.4. In the event of an alleged breach of the Limited Product Warranty (a "Defect"), Customer shall, at Customer's sole expense, send the Product to Seller. Seller shall conduct the necessary tests on such Product within a reasonable period. If Seller confirms the Defect, Seller shall, at its sole option and discretion, repair or replace the Defective Product. If the repair or replacement of the Defective Product is commercially unreasonable to Seller, Seller may, at its sole discretion, issue a refund to Customer in the amount Seller deems adequate. Such repair, replacement, or refund shall be the sole liability of Seller and the sole remedy of Customer with respect to a Defect. In no event shall any warranty claims for a Defect be made after twelve (12) months from the date of Customer's receipt of the Products. Any Products or parts returned to Seller for removal or repair under this Section 9.4 shall be the property of Seller. Any applicable Limited Product Warranty period shall not start anew with the repair or replacement of the Defective Product (or any portion thereof).

9.5. Except for Limited Product Warranty, SELLER HEREBY EXPRESSLY EXCLUDES AND DISCLAIMS ANY AND ALL OTHER WARRANTIES, WHETHER EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO THE IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE OR NONINFRINGEMENT. Seller makes no other warranties with respect to the Products, and no person is authorized to make any warranties on behalf of Seller that are inconsistent with the warranties set forth under this Section 9.

10. LIMITATION OF LIABILITY

10.1. IN NO EVENT SHALL SELLER BE LIABLE TO CUSTOMER, ITS CUSTOMERS, EMPLOYEES, AGENTS, AND OTHER REPRESENTATIVES FOR ANY INDIRECT, INCIDENTAL, PUNITIVE, SPECIAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES FOR LOSS OF PROFITS, REVENUE, GOODWILL, OR USE, WHETHER IN AN ACTION IN CONTRACT, TORT, STRICT LIABILITY, OR IMPOSED BY STATUTE, OR OTHERWISE, EVEN IF SELLER WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. NOTWITHSTANDING ANY OF THE TERMS CONTAINED HEREIN, SELLER'S LIABILITY FOR ANY CLAIM – WHETHER BASED UPON CONTRACT, TORT, EQUITY, NEGLIGENCE, OR ANY OTHER LEGAL CONCEPT – SHALL IN NO EVENT EXCEED THE PURCHASE PRICE PAID BY THE CUSTOMER FOR THE PRODUCTS, GIVING RISE TO SUCH CLAIM. CUSTOMER HEREBY ACKNOWLEDGES AND AGREES THAT THE PROVISIONS OF THESE TERMS FAIRLY ALLOCATE THE RISKS BETWEEN SELLER AND CUSTOMER, THAT SELLER'S PRICING REFLECTS THIS ALLOCATION OF RISK, AND BUT FOR THIS ALLOCATION AND LIMITATION OF LIABILITY, SELLER WOULD NOT HAVE ENTERED INTO AN AGREEMENT WITH CUSTOMER FOR THE SALE OF THE PRODUCTS.

10.2. Seller shall not be liable for, and Customer assumes responsibility and shall indemnify, defend, and hold Seller harmless for any and all claims, including without limitation claims for personal injury or property damages, resulting from (a) the improper or inadequate use, storage, handling, operation, assembly, integration, incorporation, assembly, maintenance, or unauthorized alteration, modification, or repair of the Products (including without limitation, the use storage, handling, operation, or integration of the Products contrary to written instructions and/or recommendations of Seller or inadequate training of personnel), (b) changes to construction and materials pursuant to Customer's requests, (c) use of improper tools, resources, or accessories including those but not limited to any third party tools, resources, or accessories that are not approved by Seller or not in accordance with Seller's recommendations, instructions, or directions, (d) acts or omissions of Customer or third parties following the delivery of the Products, (e) Customer's failure to properly communicate Seller's instructions and warnings to users of the Products, or (f) Customer's, its employees, agents, representatives, customers or any third party's non-compliance with applicable laws, rules and regulation, (g) Force Majeure, or (h) ordinary wear and tear of the Products (e.g., sweep bristles).

10.3. In jurisdictions that limit or preclude limitations or exclusion of remedies, damages, or liability, such as liability for gross negligence or willful misconduct or do not allow implied warranties to be excluded, the limitation or exclusion of warranties, remedies, damages, or liability set forth in these Terms are intended to apply to the maximum extent permitted by applicable law, and these Terms shall be deemed amended to comply with such limitations or exclusions. Customer may also have other rights that vary by state, country or other jurisdiction.

11. CONFIDENTIALITY

11.1. "Confidential Information" means: (i) any know-how, trade secrets, and other business or technical information of Seller that is confidential or proprietary or due to its nature or under the circumstances of its disclosure the Customer knows or has reason to know should be treated as confidential or proprietary, including but not limited to quotations, drawings, project documentation, samples and models.

11.2. Confidential Information does not include information that: (i) is or becomes generally known to the public through no fault or breach of these Terms by the Customer; (ii) is rightfully known by the Customer at the time of disclosure without an obligation of confidentiality; (iii) is independently developed by the Customer without use of Seller's Confidential Information; (iv) is rightfully received by the Customer from a third party without restriction on use or disclosure; or (v) is disclosed with Seller's prior written approval.

11.3. Customer shall not use Seller's Confidential Information except as necessary to use the Products and will not disclose such Confidential Information to any third party except to those of its employees, agents, subcontractors, or representatives who have a bona fide need to know such Confidential Information to enable Customer to use the Products; provided that each such employee, agent, subcontractor, and/or representative is/are bound by a written agreement that contains use and nondisclosure restrictions not less stringent than the terms set forth in this Section 11.3. The Customer will employ all reasonable steps to protect Seller's Confidential Information from unauthorized use or disclosure, including, but not limited to, all steps that it takes to protect its own information of like importance. The foregoing obligations will not restrict the Customer from disclosing Seller's Confidential Information: (i) pursuant to the order or requirement of a court, administrative agency, or other governmental body, provided that the Customer gives reasonable notice to Seller to contest such order or requirement; (ii) to its legal or financial advisors; and (iii) as required under applicable securities regulations.

11.4. In the event of a violation or threatened violation of Customer's obligations under this Section 0, Seller shall be entitled to seek equitable relief, including in the form of a restraining order, orders for preliminary or permanent injunction, specific performance and any other relief that may be available from any court, without the requirement to secure or post any bond, or show actual monetary damages in connection with such relief. These remedies shall not be deemed to be exclusive but in addition to all other remedies available under these Terms, at law, or in equity.

12. INTELLECTUAL PROPERTY

Seller reserves the sole and exclusive ownership of the intellectual property rights in the Products (including but not limited to the technology used to manufacture the Products) and any improvements thereof regardless of inventorship or authorship. Customer shall not (and shall cause its employees, agents, representatives and customers to not) reverse engineer, decompile, disassemble, or decode any of Seller's intellectual property embedded or used in any of the Product.

13. FORCE MAJEURE

13.1. Seller shall not be responsible for any failure or delay in its performance under these Terms due to causes beyond its reasonable control, including, but not limited to, disruptions of the public power supply, communications, and transportation infrastructure, governmental measures, malware or hacker attacks, fire, extraordinary weather events, epidemics, pandemics (or any government restrictions implemented as a result thereof), nuclear and chemical accidents, earthquakes, war, terrorist attacks, labor disputes, strikes, lockouts, shortages of or inability to obtain labor, energy, raw materials or supplies, or other acts of God.

14. MISCELLANEOUS

14.1. If any provision contained in these Terms or any Confirmed Order is held by final judgment of a court of competent jurisdiction to be invalid, illegal, or unenforceable, such invalid, illegal, or unenforceable provision shall be severed from the remainder of these Terms or such Confirmed Order, and the remainder of these Terms or such Confirmed Order shall be enforced. In addition, the invalid, illegal, or unenforceable provision shall be deemed to be automatically modified, and, as so modified, to be included in these Terms, such modification being made to the minimum extent necessary to render such provision valid, legal, and enforceable.

14.2. Seller may assign its rights and/or delegate its liabilities under any Confirmed Order at any time. Customer may not assign its rights or delegate its responsibilities under a Confirmed Order without Seller's prior written consent.

14.3. Seller's waiver of any breach or violation of these Terms or the provisions of any Confirmed Order by Customer shall not be construed as a waiver of any other present or future breach or breaches by Customer.

14.4. The parties hereto are independent contractors and nothing in these Terms will be construed as creating a joint venture, partnership, employment, or agency relationship between the parties.

14.5. Notices by a party regarding the exercise of rights and obligations under these Terms must be signed by authorized representatives of such party, and delivered via courier, mail, or e-mail to the other party's address indicated in the applicable Confirmed Order, provided that a notice by e-mail shall only be validly given if receipt thereof is acknowledged in writing by the recipient.

15. ENTIRE AGREEMENT; CONFLICTS.

15.1. These Terms, including the applicable Confirmed Order, constitute the entire and exclusive agreement of the parties regarding the subject matter hereof and supersede any and all prior or contemporaneous agreements, communications, and understandings (both written and oral) regarding such subject matter. In the event of a conflict between the provisions of these Terms and the provisions of a Confirmed Order, the provisions of the Confirmed Order will govern and control. Seller may amend or modify these Terms from time to time. Seller may, at its sole discretion, provide Customer with written notice of any such changes, revisions, amendments, or modifications, provided, however that any such changes, revisions, amendments, or modifications shall become effective without any further action by any party and that they shall not apply to any Confirmed Order prior to the effective date of such changes, revisions, amendments, or modifications.

16. APPLICABLE LAW AND JURISDICTION

16.1. These Terms and the Confirmed Orders shall be governed by and construed in accordance with the laws of the State of Wisconsin without giving effect to any choice or conflict of law provision or rule that would defer to or cause the application of the substantive laws of any jurisdiction other than Wisconsin. The parties hereby expressly exclude the application of the 1980 United Nations Convention on Contracts for the International Sale of Goods.

16.2. Any dispute, controversy, or claim arising out of or relating to these Terms and any Confirmed Order, including but not limited to the execution, performance, or termination thereof or to any issue of liability arising out of the performance of these Terms or any Confirmed Order, which the parties have not been able to settle amicably shall be submitted to the exclusive jurisdiction of the state or federal courts with jurisdiction in the County of Calumet, Wisconsin, provided that notwithstanding the foregoing, Seller shall be entitled to seek specific performance and injunctive relief in any court of competent jurisdiction. Each party hereby waives any and all claims, pleas, or defenses (including without limitation a plea for *forum non conveniens*) that would permit such party to seek the jurisdiction of any courts or arbitration tribunals other than those set forth in the preceding sentence.

16.3. EACH PARTY HEREBY WAIVES, TO THE FULLEST EXTENT PERMITTED BY APPLICABLE LAW, ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN ANY LEGAL PROCEEDING DIRECTLY OR INDIRECTLY ARISING OUT OF OR RELATING TO THESE TERMS.

Fund: General Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Vehicle Replacement
Project Name: Unit 209: 2008 Ford F550 Dump Truck
Cost: $112,472

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

Unit 209 is a medium-duty dump truck used for sanitary repairs and reconstruction. This unit has a 15-year projected life and its condition will be reevaluated at this time. Under normal supply chain conditions, lead-time for a dump truck is 8 to 12 months. The cost for this vehicle replacement includes the price of a plow and tailgate salt spreader. Due to supply chain issues, Staff will seek authorization to pre-order the replacement vehicle in FY 2025.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 209: 2008 Ford F550 Dump Truck	-	-	-	-	112,472	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
General Fund Revenues/Reserves	-	-	-	-	112,472	-	-	-	-



Department: Public Works Department
Project Type: Vehicle Replacement
Project Name: Unit 211: 2007 GMC 5500 Dump Truck
Cost: $116,587

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

The replacement of the medium-duty dump truck used for sanitary system maintenance, reconstruction, and lift pump service is essential to ensure uninterrupted operations and upkeep of the sanitation infrastructure. With the current vehicle reaching the end of its serviceable life, investing in a new dump truck with crane and lift gate is crucial for maintenance of the sanitary system. By acquiring a new vehicle, the organization can effectively address maintenance needs and ensure a reliable and capable vehicle for maintaining the sanitary system, conducting reconstruction work, and servicing lift pumps. The cost for this vehicle replacement includes the price of a lift gate, crane and saddle mounted tool box. While reviewing this replacement, no alternate fueled vehicles were identified which meet the Village's operational needs. Due to supply chain issues, staff will seek authorization to pre-order the replacement vehicle in FY 2025.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 211: 2007 GMC 5500 Dump Truck	-	-	-	-	116,587	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
General Fund Revenues/Reserves	-	-	-	-	116,587	-	-	-	-



Fund: Sanitary Sewer Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Vehicle Replacement
Project Name: Unit 300: 2007 Ford F550 Dump Truck
Cost: $88,202

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

Based on a condition assessment and years of service, the purchase of a medium-duty dump truck replacement with a lift gate and saddle mounted tool box is essential for facilitating sanitary repairs and reconstruction projects. This versatile vehicle will enable swift material transportation and streamlined movement of heavy equipment, ensuring timely completion of tasks and enhancing overall project productivity. The cost for this vehicle replacement includes the price of a power lift gate. While reviewing this replacement, no alternate fueled vehicles were identified which meet the Village's operational needs. Due to supply chain issues, Staff will seek authorization to pre-order the replacement vehicle in FY 2025.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 300: 2007 Ford F550 Dump Truck	-	-	-	-	88,202	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Operating Revenues/Reserves	-	-	-	-	88,202	-	-	-	-



MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Execution of Contracts for Installation Services by Kordick Electric Company of Northbrook, Illinois and for the Purchase of Industrial Ceiling Fan Materials from Delta T., LLC, d/b/a Big Ass Fans of Lexington, Kentucky

Overview
The existing industrial ceiling fans in the east and west wings of the Public Works Center have been identified for replacement.

Fiscal Impact

Installation work will be completed by Kordick Electric Company, the Village's preferred electrical contractor, in the amount of $16,332. This amount aligns with the contractor's previously approved rates. Staff also recommends a contingency in the amount of $3,000, for a total not to exceed cost for installation of $19,332.

The purchase of the materials-only portion of the project from Delta T., LLC., DBA Big A Fans, will be a total not to exceed amount of $19,373. Accordingly, the total project cost for both materials, installation, and contingency included is $38,705.

The adopted FY26 Budget allocates $65,000 for this project and provides sufficient funds in General Fund Account No. 11-4100-703-00 (Building and Permanent Improvements). Funds will be drawn from this account for the contractual work and materials.

Fund	Account No.	Budget	Available	Requested	Remaining	Within Budget
General Fund - Building and Permanent Improvements	11-4100-703-00	$1,227,000	$1,203,068	$38,705	$1,164,363	Yes

Recommendation
Approval.

Background

The existing industrial ceiling fans in the east and west wings of the Public Works Center have been identified for replacement with a total project cost inclusive of materials, installation, and contingency is $38,705. The FY26 Budget contains $65,000 for this project, of which all remains available.

In August 2025, staff received quotes from three (3) vendors for the purchase of two (2) industrial fans. The two (2) new industrial fans will replace the eight (8) existing fans in the east and west wings of the Public Works Center as they are undersized and inefficient. Upon staff review, the quote from Delta T, LLC, d/b/a Big Ass Fans ("***Materials Vendor***") was determined to be the lowest and most responsive. Based on responsiveness and positive professional references, staff recommends entering into a contract with the Materials Vendor in the amount of $19,373 for the materials-only portion of the project. A summary of the materials-only quotes is included in Table 1.

Table 1. Summary of Quotes for Purchase of Materials-Only Related to Industrial Ceiling Fan Project

Firm	**Materials-Only Cost**
Delta T., LLC, DBA Big A. Fans	$19,373
Humongous Fan	$22,135
Brucker Co.	$25,879

For installation services, staff engaged Kordick Electric Company (" ***Contractor***") one of the Village's designated and preferred electrical Contractors (Resolution 2025-40) whom provided a quote in the amount of $16,322 for the project. Staff recommends including a contingency in the amount of $3,000 to address any unforeseen work related to installation.

Staff will be present at the Village Board meeting to address any questions that may arise.

A Resolution Authorizing the Execution of Contracts for Installation Services by Kordick Electric Company of Northbrook, Illinois and the Purchase of Industrial Ceiling Fan Materials from Delta T, LLC., dba Big Ass Fans of Lexington, Kentucky
Exhibit A - Quote and Agreement for the Installation of Industrial Fans
Exhibit B - Quote and Agreement for the Purchase of Industrial Fans
Supplemental Information - Capital Improvement Plan (FY 2026-2030)

Resolution 2025-_____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Execution of Contracts for Installation Services by Kordick Electric Company of Northbrook, Illinois and the Purchase of Industrial Ceiling Fan Materials from Delta T, LLC., d/b/a Big Ass Fans of Lexington, Kentucky

is hereby adopted, as follows:

Section 1. Recitals.

The Public Works Center needs to purchase and install new industrial strength ceiling fans due to mechanical issues with the existing fans ("***Project***"). The replacement is necessary to ensure adequate air circulation and ventilation in the facility, which will enhance comfort, improve energy efficiency, and reduce the risk of operational disruptions caused by malfunctioning fans, benefiting both employees and visitors. This fan replacement is identified in the Village's Five-Year Capital Improvement Plan (2026 - 2030).

In August 2025, staff received quotes from three contractors for the purchase of materials for two industrial fans. Upon staff review, the quote from Delta T, LLC, d/b/a Big Ass Fans ("***Materials Vendor***"), in the total amount of $19,373 ("***Ceiling Fan Materials Contract***"), was determined to be the lowest and most responsive. For installation, staff engaged Kordick Electric Company ("***Contractor***"), the Village's designated and preferred electrical contractor. Contractor provided a quote in the amount of $16,332 for the installation of the ceiling fans. Staff recommends including a contingency in the amount of $3,000 to address any unforeseen work related to installation. Therefore, installation services shall be in the amount not to exceed $19,332 ("***Installation Contract***"). The total Project cost, inclusive of materials, installation and contingency, is $38,705.

The Village's adopted Fiscal Year 2025-26 Budget provides sufficient funds for this Project in General Fund Account 11-4100-703-00 (Building and Permanent Improvements).

Based on these factors, staff recommends entering into the Ceiling Fan Materials Contract and Installation Contract (collectively, the "***Contracts***") with the Materials Vendor and the Contractor, respectively, for the purchase and installation of two industrial fans at the Public Works Center.

The President and the Board of Trustees have considered the Contracts and determined that it is in the best interests of the Village and the public to enter into the Contracts.

Section 2. Approval of Contracts.

The Ceiling Fan Materials Contract with the Materials Vendor and the Installation Contract with the Contractor, attached hereto as ***Exhibits A*** and ***B*** respectively, shall be, and are hereby, approved in a form acceptable to the Village Attorney and the Village Manager.

Section 3. Authorization to Execute Contracts.

The Village Manager and Village Clerk shall be, and are hereby, authorized and directed to execute and seal, on behalf of the Village, the Ceiling Fan Materials Contract and Installation Contract only after receipt by the Village Clerk of at least three original copies of the Contracts executed by the Materials Vendor and the Contractor, respectively; provided, however, that if such executed copies of the Agreement are not received by the Village Clerk within 30 days after the date of adoption of this Resolution, then this authority to execute and seal shall, at the option of the President and the Board of Trustees, be null and void.

Section 4. Authorization of Expenditure.

The Village Manager is hereby authorized and directed to execute such documents and make such payments as are necessary to complete the Installation Contract and Ceiling Fan Materials Contract at the pricing set forth in ***Exhibit A*** and ***Exhibit B***.

Section 5. Authorization to Execute Change Orders – Installation Contract.

The Village Manager is authorized to execute one or more Contract Change Orders for additional work consisting of additional unforeseen items of work related to, or arising from other work contemplated by, the scope of work in the Installation Contract in the amount of $3,000 subject to the Village Manager making the necessary determination that the work contemplated by the change order complies with Section 33E-9 of Article 33E of the Criminal Code of 1961 and placing a copy of such determinations in the Contract file.

Approved:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

Kordick
Electric Company, Inc.
Northbrook, IL 60062
Phone: 847-291-9990 Fax: 847-291-9909
Email: email@kordickelectric.com

Since 1915

July 22, 2025
Village of Northbrook
1225 Cedar Ln.
Northbrook, IL 60062

Public Works Large Fans

- Run 1 new 1/2" conduit from 2nd floor 480V gear on 2nd floor out to West and East bay area
- Run new conduit to approximately 85' from office wall to main beam
- Set 1 new junction box
- Pull in 1 new 3 phase 20A circuit
- Run customer supplied Cat 6 control cable from new fan location down to location of existing fan control
- Run 1 new fire cable from new fan location to fire panel location
- Hang customer supplied 24' fan and mounting kit on beam
- Make connections and assemble fan
- Mount customer supplied controller and connect to control cable
- Install outlet next to existing fan controller and plug in controller
- Run new conduit from stub from 2nd floor to approximately 75' from office wall to main beam
- Set 1 new junction box
- Pull in 1 new 3 phase 20A circuit
- Run customer supplied Cat 6 control cable from new fan location down to location of existing fan control
- Run 1 new fire cable from new fan location to fire panel location
- Hang customer supplied 24' fan and mounting kit on beam
- Make connections and assemble fan
- Mount customer supplied controller and connect to control cable
- Install outlet next to existing fan controller and plug in controller
- Furnish and install 2 new breakers in existing 480V panel

Labor @ $105/hr- $11,760.00
Material- $4,572.00
Price $16,332.00

Note: Permit fees not included
Fire Alarm connections by others
1 lift rental to lift the fan motor is included
Patching and painting if necessary by others
Work to be done during normal business hours

Continued on next page

We trust that this meets with your approval. If you have any questions, please call our office. If you would like to proceed with this work, please sign and date one copy of this proposal and return it to our office. This proposal is valid for 30 days from the above date.

Respectfully Submitted,

Dustin Frykman
Kordick Electric Co.

Accepted_____Date_____



PROPOSAL

Village of Northbrook

QUOTE NUMBER: 01081047

THE ULTIMATE AIRFLOW SOLUTION

For more than 20 years, Big Ass Fans has set the standard for safer, more comfortable work conditions with airflow products purpose-built to excel in demanding environments. Our fans provide year-round relief from extreme temperatures, making people feel up to 10 °F (6 °C) cooler in summer and effectively circulating heated air in winter.

Engineered for efficient, maintenance-free operation and backed by unbeatable warranties, Big Ass fans deliver powerful airflow that keeps workers refreshed and productive. With a custom solution from Big Ass Fans, your business will reap the rewards of comfort and cost-savings for years.

Contact: Clay Darnell

Email: clay.darnell@bigassfans.com

Phone: 8596876274

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BIG ASS FANS | EXCEPTIONALLY ENGINEERED

Quote Information

Quote Number	01081047	Created Date	7/25/2025
		Expiration Date	8/24/2025
Bill To Name	Village of Northbrook	Ship To Name	Village of Northbrook
Bill To:	655 Huehl Road Northbrook, IL 60062 US	Ship To:	655 Huehl Road Northbrook, IL 60062 US
SFDC ID	11144451		

General Information

Sales Rep	Clay Darnell	Contact Name	Daniel Juarez
E-mail	clay.darnell@bigassfans.com	Contact Phone	8476135181
Phone	8596876274		
Fax	859-233-0139		

Comments

Comments

All fans to include controller with variable speed selector and all mounting brackets.
Freight charges are included in the quoted price.*
Sales Tax is strictly an estimate and may change based on the shipping address of the order.
Lead times are strictly an estimate and may change over time.
PLEASE NOTE THAT THE CONTRACTOR IS RESPONSIBLE FOR VERIFYING THE CORRECT DROP TUBE LENGTH AS WELL AS THE CORRECT MOUNTING METHOD FOR FANS PRIOR TO ORDERING
*Freight charges are subject to change.

VERY IMPORTANT
Davis /Bacon Act, Prevailing Wage, Union Labor or Certified Payroll requirements not included on quoted installation. Fire relay installation is not included unless specifically noted, but can be quoted upon request. It is the quote recipient's responsibility to inform BAF if any of these apply and to provide a determination of wage. Should the quote recipient/ordering party fail to notify BAF of any such conditions, BAF will not assume any additional charges incurred.

Sales Tax

Sales Tax is strictly an estimate and may change based on the shipping address of the order; sales tax is also subject to the tax provisions of the "STANDARD TERMS."

Product	Description	Qty	Total Price
Ceiling Fan Kit, Powerfoil D, 24', 200-277V/1PH-3PH, AFRS - PFX/PFD Standard Industrial Mount Kit, 5-9 7/8" Beam Mount, 10 ft Extension Tube - BAFCon RTC, Advanced Multi Fan Control Kit, Up to 8 Fans, PFD - Tariff Surcharge, Big Fans ($60, included)	MSRP $22,250	2	$18,872.85

Subtotal:	$18,872.85
Tax:	$ 0.00
Estimated Shipping:	$500.00
Grand Total:	**$19,372.85**

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STANDARD TERMS - NET 30 DAYS UPON APPROVAL

Shipping and handling is an estimate.

Our proposals include an estimate of applicable itemized sales taxes which Big Ass Fans is legally obligated to collect and remit. The final, actual amount of such taxes would only be known at the time the customer is actually invoiced for the order.

Prices are subject to change without notice. Surcharges and/or Tariffs may be added or revised at any time and without notice.

All products are subject to Big Ass Fans return policy. For full details visit bigassfans.com/returns

The Buyer must insure that product specifications are consistent with actual field installation requirements. Big Ass Fans product recommendations are based on product specifications as transmitted to the company. As such, Big Ass Fans is not responsible for inaccuracies between the communicated product specifications and actual field installation requirements. The Buyer of the specified products assumes responsibility for the cost of returning or exchanging specified product where specified product does not meet field requirements.

Any variations to product types or quantities (or omissions of existing light fixtures during the survey process – and now not represented in project) will be considered “add-on” and an additional material requirement. These add-on materials will be priced separately.

Big Ass Fans customers who have been approved for term credit and are invoiced for their orders may pay their invoice through one of our customary term credit payment methods of: Check, money order, wire transfer or ACH payment. Any such term credit approved customers who subsequently elect to pay their term invoice by credit card will also be charged a convenience fee for doing so. The exact amount of the convenience fee will be communicated to the customer before the transaction is processed and the card is charged. The Fee is calculated by multiplying the amount sought to be charged to the credit card by .03. (Fee = .03 x Total Amount Paid). If the customer elects not to pay the convenience fee, the customer may use one of the other payment channels alluded to above, free of charge.

Customer is responsible for paying all applicable state and local transactional taxes resulting from the sale. As a manufacturer of tangible personal property registered to do business in all 50 US States, Big Ass Fans is obligated to collect and remit applicable sales taxes and the transaction will be treated and reported as the sale of tangible personal property sold by a manufacturer.

To the extent that the Buyer takes any contrary position with any taxing authority subsequent to this transaction which results in additional and/or different transaction-based taxes for which Big Ass Fans is responsible, Big Ass Fans reserves the right to apply any sales tax collected to any such additional taxes due and/or invoice the Buyer for any other additional amounts due. Additionally, to the extent that applicable transactional taxes were not collected at the time of sale in reliance upon an Exemption Certificate or other exemption later found to be inapplicable by Big Ass Fans, in the exercise of its sole and absolute discretion, Big Ass Fans will invoice Buyer for any applicable sales or other transactional taxes.

Buyer covenants and agrees to promptly pay any such amounts to Big Ass Fans on the same terms and conditions as any other amounts owed to Big Ass Fans on the applicable Order.

The transaction and contract that is the subject of this Proposal shall be governed by the internal laws of the Commonwealth of Kentucky. Any controversy or claim arising out of or relating to this contract, or the breach thereof, shall be settled by arbitration administered by the American Arbitration Association in accordance with its Commercial Arbitration Rules, and judgment on the award rendered by the arbitrator(s) may be entered in any court having jurisdiction thereof.

Upon sales agreement being signed and submitted, order shipment date changes may not be submitted or changed by the purchasing party within 10 business days of scheduled shipment. Scheduled shipment dates may not be changed within the final 10 business days of a given month.Should a customer require that a shipment date be changed within 10 business days or scheduled shipment or within the final 10 business days of a given month, Big Ass Fans reserves the right to decline the customer's request. Secondarily, Big Ass Fans reserves the right to charge a monetary fee for any shipment date change request that falls within the representative windows described above. Reconsignment fees are as follows: $50 for small diameter fan orders and $500 for large overhead orders.

Evaporative Cooler (Cool-Space) orders are not able to be canceled outside of the same business day in which purchase has been confirmed. Customer assumes responsibility for all necessary reconsignment fees related to shipping &/or freight charges as a result of canceled orders completed outside of the hours of 8:00AM to 5:00PM EST on the same business day purchase occurs.

This Proposal and its Associated Terms may not be modified or added to, except by a subsequent writing executed by Big Ass Fans.

PURCHASING OR USING ANY OF OUR PRODUCTS & SERVICES INDICATES YOU AGREE WITH OUR TERMS OF SERVICE AND PRIVACY POLICY. (FOR FULL WARRANTY, TERMS, AND CONDITIONS FOR ALL BIG ASS PRODUCTS, VISIT BIGASSFANS.COM)

Notwithstanding any provision to the contrary, neither party shall be liable to the other party (or any third party) for indirect, consequential, special, incidental, or punitive damages arising from the sale of the products or this agreement. In addition, seller’s total aggregate liability under this agreement shall never exceed the value of the purchase order or the previous twelve (12) months of sales hereunder, whichever is less. This provision shall survive the expiration of termination of this agreement.

INTELLECTUAL PROPERTY

Big Ass Fans retains exclusive ownership of all intellectual property rights embodied by and/or associated with the products sold.

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01081047 $19,372.85

CUSTOMER CONTACT INFORMATION

PLEASE CONFIRM AND COMPLETE ALL BILLING AND SHIPPING INFORMATION FOR YOUR ORDER.

ACCOUNTS PAYABLE (BILLING) ADDRESS:
655 Huehl Road, Northbrook, IL, 60062, US

IS THE BILLING ADDRESS ABOVE CORRECT? Y / N
If this address is incorrect, please provide correct information below:

Company Name:_____

Contact Name:_____

Billing Address:_____

City, State, Zip: _____

Email: _____

Phone:_____DUNS #:_____

SHIPPING ADDRESS:
655 Huehl Road, Northbrook, IL, 60062, US

IS THE SHIPPING ADDRESS ABOVE CORRECT? Y / N
If this address is incorrect, please provide correct information below:

Company Name:_____

Contact Name:_____

Shipping Address:_____

City, State, Zip: _____

Email:_____

Phone:_____

If your organization requires a purchase order, please provide the PO number here:_____
Please provide any available PO documentation to your BAF sales representative.

If this purchase is tax exempt (e.g., 501(c)(3), 509(a), Section 527, registered resellers), you must provide a valid tax exemption certificate to your BAF sales representative.

CLIENT

_____
Signature

_____
Printed Name Date

BIG ASS FANS

_____
Signature

_____
Printed Name Date

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POWERFOIL® D

We've raised the bar on direct-drive technology with our quietest, most efficient industrial fan ever. The groundbreaking Powerfoil D delivers airflow that radically changes the way people feel and work within your space. Rated IP66 for maximum protection in demanding environments, it takes on hot, gritty conditions with ease and has the specs to excel in any facility where comfort and quiet are valued.



KEY FEATURES

- **Six aluminum airfoils** with winglets and safety restraints
- **Built-in accelerometer**, safety cables, and Grade 8 hardware
- **Building automation integration** with 0–10 VDC, Modbus, and BACnet capability
- **Permanent-magnet motor** and VFD reduce noise, EMI, and energy usage
- **IP66-rated protection** against dust, water, and vapors for indoor or outdoor use
- **Available LED** offers ultra-bright, fully dimmable lighting

DIAMETER
8–24 FEET (2.4–7.3 METERS)

MOTOR
NEODYMIUM MAGNET DIRECT-DRIVE

MOUNTING
I-BEAMS, BAR JOISTS, SOLID BEAMS, AND PURLINS

WARRANTY
UP TO 15 YEARS MECHANICAL
UP TO 15 YEARS ELECTRICAL

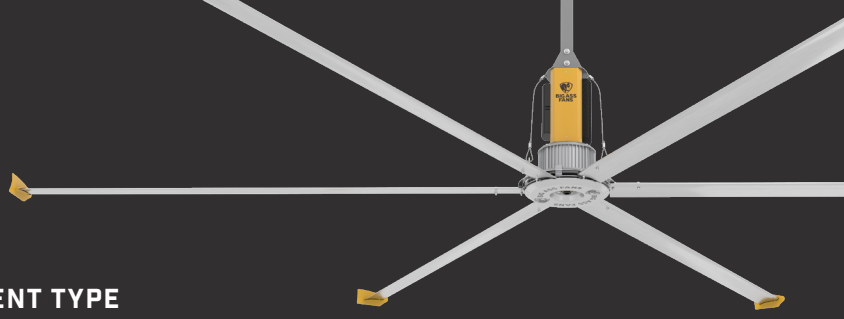
BIG ASS FANS®
EXCEPTIONALLY ENGINEERED

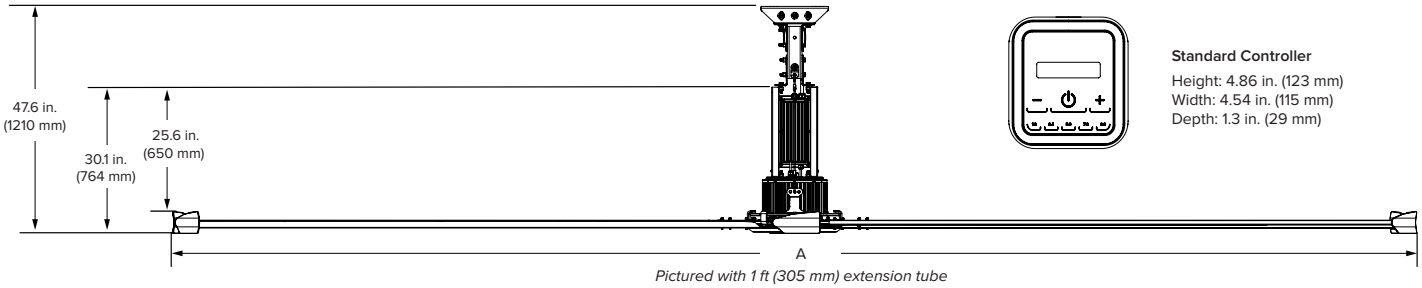
DISCOVER MORE ABOUT POWERFOIL D

Learn more at **bigassfans.com/powerfoil-d**
or call **877.BIG.FANS** for a free custom quote.

POWERFOIL® D

THE INDUSTRIAL FAN THAT'S THE STRONG, SILENT TYPE





Pictured with 1 ft (305 mm) extension tube

Standard Controller
Height: 4.86 in. (123 mm)
Width: 4.54 in. (115 mm)
Depth: 1.3 in. (29 mm)

Technical Specifications

Diameter (A)	Weight[1]	Max Speed	Input Power and Required Breaker	Airfoil Clearances[2]	Max Operating Temperature
8 ft (2.4 m)	212 lb (96 kg)	200 RPM	200–277 VAC, 50/60 Hz, 1 Φ, 10 A 200–277 VAC, 50/60 Hz, 3 Φ, 10 A 380–480 VAC, 50/60 Hz, 3 Φ, 10 A	2 ft (0.6 m) on sides 4 ft (1.2 m) below ceiling	131°F (55°C)
10 ft (3 m)	220 lb (100 kg)	145 RPM			
12 ft (3.6 m)	227 lb (103 kg)	145 RPM	200–277 VAC, 50/60 Hz, 1 Φ, 10 A 200–277 VAC, 50/60 Hz, 3 Φ, 10 A 380–480 VAC, 50/60 Hz, 3 Φ, 10 A	2 ft (0.6 m) on sides 5 ft (1.5 m) below ceiling	
14 ft (4.3 m)	235 lb (107 kg)	120 RPM			
16 ft (4.9 m)	242 lb (110 kg)	108 RPM	200–277 VAC, 50/60 Hz, 1 Φ, 15 A 200–277 VAC, 50/60 Hz, 3 Φ, 15 A 380–480 VAC, 50/60 Hz, 3 Φ, 10 A	2 ft (0.6 m) on sides 6 ft (1.8 m) below ceiling	
18 ft (5.5 m)	273 lb (124 kg)	94 RPM	200–277 VAC, 50/60 Hz, 1 Φ, 15 A 200–277 VAC, 50/60 Hz, 3 Φ, 15 A 380–480 VAC, 50/60 Hz, 3 Φ, 10 A		
20 ft (6.1 m)	280 lb (127 kg)	84 RPM		2 ft (0.6 m) on sides 7 ft (2.1 m) below ceiling	
24 ft (7.3 m)	295 lb (134 kg)	64 RPM			

Construction Features

Airfoils	Motor and Drive	Certifications	Mounting	Multi-Point Safety[3]	Colors
Six patented Powerfoil airfoils (mill finish) Powerfoil winglets eliminate wind noise (BAF yellow)	Neodymium magnet motor provides virtually silent operation and optimum efficiency Rated IP66	UL Standard 507 and CSA Standard 22.2 No. 113	Standard upper mount installs to I-beams and bar joists Optional kits allow for mounting to solid beams and purlins	Double safety cable system, airfoil retainers, hub safety clips, Grade 8 hardware, fire relay, guy wires, and airfoil restraint system	Standard colors are silver and yellow. Individualize your fan with one of our classic color upgrades, or work with our design consultants to create a shade that's all your own.

Controls

Standard Controller	Integrations	BAFCon Upgrade[4]
Made from durable UV-resistant materials Rated IP55 Intuitive touchscreen interface On/Off and variable speed control Password protection Powered by fan drive	Building automation systems (Modbus-RTU protocol) 0–10 V control Fire suppression systems	Integrated SmartSense technology automatically adjusts fan speed based on seasonal conditions 24-bit color LCD display with resistive touchscreen protected in sleek metal and ABS housing Powered by fan drive

Standard Controller



[1] Weight does not include mount or extension tube.
[2] Measure the distance from the tip of the winglet to the ceiling or major obstruction.
[3] Airfoil restraint system comes standard on 20–24 ft (6–7.3 m) fans and is an option for smaller diameter fans. The fire relay must be wired during install if required by local code. Guy wires are included with fans that have extension tubes 4 ft (1.2 m) or longer.
[4] Optional upgrade available; ships separately.

Lead times may vary.
See full warranty for coverage information.

© 2019 Delta T LLC dba Big Ass Fans. All rights reserved.

Fund: General Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Facility Improvement
Project Name: Village Hall, Fire Station 11, Public Works Center Facility Improvements
Cost: $1,051,000

Priority Code: D - Optional but beneficial to the Village in social, cultural, or aesthetic ways
B - Essential, but may be delayed
CAP Item: No
Grant Funding: No

Overview

Village Hall Door Replacement: The Village Hall's doors, located just outside the Sandra "Sandy" Frum Board Room, have exhibited clear signs of weather-related wear and tear, necessitating their replacement. These particular south-facing doors endure direct exposure to various environmental factors, including sunlight, moisture, extreme temperature fluctuations, and freeze-thaw cycles. Staff further attributes the use of deicing solutions on walkways during the winter months that have a detrimental impact on the applied protective coating on the wood doors. The corrosive nature of solutions has led to the corrosion of metal hardware such as hinges, handles, and locks.
Additionally, the wooden doors from the Terrace Conference Room to the terrace, and the doors from the IT storage room to the terrace are weathered and in need of replacement. These doors are similarly exposed to the elements and must be replaced.
Staff has explored the advantages of fiberglass doors with a woodgrain finish to maintain the aesthetic continuity of the building while enhancing resilience against the environmental elements and recommends moving forward with this for replacement. This project has been prioritized as "D - Optional but beneficial to the Village in social, cultural, or aesthetic ways."

Fire Station 11 NO2/CO Detection System w/ Exhaust Installation: The Village's 2018 Facilities Assessment identified the need to install a modern nitrogen dioxide (NO2) and carbon monoxide (CO) detection system with exhaust in the apparatus bay of Fire Station 11. Staff recommends installation to protect against exhaust build-up in the apparatus bay. This project has been prioritized as "B - Essential, but may be delayed".

Public Works Center - Industrial Ceiling Fan Replacement: The Public Works Center needs to purchase eight new industrial strength ceiling fans due to mechanical issues with the existing fans. The replacement is necessary to ensure adequate air circulation and ventilation in the facility which will enhance comfort, improve energy efficiency, and reduce the risk of operational disruptions caused by malfunctioning fans, benefiting both employees and visitors. This project has been prioritized as "B - Essential, but may be delayed".

Public Works Center - Fuel Island Replacement: At the Public Works Center, the Village maintains a fuel station consisting of tanks, pumps and dispensers which dispenses fuel for the Village's fleet. Using a fuel station allows the Village to procure its own fuel at wholesale rates and ensures continuous access to fuel in the event of an on-going emergency. The existing fuel island tanks and system are approaching the end of their useful life. The tanks were originally installed in 1980 as single walled tanks with no ground monitoring system to identify potential leaks. In 1999, the system underwent a major upgrade including an epoxy spray liner in the tanks, double wall lining, new pumps, sensors and wiring and a Veeder Root TLS-350 monitoring system. While the system passed its five-year inspection by the State Fire Marshall's office in 2020, staff recommends proactively replacing these components to avoid the possibility of it failing and being taken offline in 2025 resulting in the Village being without fueling capabilities. Due to environmental evaluations, staff started design engineering for a replacement system in FY 2024 and will continue design engineering in FY 2024/2025 with letting in early Fiscal Year 2026. Proceeding with construction will be contingent on the Village's overall plan for its facilities. Beginning engineering in Fiscal Year 2024 allows the Village to identify and apply for all necessary permits to ensure construction can be completed in Fiscal Year 2026. This project has been prioritized as "B - Essential, but may be delayed".

*Projects scheduled at the Police Station, Fire Station 11 and Fleet Maintenance Garage will be reviewed and reassesses in relation to the ongoing Facilities Assessment.

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Village Hall Door Refurbishment	-	-	-	-	96,000	-	-	-	-
Fire Station 11 NO2/CO Detection System	-	-	-	-	65,000	-	-	-	-
PWC Industrial Ceiling Fan Replacement	-	-	-	-	65,000	-	-	-	-
Fuel Island Replacement	-	-	41,250	41,250	825,000	-	-	-	-
Total	**-**	**-**	**41,250**	**41,250**	**1,051,000**	**-**	**-**	**-**	**-**

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
General Fund Revenues/Reserves	-	-	41,250	41,250	1,051,000	-	-	-	-

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Waiving Competitive Bidding and Approving the Expenditure for Proprietary Replacement Services to the Public Works Department's Vactor Hopper from Standard Equipment of Elmhurst, Illinois

Overview

The Public Works Department uses a 2013 Vactor Truck to maintain sanitary and storm sewers as well as perform underground utility repairs. The replacement of the hopper, or rear tank that collects debris, on its door will extend the useful life of this vehicle.

Fiscal Impact

The replacement of the hopper (rear tank on the vehicle that collects debris) and the hopper door for this piece of equipment have been identified for replacement in order to extend the useful life of this vehicle and as identified in the Village's Five-Year Capital Improvement Plan (CIP) and budgeted for in the FY26 Budget in Account No.16-4190-708-00 in the amount of $100,000.

Standard Equipment of Elmhurst, IL supplied a quote for the replacement of the hopper and hopper door on Unit #310, which is attached. However, due to increased costs for manufacturing the replacement parts, the quote for the replacement has increased to $123,924. Staff is seeking a contingency of 10% of $12,300 in case additional repairs are needed once the current hopper is removed for a total not to exceed spending authority of $136,224. A budget amendment is required for the funds in excess of the budgeted amount and will be brought to the Board in December.

Account	Account Number	Budget	Available	Request	Account Remaining	Within Budget
Sanitary Fund - Vehicles	16-4190-708-00	$100,000	$100,000	$136,224	$0	No

Recommendation

Approval.

Background

The Northbrook Public Works Department has one (1) combination flusher and vacuum vehicle that is used to maintain sanitary and storm sewer as well as perform underground utility repairs when conventional digging is not possible due to different factors such as conflicting underground utilities. The Vactor, Unit #310, is critical for daily tasks and unscheduled work, such as water main breaks and sewer backups. The Vactor hopper, or collection tank, which holds water, debris and other spoils from digging, has been thoroughly evaluated and is coming to the end of its useful life due to corrosion to the hopper door and along welded joints. It is in need of replacement and it is anticipated that the new hopper will extend the useful life of the vehicle for an additional 5 - 7 years.

As part of the Capital Improvement Plan (CIP) and Budget preparation processes, the Village evaluates the overall condition of its fleet and recommends replacements or scheduled major repairs based on age, condition, maintenance history, and mileage. The replacement of the hopper (rear tank on the vehicle that collects debris) and the hopper door for this piece of equipment have been identified for replacement in order to extend the useful life of this vehicle and as identified in the Village's Five-Year CIP and budgeted for in the FY26 Budget in Account No.16-4190-708-00 in the amount of $100,000.

Standard Equipment of Elmhurst, Illinois is the local, sole source vendor of complete Vactor brand vehicles, parts and warranty repairs. As the local sole source vendor, Standard Equipment has many years of experience with this type of work and has replaced numerous debris hoppers. For these reasons, staff sought pricing from Standard Equipment for the replacement of the hopper and hopper door on the Vactor. Standard supplied a price in the amount of $123,924. Staff is also seeking a 10% contingency for any repairs that are needed after the existing hopper is removed for a total not to exceed spending authority of $136,224. Because of these factors, staff recommends waiving the requirements of Competitive Bidding for the purchase of proprietary replacement services for the Public Works Department's Vactor Truck from Standard Equipment of Elmhurst, Illinois, IL.

Staff will be present at the Village Board of Trustees meeting to answer any questions that may arise.

A Resolution Waiving Competitive Bidding and Approving the Expenditure for Proprietary Replacement Services to the Public Works Departmentâ€™s Vactor Hopper from Standard Equipment of Elmhurst, Illinois
Exhibit A - Quote from Standard for Unit 310 Vactor Hopper
Supplemental Information - CIP - Unit 310 Excerpt

Resolution 2025 - _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Waiving Competitive Bidding and Approving the Expenditure for Proprietary Replacement Services to the Public Works Department's Vactor Hopper from Standard Equipment of Elmhurst, Illinois

is hereby adopted, as follows:

Section 1. RECITALS.

As part of the annual Capital Improvement Plan and Budget processes, the Village evaluates its current vehicles and equipment and makes recommendations for the replacement of older equipment based on its age, condition, maintenance history, and mileage.

The Adopted FY25/26 Budget contains funding for the replacement of Unit #310's (a 2013 Freightliner Vactor, a combination flusher and vacuum vehicle) ("***Vehicle***") hopper and hopper door in the amount of $100,000. This Vehicle is used to maintain sanitary and storm sewer, as well as perform underground utility repairs when conventional digging is not possible due to different factors such as conflicting underground utilities.

Public Works evaluated the scope of work and determined an outside vendor is required to perform the hopper replacement due to their complexity, anticipated time, and the number of staff that would be dedicated to the replacement. Furthermore, the Fleet Garage does not currently have the necessary equipment to safely lift the debris body.

Standard Equipment of Elmhurst, Illinois ("***Vendor***") is the local, sole source vendor of complete Vactor brand vehicles, parts and warranty repairs. Vendor has many years of experience with this type of work and has replaced hoppers and hopper doors. Because of these factors, staff recommends waiving the requirements of competitive bidding for the purchase of proprietary replacement services for the Vehicle from Vendor.

Vendor supplied a proposal for the replacement of the hopper and hopper door on the Vehicle ("***Services***") in the total of $123,924. Staff is also seeking a 10% contingency and recommends a total spending authority in the not to exceed amount of $136,224, to allow for any repairs that may be required once the hopper is removed. A budget amendment is required for the funds in excess of the budgeted amount and will be brought to the Board for consideration at a future meeting.

The President and the Board of Trustees have considered the purchase of the Services from the Vendor and have determined that it is in the best interest of the Village and the public.

Section 2. WAIVER OF COMPETITVE BIDS.

The requirement of competitive, sealed bids be solicited for this purchase is hereby waived based on the Vendor being the sole source for the replacement hopper.

Section 3. AUTHORIZATION OF EXPENDITURE.

The Village Manager is hereby authorized and directed to execute all such documents and make such payments as are necessary to complete the procurement of the Services from the Vendor in an amount not to exceed $136,224.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYS:
ABSTAIN:
ABSENT:

ATTEST:

Village President

Village Clerk

STANDARD EQUIPMENT
Subsidiary of Federal Signal Corporation

Please Remit To:
4519 Old Charlotte Hwy
Monroe, NC 28110
Email: ar@standardequipment.com
Website: www.standardequipment.com

Ship To:
IN STORE PICKUP

Invoice To:
VILLAGE OF NORTHBROOK
1227 CEDAR LANE
NORTHBROOK IL 60062
United States

Branch		
08 - CHICAGO		
Date	Time	Page
07/08/2025	14:58:49 (O)	1
Account No.	Phone No.	Est. No. 03
NORTH043	8475095365	002835
Ship Via	Purchase Order	
E9998141604		
Salesperson	Salesperson ID	
	MAC	

ESTIMATE EXPIRY DATE: 07/31/2025

SERVICE ESTIMATE • Not An Invoice

Estimate will be honored for 30 days from the date of the Estimate

The Purchase Price is subject to change at anytime without notice by SE to the extent that SE has incurred increased costs between the date hereof and the delivery date due to changes in government regulations and other reasons beyond SE s control.
REPLACEMENT DEBRIS BODY W/ REAR DOOR WITH FACTORY PAINT (13-04V-13831).
DOES NOT INCLUDE ANY FREIGHT CHARGES
UNIT WILL SHIP PAINTED TO ORIGINAL MANUFACTURED COLOR, UNLESS OTHERWISE SPECIFIED
16-18 WEEK LEAD TIME
DOES NOT INCLUDE ANY ELECTRICAL/HYDRAULIC COMPONENTS
ONCE ORDER IS PLACED ON PRODUCTION FLOOR, ORDER CANNOT BE CANCELLED

Stock #: US009068 2013 VT 2100 MS #: 13-04V-13831
Make: VA Model: 2100
Is to have the following work done

REPLACE DEBRIS BODY WITH DOOR - PAINTED
ADDITIONAL DESCRIPTION:
REPLACE THE COMPLETE DEBRIS BODY AND REAR DOOR ON YOUR VACTOR SEWER UNIT, THE BODY AND REAR DOOR WILL BE OEM FROM THE FACTORY JUST AS IT CAME FROM VACTOR WHEN NEW, THE BODY AND DOOR WILL BE PAINTED TO MATCH THE EXISTING COLOR, WE WILL REMOVE THE WORN BODY AND DOOR, ONCE NEW ASSEMBLY IS INSTALLED WE WILL SWAP OVER FROM OLD BODY TO NEW BODY,ONCE COMPLETED WE WILL TEST OPERATION TO ENSURE IT OPERATES AS INTENDED FROM THE VACTOR FACTORY.
NOTE: ADDITIONAL WELDING WILL BE NEEDED TO COMPLETE THE INSTALL ONCE THE BODY ARRIVES AT SECO. ONCE THE WELDS ARE COMPLETED, WE WILL NEED TO TOUCH UP THE PAINT IN THE AREAS WELDED TO MATCH THE EXISTING PAINT.

ALERT: If you are requested to modify any payment instructions, please do not act on the request. Contact the Standard Equipment Credit department via a known/verified phone number.

In the event of cancellation, I agree to reimburse Standard Equipment for any work performed (labor, parts and supplies) up to the date that Standard Equipment is notified of any intention to cancel.
If you require clarification of your shop supply charges please contact your service writer.

RECEIVED THE ABOVE IN GOOD CONDITION DATE

PRINT NAME

I authorize the above work to be done, including all necessary parts and supplies. I grant Standard Equipment permission to operate the equipment on streets, highways or wherever for the purposes of inspection, testing and delivery at my risk. I specifically grant an Express Mechanic's Lien today on the listed equipment to secure the amount of the repairs listed herein. Equipment shall remain the property of Standard Equipment until payment has been received in full. If you require clarification of your shop supply charges, please contact your service writer.

Standard Equipment is neither responsible nor liable for any loss, damage, or injury, however caused, to trucks, units, contents, cargo or person directly or indirectly related to an installation, use or mechanical failure of a part or product. Standard Equipment expressly disclaims and is held harmless from any direct losses or consequential losses that may result from the repair or operation of customer-operated product or installation / use of a part. Standard Equipment is held harmless from any direct losses or consequential losses that may result from late delivery of a part, service, or product. Standard Equipment makes no assurance whatsoever regarding any desired or intended purpose of a part or product. If remittance is by credit card, I agree to pay the above total amount according to card issuer agreement (Merchant agreement if credit voucher).

STANDARD EQUIPMENT
Subsidiary of Federal Signal Corporation

Please Remit To:
4519 Old Charlotte Hwy
Monroe, NC 28110
Email: ar@standardequipment.com
Website: www.standardequipment.com

Ship To:
IN STORE PICKUP

Invoice To:
VILLAGE OF NORTHBROOK
1227 CEDAR LANE
NORTHBROOK IL 60062
United States

Branch		
08 - CHICAGO		
Date	Time	Page
07/08/2025	14:58:49 (O)	2
Account No.	Phone No.	Est. No. 03
NORTH043	8475095365	002835
Ship Via	Purchase Order	
E9998141604		
Salesperson	Salesperson ID	
	MAC	

ESTIMATE EXPIRY DATE: 07/31/2025

SERVICE ESTIMATE • Not An Invoice

Estimate will be honored for 30 days from the date of the Estimate

Part#	Description	Qty	PRICE	AMOUNT
13-04V-13831A	DEBRIS BODY/DOO	1	85625.93	85625.93

MISCELLANEOUS CHARGES:

Description	PRICE	AMOUNT
WELDING CHARGE	1500.00	1500.00
PAINT AFTER WELDING	2750.00	2750.00
FREIGHT	2200.00	2200.00
SHOP SUPPLIES	498.00	498.00

Parts:	85625.93
Labor:	31350.00
Miscellaneous:	6948.00
TOTAL:	123923.93

Authorization: _____

ALERT: If you are requested to modify any payment instructions, please do not act on the request. Contact the Standard Equipment Credit department via a known/verified phone number.

In the event of cancellation, I agree to reimburse Standard Equipment for any work performed (labor, parts and supplies) up to the date that Standard Equipment is notified of any intention to cancel.
If you require clarification of your shop supply charges please contact your service writer.

RECEIVED THE ABOVE IN GOOD CONDITION DATE

PRINT NAME

I authorize the above work to be done, including all necessary parts and supplies. I grant Standard Equipment permission to operate the equipment on streets, highways or wherever for the purposes of inspection, testing and delivery at my risk. I specifically grant an Express Mechanic's Lien today on the listed equipment to secure the amount of the repairs listed herein. Equipment shall remain the property of Standard Equipment until payment has been received in full. If you require clarification of your shop supply charges, please contact your service writer.

Standard Equipment is neither responsible nor liable for any loss, damage, or injury, however caused, to trucks, units, contents, cargo or person directly or indirectly related to an installation, use or mechanical failure of a part or product. Standard Equipment expressly disclaims and is held harmless from any direct losses or consequential losses that may result from the repair or operation of customer-operated product or installation / use of a part. Standard Equipment is held harmless from any direct losses or consequential losses that may result from late delivery of a part, service, or product. Standard Equipment makes no assurance whatsoever regarding any desired or intended purpose of a part or product. If remittance is by credit card, I agree to pay the above total amount according to card issuer agreement (Merchant agreement if credit voucher).

FEDERAL SIGNAL
Moves. Cleans. Protects.

Elgin
Guzzler
Jetstream
TRUVAC
Vactor
FS Solutions

January 24, 2025

To whom it may concern:

Joe Johnson Equipment dba Standard Equipment is the exclusive dealer for Elgin Sweeper street cleaning equipment and Vactor Manufacturing sewer cleaning products. This includes municipal sales, OEM parts and service covering the entirety of Northern Illinois.

This is per the terms of a Dealer Agreement between Federal Signal Corporation of Oak Brook, IL and Joe Johnson Equipment dba Standard Equipment of Elmhurst, IL.

If you have a question regarding identification of an Authorized Elgin or Vactor Distributor, please call the Elgin Sweeper Company at 847-741-5370 or Vactor Manufacturing at 815-672-3171. We will be happy to provide you with the required information.

Regards,

Josh Jenkins
Regional Sales Manager- Central Region
Federal Signal Environmental Solutions Group
Elgin Sweeper Company and Vactor Manufacturing.
jjenkins@federalsignal.com
(331) 228-9859

Fund: Stormwater Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Equipment Replacement
Project Name: Unit 310: 2013 Freightliner Vactor Hopper
Cost: $100,000

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

Unit 310 is a combination flusher and vacuum vehicle that is used to maintain sanitary and storm sewer and perform underground utility repairs when conventional digging is not possible. The hopper, which holds water and other spoils from digging, has been thoroughly evaluated and is coming to the end of its useful life due to corrosion on the hopper door and along welded joints. It is anticipated that the new hopper will extend the useful life of the vehicle for an additional 5-7 years.

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Project	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Unit 310: 2013 Freightliner Vactor Hopper	-	-	-	-	100,000	-	-	-	-

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Operating Revenues/Reserves	-	-	-	-	100,000	-	-	-	-

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Purchase of Water Main Tap and Repair Supplies, as Needed, from Ziebell Water Service Products, Inc. of Elk Grove Village, Illinois; Core & Main LP of St. Louis, Missouri; and Mid-American Water of Wauconda, Inc. of Wauconda, Illinois

Overview

The Village contracts with multiple preferred vendors to ensure the Village can purchase needed materials from an authorized vendor from time to time for maintenance and repairs and new home connections as needed for the Village's water mains, valves, and other appurtenances.

Fiscal Impact

Funds have been appropriated in the Adopted FY26 Budget in Account Number 21-4180-645-00 (Water Line Parts) for the purchase of water main tap and repair supplies, including tapping sleeves and repair sleeves, on an as-needed basis. Staff will continue to draw funds from this account for the purchase of these supplies including materials already delivered during the current Fiscal Year in the amount of $33,822.

Recommendation

Approval.

Background

Staff solicited fixed unit pricing for the various types of water main tap and repair supplies that the Village uses throughout the year from three local vendors who have previously supplied these items. As water main supplies are often needed on an emergency basis and an individual vendor may not have a particular item at any given time, the purpose of the solicitation was to identify the low bidder for each individual item. In the event that the Village needed to procure a specific item, staff would first attempt to procure it from the vendor with the lowest bid. If the item was not available from the low-bidder, staff would then approach the next low bidder for the item and so forth.

As part of its on-going maintenance responsibilities, the Public Works Department provides water main tapping and break repair services. Taps are completed when new individual service lines are connected to the system and are done using a special fitted clamp (often called a "saddle" or "tapping sleeve") that secures around the main and provides a watertight seal between the main and connection. Similarly, the most common method for repairing water main breaks, when the overall condition of the pipe is good, is to place a sleeve over the break to secure the broken area. However, in cases where the area around the break is severely compromised, the preferred method is to cut out the compromised section of water main and replace it with a new segment of pipe, which is then secured with sleeves. Sleeves come in a variety of sizes according to the size of the tap (if applicable), the diameter of the main, and the length to be covered by the sleeve.

Staff recommends approval of the Resolution authorizing the purchase of Water Main Tap and Repair Supplies from Ziebell Water Service Products, Inc. of Elk Grove Village, Illinois; Core & Main LP of St. Louis, Missouri; and Mid-American Water of Wauconda, Inc. of Wauconda, Illinois at the unit prices outlined in Exhibit A on an as needed basis. Staff will be available at the meeting to answer any questions that may arise.

A Resolution Authorizing the Purchase of Water Main Tap and Repair Supplies, as Needed
Exhibit A - Water Parts Yearly Quotes for FY2025-2026

Resolution 2025 - _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Purchase of Water Main Tap and Repair Supplies, as Needed, from Ziebell Water Service Products, Inc. of Elk Grove Village, Illinois; Core & Main LP of St. Louis, Missouri; and Mid-American Water of Wauconda, Inc. of Wauconda, Illinois

is hereby adopted, as follows:

Section 1. Recitals.

The Village's Fiscal Year 2025/26 Budget includes funds in Account No. 21-4180-645-00 for the purchase of water main tap and repair supplies, including tapping sleeves and repair sleeves ("***Water Main Supplies***"). These supplies are necessary for maintaining the water distribution system and to establish new service connections and complete repairs for water main breaks.

Staff solicited fixed unit pricing for the various types of Water Main Supplies that the Village uses throughout the year from three local vendors who have previously supplied these items. As Water Main Supplies are often needed on an emergency basis and an individual vendor may not have a particular item at any given time, the purpose of the solicitation was to identify the low bidder for each individual item. In the event that the Village needs to procure a specific item, staff will first attempt to procure it from the vendor with the lowest bid. If the item is not available from the low-bidder, staff will then approach the next low bidder for the item. The Village received responses from three vendors: Ziebell Water Service Products, Inc. of Elk Grove Village, Illinois; Core & Main LP of St. Louis, Missouri; and Mid-American Water of Wauconda, Inc. of Wauconda, Illinois (collectively, the "***Vendors***").

Based on these factors, staff recommends Village Board authorization for the purchase of Water Main Supplies from the Vendors at unit prices outlined in ***Exhibit A*** on an as needed basis.

The President and the Board of Trustees have considered these procurements and determined that they are the best interests of the Village.

Section 2. Authorization of Procurement.

The Village Manager is hereby authorized and directed to execute such documents and make such payments as are necessary to complete the procurement of Water Main Supplies from the Vendors at unit prices outlined in ***Exhibit A,*** on an as-needed basis.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYS:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

Ziebell - These prices are good from 5/1/25 to 4/30/26

FORD

TAPPED REPAIR CLAMPS	1" TAPPED	1-1/2" TAPPED	2" TAPPED
4 x 8 Small (4.74-5.14)	124.8	150	160.8
4 x 12 Small (4.74-5.14)	163.5	182.4	186.66
4 x 15 Small (4.74-5.14)	177.6	189.6	201
4 x 20 Small (4.74-5.14)	278.4	302.4	316.8
4 x 24 Small (4.74-5.14)	312	336	348
4 x 30 Small (4.74-5.14)	369	393.6	408
4 x 36 Small (4.74-5.14)	606	612	630
4 x 8 **Large** (4.95-5.35)	124.8	150	160.8
4 x 12 **Large** (4.95-5.35)	163.5	183.6	187.2
4 x 15 **Large** (4.95-5.35)	186	198	210
4 x 20 **Large** (4.95-5.35)	279.6	302.4	316.8
4 x 24 **Large** (4.95-5.35)	312	334.8	348
4 x 30 **Large** (4.95-5.35)	369	393.6	408
4 x 36 **Large** (4.95-5.35)	606	612	630
6 x 8	126	146.4	156
6 x 12	176.4	198	210
6 x 15	204	222	234
6 x 20	282	312	324
6 x 24	346.8	357.6	381.6
6 x 30	426	438	450
6 x 36	648	684	702
8 x 8	142.8	160.8	172.8
8 x 10	180	195.6	208.8
8 x 12	204	222	234
8 x 15	228	249.6	262.8
8 x 20	318	340.8	362.4
8 x 24	369.6	394.8	424.8
8 x 30	486	504	522
8 x 36	666	690	702
10 x 8	182.4	190.8	204
10 x 10	212.4	226.8	237.6
10 x 12	261.6	270	286.8
10 x 15	286.8	312	322.8
10 x 20	384	406.8	422.4
10 x 24	468	493.2	510
10 x 30	537.6	559.2	579.6
10 x 36	834	852	870
12 x 10	212.4	246	258
12 x 12	288	306	322.8
12 x 15	332.4	345.6	366
12 x 20	414	445.2	465.6
12 x 24	522	537.6	562.8
12 x 30	633.6	650.4	**674.4**
12 x 36	882	906	922.8

SMITH BLAIR

TAPPED REPAIR CLAMPS	1" TAPPED	1-1/2" TAPPED	2" TAPPED
4 x 8 Small (4.74-5.14)	99	109	118.25
4 x 12 Small (4.74-5.14)	136.25	146.25	155.5
4 x 15 Small (4.74-5.14)	148	158	167.5
4 x 20 Small (4.74-5.14)	208.75	219	228
4 x 24 Small (4.74-5.14)	258.75	268	277.5
4 x 30 Small (4.74-5.14)	267	276.25	286
4 x 36 Small (4.74-5.14)	n/a	n/a	n/a
4 x 8 **Large** (4.95-5.35)	105	113	123
4 x 12 **Large** (4.95-5.35)	138	149	160
4 x 15 **Large** (4.95-5.35)	155	165	175
4 x 20 **Large** (4.95-5.35)	215	228	239
4 x 24 **Large** (4.95-5.35)	260	268	280
4 x 30 **Large** (4.95-5.35)	300	312	321
4 x 36 **Large** (4.95-5.35)	n/a	n/a	n/a
6 x 8	112	122	130
6 x 12	160	170	180
6 x 15	175	185	195
6 x 20	255	265	275
6 x 24	315	325	335
6 x 30	355	365	375
6 x 36	n/a	n/a	n/a
8 x 8	125	135	145
8 x 10	155	165	175
8 x 12	183	195	205
8 x 15	208	220	235
8 x 20	285	297	310
8 x 24	347	360	370
8 x 30	405	420	435
8 x 36	n/a	n/a	n/a
10 x 8	155	166	177
10 x 10	195	208	220
10 x 12	222	235	247
10 x 15	255	268	280
10 x 20	338	350	365
10 x 24	411	425	439
10 x 30	470	489	505
10 x 36	n/a	n/a	n/a
12 x 10	177	190	205
12 x 12	264	278	289
12 x 15	296	310	322
12 x 20	395	410	422
12 x 24	465	480	495
12 x 30	540	555	**570**
12 x 36	n/a	n/a	n/a

Ziebell - These prices are good from 5/1/25 to 4/30/26

FORD

STRAIGHT REPAIR CLAMPS	Price per each
4 x 8 Small (4.74-5.14)	$101.00
4 x 12 Small (4.74-5.14)	$132.00
4 x 15 Small (4.74-5.14)	$153.00
4 x 20 Small (4.74-5.14)	$248.00
4 x 24 Small (4.74-5.14)	$282.00
4 x 30 Small (4.74-5.14)	$336.00
4 x 36 Small (4.74-5.14)	$555.00
4 x 8 **Large** (4.95-5.35)	$101.00
4 x 12 **Large** (4.95-5.35)	$132.00
4 x 15 **Large** (4.95-5.35)	$153.00
4 x 20 **Large** (4.95-5.35)	$248.00
4 x 24 **Large** (4.95-5.35)	$282.00
4 x 30 **Large** (4.95-5.35)	$336.00
4 x 36 **Large** (4.95-5.35)	$555.00
6 x 8	$104.00
6 x 12	$149.00
6 x 15	$173.00
6 x 20	$250.00
6 x 24	$312.00
6 x 30	$354.00
6 x 36	$594.00
8 x 8	$115.00
8 x 10	$143.00
8 x 12	$161.00
8 x 15	$198.00
8 x 20	$276.00
8 x 24	$324.00
8 x 30	$462.00
8 x 36	$648.00
10 x 8	$144.00
10 x 10	$184.00
10 x 12	$223.00
10 x 15	$246.00
10 x 20	$342.00
10 x 24	$438.00
10 x 30	$492.00
10 x 36	$778.00
12 x 10	$192.00
12 x 12	$230.00
12 x 15	$269.00
12 x 20	$358.00
12 x 24	$482.00
12 x 30	$550.00
12 x 36	$858.00

SMITH BLAIR

	Price per each
4 x 8 Small (4.74-5.14)	$74.00
4 x 12 Small (4.74-5.14)	$107.00
4 x 15 Small (4.74-5.14)	$119.50
4 x 20 Small (4.74-5.14)	$185.00
4 x 24 Small (4.74-5.14)	$232.00
4 x 30 Small (4.74-5.14)	$249.00
4 x 36 Small (4.74-5.14)	n/a
4 x 8 **Large** (4.95-5.35)	$84.00
4 x 12 **Large** (4.95-5.35)	$110.00
4 x 15 **Large** (4.95-5.35)	$127.50
4 x 20 **Large** (4.95-5.35)	$206.50
4 x 24 **Large** (4.95-5.35)	$235.00
4 x 30 **Large** (4.95-5.35)	$280.00
4 x 36 **Large** (4.95-5.35)	n/a
6 x 8	$84.00
6 x 12	$128.00
6 x 15	$144.00
6 x 20	$224.00
6 x 24	$275.00
6 x 30	$315.00
6 x 36	n/a
8 x 8	$96.00
8 x 10	$124.00
8 x 12	$147.00
8 x 15	$172.00
8 x 20	$249.00
8 x 24	$309.00
8 x 30	$385.00
8 x 36	n/a
10 x 8	$123.00
10 x 10	$162.00
10 x 12	$193.00
10 x 15	$222.00
10 x 20	$305.00
10 x 24	$379.00
10 x 30	$430.00
10 x 36	n/a
12 x 10	$193.00
12 x 12	$233.00
12 x 15	$260.00
12 x 20	$360.00
12 x 24	$430.00
12 x 30	$505.00
12 x 36	n/a

Ziebell - These prices are good from 5/1/25 to 4/30/26

Ductile Iron Water Main Pipe

Pipe Size	Class 52 push joint	Pipe price per foot		CLASS 56 push jointPipe			Price per foot	
12" X 20'	52	$81.00		12" x 20'		56	$122.00	
10" X 20'	52	$65.00		10" x 20'		56	$98.50	
8" X 20'	52	$49.00		8" x 20'		56	$76.00	
6" X 20'	52	$35.00		6" x 20'		56	$55.00	
4" X 20'	52	$46.00		4" x 20'		56	$70.00	

Ziebell - These prices are good from 5/1/25 to 4/30/26

B-Boxes	Price per each	Manufacturer
2" Cap	$28.75	Mueller/Ford
1-1/2" Cap	$18.75	Mueller/Ford
1-1/4" Cap	$14.95	Mueller/Ford
1-1/2" Plugs	$4.20	Mueller/Ford
1-1/4" Plugs	$3.80	Mueller/Ford
2" Plugs	$4.75	Mueller/Ford
Corps		
2" Corps	$368.50	Mueller/Ford
2" Roundways	$556.60	Mueller/Ford
90's for 2"	$286.00	Mueller/Ford
2" Unions	$214.50	Mueller/Ford
2" 45's	$313.50	Mueller/Ford
1-1/2" Corps	$211.20	Mueller/Ford
1-1/2" Roundways	$343.20	Mueller/Ford
90's for 1-1/2"	$162.80	Mueller/Ford
45's for 1-1/2"	$217.80	Mueller/Ford
1-1/2" Unions	$131.00	Mueller/Ford
1-1/4" Corps	$203.50	Mueller/Ford
1-1/4" Roundways	$247.50	Mueller/Ford
90's for 1-1/4"	no bid	NO BiD
1-1/4" Unions	$95.00	Mueller/Ford
1" Corps	$70.00	Mueller/Ford
1" Roundways	$147.00	Mueller/Ford
90's for 1"	$59.00	Mueller/Ford
1" Unions	$45.00	Mueller/Ford
3/4" Corps	$49.00	Mueller/Ford
3/4" Roundways	$116.00	Mueller/Ford
90's for 3/4"	$42.00	Mueller/Ford
3/4" Unions	$27.00	Mueller/Ford
B-Boxes		
2"	$140.25	Mueller
1-1/2"	$74.95	Mueller
1 1/4"	$63.00	Mueller
Valves		
8" MJ to MJ Gate	$1,778.00	Mueller/ AFC
6" MJ to MJ Gate	$1,116.00	Mueller/ AFC
10" MJ to MJ Gate	$2,756.00	Mueller/ AFC
8" MJ to Flange	$1,743.00	Mueller/ AFC
6" MJ to Flange	$1,108.00	Mueller/ AFC
8" Flange to Flange	$1,806.00	Mueller/ AFC
6" Flange to Flange	$1,150.00	Mueller/ AFC

Core & Main - These prices are good from 5/1/25 to 4/30/26 $4000 MINIMUM ORDER

FORD

TAPPED REPAIR CLAMPS	1" TAPPED	1-1/2" TAPPED	2" TAPPED
4 x 8 Small (4.74-5.14)	$98.00	$117.00	$125.00
4 x 12 Small (4.74-5.14)	$127.00	$142.00	$151.00
4 x 15 Small (4.74-5.14)	$133.00	$158.00	$165.00
4 x 20 Small (4.74-5.14)	$212.00	$235.00	$239.00
4 x 24 Small (4.74-5.14)	$245.00	$254.00	$264.00
4 x 30 Small (4.74-5.14)	$287.00	$298.00	$309.00
4 x 36 Small (4.74-5.14)	$472.00	$476.00	$481.00
4 x 8 **Large** (4.95-5.35)	$98.00	$117.00	$125.00
4 x 12 **Large** (4.95-5.35)	$127.00	$141.00	$151.00
4 x 15 **Large** (4.95-5.35)	$140.00	$158.00	$165.00
4 x 20 **Large** (4.95-5.35)	$212.00	$228.00	$239.00
4 x 24 **Large** (4.95-5.35)	$245.00	$254.00	$264.00
4 x 30 **Large** (4.95-5.35)	$287.00	$298.00	$309.00
4 x 36 **Large** (4.95-5.35)	$472.00	$476.00	$481.00
6 x 8	$120.00	$117.00	$124.00
6 x 12	$128.00	$151.00	$155.00
6 x 15	$148.00	$168.00	$172.00
6 x 20	$209.00	$225.00	$234.00
6 x 24	$255.00	$273.00	$282.00
6 x 30	$291.00	$310.00	$320.00
6 x 36	$499.00	$512.00	$513.00
8 x 8	$105.00	$126.00	$140.00
8 x 10	$143.00	$148.00	$158.00
8 x 12	$140.00	$159.00	$163.00
8 x 15	$162.00	$182.00	$192.00
8 x 20	$224.00	$240.00	$249.00
8 x 24	$262.00	$281.00	$289.00
8 x 30	$370.00	$391.00	$402.00
8 x 36	$506.00	$517.00	$529.00
10 x 8	$129.00	$147.00	$157.00
10 x 10	$159.00	$173.00	$188.00
10 x 12	$186.00	$208.00	$210.00
10 x 15	$202.00	$226.00	$227.00
10 x 20	$280.00	$298.00	$308.00
10 x 24	$344.00	$351.00	$359.00
10 x 30	$386.00	$409.00	$418.00
10 x 36	$640.00	$651.00	$663.00
12 x 10	$186.00	$188.00	$196.00
12 x 12	$203.00	$219.00	$228.00
12 x 15	$218.00	$225.00	$243.00
12 x 20	$293.00	$312.00	$321.00
12 x 24	$377.00	$385.00	$393.00
12 x 30	$459.00	$484.00	**$493.00**
12 x 36	$662.00	$692.00	$683.00

SMITH BLAIR

TAPPED REPAIR CLAMPS	1" TAPPED	1-1/2" TAPPED	2" TAPPED
4 x 8 Small (4.74-5.14)	$89.00	$97.00	$106.00
4 x 12 Small (4.74-5.14)	$122.00	$130.00	$139.00
4 x 15 Small (4.74-5.14)	$132.00	$141.00	$149.00
4 x 20 Small (4.74-5.14)	$186.00	$195.00	$203.00
4 x 24 Small (4.74-5.14)	$230.00	$239.00	$247.00
4 x 30 Small (4.74-5.14)	$238.00	$249.00	$254.00
4 x 36 Small (4.74-5.14)	N/A	N/A	N/A
4 x 8 **Large** (4.95-5.35)	$89.00	$100.00	$108.00
4 x 12 **Large** (4.95-5.35)	$122.00	$131.00	$141.00
4 x 15 **Large** (4.95-5.35)	$136.00	$144.00	$152.00
4 x 20 **Large** (4.95-5.35)	$186.00	$195.00	$201.00
4 x 24 **Large** (4.95-5.35)	$217.00	$226.00	$234.00
4 x 30 **Large** (4.95-5.35)	$267.00	$277.00	$285.00
4 x 36 **Large** (4.95-5.35)	N/A	N/A	N/A
6 x 8	$110.00	$120.00	$129.00
6 x 12	$159.00	$168.00	$178.00
6 x 15	$172.00	$184.00	$197.00
6 x 20	$253.00	$262.00	$272.00
6 x 24	$308.00	$318.00	$327.00
6 x 30	$348.00	$358.00	$367.00
6 x 36	N/A	N/A	N/A
8 x 8	$124.00	$133.00	$143.00
8 x 10	$173.00	$164.00	$173.00
8 x 12	$180.00	$190.00	$199.00
8 x 15	$202.00	$212.00	$221.00
8 x 20	$280.00	$290.00	$299.00
8 x 24	$343.00	$352.00	$358.00
8 x 30	$400.00	$416.00	$416.00
8 x 36	N/A	N/A	N/A
10 x 8	$172.00	$159.00	$171.00
10 x 10	$191.00	$196.00	$206.00
10 x 12	$219.00	$228.00	$237.00
10 x 15	$252.00	$262.00	$271.00
10 x 20	$333.00	$344.00	$354.00
10 x 24	$407.00	$420.00	$430.00
10 x 30	$464.00	$471.00	$479.00
10 x 36	N/A	N/A	N/A
12 x 10	$221.00	$227.00	$237.00
12 x 12	$261.00	$270.00	$278.00
12 x 15	$293.00	$303.00	$329.00
12 x 20	$390.00	$397.00	$409.00
12 x 24	$460.00	$469.00	$481.00
12 x 30	$534.00	$548.00	**$495.00**
12 x 36	N/A	N/A	N/A

Core & Main - These prices are good from 5/1/25 to 4/30/26 $4000 MINIMUM ORDER

FORD

STRAIGHT REPAIR CLAMPS	Price per each
4 x 8 Small (4.74-5.14)	$87.00
4 x 12 Small (4.74-5.14)	$118.00
4 x 15 Small (4.74-5.14)	$135.00
4 x 20 Small (4.74-5.14)	$224.00
4 x 24 Small (4.74-5.14)	$252.00
4 x 30 Small (4.74-5.14)	$287.00
4 x 36 Small (4.74-5.14)	$436.00
4 x 8 **Large** (4.95-5.35)	$87.00
4 x 12 **Large** (4.95-5.35)	$118.00
4 x 15 **Large** (4.95-5.35)	$135.00
4 x 20 **Large** (4.95-5.35)	$224.00
4 x 24 **Large** (4.95-5.35)	$252.00
4 x 30 **Large** (4.95-5.35)	$287.00
4 x 36 **Large** (4.95-5.35)	$463.00
6 x 8	$88.00
6 x 12	$126.00
6 x 15	$149.00
6 x 20	$216.00
6 x 24	$264.00
6 x 30	$312.00
6 x 36	$521.00
8 x 8	$99.00
8 x 10	$124.00
8 x 12	$138.00
8 x 15	$167.00
8 x 20	$237.00
8 x 24	$283.00
8 x 30	$407.00
8 x 36	$565.00
10 x 8	$125.00
10 x 10	$160.00
10 x 12	$194.00
10 x 15	$213.00
10 x 20	$293.00
10 x 24	$357.00
10 x 30	$426.00
10 x 36	$680.00
12 x 10	$167.00
12 x 12	$205.00
12 x 15	$228.00
12 x 20	$312.00
12 x 24	$373.00
12 x 30	$439.00
12 x 36	$738.00

SMITH BLAIR

STRAIGHT REPAIR CLAMPS	Price per each
4 x 8 Small (4.74-5.14)	$81.00
4 x 12 Small (4.74-5.14)	$106.00
4 x 15 Small (4.74-5.14)	$118.00
4 x 20 Small (4.74-5.14)	$178.00
4 x 24 Small (4.74-5.14)	$227.00
4 x 30 Small (4.74-5.14)	$235.00
4 x 36 Small (4.74-5.14)	N/A
4 x 8 **Large** (4.95-5.35)	$72.00
4 x 12 **Large** (4.95-5.35)	$107.00
4 x 15 **Large** (4.95-5.35)	$122.00
4 x 20 **Large** (4.95-5.35)	$179.00
4 x 24 **Large** (4.95-5.35)	N/A
4 x 30 **Large** (4.95-5.35)	N/A
4 x 36 **Large** (4.95-5.35)	N/A
6 x 8	$81.00
6 x 12	$158.00
6 x 15	$128.00
6 x 20	$200.00
6 x 24	$250.00
6 x 30	$286.00
6 x 36	
8 x 8	$85.00
8 x 10	$112.00
8 x 12	$135.00
8 x 15	$155.00
8 x 20	$225.00
8 x 24	$281.00
8 x 30	$333.00
8 x 36	N/A
10 x 8	$110.00
10 x 10	$145.00
10 x 12	$172.00
10 x 15	$200.00
10 x 20	$275.00
10 x 24	$339.00
10 x 30	$390.00
10 x 36	N/A
12 x 10	$172.00
12 x 12	$209.00
12 x 15	$237.00
12 x 20	$324.00
12 x 24	$388.00
12 x 30	$455.00
12 x 36	N/A

Core & Main - These prices are good from 5/1/25 to 12/31/25

Ductile Iron Water Main Pipe

Pipe Size	Class 52 push joint	Pipe price per foot	CLASS 56 push jointPipe				Price per foot	
12" X 20'	52	$71.68		12" x 20'		56	$105.26	
10" X 20'	52	$56.92		10" x 20'		56	$84.78	
8" X 20'	52	$43.44		8" x 20'		56	$65.26	
6" X 20'	52	$30.78		6" x 20'		56	$46.68	
4" X 20'	52	$40.04		4" x 20'		56	$59.85	

Core & Main - These prices are good from 5/1/25 to 12/31/25

B-Boxes	**Price per each**	**Manufacturer MUELLER**
2" Cap	$35.00	89981
1-1/2" Cap	$23.00	89980
1-1/4" Cap	$18.00	89375
1-1/2" Plugs	$9.00	63683
1-1/4" Plugs	$4.00	58039
2" Plugs	$18.00	63684
Corps		
2" Corps	$330.00	B25000
2" Roundways	$514.00	B25154
90's for 2"	$235.00	H-15525N
2" Unions	$196.00	H-15400N
2" 45's	$217.00	H-15063
1-1/2" Corps	$189.00	B25000
1-1/2" Roundways	$318.00	B25154
90's for 1-1/2"	$171.00	H15525N
45's for 1-1/2"	$118.00	H15063N
1-1/2" Unions	$120.00	H15400N
1-1/4" Corps	qbo	B25000
1-1/4" Roundways	qbo	B2154
90's for 1-1/4"	qbo	H15525N
1-1/4" Unions	$120.00	H154000N
1" Corps	$86.00	B25000
1" Roundways	$146.00	B25154
90's for 1"	$74.00	H15525N
1" Unions	$43.00	H15400M
3/4" Corps	$67.00	B25000
3/4" Roundways	$108.00	B25154
90's for 3/4"	$56.00	H15525
3/4" Unions	$25.00	H15400N
B-Boxes		
2"	$125.00	H10304
1"	$67.00	H10302
1 1/4"	$67.00	H10302
Valves		
8" MJ to MJ Gate	$1,663.00	A-2361 OL
6" MJ to MJ Gate	$1,044.00	A-2361 OL
10" MJ to MJ Gate	$2,592.00	A-2361 OL
8" MJ to Flange	$1,631.00	A-2361 OL
6" MJ to Flange	$1,044.00	A-2361 OL
8" Flange to Flange	$1,694.00	A-2361 OL
6" Flange to Flange	$1,084.00	A-2361- OL

Mid American Water - These prices are good from 5/1/25 to 4/30/26

FORD

TAPPED REPAIR CLAMPS	1" TAPPED	1-1/2" TAPPED	2" TAPPED
4 x 8 Small (4.74-5.14)	101.53	120	129
4 x 12 Small (4.74-5.14)	132.44	145	156
4 x 15 Small (4.74-5.14)	145.48	163	167.24
4 x 20 Small (4.74-5.14)	214.92	230	239
4 x 24 Small (4.74-5.14)	247	255	266.28
4 x 30 Small (4.74-5.14)	289	302	310
4 x 36 Small (4.74-5.14)	471	480	483
4 x 8 **Large** (4.95-5.35)	101.53	120	129
4 x 12 **Large** (4.95-5.35)	132.44	145	156
4 x 15 **Large** (4.95-5.35)	145.48	163	167.24
4 x 20 **Large** (4.95-5.35)	214.92	230	239
4 x 24 **Large** (4.95-5.35)	247	255	266.28
4 x 30 **Large** (4.95-5.35)	289	302	310
4 x 36 **Large** (4.95-5.35)	471	480	483
6 x 8	124.94	125	125.24
6 x 12	129.78	153.07	157
6 x 15	150.48	170.19	179
6 x 20	212	228	238.19
6 x 24	258.95	276	286
6 x 30	296	315	325.04
6 x 36	507.8	520.5	521.34
8 x 8	110	127.34	141.97
8 x 10	145.02	149.87	159.89
8 x 12	146.03	161.52	164.99
8 x 15	164.43	185.25	195
8 x 20	227.21	244.1	253
8 x 24	266.75	285.1	294.14
8 x 30	375.71	397.38	408.36
8 x 36	505.42	526.1	538.37
10 x 8	130	149	158
10 x 10	161.07	175.51	191.16
10 x 12	188.78	215	219.38
10 x 15	210	232	236
10 x 20	284.26	303.13	321.3
10 x 24	350	366.86	375.14
10 x 30	438.43	464.75	493
10 x 36	668.38	680.17	692.77
12 x 10	194	195.59	204.87
12 x 12	211.93	222.51	231.53
12 x 15	227.07	232	260
12 x 20	297.53	325.63	330
12 x 24	394.13	450	465
12 x 30	499	527.44	**559**
12 x 36	742	768	800

SMITH BLAIR

TAPPED REPAIR CLAMPS	1" TAPPED	1-1/2" TAPPED	2" TAPPED
4 x 8 Small (4.74-5.14)	nq	nq	nq
4 x 12 Small (4.74-5.14)	nq	nq	nq
4 x 15 Small (4.74-5.14)	nq	nq	nq
4 x 20 Small (4.74-5.14)	nq	nq	nq
4 x 24 Small (4.74-5.14)	nq	nq	nq
4 x 30 Small (4.74-5.14)	nq	nq	nq
4 x 36 Small (4.74-5.14)	nq	nq	nq
4 x 8 **Large** (4.95-5.35)	nq	nq	nq
4 x 12 **Large** (4.95-5.35)	nq	nq	nq
4 x 15 **Large** (4.95-5.35)	nq	nq	nq
4 x 20 **Large** (4.95-5.35)	nq	nq	nq
4 x 24 **Large** (4.95-5.35)	nq	nq	nq
4 x 30 **Large** (4.95-5.35)	nq	nq	nq
4 x 36 **Large** (4.95-5.35)	nq	nq	nq
	nq	nq	nq
6 x 8	nq	nq	nq
6 x 12	nq	nq	nq
6 x 15	nq	nq	nq
6 x 20	nq	nq	nq
6 x 24	nq	nq	nq
6 x 30	nq	nq	nq
6 x 36	nq	nq	nq
	nq	nq	nq
8 x 8	nq	nq	nq
8 x 10	nq	nq	nq
8 x 12	nq	nq	nq
8 x 15	nq	nq	nq
8 x 20	nq	nq	nq
8 x 24	nq	nq	nq
8 x 30	nq	nq	nq
8 x 36	nq	nq	nq
	nq	nq	nq
10 x 8	nq	nq	nq
10 x 10	nq	nq	nq
10 x 12	nq	nq	nq
10 x 15	nq	nq	nq
10 x 20	nq	nq	nq
10 x 24	nq	nq	nq
10 x 30	nq	nq	nq
10 x 36	nq	nq	nq
	nq	nq	nq
12 x 10	nq	nq	nq
12 x 12	nq	nq	nq
12 x 15	nq	nq	nq
12 x 20	nq	nq	nq
12 x 24	nq	nq	nq
12 x 30	nq	nq	nq
12 x 36	nq	nq	nq

Mid American Water - These prices are good from 5/1/25 to 4/30/26

FORD

STRAIGHT REPAIR CLAMPS	Price per each
4 x 8 Small (4.74-5.14)	90.17
4 x 12 Small (4.74-5.14)	122.84
4 x 15 Small (4.74-5.14)	140.31
4 x 20 Small (4.74-5.14)	233
4 x 24 Small (4.74-5.14)	262.64
4 x 30 Small (4.74-5.14)	295
4 x 36 Small (4.74-5.14)	466.25
4 x 8 **Large** (4.95-5.35)	90.17
4 x 12 **Large** (4.95-5.35)	122.84
4 x 15 **Large** (4.95-5.35)	140.31
4 x 20 **Large** (4.95-5.35)	233
4 x 24 **Large** (4.95-5.35)	262.64
4 x 30 **Large** (4.95-5.35)	295
4 x 36 **Large** (4.95-5.35)	466.25
6 x 8	88.82
6 x 12	131.05
6 x 15	154
6 x 20	225.24
6 x 24	268.24
6 x 30	318
6 x 36	532
8 x 8	102.87
8 x 10	129.08
8 x 12	141
8 x 15	169.14
8 x 20	240.54
8 x 24	286
8 x 30	413.82
8 x 36	577.22
10 x 8	128
10 x 10	163
10 x 12	196.72
10 x 15	216.52
10 x 20	297.9
10 x 24	362.56
10 x 30	432.85
10 x 36	691
12 x 10	171
12 x 12	208.02
12 x 15	237
12 x 20	317.31
12 x 24	375
12 x 30	446.57
12 x 36	750

SMITH BLAIR

STRAIGHT REPAIR CLAMPS	Price per each
4 x 8 Small (4.74-5.14)	nq
4 x 12 Small (4.74-5.14)	nq
4 x 15 Small (4.74-5.14)	nq
4 x 20 Small (4.74-5.14)	nq
4 x 24 Small (4.74-5.14)	nq
4 x 30 Small (4.74-5.14)	nq
4 x 36 Small (4.74-5.14)	nq
4 x 8 **Large** (4.95-5.35)	nq
4 x 12 **Large** (4.95-5.35)	nq
4 x 15 **Large** (4.95-5.35)	nq
4 x 20 **Large** (4.95-5.35)	nq
4 x 24 **Large** (4.95-5.35)	nq
4 x 30 **Large** (4.95-5.35)	nq
4 x 36 **Large** (4.95-5.35)	nq
	nq
6 x 8	nq
6 x 12	nq
6 x 15	nq
6 x 20	nq
6 x 24	nq
6 x 30	nq
6 x 36	nq
	nq
8 x 8	nq
8 x 10	nq
8 x 12	nq
8 x 15	nq
8 x 20	nq
8 x 24	nq
8 x 30	nq
8 x 36	nq
	nq
10 x 8	nq
10 x 10	nq
10 x 12	nq
10 x 15	nq
10 x 20	nq
10 x 24	nq
10 x 30	nq
10 x 36	nq
	nq
12 x 10	nq
12 x 12	nq
12 x 15	nq
12 x 20	nq
12 x 24	nq
12 x 30	nq
12 x 36	nq

Mid American Water - These prices are good from 5/1/25 to 4/30/26

Ductile Iron Water Main Pipe

Pipe Size	Class 52 push joint	Pipe price per foot	CLASS 56 push jointPipe				Price per foot	
12" X 20'	52	72.8		12" x 20'		56	106.7	
10" X 20'	52	57.16		10" x 20'		56	100	
8" X 20'	52	43.49		8" x 20'		56	66.14	
6" X 20'	52	30.92		6" x 20'		56	47.31	
4" X 20'	52	40.2		4" x 20'		56	60.67	

Mid American Water - These prices are good from 5/1/25 to 4/30/26

B-Boxes	Price per each	Manufacturer
2" Cap	NQ	Ford
1-1/2" Cap	16	Ford
1-1/4" Cap	13.25	Ford
1-1/2" Plugs	15	Ford
1-1/4" Plugs	15	Ford
2" Plugs	NQ	Ford
Corps		
2" Corps	347.12	Ford
2" Roundways	515	Ford
90's for 2"	262.38	Ford
2" Unions	197.77	Ford
2" 45's	283	Ford
1-1/2" Corps	197	Ford
1-1/2" Roundways	317.76	Ford
90's for 1-1/2"	149.74	Ford
45's for 1-1/2"	205	Ford
1-1/2" Unions	124.56	Ford
1-1/4" Corps	195	Ford
1-1/4" Roundways	237.91	Ford
90's for 1-1/4"	nq	Ford
1-1/4" Unions	91.19	Ford
1" Corps	68	Ford
1" Roundways	140	Ford
90's for 1"	55	Ford
1" Unions	43	Ford
3/4" Corps	47	Ford
3/4" Roundways	103.89	Ford
90's for 3/4"	34.22	Ford
3/4" Unions	25	Ford
B-Boxes		
2"	175	mueller
1 1/2	88	Ford
1 1/4"	72	Ford
Valves		
8" MJ to MJ Gate	1685	American Flow Control (Waterous)
6" MJ to MJ Gate	1030.22	American Flow Control (Waterous)
10" MJ to MJ Gate	2628.18	American Flow Control (Waterous)
8" MJ to Flange	1655.21	American Flow Control (Waterous)
6" MJ to Flange	1030.22	American Flow Control (Waterous)
8" Flange to Flange	1712.28	American Flow Control (Waterous)
6" Flange to Flange	1102.22	American Flow Control (Waterous)

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing an Agreement for Engineering Services for the Lee Road Water Main Improvements Project with Gewalt Hamilton Associates Inc. of Vernon Hills, Illinois

Overview
The Village is seeking design engineering services for water main improvements on Lee Road from Dundee Road to Rudolph Road.

Fiscal Impact
The cost submitted by Gewalt Hamilton Associates, Inc. for design engineering is $638,374. Funds have been included in the adopted FY26 Budget for this work in account 21-4180-727-00. Sufficient funds are currently available in the account. The $638,374 is inclusive of the base contract which has a value of $587,612 as well as the Alternate A scope which has a value of $50,762.

Account Name	Account #	Budget	Available	Requested	Remaining	Within Budget
Water Main Extension	21-4180-727-00	$1,089,000	$812,117	$638,374	$173,743	No

Recommendation
Approval.

Background
The Village currently has two water mains that cross the Edens Expressway Spur to serve Northbrook residents and businesses north of the interstate expressway and east of Waukegan Road. The first is the 12 inch diameter Lee Road water main made of cast iron and installed in 1968. The second crossing is the water main along Skokie Boulevard . Approximately 325 feet of the Skokie Boulevard water main was replaced under the Edens Expressway overpass with 24 inch diameter water main in 2018 in conjunction with the Illinois Tollway Authority's project.

Due to the critical nature of maintaining this infrastructure and providing reliable service to residents and businesses, the Village has programmed in the adopted FY26 Budget, the design of water main on Lee Road Avenue between Dundee Road and Rudolph Road. With

this project, it is anticipated that a second redundant main would be installed along Lee Road between Dundee and Rudolph. This main would help to ensure water service and water pressure is maintained in the areas north the Edens Spur and represents an important improvement.

In conjunction with this, the Village requested firms submit qualifications for the extension of water main improvements on Rudolph Road from Lee Road to the Northbrook Court II Redevelopment Project Area Tax Increment Financing (TIF) District. This would allow for a cohesive design of improvements to the TIF District in the coming years. Construction of the Lee Road improvements and any improvements that would be needed to service Northbrook Court II TIF District would be phased over several years as noted in the Capital Improvement Plan. This additional scope of work is referenced as Alternate A.

Staff recommends proceeding with the base bid and Alternate A scopes of work to ensure the Village can continue to supply reliable water service to existing residents and businesses and be ready to accommodate future development on the Northbrook Court.

Staff prepared a request for qualification (RFQ) package for preliminary engineering for this project. This package was advertised on the Village's website and eight (8) firms submitted proposals. Staff conducted a qualifications based approach to selection. The three most qualified firms that submitted the best proposals were interviewed and the staff panel determined that Gewalt Hamilton, Inc. of Vernon Hills, Illinois submitted the most responsive and responsible proposal and best demonstrated its ability to complete the work successfully.

A Resolution Authorizing an Agreement for Engineering Services for the Lee Road Water Main Improvements Project with Gewalt Hamilton Associates Inc. of Vernon Hills, Illinois
Exhibit A - Contract for Lee Road Watermain Design
Supplemental Information - Lee Road Water Main Improvements Project CIP

Resolution 2025-_____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing an Agreement for Engineering Services for the Lee Road Water Main Improvements Project with Gewalt Hamilton Associates Inc. of Vernon Hills, Illinois

is hereby adopted, as follows:

Section 1. Recitals.

A Request for Qualifications ("***RFQ***") was prepared for the engineering design of the Water Main Replacement on Lee Road from Dundee Road to Rudolph Road. The RFQ included an alternate for design services of watermain improvements on Rudolph Road to serve Northbrook Court developments ("***Project***").

The Village received proposals from eight firms for contractual engineering design services for the Project ("***Services***"). After reviewing the qualifications of the responding firms, Public Works staff conducted follow up interviews of three firms. Based on these interviews and a review of the firms' references, Public Works staff determined that Gewalt Hamilton Associates, Inc. of Vernon Hills, Illinois ("***Consultant***") was best qualified to perform the Services.

The Consultant will perform the Services for the Project in the amount of $638,374. The Village's adopted Fiscal Year 2025/26 Budget contains funds for the Services in the Water Fund Account No. 21-4180-727-00. Village staff recommends entering into a contract between the Village and the Consultant for the Services in the amount of $638,374 ("***Agreement***").

The President and the Board of Trustees have considered the Agreement and determined that it is in the best interests of the Village and the public to enter into the Agreement with the Consultant.

Section 2. Approval of Agreement.

The Agreement with the Consultant is approved in a form acceptable to the Village Manager and the Village Attorney.

Section 3. Authorization to Execute Contract.

The Village Manager and the Village Clerk shall be, and are hereby, authorized and directed to execute and seal, on behalf of the Village, the Agreement only after receipt by the Village Clerk of at least three original copies of the Agreement executed by the Consultant and compliance by the Consultant with all conditions precedent to closing required by the RFQ.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

CONTRACT BETWEEN

THE VILLAGE OF NORTHBROOK

AND

GEWALT HAMILTON ASSOCIATES, INC.

ENGINEERING DESIGN SERVICES FOR WATER MAIN REPLACEMENT

ON LEE ROAD FROM DUNDEE ROAD TO RUDOLPH ROAD

CONTRACT BETWEEN

THE VILLAGE OF NORTHBROOK

AND

GEWALT HAMILTON ASSOCIATES, INC.

ENGINEERING DESIGN SERVICES FOR WATER MAIN REPLACEMENT

ON LEE ROAD FROM DUNDEE ROAD TO RUDOLPH ROAD

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ATTACHMENT A - Supplemental Schedule of Contract Terms

ATTACHMENT B - Scope of Services

ATTACHMENT C - Schedule

ATTACHMENT D - Special Project Requirements

CONTRACT BETWEEN

THE VILLAGE OF NORTHBROOK

AND

GEWALT HAMILTON ASSOCIATES, INC.

ENGINEERING DESIGN SERVICES FOR WATER MAIN REPLACEMENT

ON LEE ROAD FROM DUNDEE ROAD TO RUDOLPH ROAD

In consideration of the mutual promises set forth below, the Village of Northbrook, 1225 Cedar Lane, Northbrook, Illinois 60062, a unit of local government created and existing under the laws of the State of Illinois ("Owner"), and Gewalt Hamilton Associates, Inc., a _____ corporation ("Consultant"), make this Contract as of the _____ day of _____, 20____, and hereby agree as follows:

ARTICLE I
THE SERVICES

1.1 Performance of the Services

Consultant shall, at its sole cost and expense, provide, perform, and complete all of the following, all of which is herein referred to as the "Services":

1. Labor, Equipment, Materials, and Supplies. Provide, perform, and complete, in the manner described and specified in this Contract, all necessary work, labor, services, transportation, equipment, materials, apparatus, information, data, and other items necessary to accomplish the Project, as defined in Attachment A, in accordance with the Scope of Services attached hereto as Attachment B, the Submittal Requirements attached hereto as Attachment C, and the Special Project Requirements attached hereto as Attachment D.

2. Approvals. Procure and furnish all approvals and authorizations specified in Attachment A.

3. Insurance. Procure and furnish all certificates and policies of insurance specified in this Contract.

4. Quality. Provide, perform, and complete all of the foregoing in a proper and workmanlike manner, consistent with the highest standards of professional practice and in full compliance with, and as required by or pursuant to, this Contract.

1.2 Commencement and Completion Dates

Consultant shall commence the Services not later than the "Commencement Date" set forth on Attachment A and shall diligently and continuously prosecute the Services at such a rate as will allow the Services to be fully

provided, performed, and completed in full compliance with this Contract not later than the "Completion Date" or, if the Services are to be performed in separate tasks with separate completion dates, the "Completion Dates" set forth in Attachment A. The time of commencement, rate of progress, and time of completion are referred to in this Contract as the "Contract Time."

1.3 Required Submittals

A. Submittals Required. Consultant shall submit to Owner all reports, documents, data, and information specifically set forth in Attachment C or otherwise required to be submitted by Consultant under this Contract and shall, in addition, submit to Owner all such reports, documents, data, and information as may be requested by Owner to fully document the Services ("Required Submittals").

B. Time of Submission and Owner's Review. All Required Submittals shall be provided to Owner no later than the time, if any, specified in Attachment C or otherwise in this Contract. If no time for submission is specified for any Required Submittal, such Submittal shall be submitted within a reasonable time in light of its purpose and, in all events, in sufficient time, in Owner's sole opinion, to permit Owner to review the same prior to the commencement of any part of the Services to which such Required Submittal may relate. Owner shall have the right to require such corrections as may be necessary to make any Required Submittal conform to this Contract. No Services related to any Required Submittal shall be performed by Consultant until Owner has completed review of such Required Submittal with no exception noted. Owner's review and stamping of any Required Submittal shall not relieve Consultant of the entire responsibility for the performance of the Services in full compliance with, and as required by or pursuant to this Contract, and shall not be regarded as any assumption of risk or liability by Owner.

C. Responsibility for Delay. Consultant shall be responsible for any delay in the Services due to delay in providing Required Submittals conforming to this Contract.

1.4 Review and Incorporation of Contract Provisions

Consultant represents and warrants that it has carefully reviewed, and fully understood, this Contract, including all of its Attachments, all of which are by this reference incorporated into and made a part of this Contract.

1.5 Financial and Technical Ability to Perform

Consultant represents and warrants that it is financially solvent, and has the financial resources necessary, and that it is sufficiently experienced and competent, and has the necessary capital, facilities, plant, organization, and staff necessary, to provide, perform, and complete the Services in full compliance with, and as required by or pursuant to, this Contract.

1.6 Time

Consultant represents and warrants that it is ready, willing, able, and prepared to begin the Services on the Commencement Date and that the Contract Time is sufficient time to permit completion of the Services in full compliance with, and as required by or pursuant to, this Contract for the Contract Price.

1.7 Consultant's Personnel and Subcontractors

A. Consultant's Personnel. Consultant shall provide all personnel necessary to complete the Services, including without limitation the "Key Project Personnel" identified in Attachment D. Consultant shall provide to Owner telephone numbers at which the Key Project Personnel can be reached

on a 24 hour basis. Consultant and Owner may by mutual written agreement make changes and additions to the designations of Key Project Personnel. Prior to terminating the employment of any Key Project Personnel, or reassigning any of the Key Project Personnel to other positions, or upon receiving notification of the resignation of any of the Key Project Personnel, Consultant shall notify Owner as soon as practicable in advance of such proposed termination, reassignment, or resignation. Consultant shall submit justification, including a description of proposed substitute personnel, in sufficient detail to permit evaluation by Owner of the impact of the proposed action on the Services. No such termination or reassignment shall be made by Consultant without prior written approval of Owner. Consultant shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time as a result of any such termination, reassignment, resignation, or substitution.

B. Approval and Use of Subcontractors. Consultant shall perform the Services with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by Owner in writing. All subcontractors and subcontracts used by Consultant shall be acceptable to, and approved in advance by, Owner. Owner's approval of any subcontractor or subcontract shall not relieve Consultant of full responsibility and liability for the provision, performance, and completion of the Services in full compliance with, and as required by or pursuant to, this Contract. All Services performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of Consultant. Every reference in this Contract to "Consultant" shall be deemed also to refer to all subcontractors of Consultant. Every subcontract shall include a provision binding the subcontractor to all provisions of this Contract.

C. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the part of the Services undertaken by it in a manner satisfactory to Owner, Consultant shall immediately upon notice from Owner remove and replace such personnel or subcontractor. Consultant shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time as a result of any such removal or replacement.

1.8 Owner's Responsibilities

Owner shall, at its sole cost and expense and except as otherwise provided in Attachment D: (a) designate in writing a person with authority to act as Owner's representative and on Owner's behalf with respect to the Services except those matters that may require Board approval of Owner; (b) provide to Consultant all criteria and full information as to Owner's requirements for the Project or work to which the Services relate, including Owner's objectives and constraints, schedule, space, capacity and performance requirements, and budgetary limitations relevant to the Project; (c) provide to Consultant all existing studies, reports, and other available data relevant to the Project; (d) arrange for access to and make all provisions for Consultant to enter upon public and private property as reasonably required for Consultant to perform the Services; (e) provide surveys describing physical characteristics, legal limitations, and utility locations for the Project and the services of geotechnical engineers or other consultants when such services are reasonably requested by the Consultant, are necessary for the performance of the Services, and are not already provided for in Attachments B and D; (f) provide structural, mechanical, chemical, air and water pollution tests, test for hazardous materials, and other laboratory and environmental tests, inspections, and reports required by law to be provided by Owner in connection with the Project; (g) review and comment on all Required Submittals and other reports, documents, data, and information presented by Consultant; (h) except as otherwise provided in Attachment A, provide approvals from all governmental authorities having jurisdiction over the Project when such services are reasonably requested by the Consultant, are necessary for the performance of the Services, and are not already provided for in Attachments B and D; (i) except as provided in Article IV of this Contract provide, all accounting, insurance, and legal counseling services as may be necessary from time to time in the sole judgment of Owner to protect Owner's interests with respect to the Project; (j) attend Project related meetings; and (k) give prompt written notice to Consultant whenever Owner

observes or otherwise becomes aware of any development that affects the scope or timing of the Services, provided, however, that failure to give such notice shall not relieve Consultant of any of its responsibilities under this Contract.

1.9 Owner's Right to Terminate or Suspend Services for Convenience

A. Termination or Suspension for Convenience. Owner shall have the right, for its convenience, to terminate or suspend the Services in whole or in part at any time by written notice to Consultant. Every such notice shall state the extent and effective date of such termination or suspension. On such effective date, Consultant shall, as and to the extent directed, stop Services under this Contract, cease all placement of further orders or subcontracts, terminate or suspend Services under existing orders and subcontracts, and cancel any outstanding orders or subcontracts that may be canceled.

B. Payment for Completed Services. In the event of any termination pursuant to Subsection 1.9A above, Owner shall pay Consultant (1) such direct costs, including overhead, as Consultant shall have paid or incurred for all Services done in compliance with, and as required by or pursuant to, this Contract up to the effective date of termination; and (2) such other costs pertaining to the Services, exclusive of overhead and profit, as Consultant may have reasonably and necessarily incurred as the result of such termination. Any such payment shall be offset by any prior payment or payments and shall be subject to Owner's rights to withhold and deduct as provided in this Contract.

ARTICLE II
CHANGES AND DELAYS

2.1 Changes

Owner shall have the right, by written order executed by Owner, to make changes in the Contract, the Project, the Services and the Contract Time ("Change Order"). If any Change Order causes an increase or decrease in the amount of the Services, an equitable adjustment in the Contract Price or Contract Time may be made. No decrease in the amount of the Services caused by any Change Order shall entitle Consultant to make any claim for damages, anticipated profits, or other compensation.

2.2 Delays

For any delay that may result from causes that could not be avoided or controlled by Consultant, Consultant shall, upon timely written application, be entitled to issuance of a Change Order providing for an extension of the Contract Time for a period of time equal to the delay resulting from such unavoidable cause. No extension of the Contract Time shall be allowed for any other delay in completion of the Services.

2.3 No Constructive Change Orders

No claims for equitable adjustments in the Contract Price or Contract Time shall be made or allowed unless embodied in a Change Order. If Owner fails to issue a Change Order including, or fully including, an equitable adjustment in the Contract Price or Contract Time to which Consultant claims it is entitled, or, if Consultant believes that any requirement, direction, instruction, interpretation, determination, or decision of Owner entitles Consultant to an equitable adjustment in the Contract Price or Contract Time that has not been included, or fully included, in a Change Order, then Consultant shall submit to Owner a written request for the issuance of, or revision of, a Change Order, including the equitable adjustment, or the additional equitable adjustment, in the Contract Price or Contract Time that Consultant claims has not been included, or fully included, in a Change Order. Such request shall be submitted before Consultant proceeds with any Services for which Consultant claims an equitable

adjustment is due and shall, in all events, be submitted no later than two business days after receipt of such Change Order or receipt of notice of such requirement, direction, instruction, interpretation, determination, or decision. Notwithstanding the submission of any such request, Consultant shall, unless otherwise directed by Owner within two business days after receipt by Owner of such request, proceed without delay to perform the Services in compliance with the Change Order or as required, directed, instructed, interpreted, or decided by Owner and shall, pending a final resolution of the issue, keep a daily record of such Services. Unless Consultant submits such a request within two business days after receipt of such Change Order or receipt of notice of such requirement, direction, instruction, interpretation, determination, or decision, Consultant shall be conclusively deemed (1) to have agreed that such Change Order, requirement, direction, instruction, interpretation, determination, or decision does not entitle Consultant to an equitable adjustment in the Contract Price or Contract Time and (2) to have waived all claims based on such Change Order, requirement, direction, instruction, interpretation, determination, or decision.

ARTICLE III

CONSULTANT'S RESPONSIBILITY FOR DEFECTIVE SERVICES

3.1 Consultant's Responsibilities.

A. Standard of Care. Consultant agrees that the Services and all components thereof shall conform to the requirements of this Contract; shall be fit, sufficient and suitable for the purposes expressed in, or reasonably inferred from, this Contract; shall be performed in accordance with the standards of professional practice, care and diligence practiced by recognized consulting firms performing services of a similar nature in existence at the time of performance of the Services; and the Services shall free from defects and flaws in design consistent with such standards of professional practice, care and diligence. The standards and obligations contained herein shall be in addition to any other requirements expressed in this Contract, or expressed or implied by law, which are hereby reserved unto Owner.

B. Opinions of Cost. It is recognized that neither Consultant nor Owner has control over the costs of labor, material, equipment or services furnished by others or over competitive bidding, market or negotiating conditions, or construction contractors' methods of determining their prices. Accordingly, any opinions of probable Project costs or construction costs provided for herein are estimates only, made on the basis of Consultant's experience and qualifications and represent Consultant's best judgment as an experienced and qualified professional, familiar with the industry. Consultant does not guaranty that proposals, bids or actual Project costs or construction costs will not vary from opinions of probable cost prepared by Consultant.

3.2 Corrections

Consultant shall be responsible for the quality, technical accuracy, completeness and coordination of all reports, documents, data, information and other items and services under this Contract. Consultant shall, promptly and without charge, provide, to the satisfaction of Owner, all corrective Services necessary as a result of Consultant's errors, omissions, negligent acts, or failure to meet the standard of care.

3.3 Risk of Loss

The Services and everything pertaining thereto shall be provided, performed, and completed at the sole risk and cost of Consultant. Consultant shall be responsible for any and all damages to property or persons as a result of Consultant's errors, omissions, negligent acts, or failure to meet the standard of care and for any losses or costs to repair or remedy any work undertaken by Owner based upon the

Services as a result of any such errors, omissions, negligent acts or failure to meet the standard of care. Notwithstanding any other provision of this Contract, Consultant's obligations under this Section 3.3 shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of Owner or Consultant, to indemnify, hold harmless or reimburse Consultant for such damages, losses or costs.

ARTICLE IV
FINANCIAL ASSURANCES

4.1 Insurance

Contemporaneous with Consultant's execution of this Contract, Consultant shall provide certificates and policies of insurance evidencing at least the minimum insurance coverages and limits set forth in Attachment A. For good cause shown, Owner may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as Owner may impose in the exercise of its sole discretion. **Such policies shall be in a form acceptable to Owner and from companies with a general rating of A minus and a financial size category of Class X or better in Best's Insurance Guide and otherwise acceptable to Owner. Such insurance shall provide that no change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to Owner.** Consultant shall, at all times while providing, performing, or completing the Services, including, without limitation, at all times while correcting any failure to meet the standard of care pursuant to Section 3.2 of this Contract, maintain and keep in force, at Consultant's expense, at least the minimum insurance coverages and limits set forth in Attachment A.

4.2 Indemnification

Consultant shall, without regard to the availability or unavailability of any insurance, either of Owner or Consultant; (A) as to Consultant's professional activities, indemnify, and save harmless Owner against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, (collectively "Claims") that may arise out of or in connection with Consultant's negligent performance of, or failure to perform, the Services or any part thereof; and (B) as to all other activities of Consultant, indemnify, save harmless and defend Owner against any and all Claims that may arise, or be alleged to have arisen, out of or in connection with Consultant's performance of, or failure to perform, the Services or any part thereof, provided that Consultant shall not be required to indemnify Owner under provisions A or B of this Section for injury or damage to the extent caused by the negligence of Owner.

ARTICLE V
PAYMENT

5.1 Contract Price

Owner shall pay to Consultant, in accordance with and subject to the terms and conditions set forth in this Article V and Attachment A, and Consultant shall accept in full satisfaction for providing, performing, and completing the Services, the amount or amounts set forth in Attachment A (the "Contract Price"), subject to any additions, deductions, or withholdings provided for in this Contract.

5.2 Taxes, Benefits and Royalties

The Contract Price includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits and all costs, royalties, and fees arising from the use on, or the incorporation into, the Services, of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, premium, costs, royalties, or fees is hereby waived and released by Consultant.

5.3 Progress Payments

A. Payment in Installments. The Contract Price shall be paid in the manner set forth in Attachment A ("Progress Payments").

B. Pay Requests. Consultant shall, as a condition precedent to its right to receive each Progress Payment, submit to Owner an invoice accompanied by such receipts, vouchers, and other documents as may be necessary to establish Consultant's prior payment for all labor, material, and other things covered by the invoice and the absence of any interest, whether in the nature of a lien or otherwise, of any party in any property, work, or fund with respect to the Services performed under this Contract. In addition to the foregoing, such invoice shall include (a) employee classifications, rates per hour, and hours worked by each classification, and, if the Services are to be performed in separate tasks, for each task; (b) total amount billed in the current period and total amount billed to date, and, if the Services are to be performed in separate tasks, for each task; (c) the estimated percent completion, and, if the Services are to be performed in separate tasks, for each task; and (d) Consultant's certification that all prior Progress Payments have been properly applied to the Services with respect to which they were paid. Owner may, by written notice to Consultant, designate a specific day of each month on or before which pay requests must be submitted.

5.4 Final Acceptance and Final Payment

The Services, or, if the Services are to be performed in separate tasks, each task of the Services, shall be considered complete on the date of final written acceptance by Owner of the Services or each task of the Services, as the case may be, which acceptance shall not be unreasonably withheld or delayed. The Services or each task of the Services, as the case may be, shall be deemed accepted by Owner if not objected to in writing within 60 days after submission by Consultant of the Services or such task of Services for final acceptance and payment plus, if applicable, such additional time as may be considered reasonable for obtaining approval of governmental authorities having jurisdiction to approve the Services, or task of Services, as the case may be. As soon as practicable after final acceptance, Owner shall pay to Consultant the balance of the Contract Price or, if the Services are to be performed in separate tasks, the balance of that portion of the Contract Price with respect to such task of the Services, after deducting therefrom all charges against Consultant as provided for in this Contract ("Final Payment"). The acceptance by Consultant of Final Payment with respect to the Services or a particular task of Services, as the case may be, shall operate as a full and complete release of Owner of and from any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses of, by, or to Consultant for anything done, furnished for, arising out of, relating to, or in connection with the Services or a particular task of Services, as the case may be, or for or on account of any act or neglect of Owner arising out of, relating to, or in connection with the Services or a particular task of Services, as the case may be.

5.5 Deductions

A. Owner's Right to Withhold. Notwithstanding any other provision of this Contract and without prejudice to any of Owner's other rights or remedies, Owner shall have the right at any time or times, whether before or after approval of any pay request, to deduct and withhold from any Progress or Final Payment that may be or become due under this Contract such amount as may reasonably appear necessary to compensate Owner for any actual or prospective loss due to: (1) Services that are defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which Consultant is liable under this Contract; (3) liens or claims of lien regardless of merit; (4) claims of subcontractors, suppliers, or other persons regardless of merit; (5) delay in the progress or completion of the Services; (6) inability of Consultant to complete the Services; (7) failure of Consultant to properly complete or document any pay request; (8) any other failure of Consultant to perform any of its obligations under this Contract; or (9) the cost to Owner, including attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of Owner's remedies set forth in Section 6.1 of this Contract.

B. Use of Withheld Funds. Owner shall be entitled to retain any and all amounts withheld pursuant to Subsection 5.5A above until Consultant shall have either performed the obligations in question or furnished security for such performance satisfactory to Owner. Owner shall be entitled to apply any money withheld or any other money due Consultant under this Contract to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, attorneys' fees, and administrative expenses incurred, suffered, or sustained by Owner and chargeable to Consultant under this Contract.

5.6 Accounting

Consultant shall keep accounts, books, and other records of all its billable charges and costs incurred in performing the Services in accordance with generally accepted accounting practices, consistently applied, and in such manner as to permit verification of all entries. Consultant shall make all such material available for inspection by Owner, at all reasonable times during this Contract and for a period of three years following termination of this Contract. Copies of such material shall be furnished, at Owner's expense, upon request.

ARTICLE VI
REMEDIES

6.1 Owner's Remedies

If it should appear at any time prior to Final Payment for all work that Consultant has failed or refused to prosecute, or has delayed in the prosecution of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Contract, or has attempted to assign this Contract or Consultant's rights under this Contract, either in whole or in part, or has falsely made any representation or warranty in this Contract, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Contract or has failed to pay its debts as they come due ("Event of Default"), and has failed to cure any such Event of Default within five business days after Consultant's receipt of written notice of such Event of Default, then Owner shall have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. Owner may require Consultant, within such reasonable time as may be fixed by Owner, to complete or correct all or any part of the Services that are defective, damaged, flawed, unsuitable, nonconforming, or incomplete; to accelerate all or any part of the Services; and to take any or all other action necessary to bring Consultant and the Services into strict compliance with this Contract.

2. Owner may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Services or part thereof and make an equitable reduction in the Contract Price.

3. Owner may terminate this Contract without liability for further payment of amounts due or to become due under this Contract.

4. Owner may withhold from any Progress Payment or Final Payment, whether or not previously approved, or may recover from Consultant, any and all costs, including attorneys' fees and administrative expenses, incurred by Owner as the result of any Event of Default or as a result of actions taken by Owner in response to any Event of Default.

5. Owner may recover any damages suffered by Owner.

6.2 Terminations and Suspensions Deemed for Convenience

Any termination or suspension of Consultant's rights under this Contract for an alleged default that is ultimately held unjustified shall automatically be deemed to be a termination or suspension for the convenience of Owner under Section 1.9 of this Contract.

ARTICLE VII
LEGAL RELATIONSHIPS AND REQUIREMENTS

7.1 Binding Effect

This Contract shall be binding upon Owner and Consultant and upon their respective heirs, executors, administrators, personal representatives, and permitted successors and assigns. Every reference in this Contract to a party shall also be deemed to be a reference to the authorized officers, employees, agents, and representatives of such party.

7.2 Relationship of the Parties

Consultant shall act as an independent contractor in providing and performing the Services. Nothing in or done pursuant to, this Contract shall be construed (1) to create the relationship of principal and agent, partners, or joint venturers between Owner and Consultant or (2) to create any relationship between Owner and any subcontractor of Consultant.

7.3 No Collusion

Consultant hereby represents and certifies that Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Consultant is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of the tax, as set forth in 65 ILCS 5/11-42.1-1; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq. Consultant hereby represents that the only persons, firms, or corporations interested in this Contract as principals are those disclosed to Owner prior to the execution of this Contract, and that this Contract is made without collusion with any other person, firm, or corporation. If at any time it shall be found that Consultant has, in procuring this Contract, colluded with any other person, firm, or corporation, then Consultant shall be liable to Owner for all loss or damage that Owner may suffer thereby, and this Contract shall, at Owner's option, be null and void.

7.4 Assignment

Consultant shall not (1) assign this Contract in whole or in part, (2) assign any of Consultant's rights or obligations under this Contract, or (3) assign any payment due or to become due under this Contract without the prior express written approval of Owner, which approval may be withheld in the sole and unfettered discretion of Owner; provided, however, that Owner's prior written approval shall not be required for assignments of accounts, as defined in the Illinois Commercial Code, if to do so would violate Section 9-318 of the Illinois Commercial Code, 810 ILCS 5/9-318. Owner may assign this Contract, in whole or in part, or any or all of its rights or obligations under this Contract, without the consent of Consultant.

7.5 Confidential Information

All information supplied by Owner to Consultant for or in connection with this Contract or the Services shall be held confidential by Consultant and shall not, without the prior express written consent of Owner, be used for any purpose other than performance of the Services.

7.6 No Waiver

No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, nor any order by Owner for the payment of money, nor any payment for, or use, occupancy, possession, or acceptance of, the whole or any part of the Services by Owner, nor any extension of time granted by Owner, nor any delay by Owner in exercising any right under this Contract, nor any other act or omission of Owner shall constitute or be deemed to be an acceptance of any defective, damaged, flawed, unsuitable, nonconforming, or incomplete Services, nor operate to waive or otherwise diminish the effect of any warranty or representation made by Consultant; or of any requirement or provision of this Contract; or of any remedy, power, or right of Owner.

7.7 No Third Party Beneficiaries

No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than Consultant shall be made or be valid against Owner.

7.8 Notices

All notices required or permitted to be given under this Contract shall be in writing and shall be deemed received by the addressee thereof when delivered in person on a business day at the address set forth below or on the third business day after being deposited in any main or branch United States post office, for delivery at the address set forth below by properly addressed, postage prepaid, certified or registered mail, return receipt requested. Notices and communications to Owner shall be addressed to, and delivered at, the following
address:

Village of Northbrook
Public Works Center
655 Huehl Road
Northbrook, Illinois 60062
Attention: Aram Beladi, Village Engineer

Notices and communications to Consultant shall be addressed to, and delivered at, the following address:

GEWALT HAMILTON ASSOCIATES, INC.
625 FOREST EDGE DR
VERNON HILLS, IL 60061
ATTENTION: JOHN BRIGGS, PROJECT MANAGER

The foregoing shall not be deemed to preclude the use of other non-oral means of notification or to invalidate any notice properly given by any such other non-oral means.

By notice complying with the requirements of this Section 7.8, Owner and Consultant each shall have the right to change the address or addressee or both for all future notices to it, but no notice of a change of address or addressee shall be effective until actually received.

7.9 Governing Laws

This Contract and the rights of Owner and Consultant under this Contract shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

7.10 Changes in Laws

Unless otherwise explicitly provided in this Contract, any reference to laws shall include such laws as they may be amended or modified from time to time.

7.11 Compliance with Laws and Grants

Consultant shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., and the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. Consultant shall also comply with all conditions of any federal, state, or local grant received by Owner or Consultant with respect to this Contract or the Services.

Consultant shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part thereof.

Every provision of law required by law to be inserted into this Contract shall be deemed to be inserted herein.

7.12 Documents

Drawings, plans, specifications, photos, reports, information, observations, calculations, notes and any other reports, documents, data or information, in any form, prepared, collected, or received by Consultant in connection with any or all of the Services (the "Documents") shall be and remain the property of Owner. At Owner's request, or upon termination of this Contract, the Documents shall be delivered promptly to Owner. Consultant shall have the right to retain copies of the Documents for its files. Consultant

shall maintain files of all Documents unless Owner shall consent in writing to the destruction of the Documents. Consultant shall make, and shall cause all of its subcontractors to make, the Documents available for Owner's review, inspection and audit during the entire term of this Contract and for three years after termination of this Contract; provided, however, that prior to the disposal or destruction of the Documents by Consultant or any of its subcontractors following said three year period, Consultant shall give notice to Owner of any Documents to be disposed of or destroyed and the intended date, which shall be at least 90 days after the effective date of such notice of disposal or destruction. Owner shall have 90 days after receipt of any such notice to give notice to Consultant or any of its subcontractors not to dispose of or destroy said Documents and to require Consultant or any of its subcontractors to deliver same to Owner, at Owner's expense.

7.13 Time

The Contract Time is of the essence of this Contract. Except where otherwise stated, references in this Contract to days shall be construed to refer to calendar days.

7.14 Severability

The provisions of this Contract shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract shall be in any way affected thereby.

7.15 Entire Agreement

This Contract sets forth the entire agreement of Owner and Consultant with respect to the accomplishment of the Services and the payment of the Contract Price therefor, and there are no other understandings or agreements, oral or written, between Owner and Consultant with respect to the Services and the compensation therefor.

7.16 Amendments

No modification, addition, deletion, revision, alteration, or other change to this Contract shall be effective unless and until such change is reduced to writing and executed and delivered by Owner and Consultant.

IN WITNESS WHEREOF, Owner and Consultant have caused this Contract to be executed in two original counterparts as of the day and year first written above.

(SEAL)

Attest/Witness:

VILLAGE OF NORTHBROOK:

By: _____
Derek Gau
Title: Village Clerk

By: _____
Cara L. Pavlicek
Title: Village Manager

Attest/Witness:

GEWALT HAMILTON ASSOCIATES, INC.:

By: _____
Brian Wesolowski
Title: Director

By: _____
Don Matthews
Title: Vice President

ATTACHMENT A

SUPPLEMENTAL SCHEDULE OF CONTRACT TERMS

1. Project Background:

The 12-inch cast iron main that runs on Lee Road from Dundee to Rudolph was installed in 1968. The northeastern portion of the Village's water distribution system has limited capacity and redundancies, and a failure of this main could impair the Village's ability to supply water to its northeastern communities. The Village identifies replacement of this water main in its original water plan and schedules construction for Fiscal Years 2026-2027 to 2028-2029 in its Capital Improvement Plan. The Village intends to replace the main with a 20-inch diameter pipe that will cross under the Edens Expressway Spur. The Consultant will work with the Cook County Forest Preserve District, the Illinois Department of Transportation, the Illinois State Toll Highway Authority, and other agencies. Additional water model analysis and review will be required prior to final design.

Additionally, this project includes an alternate component (Alternate A) to construct new water main along Rudolph Road from Lee Road to Northbrook Court. The planned development at Northbrook Court and its corresponding water customers warrant additional capacity and transmission in that region. The design for Alternate A will include approximately 1400 LF of additional water main that will cross the West Fork of the North Branch of the Chicago River.

2. Approvals and Authorizations:

Consultant shall obtain any required approvals and authorizations listed in the Scope of Services in Attachment B.

3. Commencement Date:

The date of execution of the Contract by Owner.

4. Completion Date:

Final Completion/Project Acceptance – December 31, 2029, plus extensions, if any, authorized by a Change Order issued pursuant to Section 2.1 of the Contract.

Interim completion dates and project detailed project schedule are per Attachment C:

5. Insurance Coverages:

A. Worker's Compensation and Employer's Liability with limits not less than:

(1) Worker's Compensation: Statutory;

(2) Employer's Liability:
$1,000,000 injury-per occurrence

$500,000 disease-per employee

$1,000,000 disease-policy limit

Such insurance shall evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than $1,000,000 for vehicles owned, non-owned, or rented.

All employees shall be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

General Aggregate: $2,000,000 Bodily Injury and Property Damage Combined Single Limit for this Project.

Coverages shall include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of the Contract)

D. Professional Liability Insurance. With a limit of liability of not less than $1,000,000 per occurrence and $2,000,000 in the aggregate and covering Consultant against all sums that Consultant may be obligated to pay on account of any liability arising out of the Contract.

E. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

F. Owner as Additional Insured. Owner shall be named as an Additional Insured and a Cancellation Notice recipient on all policies except for:

Worker's Compensation
Professional Liability

Each such additional Insured endorsement shall identify Owner as follows: The Village of Northbrook, including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, consultants, and representatives.

G. Other Parties as Additional Insureds. In addition to Owner, the following parties shall be named as additional insured on the following policies:

None Anticipated

All additional public or private property owners as needed on all policies with the exception of Worker's Compensation and Professional Liability.

6. **Contract Price:**

SCHEDULE OF PRICES

For providing, performing, and completing each task of Services, an amount equal to Consultant's Direct Labor Costs, plus an amount equal to the actual costs of all Reimbursable Expenses, but not to exceed, in each task of Services, the following not to exceed amount set forth opposite each such task except as adjusted by Change Order issued pursuant to Section 2.1 of the Contract:

TOTAL NOT TO EXCEED CONTRACT PRICE:

Six hundred thirty-eight thousand, three hundred seventy-four Dollars and zero Cents
(in writing) (in writing)

$638,374 Dollars and 00 Cents
(in figures) (in figures)

7. **Payments:**

For purposes of payments to Consultant, the value of the Services shall be determined as follows:

Direct Labor Costs shall mean salaries and wages paid to all Consultant personnel as set forth on the list supplied by Consultant attached hereto and referenced as Attachment A1, including all professionals whether owners or employees, engaged directly on the Project, but shall not include indirect payroll related costs or fringe benefits.

Reimbursable Expenses shall mean the actual expenses incurred by Consultant directly or indirectly in connection with the Project, including expenses for transportation, telephone, postage, computer time and other highly specialized equipment, reproduction and similar Project related items.

ATTACHMENT B

SCOPE OF SERVICES

Consultant shall cooperate and work closely with representatives of Owner and other parties involved in the Project. Consultant shall meet with Owner and such other parties, and shall provide such consultation, advice, and reports, as required to adequately perform its responsibilities under the Contract. Consultant shall produce and deliver to Owner the results of its Services, plus any reports, documents, data, information, observations, or opinions set forth below or requested by Owner, in form or format as set forth below or, if none, in form or format of Owner's choosing.

After written authorization to proceed, Consultant shall provide, perform and complete the following:

Scope of Services/Tasks:

Scope of work begins on the following page.

GHA GEWALT HAMILTON ASSOCIATES, INC.
CONSULTING ENGINEERS

625 Forest Edge Drive, Vernon Hills, IL 60061
TEL 847.478.9700 ■ FAX 847.478.9701
www.gha-engineers.com

August 14, 2025

Village of Northbrook
655 Huehl Road
Northbrook, IL 60062

Attention: Mr. Aram Beladi, P.E.
Village Engineer

Re: Engineering Services Scope and Fee
Northbrook Water Main Replacement
On Lee Road From Dundee Road to Rudolph Road
Design Engineering Services
GHA #: 5830.002

Dear Mr. Beladi:

We are pleased to provide you with the following scope and fee to provide design engineering services to assist the Village of Northbrook (Village) water main replacement project on Lee Road from Dundee Road to Rudolph Road and connecting the system into Northbrook Court. Our proposal is based on the project Request for Proposal (RFQ) dated June 16, 2025, and the project scoping meeting held on July 28, 2025.

PROJECT UNDERSTANDING:

The Village of Northbrook is undertaking the replacement of a critical segment of its water distribution system, the existing 12-inch cast iron water main, which runs along Lee Road from Dundee Road to Rudolph Road, was originally installed in 1968. This main serves as a key transmission route to the northeastern portion of the Village's water system, where limited redundancy currently exists. Given its age, material, and location, which includes a crossing under the Edens Expressway Spur, this segment represents a risk to long-term service reliability. Anticipated redevelopment at Northbrook Court and overall increased system demand further push the need to provide an upsized transmission main to a 20-inch diameter.

The goal of this project is to design and permit a new 20-inch transmission water main within the corridor while maintaining uninterrupted operation of the existing main throughout construction. The Village's preference is to install the new main within the existing roadway right-of-way, though coordination with property owners and regulatory agencies may necessitate evaluation of alternate alignments, including portions within the parkway or across easement areas. This work will require extensive coordination with multiple permitting agencies and project stakeholders, including the Illinois Department of Transportation (IDOT), the Illinois State Toll Highway Authority (ISTHA), the Illinois Environmental Protection Agency (IEPA), the U.S. Army Corps of Engineers (USACE), the Metropolitan Water Reclamation District (MWRD), residents along Lee and various utility companies.

The design effort will include topographic and boundary surveys, Right-of-Way (ROW) and easement research, property Title Commitments, wetland delineation, tree surveys, utility coordination, geotechnical investigations, permit preparation, preliminary design analysis,

constructability review, public meetings and coordination, and preparation of construction-ready plans, specifications, and cost estimates.

The Village anticipates a potentially phased construction effort beginning in FY 2026, with final construction plans ready for first phase bidding no later than the spring of 2026. Construction is planned for FYs 2026–2027 through 2028–2029. All efforts shall be guided by the Village's permitting, design, and maintenance standards, with a strong emphasis on coordination and minimizing service disruption.

In addition to the base design effort, the Village may also move forward with an alternate (Alternate A), which includes the design of an approximately 1400 foot extension of the proposed 20-inch water main along Rudolph Road to serve future redevelopment at Northbrook Court. This alternate scope includes a crossing of the West Fork of the North Branch of the Chicago River and will require separate permitting, utility coordination, and agency approvals. The costs associated with Alternate A have been provided separately.

PROPOSED SCOPE OF SERVICES:

Phase A – Plan Review & Final Engineering:

Topographic Survey

The survey will meet or exceed the Minimum Standards of Practice as set forth by Illinois Administrative Code for a Topographic Survey. Accordingly, we will provide the following services:

- Establish vertical control (NAVD88) from Cook County or Village of Northbrook Benchmark Systems, or the Trimble VRS Now Network.
- Horizontal coordinates shall be referenced to the State Plane Coordinate System, Illinois East Zone, NAD83 adjustment. Vertical elevations shall be referenced to the North American Vertical Datum of 1988 (NAVD88). All units shall be U.S. Survey feet and decimal parts thereof.
- Establish permanent site benchmarks as necessary (i.e. crosses or boxes cut on concrete, flange bolts on fire hydrants, etc.) across the site.
- Contours will be provided at 1'-0" maximum vertical intervals; error shall not exceed one-half the contour interval.
- The limits of the topography are outlined in the attached Limits of Survey exhibit. Limits of Survey will extend a minimum of 10-feet beyond each ROW limit.
- Spot elevations will be provided on maximum 50-foot grid covering the entire property. Paved areas will have a grid density of approximately 30'. High points and low points will be shown. Overflow routes will also be shown.
- The survey will show the location of the visible, physical improvements on the site (e.g. structures, fencing, site furniture, walks, curbing, etc.).
- The location of underground utilities, both observed and from available record information, will be provided, including location and size of water mains, fire hydrants and valves. The survey will show depth, size, and direction of flow for all sanitary, storm drains, and culverts serving the project area. The location of all manholes, catch basins and all pipe inverts that are accessible will be depicted. The cost for marking of private utilities is not included in this proposal.

- Location of "dry" utilities such as telephone, electric, gas and cable T.V. lines, etc. will be depicted based on visual surface evidence and available utility atlas information from the respective utility companies. The cost for locating utilities is not included in this proposal, but we will collect any locating marks present.
- Coordinate with the Village's GIS Consortium to acquire lidar and historical utility data.
- Coordinate utility information via J.U.L.I.E. and directly with all public and private utility owners; incorporate existing as-built data provided by Village.
- Perform a full tree survey of all trees greater than 3" DBH within 25 feet of ROW per permitting agency requirements. Tagging and species/condition report is not included. Groupings of trees or landscaped areas will be shown en mass.
- We will prepare a topographic survey and perform a boundary survey, including easements made available to our office, for the existing and potential routes of the new water main. The plat of survey and plat of easement services are summarized below.

Boundary & ROW Survey

- GHA will prepare a boundary & ROW survey of the properties within the survey area and map out the various plats of easement the Village has on file for the existing water mains. This document will be used to review where new easements will be needed and where existing easements can be abrogated.
- The Boundary & ROW Survey will be based upon current Title Commitments or recorded deeds. We will review various deeds available through the Recorders Office and through the title commitments purchased. The plat will show all boundary lines with bearings and distances, all easements provided by the Village or secured through title commitments, and all found boundary monuments.
- We have included in our scope of work an allowance for purchase of Title Commitments as deemed necessary during the project.

Plat of Easement

- It is anticipated that the new 20" water main may require new plats of easement created along Lee Road to give the Village the rights to construct and operate the utility. The cost to create any necessary plats of easements along Lee Road are included in this scope. We have assumed a total of 20 plat of easements may be needed as part of this project.
- The plat of easements will be created with language similar to previous projects our office has performed for the Village and we have included one revision based on Village and private property owner review of the plats.
- If abrogation of any existing easements is necessary due to the improvements these abrogation's will be included on the new plat of easements created. We are not anticipating creating a separate plat of abrogation as part of this work for any of the existing easements.
- We anticipate that Village Staff will be responsible for coordinating with the Villages attorney for easement language and preparation of any ordinances required for recording the new easements. We will assist the Village with easement negotiations as outlined in the design Scope of Services.

Wetland Delineation

- A wetland delineation will be conducted along the route of the proposed 20" water main and within any construction areas anticipated as part of the project. This delineation will be utilized to assist in permitting with the MWRD and the USACE.

Preliminary Design Services

Following preparation of the Boundary and Topographic survey our office will work with the Village to prepare a preliminary design memorandum that summarizes the anticipated final design approach. This process is summarized in the scope of services below. Geotechnical scope of work is not included in our fee but we will assist the Village as outlined below establishing an appropriate scope for the geotechnical engineer.

- A design memorandum will be prepared and reviewed with the Village that summarizes the information collected and the recommendations on how to proceed into final design for the project. The Preliminary Design Report will generally include:
    - A review of the project area, including existing utility and facility locations and rights. Review will include pros and cons analysis to assist in determining the final water main alignment.
    - An evaluation of various water main installation methods and pipe materials. This evaluation will include water main and casing pipe materials appropriate for all sections, including under the Tollway.
    - An evaluation of a connection and water main construction phasing plan. This plan will guide the final design approach.
    - Consideration of factors such as serviceability, construction access, long-term maintenance, and other design criteria identified with Village staff, and provide recommendations of preferred alignments, materials, and construction methodologies.
- We will coordinate with the Village's subconsultant to prepare a soil boring and geotechnical report along the selected route of the new water main. We anticipate a total of 10 borings to a depth of 20' to 40' will be required to adequately develop a profile of the soils in the area. The soil boring locations will be plotted on the topographic survey for reference. In addition to the boring locations we will recommend testing to be done on the soils as well as discuss resistivity testing as part of the pipe material analysis.
- Along with the soil boring information, we will coordinate with the Village's subconsultant to prepare an IL LPC-663 clean construction debris form to support the material is clean. If any areas during the testing come back as contaminated or non-CCDD compliant soil we will work with the Village to determine the best approach to either decide if enough testing has been performed and we can adequately identify any exclusion areas for clean material or if additional borings and tests need to be done to further delineate any contaminated materials discovered. Any additional testing required beyond the initial review for soil testing parameters in conformance with IL LPC 663 requirements will be an additional service on an as needed basis.

Final Design Services

Upon acceptance of the design memorandum prepared in the preliminary design services section our office will begin preparing final design documents and specifications for the project. Our design Scope of Services is summarized below.

- Construction drawings will be prepared detailing the design of the new water main along with all necessary staging, sequencing, profiles, and restoration. The design will be in conformance with requirements of Village Staff and with the IEPA Standard Specifications for Water and Sewer Main Construction in Illinois.
- The drawings will be prepared on 22x34 paper at 1"=20'H 1'=5'V scale. Drawings will be provided to the Village for review at the following stages:
    - 50% Preliminary Plan Set including:
        - Existing & Proposed Conditions Plans
        - Utility Plans & Profiles
        - Cross-sections, Typical Sections (no details/specs required)
        - Preliminary Engineer's Opinion of Probable Construction Cost
        - Identified potential easement needs (temporary or permanent)
        - Identified tree impacts
    - 95% Plan Set including:
        - Update plans incorporating all Village comments and regulatory input
        - Submit full Pre-Final Design Package including:
            - Title Sheet, Summary of Quantities
            - Full Plan and Profile Sheets, Utility Crossing Data
            - Tree Preservation and Restoration Plans and Details
            - MOT/Traffic Control Plans
            - SWPPP, Soil Borings, Typical Sections, General Notes
            - Specifications and updated Engineer's Opinion of Probable Cost
            - QA documentation, including internal quantity checks, pricing, and constructability review
- At the request of the Village our office will manage and negotiate easements as needed with property owners for the installation of the water main. This work will include preliminary meetings with residents, phone calls, emails and conversations regarding the easement needs and justifications. We anticipate reviewing this information with residents and providing updates to Village staff regarding compensation requests and needs to secure easements on an as needed basis. An allowance is included in our fee schedule for the preparation of the easement exhibits as well as manage this effort which will be used as approved by the Village.
- Prepare and submit all initial permit applications and provide a matrix of expected permit fees and required licenses/agreements. Permits are anticipated to be secured for the work from the following entities
    - Illinois Department of Transportation (IDOT)
    - The Illinois Environmental Protection Agency (IEPA)
    - The Illinois Department of Natural Resources (IDNR)
    - North Cook County Soil and Water Conservation District (NCCSWCD)
    - Metropolitan Water Reclamation District of Greater Chicago (MWRD)
    - Illinois State Toll Highway Authority (ISHTA)
    - The United States Army Corps of Engineers (USACE)

<u>Phase B – Bid Package and Final Engineering and Bid Review Assistance</u>

Upon final review of the 95% plan set, our office will prepare a final bid package for the project. Our design scope of services is summarized below.

- Final Engineer's Opinion of Probable Construction Cost

- Final Engineering Drawing Set, marked "Final-Released for Bid", including all drawings from previous submittals.
- Final Project Specifications, with Special Provisions, including all drawings from previous submittals.
- Five hard copies shall be provided to Village staff for bidding. Two electronic copies (word and pdf-format) will also be provided.
- We have included time for meeting with Village staff as needed to complete the project during all phases of this project.
- Permits are anticipated to be secured for the work from the following entities
    - Illinois Department of Transportation (IDOT)
    - The Illinois Environmental Protection Agency (IEPA)
    - The Illinois Department of Natural Resources (IDNR)
    - North Cook County Soil and Water Conservation District (NCCSWCD)
    - Metropolitan Water Reclamation District of Greater Chicago (MWRD)
    - Illinois State Toll Highway Authority (ISHTA)
    - The United States Army Corps of Engineers (USACE)
- Project specifications will be prepared for the improvements for insertion into the Village's standard front-end Contract Documents. All front-end documents for the project will be provided by Village Staff and amended by GHA to conform to the project requirements.
- A schedule of prices and Engineers Opinion of Probable Cost will be prepared for the work. We anticipate completing EOPC's at the 50%, 95% and 100% design completion milestones listed in this scope of services.

Phase C – Construction Assistance

Upon final completion of the project, our office will assist with pre-construction phase assistance with up to 60 hours included in the project management phase of the design. Our scope of services is summarized below.

- Provide engineering support during the construction phase, including:
    - Responding to Requests for Information (RFIs)
    - Reviewing shop drawings and submittals for conformance with design intent
    - Preparation and issuance of an issued for construction set of drawings (IFC)
- Coordinate with the Village's CCDD consultant as needed to share project data and deliver relevant design plans.

SCHEDULE

GHA is prepared to commence work on this project immediately upon authorization. Based on the anticipated spring 2026 construction timeline, we have outlined a general project schedule below, recognizing that specific bid dates have yet to be finalized by the Village.

Milestone	**Completion Date**
Authorization	September 2025
Topographic Survey	September/October 2025
Boundary & ROW Survey	September/October 2025
Preliminary Design Memorandum	October 2025
50% Design Completion	November 2025
95% Design Completion	Spring 2026
100% Design Completion	Spring 2026
Anticipated Construction Start	May 2026

KEY PERSONNEL

Mr. Brian J. Wesolowski, P.E., CFM will serve as the Client Manager, John Briggs, P.E. will serve as the Project Manager, while Wadee Rafati, P.E. will serve as the Project Engineer. Additional professional and technical staff will provide support as needed.

COMPENSATION FOR SERVICES

Based upon the scope of services noted above, GHA proposes a Time and Material, not to exceed fee as detailed on the attached labor calculation sheet and as summarized below:

SCOPE OF SERVICES		**COSTS**
TOPOGRAPHIC SURVEY & ROW ESTABLISHMENT	$	84,152
WETLAND DELINEATION AND PERMITTING	$	20,812
CONCEPT AND MATERIAL REVIEW	$	73,648
FINAL ENGINEERING	$	224,740
PERMITTING	$	63,840
REIMBURSABLE EXPENSES	$	8,000
TITLE COMMITMENTS	$	14,000
T&M NTE + Reimbursables	**$**	**489,192**
EASEMENT EXHIBIT AND MANAGEMENT ALLOWANCE		$98,420

SCOPE OF SERVICES - ALTERNATE A		**COSTS**
WETLAND DELINEATION AND PERMITTING	$	10,544
FINAL ENGINEERING	$	40,218
T&M NTE + Reimbursables	**$**	**50,762**

Additional services, contingent services and services beyond the scope of work shall be provided only on the express request of the Village.

Reimbursable expenses such as printing, vehicle charges, and out of town travel when required by the Village shall be billed directly to the Village without mark up. Invoices will be submitted on a monthly basis. The reimbursable expenditure under this contract shall not exceed the value listed in the fee schedule unless prior approval of the Village is obtained.

Thank you again for the opportunity to present this proposal. If you have any questions or comments, please feel free to call. If this proposal is acceptable, please sign one copy of it and return it to our office at your earliest convenience.

Sincerely,

Gewalt Hamilton Associates, Inc.

Brian J. Wesolowski, P.E., CFM
Director of Civil Design

Encl. Labor Calculation Sheet

Base Scope Fee Schedule

	Principal $270	Sr. PM II $255	Sr. PM I $225	PM II $206	PM I $182	ENG II $158	ENG I $149	LS IV $220	LS III $181	LS I $140	ERS IV $200	ERS I $142	CT III $158	CT II $130	AD II $118	Total Hours	Fee
I. TOPOGRAPHIC SURVEY & ROW ESTABLISHMENT																	
Project Setup and Background Research					8			4								12	$ 2,336
Establish Horizontal and Vertical Control									16	16						32	$ 5,136
Reconnaissance and Recovery of Property Corners		0							32	32						64	$ 10,272
Field Location of Surface Improvements									120							120	$ 21,720
Structure Investigations (Dip Manholes, Catch Basins, etc.)									12	12						24	$ 3,852
Existing Conditions Base Map Preparation													160			160	$ 25,280
Boundary Analysis and Resolution								32								32	$ 7,040
Quality Assurance / Quality Control					24			2	8				4			38	$ 6,888
Topographic Project Management and Coordination			4		4											8	$ 1,628
I. Category Subtotal	0	0	4	0	36	0	0	38	188	60	0	0	164	0	0	490	$ 84,152
II. WETLAND DELINEATION AND PERMITTING																	
Wetland Delineation and Report		2	2		8						20	24				56	$ 9,824
USACE Permit Preperation		2	2		8						10	10				32	$ 5,836
MWRD Permit Preparation		2	2		8						8	8				28	$ 5,152
II. Category Subtotal	0	6	6	0	24	0	0	0	0	0	38	42	0	0	0	116	$ 20,812
III. CONCEPT AND MATERIAL REVIEW																	
Geotechnical and Subsurface Exploration Report Coordination		2	2		8											12	$ 2,416
Design Memo Preperation		8	8		80											96	$ 18,400
50% Preliminary Plan Set and EOPC Preparation		8	8		80	200									24	320	$ 52,832
III. Category Subtotal	0	18	18	0	168	200	0	0	0	0	0	0	0	0	24	428	$ 73,648
IV. FINAL ENGINEERING																	
95% and 100% Plan Set Preparation		20	20		180	360										580	$ 99,240
95% and 100% Project Specifications Preparation		8	8		20	40										76	$ 13,800
95% and 100% EOPC Preparation		8	8		20	40										76	$ 13,800
TC&P Preparation - Dundee Road		8	8		20	80										116	$ 20,120
Project Meetings		30	30		30											90	$ 19,860
Project Management		50	50		120											220	$ 45,840
Bidding Support		10	10		40											60	$ 12,080
IV. Category Subtotal	0	134	134	0	430	520	0	0	0	0	0	0	0	0	0	1218	$ 224,740
V. PERMITTING																	
MWRD Permit Preparation and Coordination		4	4		60										2	70	$ 13,076
IDNR-OWR Floodway Permit Preparation and Coordination		2	2		8										2	14	$ 2,652
IEPA SWPPP Permit Preparation and Coordination		2	2		4	8									40	56	$ 7,672
IEPA Water Construction Permit Preparation and Coordination		2	2		8	20									4	36	$ 6,048
IDNR SHPO Permit Preparation and Coordination					2										4	6	$ 836
ISTHA Utility Permit Preparation and Coordination		8	8		40										4	60	$ 11,592
NCCSWCD Permit Preparation and Coordination					2	8										10	$ 1,628
IDOT Permit Preparation and Coordination		8	8		60											76	$ 14,760
USACE Permit Preparation and Coordination		2	2		8	20										32	$ 5,576
III. Category Subtotal	0	28	28	0	192	56	0	0	0	0	0	0	0	0	56	360	$ 63,840
Total Labor																2612	$ 467,192
REIMBURSABLE EXPENSES																	$ 8,000
TITLE COMMITMENTS																	$ 14,000
Total Labor + Reimbursables																	**$ 489,192**
EASEMENT EXHIBIT AND MANAGEMENT ALLOWANCE																	$ 98,420
Total																	**$ 587,612**

Alternate A Scope Fee Schedule

Lee Road Water Main
Manhour Estimate of Consultant Services
Gewalt Hamilton Associates, Inc.

	Sr. PM II $255	Sr. PM I $225	PM II $206	PM I $182	ENG I $149	LS IV $220	LS III $181	LS II $160	LS I $140	ERS IV $200	ERS I $142	CT II $130	AD II $118	Total Hours	Fee
I. WETLAND DELINEATION AND PERMITTING															
Wetland Delineation and Report										12	14			26	$ 4,388
USACE Permit Preperation										10	10			20	$ 3,420
MWRD Permit Preparation										8	8			16	$ 2,736
I. Category Subtotal	0	0	0	0	0	0	0	0	0	30	32	0	0	62	$ 10,544
II. FINAL ENGINEERING															
50%, 95% and 100% Plan Set Preparation	8	8		60	80									156	$ 26,680
50%, 95% and 100%Project Specifications Preparation	4	4		4	8									20	$ 3,840
50%, 95% and 100%EOPC Preparation	4	4		4	10									22	$ 4,138
TC&P Preparation - Dundee Road														0	$ -
Project Management	4	4		20										28	$ 5,560
II. Category Subtotal	20	20	0	88	98	0	0	0	0	0	0	0	0	226	$ 40,218
Total Labor														288	$ 50,762
Reimbursable Expenses															$ -
Total Labor + Reimbursables															**$ 50,762**

ATTACHMENT C

SCHEDULE

Final Completion/Project Acceptance – December 31, 2029, plus extensions, if any, authorized by a Change Order issued pursuant to Section 2.1 of the Contract.

Key Dates:

Award contract and start work:	August 26, 2025
Topographic survey	September/October 2025
Boundary & Right of Way Survey	September/October 2025
Preliminary Design memorandum	October 2025
50% Design completion	November 2025
95% Design completion	Spring 2026
100% Design completion	Spring 2026
Bid opening	April 2026
Construction Start	May 2026

Note: Written authorization from the Village is required before proceeding with each phase.

ATTACHMENT D

SPECIAL PROJECT REQUIREMENTS

1. Key Project Personnel Contact Information:

Name/Project Function:	Telephone:	E-mail:
Brian Wesolowski / Client Manager	847-821-6235	BWesolowski@GHA-Engineers.com
John Briggs / Project Manager	847-821-6232	JBriggs@GHA-Engineers.com
Wadee Rafati / Project Engineer	847-821-6262	WRafati@GHA-Engineers.com

Fund: Water Fund **FY 2026 - FY 2030**

Department: Public Works Department
Project Type: Water Main Replacement
Project Name: Lee Road Water Main Replacement
Phase: Survey & Design, Construction & Construction Oversight
Cost: $8,048,400

Priority Code: A - Essential and immediate need
CAP Item: No
Grant Funding: No

Overview

The 12-inch cast iron main that runs on Lee Road from Dundee to Rudolph was installed in 1968. The water main has a crossing under the Edens Expressway Spur. The Village's water distribution system has limited capacity and redundancies to the North Eastern portion of the system. Main replacement has been identified as a critical main requiring replacement and upsizing or redundancy. A failure of this main could impair the Village's ability to supply water to the North Eastern portions of the community and impact traffic on a major expressway. The planned development and increased number of water customers associated with the proposed redevelopment of Northbrook Court also increases the needs for this improvement. Currently this main will be replaced with a 20-inch diameter pipe. Additional water model analysis and review will be required prior to final design. Design and completion of this work will require the Village to work with the Illinois Department of Transportation, and the Illinois State Toll Highway Authority.

Due to the complexity of the terrain and proximity to Dundee Road, Cook County Forest Preserve, and the Tollway a Consultant will be contracted to start the design in FY 2026. The number provided below are estimates of the work that would be required but still subject to changes and the work is better defined.

Segment	Limits	Existing Size	Replace With	Length	Year
Lee Road	Dundee Road - Rudolph Drive	12 inch	20 inch	4,245 feet	1968

Cost Schedule

	Actuals		Budget	Estimate	Recommended Budget				
Component	**FY 23**	**FY 24**	**FY25**	**FY 25**	**FY 26**	**FY 27**	**FY 28**	**FY 29**	**FY 30**
Survey & Design	-	-	-	-	783,000	-	-	-	-
Construction & Construction Oversight	-	-	-	-	-	2,990,400	1,536,000	2,739,000	-
Total	**-**	**-**	**-**	**-**	**783,000**	**2,990,400**	**1,536,000**	**2,739,000**	**-**

Planned Financing

	FY 23	FY 24	FY25	FY 25	FY 26	FY 27	FY 28	FY 29	FY 30
Bond Issuance	-	-	-	-	783,000	2,990,400	1,536,000	2,739,000	-



Capital Improvement Projects

Water Main Improvements

FY 2026

N

0 225 450 900

Feet

275

7/11/2024

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Chief Financial Officer Steve Drazner
Date: 2025-10-14
Subject: A Resolution Authorizing an Agreement with Garland/DBS, Inc. of Cleveland, Ohio for the Partial Re-Roofing of Crestwood Senior Living Facility at a Not-to-Exceed Amount of $443,906

Overview
The Village owns Crestwood Place apartments at 1000 Waukegan Road, an affordable independent living for seniors. As part of the ongoing capital facility maintenance, portions of the roof are in need of replacement due to water leaks.

Fiscal Impact
Total cost of the project will be $443,906, of which $100,000 has been appropriated in the Senior Housing Fund FY26 budget. A budget amendment will be presented in December for Board consideration and approval as part of other Q2 budget amendments.

Recommendation
Approval.

Background
Roof section areas one and three of the Crestwood facility (refer to Exhibit A showing a "top view" graphic of the roof sections) are in need of replacement at this time due to water leak issues, The remaining roof sections two, four, and five are estimated to have appropriately three to five years of remaining useful life.

Staff is recommending that the Village enter into an Agreement with Garland/DBS Inc. which is the same contractor used for the public works roof project. Garland would supply all the roofing materials and, in turn, subcontract out the installation/labor part of the project.

Garland participates in the Omnia Partners joint purchasing group and as such, selecting this vendor offers full compliance with the Village's procurement requirements. Garland bid out the installation portion of the project to secure an installation subcontractor and received three bids which are shown in Exhibit D. The lowest bidder was DCG Roofing Solutions which will result in an all-inclusive (materials and labor) cost of $443,906. This is significantly less than the next lowest bidder by $111,066.

Village staff appropriated $100,000 in the Senior Housing Fund for roof replacement. At the time of the budget adoption, it was unknown what the actual cost of a partial roof replacement

might be, and the $100,000 was thus intended only as a placeholder. Since the actual proposal exceeds this appropriation by $343,906, staff will bring forth a budget amendment in December for Board consideration and approval. Staff is therefore requesting that the work commence and be completed prior to bringing forth the budget amendment.

Please note that the Senior Housing Fund has over $2 million in cash on hand (based on the April 30, 2025 audit report), which is sufficient to cover this partial roof replacement project.

A Resolution Authorizing an Agreement with Garland DBS, Inc. of Cleveland, Ohio for the Partial Re-Roofing of Crestwood Senior Living Facility at a Not-to-Exceed Amount of 443,906
Agreement BTW Village and Garland DBS
EXHIBIT A- Garland Cover Letter
EXHIBIT BC- Attachment B and C Garland Project Manual
EXHIBIT D- Attachment D Garland Bid Summary
EXHIBIT E- Appendix 1 Prevailing Wage Ordinance
EXHIBIT E- Appendix 1 Prevailing Wage Rates

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

A Resolution Authorizing an Agreement with Garland/DBS, Inc. of Cleveland, Ohio for the Partial Re-Roofing of Crestwood Senior Living Facility at a Not-to-Exceed Amount of $443,906

is hereby adopted as follows:

Section 1. RECITALS,

The Village of Northbrook ("***Village***") is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970.

The Village owns the Crestwood Senior Living Facility ("***Crestwood***") located at 1000 Waukegan Road, Northbrook, Illinois.

It has been communicated in a recent capital reserve study that the replacement of certain parts of the Crestwood roofing system is needed.

The Village recently had a roof inspection completed for the entire Crestwood facility and the areas of the roof were divided into five sections and rated from best to worst. Of the five sections of roofing, it was determined that roof sections #1 and #3 only have one to three years of remaining useful life and have an immediate need for replacement. Roof sections #2, #4, and #5 currently have a remaining estimated useful life of three to seven years and will also need replacement in the foreseeable future but are not included in this recommendation.

Village staff hereby recommend the replacement, in the current fiscal year, of roof sections #1 and #3, which are most in need of replacement and in the poorest condition.

The Village utilized the Omnia Partners joint purchasing group to procure the materials and installation for re-roofing of the indicated sections of the Crestwood Senior Living Facility. Garland/DBS, Inc. of Cleveland, OH ("***Vendor***") is the competitively selected vendor by Omnia Partners to provide roofing materials and oversee the installation of such materials. The Vendor obtained pricing from three subcontractors qualified to install the roofing material in accordance with the warranty specifications for that material.

The recommended Vendor, Garland/DBS, Inc., will provide all systems and materials while the installation/labor will be performed by subcontractor DCG Roofing Solutions, the lowest competitive bidder for installation of the roofing system as determined pursuant to a bidding processes conducted by the Vendor.

Vendor proposed a prevailing wage fee for a complete tear-off and replacement of roofing sections #1 and #3 at a total cost of $443,906 ("***Agreement***").

The Village only appropriated a $100,000 "placeholder" in the Fiscal Year 2026 Senior

Housing Budget and, therefore, a budget amendment for $343,906 will be forthcoming and included in the next batch of budgetary amendments for Village Board consideration. The Senior Housing Fund has adequate reserves on hand for the adoption of such an amendment.

The President and the Board of Trustees have considered the Agreement and determined that it is in the best interests of the Village and the public to enter into the Agreement with the Vendor.

Section 2. APPROVAL OF AGREEMENT.

The Agreement with the Vendor is approved in substantially the form attached to this Resolution as ***Exhibit A*** and in a final form satisfactory to the Village Manager and Village Attorney.

Section 3. AUTHORIZATION TO EXECUTE AGREEMENT.

The Village Manager and the Village Clerk are hereby authorized and directed to execute and seal, on behalf of the Village, the Agreement only after receipt by the Village Clerk of at least two original copies of the Agreement executed by the Vendor; provided, however, that if such executed copies of the Agreement are not received by the Village Clerk within 60 days after the date of adoption of this Resolution, then this authority to execute and seal shall, at the option of the President and Board of Trustees, be null and void.

Section 4. AUTHORIZATION OF EXPENDITURE.

The Village Manager is hereby authorized and directed to execute such documents and make such payments as are necessary to complete the procurement of the roofing services from the Vendor in the not to exceed amount of $443,906.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

25-12-250905

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CONTRACT BETWEEN

VILLAGE OF NORTHBROOK

AND

GARLAND/DBS, INC.

FOR CRESTWOOD PLACE ROOF REPLACEMENT

CONTRACT BETWEEN

VILLAGE OF NORTHBROOK

AND

GARLAND/DBS, INC.

FOR CRESTWOOD PLACE ROOF REPLACEMENT

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LABOR AND MATERIAL PAYMENT BOND

CONTRACT BETWEEN

VILLAGE OF NORTHBROOK

AND

GARLAND/DBS, INC.

FOR CRESTWOOD PLACE ROOF REPLACEMENT SECTIONS #1 AND #3

In consideration of the mutual promises set forth below, the Village of Northbrook, 1225 Cedar Lane, Northbrook, Illinois 60062, a home rule municipal corporation ("Owner"), and GARLAND/DBS, INC. located 3800 East 91st Street, Cleveland, Ohio 44105, a corporation ("Contractor"), make this Contract as of the ___ day of October, 2025, and hereby agree as follows:

ARTICLE I
THE WORK

1.1 Performance of the Work

Contractor shall, at its sole cost and expense, provide, perform, and complete all of the following, all of which is herein referred to as the "Work":

1. Design Services. Provide, perform, and complete, in the manner described and specified in this Contract, all necessary work, labor, and services necessary to replace sections #1 and #3 of the Crestwood Place roof which includes, but may not be limited, to the following:

a) Tear off to concrete deck
b) Install modified bitumen base sheet vapor barrier over deck
c) Raise all RTUs present on roof to accommodate new roof system height
d) Install average R-30 tapered polyiso roof installation to meet code requirements
e) Install ½" DensDeck Prime cover board
f) Install modified bitumen base sheet
g) Install mineral surfaced modified bitumen cap sheet
h) Apply reflective surfacing coating to new roof and flashings
i) Install new metal counter flashing details as needed

2. Labor, Equipment, Materials, and Supplies. Provide, perform, and complete, in the manner described and specified in this Contract, all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data, and other means and items necessary to accomplish the Project at the Work Site, in accordance with the Scope of Services and the Special Project Requirements.

3. Permits. Except as otherwise provided in Attachment A, procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith.

4. Bonds and Insurance. Procure and furnish all Bonds and all certificates and policies of insurance specified in this Contract.

5. Taxes. Pay all applicable federal, state, and local taxes.

6. Miscellaneous. Do all other things required of Contractor by this Contract, including, without limitation, arranging for utility and other services needed for the Work and for testing, including the installation of temporary utility lines, wiring, switches, fixtures, hoses, connections, and meters, and providing sufficient sanitary conveniences and shelters to accommodate all workers and all personnel of Owner engaged in the Work.

7. Quality. Provide, perform and complete all of the foregoing in a proper, professional, and workmanlike manner, consistent with the highest standards of professional and construction practices and in full compliance with, and as required by or pursuant to, this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged and first quality equipment, materials and supplies.

1.2 Commencement and Completion Dates

A. Commencement and Completion Dates. Contractor shall commence the Work not later than the "Commencement Date" set forth in Attachment A and shall diligently and continuously prosecute the Work at such a rate as will allow the Work to be fully provided, performed, and completed in full compliance with this Contract not later than the "Completion Date," and all Interim Dates set forth in Attachment A. The time of commencement, rate of progress, and time of completion are referred to in this Contract as the "Contract Time."

B. Construction Commencement Date. Notwithstanding anything to the contrary in Subsection 1.2A of this Contract, Contractor shall not commence construction of the Project until Owner has approved all required submittals.

1.3 Required Submittals

A. Submittals Required. Contractor shall submit to Owner all documents, data, and information specifically required to be submitted by Contractor under this Contract and shall, in addition, submit to Owner all such drawings, specifications, descriptive information, and engineering documents, data, and information as may be required, or as may be requested by Owner, to show the details of the Work, including a complete description of all equipment, materials, and supplies to be provided under this Contract ("Required Submittals"). Such details shall include, but shall not be limited to, design data, structural and operating features, principal dimensions, space required or provided, clearances required or provided, type and brand of finish, and all similar matters, for all components of the Work.

B. Signature and Seal. All submittals provided by Contractor to Owner pursuant to the Scope of Services, including without limitation, all drawings, calculations, specifications, certifications, shop drawings and other submittals, shall contain the signature and seal of the licensed design professional preparing them. Submittals related to the Work designed or certified by the licensed design professionals, if prepared by others, shall bear the licensed design professional's written approval. The Owner and its consultants, agents, and assigns shall be entitled to rely upon the adequacy, accuracy and completeness of the Design Services, certifications and approvals performed by such design professionals.

C. Deviations. All submittals that contain deviations from this Contract shall be accompanied with a report identifying such deviations and an explanation for each deviation. No

deviations shall be deemed accepted by Owner unless explicitly accepted by Owner in a Change Order.

D. Number and Format. Contractor shall provide three complete sets for each Required Submittal. All Required Submittals, except drawings, shall be prepared on white 8-1/2 inch by 11 inch paper. Three 11" x 17" prints of each drawing shall be provided. All drawings shall be clearly marked in the lower right-hand corner with the project name and names of Owner and Contractor and latest revision date.

E. Time of Submission and Owner's Review. All Required Submittals shall be provided to Owner no later than the time, if any, specified in this Contract for their submission or, if no time for submission is specified, in sufficient time, in Owner's sole opinion, to permit Owner to review the same prior to the commencement of the part of the Work to which they relate and prior to the purchase of any equipment, materials, or supplies that they describe. Owner shall have the right to require such corrections as may be necessary to make such submittals conform to this Contract. All such submittals shall, after final processing and review with no exception noted by Owner, become a part of this Contract. No Work related to any submittal shall be performed by Contractor until Owner has completed review of such submittal with no exception noted. Owner's review and stamping of any Required Submittal shall be for the sole purpose of examining the general management, design, and details of the proposed Work, shall not relieve Contractor of the entire responsibility for the performance of the Work in full compliance with, and as required by or pursuant to this Contract, and shall not be regarded as any assumption of risk or liability by Owner.

F. Responsibility for Delay. Contractor shall be responsible for any delay in the Work due to delay in providing Required Submittals conforming to this Contract.

1.4 Review and Interpretation of Contract Provisions

Contractor represents and warrants that it has carefully reviewed this Contract, including all of its Attachments, all of which are by this reference incorporated into and made a part of this Contract. Contractor shall, at no increase in the Contract Price, provide professional services, workmanship, equipment, materials, and supplies that fully conform to this Contract. Whenever any equipment, materials or supplies are specified or described in this Contract by using the name or other identifying feature of a proprietary product or the name or other identifying feature of a particular manufacturer or vendor, the specific item mentioned shall be understood as establishing the type, function and quality desired.

Contractor shall promptly notify Owner of any discrepancy, error, omission, ambiguity, or conflict among any of the provisions of this Contract before proceeding with any Work affected thereby. If Contractor fails to give such notice to Owner, then the subsequent decision of Owner as to which provision of this Contract shall govern shall be final, and any corrective work required shall not entitle Contractor to any damages, to any compensation in excess of the Contract Price, or to any delay or extension of the Contract Time.

When the equipment, materials, or supplies furnished by Contractor cannot be installed as specified in this Contract, Contractor shall, without any increase in the Contract Price, make all modifications required to properly install the equipment, materials, or supplies. Any such modification shall be subject to the prior review and consent of Owner.

1.5 Conditions at the Work Site; Record Drawings

Contractor represents and warrants that it has had a sufficient opportunity to conduct a thorough investigation of the Work Site and the surrounding area and has completed such investigation to its satisfaction. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time based upon conditions found at, or in the vicinity of, the Work Site. When information pertaining to subsurface, underground or other concealed conditions, soils analysis, borings, test pits, utility locations or conditions, buried structures, condition of existing structures and other investigations is or has been provided by Owner, or is or has been otherwise made available to Contractor by Owner, such information is or has been provided or made available solely for the convenience of Contractor and is not part of this Contract. Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of such information, and there is no guaranty or warranty, either expressed or implied, that the conditions indicated are representative of those existing throughout the Work or the Work Site, or that the conditions indicated are representative of those existing at any particular location, or that the conditions indicated may not change, or that unanticipated conditions may not be present.

Contractor shall be solely responsible for locating all wet roofing insulation and notifying the Owner prior to the start of work. Contractor shall check all dimensions, elevations, and quantities indicated in this Contract within the same time period as set forth above. Contractor shall lay out the Work in accordance with this Contract and shall establish and maintain such locations, lines and levels. Wherever pre-existing work is encountered, Contractor shall verify and be responsible for dimensions and location of such pre-existing work. Contractor shall notify Owner of any discrepancy between the dimensions, elevations and quantities indicated in this Contract and the conditions of the Work Site or any other errors, omissions or discrepancies which Contractor may discover during such inspections. Full instructions will be furnished by Owner should such error, omission, or discrepancy be discovered, and Contractor shall carry out such instructions as if originally specified and without any increase in Contract Price.

Before Final Acceptance of the Work, Contractor shall submit to Owner two sets of Drawings of Record, unless a greater number is specified elsewhere in this Contract, indicating all field deviations from the Contract.

1.6 Technical Ability to Perform

Contractor represents and warrants that it is sufficiently experienced and competent, and has the necessary capital, facilities, plant, organization, and staff, to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.7 Financial Ability to Perform

Contractor represents and warrants that it is financially solvent, and Contractor has the financial resources necessary to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.8 Time

Contractor represents and warrants that it is ready, willing, able and prepared to begin the Work on the Commencement Date and that the Contract Time is sufficient time to permit

completion of the Work in full compliance with, and as required by or pursuant to, this Contract for the Contract Price, all with due regard to all natural and man-made conditions that may affect the Work or the Work Site and all difficulties, hindrances, and delays that may be incident to the Work.

1.9 Safety at the Work Site

Contractor shall be solely and completely responsible for providing and maintaining safe conditions at the Work Site, including the safety of all persons and property during performance of the Work. This requirement shall apply continuously and shall not be limited to normal working hours. Contractor shall take all safety precautions as shall be necessary to comply with all applicable laws and to prevent injury to persons and damage to property.

Contractor shall conduct all of its operations without interruption or interference with vehicular and pedestrian traffic on public and private rights-of-way, unless it has obtained permits therefor from the proper authorities. If any public or private right-of-way shall be rendered unsafe by Contractor's operations, Contractor shall make such repairs or provide such temporary ways or guards as shall be acceptable to the proper authorities.

1.10 Cleanliness of the Work Site and Environs

Contractor shall keep the Work Site and adjacent areas clean at all times during performance of the Work and shall, upon completion of the Work, leave the Work Site and adjacent areas in a clean and orderly condition.

1.11 Damage to the Work, the Work Site, and Other Property

The Work and everything pertaining thereto shall be provided, performed, completed, and maintained at the sole risk and cost of Contractor from the Commencement Date until Final Payment. Contractor shall be fully responsible for the protection of all public and private property and all persons. Without limiting the foregoing, Contractor shall, at its own cost and expense, provide all permanent and temporary shoring, anchoring and bracing required by the nature of the Work in order to make all parts absolutely stable and rigid, even when such shoring, anchoring and bracing is not explicitly specified, and support and protect all buildings, bridges, roadways, conduits, wires, water pipes, gas pipes, sewers, pavements, curbs, sidewalks, fixtures and landscaping of all kinds and all other public or private property that may be encountered or endangered in providing, performing and completing the Work. Contractor shall have no claim against Owner because of any damage or loss to the Work or to Contractor's equipment, materials, or supplies from any cause whatsoever, including damage or loss due to simultaneous work by others. Contractor shall, promptly and without charge to Owner, repair or replace, to the satisfaction of Owner, any damage done to, and any loss suffered by, the Work and any damage done to, and any loss suffered by, the Work Site or other property as a result of the Work. Notwithstanding any other provision of this Contract, Contractor's obligations under this Section shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of Owner or Contractor, to indemnify, hold harmless, or reimburse Contractor for the cost of any repair or replacement work required by this Section.

1.12 Subcontractors and Suppliers

A. Approval and Use of Subcontractors and Suppliers. Contractor shall perform the Work with its own personnel (and approved subcontractors) and under the management, supervision, and control of its own organization unless otherwise approved by Owner in writing. All subcontractors, suppliers, and subcontracts used by Contractor shall be acceptable to, and approved in advance by, Owner. Owner's approval of any subcontractor, supplier, and subcontract shall not relieve Contractor of full responsibility and liability for the provision, performance, and completion of the Work in full compliance with, and as required by or pursuant to, this Contract. All Work performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of Contractor. Every reference in this Contract to "Contractor" shall be deemed also to refer to all subcontractors and suppliers of Contractor. Every subcontract shall include a provision binding the subcontractor or supplier to all provisions of this Contract.

B. Removal of Subcontractors and Suppliers. If any subcontractor or supplier fails to perform the part of the Work undertaken by it in a manner satisfactory to Owner, Contractor shall immediately upon notice from Owner terminate such subcontractor or supplier. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time as a result of any such termination.

1.13 Simultaneous Work By Others

Owner shall have the right to perform or have performed such other work as Owner may desire in, about, or near the Work Site during the performance of the Work by Contractor. Contractor shall make every reasonable effort to perform the Work in such manner as to enable both the Work and such other work to be completed without hindrance or interference from each other. Contractor shall afford Owner and other contractors reasonable opportunity for the execution of such other work and shall properly coordinate the Work with such other work.

1.14 Occupancy Prior to Final Payment

Owner shall have the right, at its election, to occupy, use, or place in service any part of the Work prior to Final Payment. Such occupancy, use, or placement in service shall be conducted in such manner as not to damage any of the Work or to unreasonably interfere with the progress of the Work. No such occupancy, use, or placement in service shall be construed as an acceptance of any of the Work or a release or satisfaction of Contractor's duty to insure and protect the Work, nor shall it, unless conducted in an unreasonable manner, be considered as an interference with Contractor's provision, performance, or completion of the Work.

1.15 Owner's Right to Terminate or Suspend Work for Convenience

A. Termination or Suspension for Convenience. Owner shall have the right, for its convenience, to terminate or suspend the Work in whole or in part at any time by written notice to Contractor. Every such notice shall state the extent and effective date of such termination or suspension. On such effective date, Contractor shall, as and to the extent directed, stop Work under this Contract, cease all placement of further orders or subcontracts, terminate or suspend Work under existing orders and subcontracts, cancel any outstanding orders or subcontracts that may be cancelled, and take any action necessary to protect any property in its possession in which Owner has or may acquire any interest and to dispose of such property in such manner as may be directed by Owner.

B. Payment for Completed Work. In the event of any termination pursuant to Subsection 1.15A above, Owner shall pay Contractor (1) such direct costs, excluding overhead, as Contractor shall have paid or incurred for all Work done in compliance with, and as required by or pursuant to, this Contract up to the effective date of termination together with ten percent of such costs for overhead and profit; and (2) such other costs pertaining to the Work, exclusive of overhead and profit, as Contractor may have reasonably and necessarily incurred as the result of such termination. Any such payment shall be offset by any prior payment or payments and shall be subject to Owner's rights to withhold and deduct as provided in this Contract.

ARTICLE II
CHANGES AND DELAYS

2.1 Changes

Owner shall have the right, by written order executed by Owner, to make changes in the Contract, the Work, the Work Site, and the Contract Time ("Change Order"). If any Change Order causes an increase or decrease in the amount of the Work, an equitable adjustment in the Contract Price or Contract Time may be made. All claims by Contractor for an equitable adjustment in either the Contract Price or the Contract Time shall be made within two business days following receipt of such Change Order, and shall, if not made prior to such time, be conclusively deemed to have been waived. No decrease in the amount of the Work caused by any Change Order shall entitle Contractor to make any claim for damages, anticipated profits, or other compensation. Any Change Order that authorizes or necessitates an increase in fifty per cent or more in (a) the original Contract Price or (b) the original prices of any subcontractor under this Contract, shall be subject to bidding in the same manner as the original Contract or subcontract was bid.

2.2 Delays

A. Extensions for Unavoidable Delays. For any delay that may result from causes that could not be avoided or controlled by Contractor, Contractor shall, upon timely written application, be entitled to issuance of a Change Order providing for an extension of the Contract Time for a period of time equal to the delay resulting from such unavoidable cause. No extension of the Contract Time shall be allowed for any other delay in completion of the Work.

B. No Compensation for Delays. No payment, compensation, damages, or adjustment of any kind, other than the extension of the Contract Time provided in Subsection 2.2A above, shall be made to, or claimed by, Contractor because of hindrances or delays from any cause in the commencement, prosecution, or completion of the Work, whether caused by Owner or any other party and whether avoidable or unavoidable.

ARTICLE III
CONTRACTOR'S RESPONSIBILITY FOR DEFECTIVE WORK

3.1 Inspection; Testing; Correction of Defects

A. Inspection. Until Final Payment, all parts of the Work shall be subject to inspection and testing by Owner or its designated representatives. Contractor shall furnish, at its own

expense, all reasonable access, assistance, and facilities required by Owner for such inspection and testing.

B. Re-Inspection. Re-inspection and re-testing of any Work may be ordered by Owner at any time, and, if so ordered, any covered or closed Work shall be uncovered or opened by Contractor. If the Work is found to be in full compliance with this Contract, then Owner shall pay the cost of uncovering, opening, re-inspecting, or re-testing, as the case may be. If such Work is not in full compliance with this Contract, then Contractor shall pay such cost.

C. Correction. Until Final Payment, Contractor shall, promptly and without charge, repair, correct, or replace all or any part of the Work that is defective, damaged, flawed, or unsuitable or that in any way fails to conform strictly to the requirements of this Contract.

3.2 Warranty of Work

A. **Scope of Warranty for Design Services.** Contractor warrants that the Design Services and all of its components shall be free from defects and flaws in design; shall strictly conform to the requirements of this Contract; shall be fit, sufficient, and suitable for the purposes expressed in, or reasonably inferred from, this Contract; and shall be performed in accordance with the highest standards of professional practice, care, and diligence practiced by recognized consulting firms in performing services of a similar nature in existence at the time of performance of the Design Services. The warranty herein expressed shall be in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto Owner.

B. **Corrections to Design Services.** Contractor shall be responsible for the quality, technical accuracy, completeness and coordination of all reports, documents, data, information and other items and services under this Contract. Contractor shall, promptly and without charge, provide, to the satisfaction of Owner, all corrective Design Services necessary as a result of Contractor's errors, omissions, negligent acts, or failure to meet the warranties in Section 3.2A.

C. **Scope of Warranty for Work Other than Design Services**. Contractor warrants that the Work and all of its components shall be free from defects and flaws in design, workmanship, and materials; shall strictly conform to the requirements of this Contract; and shall be fit, sufficient and suitable for the purposes expressed in, or reasonably inferred from, this Contract. The warranty herein expressed shall be in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto Owner.

D. **Length of Warranty; Repairs; Extension of Warranty**. Contractor shall, promptly and without charge, correct any failure to fulfill the above warranties that may be discovered or develop at any time within one year after Final Payment or such longer period as may be prescribed in Attachment B or Attachment C to this Contract or by law. The above warranty shall be extended automatically to cover all repaired and replacement parts and labor provided or performed under such warranty and Contractor's obligation to correct Work shall be extended for a period of one year from the date of such repair or replacement. The time period established in this Subsection 3.2D relates only to the specific obligation of Contractor to correct Work and shall not be construed to establish a period of limitation with respect to other obligations that Contractor has under this Contract.

E. **Subcontractor and Supplier Warranties**. Whenever Attachment B or Attachment C requires a subcontractor or supplier to provide a guaranty or warranty, Contractor shall be solely responsible for obtaining said guaranty or warranty in form satisfactory to Owner and assigning said warranty or guaranty to Owner. Acceptance of any assigned warranties or guaranties by Owner shall be a precondition to Final Payment and shall not relieve Contractor of any of its guaranty or warranty obligations under this Contract.

3.3 Owner's Right to Correct

If, within five business days after Owner gives Contractor notice of any defect, damage, flaw, unsuitability, nonconformity, or failure to meet warranty subject to correction by Contractor pursuant to Section 3.1 or Section 3.2 of this Contract, Contractor neglects to make, or undertake with due diligence to make, the necessary corrections, then Owner shall be entitled to make, either with its own forces or with contract forces, the corrections and to recover from Contractor all reasonable resulting costs, expenses, losses, or damages, including attorneys' fees and administrative expenses.

3.4 Risk of Loss.

The Work and everything pertaining thereto shall be provided, performed, and completed at the sole risk and cost of Contractor. Contractor shall be responsible for any and all damages to property or persons as a result of Contractor's errors, omissions, negligent acts, or failure to meet warranty and for any losses or costs to repair or remedy any work undertaken by Owner based upon the Work as a result of any such errors, omissions, negligent acts or failure to meet warranty. Notwithstanding any other provision of this Contract, Consultant's obligations under this Section 3.4 shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of Owner or Contractor, to indemnify, hold harmless or reimburse Contractor for such damages, losses or costs.

ARTICLE IV
FINANCIAL ASSURANCES

4.1 Bonds

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide a Performance Bond and a Labor and Material Payment Bond, on forms provided by Owner, from a surety company licensed to do business in the State of Illinois with a general rating of A minus and a financial size category of Class X or better in Best's Insurance Guide, each in the penal sum of the Contract Price ("Bonds"). Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the Bonds required hereunder.

4.2 Insurance

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide certificates and policies of insurance evidencing the minimum insurance coverages and limits set forth in Attachment A. For good cause shown, Owner may extend the time for submission of the

required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as Owner may impose in the exercise of its sole discretion, however, the Work may not begin until such polices are submitted. Such policies shall be in a form, and from companies, acceptable to Owner and from companies with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Such insurance shall provide that no change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to Owner. Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the minimum insurance coverages and limits set forth in Attachment A.

4.3 Indemnification

Contractor shall indemnify, save harmless, and defend Owner and all of its elected and appointed officials, officers, employees, attorneys, agents, and representatives against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of Contractor, except to the extent caused by the sole negligence of Owner. The provision of insurance as provided in this Contract shall not be a limit on the Contractor's obligation under this Section 4.3.

ARTICLE V
PAYMENT

5.1 Contract Price

Owner shall pay to Contractor, in accordance with and subject to the terms and conditions set forth in this Article V and Attachment A, and Contractor shall accept in full satisfaction for providing, performing, and completing the Work, the amount or amounts set forth in Attachment A (the "Contract Price"), subject to any additions, deductions, or withholdings provided for in this Contract.

5.2 Taxes and Benefits

Owner is exempt from and shall not be responsible to pay, or reimburse Contractor for, any state or local sales, use, or excise taxes. The Contract Price includes all other applicable federal, state, and local taxes of every kind and nature applicable to the Work as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, or premium is hereby waived and released by Contractor.

5.3 Progress Payments

A. Payment in Installments. The Contract Price shall be paid in monthly installments in the manner set forth in Attachment A ("Progress Payments").

B. Pay Requests. Contractor shall, as a condition precedent to its right to receive each Progress Payment, submit to Owner a pay request in the form provided by Owner ("Pay Request"). The first Pay Request shall be submitted not sooner than 30 days following commencement of the Work. Owner may, by written notice to Contractor, designate a specific day of each month on or before which Pay Requests must be submitted. Each Pay Request shall include (a) Contractor's certification of the value of, and partial or final waivers of lien covering, all Work for which payment is then requested and (b) Contractor's certification that all prior Progress Payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

C. Certified Payroll Records. Contractor shall submit to Owner, on a monthly basis, the certified payroll records required by Section 5 of the Prevailing Wage Act, as amended, 820 ILCS 130/5.

D. Work Entire. This Contract and the Work are entire and the Work as a whole is of the essence of this Contract. Notwithstanding any other provision of this Contract, each and every part of this Contract and of the Work are interdependent and common to one another and to Owner's obligation to pay all or any part of the Contract Price or any other consideration for the Work. Any and all Progress Payments made pursuant to this Article are provided merely for the convenience of Contractor and for no other purpose.

5.4 Final Acceptance and Final Payment

A. Notice of Completion. When the Work has been completed and is ready in all respects for acceptance by Owner, Contractor shall notify Owner and request a final inspection ("Notice of Completion"). Contractor's Notice of Completion shall be given sufficiently in advance of the Completion Date to allow for scheduling of the final inspection and for completion or correction before the Completion Date of any items identified by such inspection as being defective, damaged, flawed, unsuitable, nonconforming, incomplete, or otherwise not in full compliance with, or as required by or pursuant to, this Contract ("Punch List Work").

B. Punch List and Final Acceptance. The Work shall be finally accepted when, and only when, the whole and all parts thereof shall have been completed to the satisfaction of Owner in full compliance with, and as required by or pursuant to, this Contract. Upon receipt of Contractor's Notice of Completion, Owner shall make a review of the Work and notify Contractor in writing of all Punch List Work, if any, to be completed or corrected. Following Contractor's completion or correction of all Punch List Work, Owner shall make another review of the Work and prepare and deliver to Contractor either a written notice of additional Punch List Work to be completed or corrected or a written notice of final acceptance of the Work ("Final Acceptance").

C. Final Payment. As soon as practicable after Final Acceptance, Contractor shall submit to Owner a properly completed final Pay Request in the form provided by Owner ("Final Pay Request"). Owner shall pay to Contractor the balance of the Contract Price, after deducting therefrom all charges against Contractor as provided for in this Contract ("Final Payment"). Final Payment shall be made not later than 60 days after Owner approves the Final Pay Request. The acceptance by Contractor of Final Payment shall operate as a full and complete release of Owner of and from any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses of, by, or to Contractor for anything done, furnished for, arising out of, relating to, or in connection with the Work or for or on account of any act or neglect of Owner arising out of, relating to, or in connection with the Work.

5.5 Liens

A. Title. Nothing in this Contract shall be construed as vesting in Contractor any right of property in any equipment, materials, supplies, and other items provided under this Contract after they have been installed in, incorporated into, attached to, or affixed to, the Work or the Work Site. All such equipment, materials, supplies, and other items shall, upon being so installed, incorporated, attached or affixed, become the property of Owner, but such title shall not release Contractor from its duty to insure and protect the Work in accordance with the requirements of this Contract.

B. Waivers of Lien. Contractor shall, from time to time at Owner's request and in any event prior to Final Payment, furnish to Owner such receipts, releases, affidavits, certificates, and other evidence as may be necessary to establish, to the reasonable satisfaction of Owner, that no lien against the Work or the public funds held by Owner exists in favor of any person whatsoever for or by reason of any equipment, material, supplies, or other item furnished, labor performed, or other thing done in connection with the Work or this Contract ("Lien") and that no right to file any Lien exists in favor of any person whatsoever.

C. Removal of Liens. If at any time any notice of any Lien is filed, then Contractor shall, promptly and without charge, discharge, remove, or otherwise dispose of such Lien. Until such discharge, removal, or disposition, Owner shall have the right to retain from any money payable hereunder an amount that Owner, in its sole judgment, deems necessary to satisfy such Lien and to pay the costs and expenses, including attorneys' fees and administrative expenses, of any actions brought in connection therewith or by reason thereof.

D. Protection of Owner Only. This Section shall not operate to relieve Contractor's surety or sureties from any of their obligations under the Bonds, nor shall it be deemed to vest any right, interest, or entitlement in any subcontractor or supplier. Owner's retention of funds pursuant to this Section shall be deemed solely for the protection of its own interests pending removal of such Liens by Contractor, and Owner shall have no obligation to apply such funds to such removal but may, nevertheless, do so where Owner's interests would thereby be served.

5.6 Deductions

A. Owner's Right to Withhold. Notwithstanding any other provision of this Contract and without prejudice to any of Owner's other rights or remedies, Owner shall have the right at any time or times, whether before or after approval of any Pay Request, to deduct and withhold from any Progress or Final Payment that may be or become due under this Contract such amount as may reasonably appear necessary to compensate Owner for any actual or prospective loss due to: (1) Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which Contractor is liable under this Contract; (3) state or local sales, use, or excise taxes from which Owner is exempt; (4) Liens or claims of Lien regardless of merit; (5) claims of subcontractors, suppliers, or other persons regardless of merit; (6) delay in the progress or completion of the Work; (7) inability of Contractor to complete the Work; (8) failure of Contractor to properly complete or document any Pay Request; (9) any other failure of Contractor to perform any of its obligations under this Contract; or (10) the cost to Owner, including attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of Owner's remedies set forth in Section 6.3 of this Contract.

B. Use of Withheld Funds. Owner shall be entitled to retain any and all amounts withheld pursuant to Subsection 5.6A above until Contractor shall have either performed the obligations in question or furnished security for such performance satisfactory to Owner. Owner shall be entitled to apply any money withheld or any other money due Contractor under this Contract to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, attorneys' fees and administrative expenses incurred, suffered, or sustained by Owner and chargeable to Contractor under this Contract.

ARTICLE VI
DISPUTES AND REMEDIES

6.1 Dispute Resolution Procedure

A. Notice of Disputes and Objections. If Contractor disputes or objects to any requirement, direction, instruction, interpretation, determination, or decision of Owner, Contractor may notify Owner in writing of its dispute or objection and of the amount of any equitable adjustment to the Contract Price or Contract Time to which Contractor claims it will be entitled as a result thereof; provided, however, that Contractor shall, nevertheless, proceed without delay to perform the Work as required, directed, instructed, interpreted, determined, or decided by Owner, without regard to such dispute or objection. Unless Contractor so notifies Owner within five business days after receipt of such requirement, direction, instruction, interpretation, determination, or decision, Contractor shall be conclusively deemed to have waived all such disputes or objections and all claims based thereon.

B. Negotiation of Disputes and Objections. To avoid and settle without litigation any such dispute or objection, Owner and Contractor agree to engage in good faith negotiations. Within three business days after Owner's receipt of Contractor's written notice of dispute or objection, a conference between Owner and Contractor shall be held to resolve the dispute. Within three business days after the end of the conference, Owner shall render its final decision, in writing, to Contractor. If Contractor objects to the final decision of Owner, then it shall, within three business days, give Owner notice thereof and, in such notice, shall state its final demand for settlement of the dispute. Unless Contractor so notifies Owner, Contractor shall be conclusively deemed (1) to have agreed to and accepted Owner's final decision and (2) to have waived all claims based on such final decision.

6.2 Contractor's Remedies

If Owner fails or refuses to satisfy a final demand made by Contractor pursuant to Section 6.1 of this Contract, or to otherwise resolve the dispute which is the subject of such demand to the satisfaction of Contractor, within ten days following receipt of such demand, then Contractor shall be entitled to pursue such remedies, not inconsistent with the provisions of this Contract, as it may have in law or equity.

6.3 Owner's Remedies

If it should appear at any time prior to Final Payment that Contractor has failed or refused to prosecute, or has delayed in the prosecution of, the Work with diligence at a rate that assures completion of the Work in full compliance with the requirements of this Contract on or before the Completion Date, or has attempted to assign this Contract or Contractor's rights under this Contract, either in whole or in part, or has falsely made any representation or warranty in this

Contract, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Contract or has failed to pay its debts as they come due ("Event of Default"), and has failed to cure any such Event of Default within five business days after Contractor's receipt of written notice of such Event of Default, then Owner shall have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

1. Owner may require Contractor, within such reasonable time as may be fixed by Owner, to complete or correct all or any part of the Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; to remove from the Work Site any such Work; to accelerate all or any part of the Work; and to take any or all other action necessary to bring Contractor and the Work into strict compliance with this Contract.

2. Owner may perform or have performed all Work necessary for the accomplishment of the results stated in Paragraph 1 above and withhold or recover from Contractor all the reasonable cost and expense, including attorneys' fees and administrative costs, incurred by Owner in connection therewith.

3. Owner may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Work or part thereof and make an equitable reduction in the Contract Price.

4. Owner may terminate this Contract without liability for further payment of amounts due or to become due under this Contract.

5. Owner may, without terminating this Contract, terminate Contractor's rights under this Contract and, for the purpose of completing or correcting the Work, evict Contractor and take possession of all equipment, materials, supplies, tools, appliances, plans, specifications, schedules, manuals, drawings, and other papers relating to the Work, whether at the Work Site or elsewhere, and either complete or correct the Work with its own forces or contracted forces, all at Contractor's expense.

6. Upon any termination of this Contract or of Contractor's rights under this Contract, and at Owner's option exercised in writing, any or all subcontracts and supplier contracts of Contractor shall be deemed to be assigned to Owner without any further action being required, but Owner shall not thereby assume any obligation for payments due under such subcontracts and supplier contracts for any Work provided or performed prior to such assignment.

7. Owner may withhold from any Progress Payment or Final Payment, whether or not previously approved, or may recover from Contractor, any and all costs, including attorneys' fees and administrative expenses, incurred by Owner as the result of any Event of Default or as a result of actions taken by Owner in response to any Event of Default.

8. Owner may recover any damages suffered by Owner.

6.4 <u>Owner's Special Remedy for Delay</u>

If the Work is not completed by Contractor, in full compliance with, and as required by or pursuant to, this Contract, within the Contract Time or in accordance with the Project Schedule, as such times may be extended by Change Order, then Owner may invoke its remedies under Section 6.3 of this Contract or may, in the exercise of its sole and absolute discretion, permit Contractor to complete the Work but charge to Contractor, and deduct from any Progress or Final Payments, whether or not previously approved, administrative expenses and costs for each day completion of the Work is delayed beyond the Completion Date, computed on the basis of the "Per Diem Administrative Charge" set forth in Attachment A, as well as any additional damages caused by such delay.

6.5 Terminations and Suspensions Deemed for Convenience

Any termination or suspension of Contractor's rights under this Contract for an alleged default that is ultimately held unjustified shall automatically be deemed to be a termination or suspension for the convenience of Owner under Section 1.15 of this Contract.

ARTICLE VII
LEGAL RELATIONSHIPS AND REQUIREMENTS

7.1 Binding Effect

This Contract shall be binding upon Owner and Contractor and upon their respective heirs, executors, administrators, personal representatives, and permitted successors and assigns. Every reference in this Contract to a party shall also be deemed to be a reference to the authorized officers, employees, agents, and representatives of such party.

7.2 Relationship of the Parties

Contractor shall act as an independent contractor in providing and performing the Work. Nothing in, nor done pursuant to, this Contract shall be construed (1) to create the relationship of principal and agent, partners, or joint venturers between Owner and Contractor or (2) except as provided in Paragraph 6.3(6) above, to create any relationship between Owner and any subcontractor or supplier of Contractor.

7.3 No Collusion/Prohibited Interests

A. No Collusion. Contractor hereby represents that the only persons, firms, or corporations interested in this Contract as principals are those disclosed to Owner prior to the execution of this Contract, and that this Contract is made without collusion with any other person, firm, or corporation. If at any time it shall be found that Contractor has, in procuring this Contract, colluded with any other person, firm, or corporation, then Contractor shall be liable to Owner for all loss or damage that Owner may suffer thereby, and this Contract shall, at Owner's option, be null and void.

B. Prohibited Interests. Contractor hereby represents and warrants that neither Contractor nor any person affiliated with Contractor or that has an economic interest in Contractor or that has or will have an interest in the Work or will participate, in any manner whatsoever, in the Work is acting, directly or indirectly, for or on behalf of any person, group, entity or nation

named by the United States Treasury Department as a Specially Designated National and Blocked Person, or for or on behalf of any person, group, entity or nation designated in Presidential Executive Order 13224 as a person who commits, threatens to commit, or supports terrorism, and neither Contractor nor any person affiliated with Contractor or that has an economic interest in Contractor or that has or will have an interest in the Work or will participate, in any manner whatsoever, in the Work is, directly or indirectly, engaged in, or facilitating, the Work on behalf of any such person, group, entity or nation.

7.4 Assignment

Contractor shall not (1) assign this Contract in whole or in part, (2) assign any of Contractor's rights or obligations under this Contract, or (3) assign any payment due or to become due under this Contract without the prior express written approval of Owner, which approval may be withheld in the sole and unfettered discretion of Owner; provided, however, that Owner's prior written approval shall not be required for assignments of accounts, as defined in the Illinois Commercial Code, if to do so would violate Section 9-318 of the Illinois Commercial Code, 810 ILCS 5/9-318. Owner may assign this Contract, in whole or in part, or any or all of its rights or obligations under this Contract, without the consent of Contractor.

7.5 Confidential Information

All information supplied by Owner to Contractor for or in connection with this Contract or the Work shall be held confidential by Contractor and shall not, without the prior express written consent of Owner, be used for any purpose other than performance of the Work.

7.6 Ownership of Contract Drawings

Drawings, plans, specifications, photos, reports, information, observations, calculations, notes and any other reports, documents, data or information, in any form, prepared, collected, or received by Contractor in connection with any or all of the Design Services (collectively, the "Design Documents"), including the Final Design, shall be and remain the property of Owner. At Owner's request, or upon termination of this Contract, the Design Documents shall be delivered promptly to Owner. Contractor shall have the right to retain copies of the Design Documents for its files. Contractor shall maintain files of all Design Documents unless Owner shall consent in writing to the destruction of the Design Documents. Contractor shall make, and shall cause all of its subcontractors to make, the Design Documents available for Owner's review, inspection and audit during the entire term of the Contract and for three years after termination of the Contract; provided, however, that prior to the disposal or destruction of the Design Documents by Contractor or any of its subcontractors following said three year period, Contractor shall give notice to Owner of any Design Documents to be disposed of or destroyed and the intended date, which shall be at least 90 days after the effective date of such notice of disposal or destruction. Owner shall have 90 days after receipt of any such notice to give notice to Contractor or any of its subcontractors not to dispose of or destroy said Design Documents and to require Contractor or any of its subcontractors to deliver same to Owner, at Owner's expense.

7.7 No Waiver

No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, nor any order by Owner for the payment of money, nor any payment for, or use, occupancy, possession, or acceptance of, the whole or any part of

the Work by Owner, nor any extension of time granted by Owner, nor any delay by Owner in exercising any right under this Contract, nor any other act or omission of Owner shall constitute or be deemed to be an acceptance of any defective, damaged, flawed, unsuitable, nonconforming, or incomplete Work, equipment, materials, or supplies, nor operate to waive or otherwise diminish the effect of any warranty or representation made by Contractor; or of any requirement or provision of this Contract; or of any remedy, power, or right of Owner.

7.8 No Third Party Beneficiaries

No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than Contractor shall be made or be valid against Owner.

7.9 Notices

All notices required or permitted to be given under this Contract shall be in writing and shall be deemed received by the addressee thereof when delivered in person on a business day at the address set forth below or on the third business day after being deposited in any main or branch United States post office, for delivery at the address set forth below by properly addressed, postage prepaid, certified or registered mail, return receipt requested.

Notices and communications to Owner shall be addressed to, and delivered at, the following address:

Village of Northbrook - Finance
1225 Cedar Lane
Northbrook, Illinois 60062
Attention: Steven Drazner, CFO
Email: steve.drazner@northbrook.il.us

Notices and communications to Contractor shall be addressed to, and delivered at, the following address:

GARLAND/DBS, INC.
3800 East 91st Street
Cleveland, Ohio 44105
Attention: Evan Clark

The foregoing shall not be deemed to preclude the use of other non-oral means of notification or to invalidate any notice properly given by any such other non-oral means.

By notice complying with the requirements of this Section, Owner and Contractor each shall have the right to change the address or addressee or both for all future notices to it, but no notice of a change of address shall be effective until actually received.

7.10 Governing Laws

This Contract and the rights of Owner and Contractor under this Contract shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

7.11 Changes in Laws

Unless otherwise explicitly provided in this Contract, any reference to laws shall include such laws as they may be amended or modified from time to time.

7.12 Compliance with Laws, Grants and Loans

Contractor shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Work is provided, performed, and completed in accordance with all required governmental permits, licenses or other approvals and authorizations that may be required in connection with providing, performing, and completing the Work, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Prevailing Wage Act, 820 ILCS 130/0.01 et seq. (in furtherance of which, a copy of Owner's ordinance ascertaining the prevailing rate of wages in effect as of the date of this Contract has been attached as an Appendix to this Contract; if the Illinois Department of Labor revises the prevailing rate of hourly wages to be paid, the revised rate shall apply to this Contract); any other prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes, including, without limitation, the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0.01 et seq.; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq.; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 et seq., the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq.; and the Public Works Employment Discrimination Act, 775 ILCS 10/1 et seq.; and any statutes regarding safety or the performance of the Work, including the Illinois Underground Utility Facilities Damage Prevention Act, 220 ILCS 50/1 et seq., and the Occupational Safety and Health Act. Contractor shall also comply with all conditions of any federal, state, or local grant or loan received by Owner or Contractor with respect to this Contract or the Work.

Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors' or suppliers', performance of, or failure to perform, the Work or any part thereof.

Contractor and its employees, agents, and subcontractors will comply with the Owner's Standard Operating Procedure No. 11-057 "No Weapons" effective May 13, 2014 at all times during the performance of the Work.

Every provision of law required by law to be inserted into this Contract shall be deemed to be inserted herein.

7.13 Compliance with Patents

A. Assumption of Costs, Royalties, and Fees. Contractor shall pay or cause to be paid all costs, royalties, and fees arising from the use on, or the incorporation into, the Work, of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions.

B. Effect of Contractor Being Enjoined. Should Contractor be enjoined from furnishing or using any equipment, materials, supplies, tools, appliances, devices, processes, or inventions supplied or required to be supplied or used under this Contract, Contractor shall promptly offer substitute equipment, materials, supplies, tools, appliances, devices, processes, or inventions in lieu thereof, of equal efficiency, quality, suitability, and market value, for review by Owner. If Owner should disapprove the offered substitutes and should elect, in lieu of a substitution, to have supplied, and to retain and use, any such equipment, materials, supplies, tools, appliances, devices, processes, or inventions as may by this Contract be required to be supplied, Contractor shall pay such royalties and secure such valid licenses as may be requisite and necessary for Owner to use such equipment, materials, supplies, tools, appliances, devices, processes, or inventions without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should Contractor neglect or refuse to make any approved substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then Owner shall have the right to make such substitution, or Owner may pay such royalties and secure such licenses and charge the cost thereof against any money due Contractor from Owner or recover the amount thereof from Contractor and its surety or sureties notwithstanding that Final Payment may have been made.

7.14 Time

The Contract Time is of the essence of this Contract. Except where otherwise stated, references in this Contract to days shall be construed to refer to calendar days.

7.15 Severability

The provisions of this Contract shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract shall be in any way affected thereby.

7.16 Entire Agreement

This Contract sets forth the entire agreement of Owner and Contractor with respect to the accomplishment of the Work and the payment of the Contract Price therefor, and there are no other understandings or agreements, oral or written, between Owner and Contractor with respect to the Work and the compensation therefor.

Nothing in this Contract shall be construed to waive or limit any aspect of Owner's lawful authority to regulate the activities of Contractor, its subcontractors' or any other person or to regulate the Work, the Work Site or any other matter falling within its lawful regulatory jurisdiction and powers. No review, inspection, test, audit, measurement, order, determination, decision, disapproval, approval, payment for or use or acceptance of the Work, or any other act or omission

of Owner shall imply, create any interest in, be deemed to be the issuance of or require Owner to issue any license or permit to Contractor or any subcontractor.

7.17 Amendments

No modification, addition, deletion, revision, alteration or other change to this Contract shall be effective unless and until such change is reduced to writing and executed and delivered by Owner and Contractor.

IN WITNESS WHEREOF, Owner and Contractor have caused this Contract to be executed in five original counterparts as of the day and year first written above.

(SEAL)

Attest/Witness:

By: _____
Derek Gau

Title: Village Clerk

VILLAGE OF NORTHBROOK

By: _____
Cara Pavlicek

Title: Village Manager

Attest/Witness:

By: _____
[Company's Witness]

Title: _____

GARLAND/DBS, INC.

By: _____
Brian Lambert

Title: President

GARLAND/DBS, INC. CORPORATE SEAL 2009 DELAWARE

VILLAGE OF NORTHBROOK
FOR CRESTWOOD PLACE ROOF REPLACEMENT SECTIONS 1 AND 3

STATE OF ~~ILLINOIS~~ Ohio)
) SS
COUNTY OF Cuyahoga)

CONTRACTOR'S CERTIFICATION

, being first duly sworn on oath, deposes and states that all statements herein made are made on behalf of Contractor, that this deponent is authorized to make them, and that the statements contained herein are true and correct.

Contractor deposes, states, and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or the amount of tax, as set forth in 65 ILCS 5/11-42.1-1 et seq.; (ii) a violation of either Section 33E-3 or Section 33E-4 of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.; or (iii) a violation of the USA Patriot Act of 2001, 107 Public Law 56 (October 26, 2001) (the "*Patriot Act*") or other statutes, orders, rules, and regulations of the United States government and its various executive departments, agencies and offices related to the subject matter of the Patriot Act, including, but not limited to, Executive Order 13224 effective September 24, 2001.

GARLAND/DBS, INC. CORPORATE SEAL 2009 DELAWARE

DATED this 6 day of October, 2025.

By: _____
[Company's Witness]

By: _____
Brian Lambert

Title: Coordinator

Title: President

Subscribed and Sworn to before me this 6 day of October, 2025.

My Commission Expires: 11.5.2026

_____
Notary Public

[SEAL]

HEIDI JEANETTE DOBSON, NOTARY PUBLIC #2016-RE-613322 EXP 11/5/26 STATE OF OHIO

VILLAGE OF NORTHBROOK
CONTRACT FOR CRESTWOOD PLACE ROOF REPLACEMENT SECTIONS 1 AND 3

ATTACHMENT A

SUPPLEMENTAL SCHEDULE OF CONTRACT TERMS

1. **Project**:

   Design and installation of new roofing systems for Sections 1 and 3 of Crestwood Place.

2. **Work Site**:

   1000 Waukegan Road, Northbrook, IL

3. **Permits, Licenses, Approvals, and Authorizations**:

   Contractor shall obtain all required governmental permits, licenses, approvals, and authorizations, no exceptions. Owner will waive permit fees for Owner-issued permits.

4. **Commencement Date**:

   The date of execution of the Contract by Owner.

   Construction Commencement Date: Upon final design approval by Village and receipt of fully executed contract, bonds and insurance.

5. **Completion Date**:

   On or before November 30, 2025, plus extensions, if any, authorized by a Change Order issued pursuant to Subsection 2.2A of the Contract.

6. **Insurance Coverages**:

   A. Worker's Compensation and Employer's Liability with limits not less than:

      (1) Worker's Compensation: Statutory;

      (2) Employer's Liability:

      $500,000 injury-per occurrence

      $500,000 disease-per employee

      $500,000 disease-policy limit

      Such insurance shall evidence that coverage applies in the State of Illinois.

   B. Comprehensive Motor Vehicle Liability with limits for vehicles owned, non-owned, or rented not less than:

      (1) Bodily Injury:

$1,000,000 per person

$1,000,000 per occurrence

(2) Property Damage:

$1,000,000 per occurrence

$1,000,000 aggregate

All employees shall be included as insureds.

C. Professional Liability Insurance with a limit of liability of not less than $2,000,000 per occurrence and covering Contractor against all sums that Contractor may be obligated to pay on account of any liability arising out of the Contract.

D. Comprehensive General Liability with coverage written on an "occurrence" basis and with "per project" limits no less than:

(1) General Aggregate: $5,000,000

(2) Bodily Injury:

$1,000,000 per person

$1,000,000 per occurrence

(3) Property Damage:

$1,000,000 per occurrence, and

$1,000,000 aggregate.

(4) Other Coverages: None

Coverages shall include:

- Premises/Operations
- Products/Completed Operations (to be maintained for two years following Final Payment)
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- Broad Form Property Damage Endorsement
- Blanket Contractual Liability (must expressly cover the indemnity provisions of this Contract)

- Bodily Injury and Property Damage

"X", "C", and "U" exclusions shall be deleted.

Railroad exclusions shall be deleted if Work Site is within 50 feet of any railroad track.

All employees shall be included as insured.

E. This insurance shall be written with limits not less than the insurable value of the Work at completion. The insurable value shall include the aggregate value of Owner-furnished equipment and materials to be constructed or installed by Contractor.

This insurance shall include coverage while equipment or materials are in warehouses, during installation, during testing, and after the Work is completed, but prior to Final Payment. This insurance shall include coverage while Owner is occupying all or any part of the Work prior to Final Payment without the need for the insurance company's consent.

F. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

G. Deductible. Each policy shall have a deductible or self-insured retention of not more than $5,000.

H. Owner as Additional Insured. Owner shall be named as an Additional Insured on the following policies:

Comprehensive Motor Vehicle Liability
Comprehensive General Liability

The Additional Insured endorsement shall identify Owner as follows:

The Village of Northbrook, Illinois and all of its elected and appointed officials, officers, employees, attorneys, agents, and representatives.

I. Other Parties as Additional Insureds. In addition to Owner, the following parties shall be named as additional insured on the following policies:

Additional Insured	Policy or Policies
None	

7. **Contract Price**:

SCHEDULE OF PRICES

A. LUMP SUM CONTRACT

For providing, performing, and completing all Work as noted in the Contract and Garland/DBS, Inc. Roofing Material and Services Proposal #25-IL-240006.

TOTAL CONTRACT PRICE:

$443,906

B. Any items of Work not specifically listed or referred to in the Schedule of Prices shall be deemed incidental to the Contract Price, shall not be measured for payment, and shall not be paid for separately except as incidental to the Contract Price, including without limitation extraordinary equipment repair, the cost of transportation, packing, cartage, and containers, the cost of preparing schedules and submittals, the cost or rental of small tools or buildings, the cost of utilities and sanitary conveniences, and any portion of the time of Bidder, its superintendents, or its office and engineering staff.

8. **Progress Payments**:

A. General. Owner shall pay to Contractor 90 percent of the Value of Work, determined in the manner set forth below, installed and complete in place up to the day before the Pay Request, less the aggregate of all previous Progress Payments. The total amount of Progress Payments made prior to Final Acceptance by Owner shall not exceed 90 percent of the Contract Price.

B. Value of Work. The Value of the Work shall be determined as follows:

(1) Lump Sum Items. For all Work to be paid on a lump sum basis, Contractor shall, not later than 10 days after execution of the Contract and before submitting its first Pay Request, submit to Owner a schedule showing the value of each component part of such Work in form and with substantiating data acceptable to Owner ("Breakdown Schedule"). The sum of the items listed in the Breakdown Schedule shall equal the amount or amounts set forth in the Schedule of Prices for Lump Sum Work. An unbalanced Breakdown Schedule providing for overpayment of Contractor on component parts of the Work to be performed first will not be accepted. The Breakdown Schedule shall be revised and resubmitted until acceptable to Owner. No payment shall be made for any lump sum item until Contractor has submitted, and Owner has approved, an acceptable Breakdown Schedule.

Owner may require that the approved Breakdown Schedule be revised based on developments occurring during the provision and performance of

the Work. If Contractor fails to submit a revised Breakdown Schedule that is acceptable to Owner, Owner shall have the right either to suspend Progress and Final Payments for Lump Sum Work or to make such Payments based on Owner's determination of the value of the Work completed.

(2) Unit Price Items. For all Work to be paid on a unit price basis, the value of such Work shall be determined by Owner on the basis of the actual number of acceptable units of Unit Price Items installed and complete in place, multiplied by the applicable Unit Price set forth in the Schedule of Prices. The actual number of acceptable units installed and complete in place shall be measured on the basis described in Attachment B to the Contract or, in the absence of such description, on the basis determined by Owner. The number of units of Unit Price Items stated in the Schedule of Prices are Owner's estimate only and shall not be used in establishing the Progress or Final Payments due Contractor. The Contract Price shall be adjusted to reflect the actual number of acceptable units of Unit Price Items installed and complete in place upon Final Acceptance.

C. Application of Payments. All Progress and Final Payments made by Owner to Contractor shall be applied to the payment or reimbursement of the costs with respect to which they were paid and shall not be applied to or used for any pre-existing or unrelated debt between Contractor and Owner or between Contractor and any third party.

9. **Per Diem Administrative Charge**:

Two Hundred and Fifty Dollars ($250.00)

VILLAGE OF NORTHBROOK
CONTRACT FOR CRESTWOOD PLACE ROOF REPLACEMENT SECTIONS 1 AND 3

ATTACHMENT B

SCOPE OF SERVICES

REFER TO SEPARATE PROJECT MANUAL- SECTION 3

VILLAGE OF NORTHBROOK
CONTRACT FOR CRESTWOOD PLACE ROOF REPLACEMENT SECTIONS 1 AND 3

ATTACHMENT C

REFER TO SEPARATE GARLAND/DBS, INC. PROJECT MANUAL

VILLAGE OF NORTHBROOK
CONTRACT FOR CRESTWOOD PLACE ROOF REPLACEMENT SECTIONS 1 AND 3

ATTACHMENT D

REFER TO SEPARATE BID SUMMARY

VILLAGE OF NORTHBROOK
CONTRACT FOR CRESTWOOD PLACE ROOF REPLACEMENT SECTIONS 1 AND 3

Appendix 1

VILLAGE OF NORTHBROOK FOLLOWS COOK COUNTY PREVAILING WAGE REQUIREMENTS- REFER TO APPENDIX 1 ATTACHMENT

AIA® Document A312™ – 2010

Performance Bond

Bond No. 30252344

CONTRACTOR:
(Name, legal status and address)
GARLAND/DBS, INC.
3800 East 91st Street
Cleveland, OH 44105

SURETY:
(Name, legal status and principal place of business)
WESTERN SURETY COMPANY
151 N. Franklin Street
Chicago, IL 60606

OWNER:
(Name, legal status and address)
VILLAGE OF NORTHBROOK
1225 Cedar Lane
Northbrook, IL 60062

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

AIA Document A312–2010 combines two separate bonds, a Performance Bond and a Payment Bond, into one form. This is not a single combined Performance and Payment Bond.

CONSTRUCTION CONTRACT
Date: October 6, 2025

Amount: Four Hundred Forty Three Thousand Nine Hundred Six and 00/100 Dollars ($ 443,906.00)

Description:
(Name and location)
Contract No. 25-IL-250905; Crestwood Place

GARLAND/DBS, INC. CORPORATE SEAL 2009 DELAWARE

BOND
Date: October 6, 2025
(Not earlier than Construction Contract Date)

Amount: Four Hundred Forty Three Thousand Nine Hundred Six and 00/100 Dollars ($ 443,906.00)

Modifications to this Bond: ☒ None ☐ See Section 16

CONTRACTOR AS PRINCIPAL
Company: *(Corporate Seal)*
GARLAND/DBS, INC.

Signature:
Name and Title: Brian Lambert, President

SURETY
Company: *(Corporate Seal)*
WESTERN SURETY COMPANY

Signature:
Name and Title: Nicholas Kertesz, Attorney-in-Fact

(Any additional signatures appear on the last page of this Performance Bond.)

(FOR INFORMATION ONLY — Name, address and telephone)

AGENT or BROKER:
AON RISK SERVICES CENTRAL, INC.
200 E. Randolph St.
Chicago, IL 60601
(312) 381-1000

OWNER'S REPRESENTATIVE:
(Architect, Engineer or other party:)

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner for the performance of the Construction Contract, which is incorporated herein by reference.

§ 2 If the Contractor performs the Construction Contract, the Surety and the Contractor shall have no obligation under this Bond, except when applicable to participate in a conference as provided in Section 3.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation under this Bond shall arise after

.1 the Owner first provides notice to the Contractor and the Surety that the Owner is considering declaring a Contractor Default. Such notice shall indicate whether the Owner is requesting a conference among the Owner, Contractor and Surety to discuss the Contractor's performance. If the Owner does not request a conference, the Surety may, within five (5) business days after receipt of the Owner's notice, request such a conference. If the Surety timely requests a conference, the Owner shall attend. Unless the Owner agrees otherwise, any conference requested under this Section 3.1 shall be held within ten (10) business days of the Surety's receipt of the Owner's notice. If the Owner, the Contractor and the Surety agree, the Contractor shall be allowed a reasonable time to perform the Construction Contract, but such an agreement shall not waive the Owner's right, if any, subsequently to declare a Contractor Default;

.2 the Owner declares a Contractor Default, terminates the Construction Contract and notifies the Surety; and

.3 the Owner has agreed to pay the Balance of the Contract Price in accordance with the terms of the Construction Contract to the Surety or to a contractor selected to perform the Construction Contract.

§ 4 Failure on the part of the Owner to comply with the notice requirement in Section 3.1 shall not constitute a failure to comply with a condition precedent to the Surety's obligations, or release the Surety from its obligations, except to the extent the Surety demonstrates actual prejudice.

§ 5 When the Owner has satisfied the conditions of Section 3, the Surety shall promptly and at the Surety's expense take one of the following actions:

§ 5.1 Arrange for the Contractor, with the consent of the Owner, to perform and complete the Construction Contract;

§ 5.2 Undertake to perform and complete the Construction Contract itself, through its agents or independent contractors;

§ 5.3 Obtain bids or negotiated proposals from qualified contractors acceptable to the Owner for a contract for performance and completion of the Construction Contract, arrange for a contract to be prepared for execution by the Owner and a contractor selected with the Owner's concurrence, to be secured with performance and payment bonds executed by a qualified surety equivalent to the bonds issued on the Construction Contract, and pay to the Owner the amount of damages as described in Section 7 in excess of the Balance of the Contract Price incurred by the Owner as a result of the Contractor Default; or

§ 5.4 Waive its right to perform and complete, arrange for completion, or obtain a new contractor and with reasonable promptness under the circumstances:

.1 After investigation, determine the amount for which it may be liable to the Owner and, as soon as practicable after the amount is determined, make payment to the Owner; or

.2 Deny liability in whole or in part and notify the Owner, citing the reasons for denial.

§ 6 If the Surety does not proceed as provided in Section 5 with reasonable promptness, the Surety shall be deemed to be in default on this Bond seven days after receipt of an additional written notice from the Owner to the Surety demanding that the Surety perform its obligations under this Bond, and the Owner shall be entitled to enforce any remedy available to the Owner. If the Surety proceeds as provided in Section 5.4, and the Owner refuses the payment or the Surety has denied liability, in whole or in part, without further notice the Owner shall be entitled to enforce any remedy available to the Owner.

§ 7 If the Surety elects to act under Section 5.1, 5.2 or 5.3, then the responsibilities of the Surety to the Owner shall not be greater than those of the Contractor under the Construction Contract, and the responsibilities of the Owner to the Surety shall not be greater than those of the Owner under the Construction Contract. Subject to the commitment by the Owner to pay the Balance of the Contract Price, the Surety is obligated, without duplication, for

.1 the responsibilities of the Contractor for correction of defective work and completion of the Construction Contract;

.2 additional legal, design professional and delay costs resulting from the Contractor's Default, and resulting from the actions or failure to act of the Surety under Section 5; and

.3 liquidated damages, or if no liquidated damages are specified in the Construction Contract, actual damages caused by delayed performance or non-performance of the Contractor.

§ 8 If the Surety elects to act under Section 5.1, 5.3 or 5.4, the Surety's liability is limited to the amount of this Bond.

§ 9 The Surety shall not be liable to the Owner or others for obligations of the Contractor that are unrelated to the Construction Contract, and the Balance of the Contract Price shall not be reduced or set off on account of any such unrelated obligations. No right of action shall accrue on this Bond to any person or entity other than the Owner or its heirs, executors, administrators, successors and assigns.

§ 10 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 11 Any proceeding, legal or equitable, under this Bond may be instituted in any court of competent jurisdiction in the location in which the work or part of the work is located and shall be instituted within two years after a declaration of Contractor Default or within two years after the Contractor ceased working or within two years after the Surety refuses or fails to perform its obligations under this Bond, whichever occurs first. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 12 Notice to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears.

§ 13 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

§ 14 Definitions

§ 14.1 Balance of the Contract Price. The total amount payable by the Owner to the Contractor under the Construction Contract after all proper adjustments have been made, including allowance to the Contractor of any amounts received or to be received by the Owner in settlement of insurance or other claims for damages to which the Contractor is entitled, reduced by all valid and proper payments made to or on behalf of the Contractor under the Construction Contract.

§ 14.2 Construction Contract. The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and changes made to the agreement and the Contract Documents.

§ 14.3 Contractor Default. Failure of the Contractor, which has not been remedied or waived, to perform or otherwise to comply with a material term of the Construction Contract.

§ 14.4 Owner Default. Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 14.5 Contract Documents. All the documents that comprise the agreement between the Owner and Contractor.

§ 15 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 16 Modifications to this bond are as follows:

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL		**SURETY**	
Company:	*(Corporate Seal)*	Company:	*(Corporate Seal)*
Signature:		Signature:	
Name and Title:		Name and Title:	, Attorney-in-Fact
Address:		Address:	

AIA® Document A312™ – 2010

Payment Bond

Bond No. 30252344

CONTRACTOR:
(Name, legal status and address)
GARLAND/DBS, INC.
3800 East 91st Street
Cleveland, OH 44105

SURETY:
(Name, legal status and principal place of business)
WESTERN SURETY COMPANY
151 N. Franklin Street
Chicago, IL 60606

OWNER:
(Name, legal status and address)
VILLAGE OF NORTHBROOK
1225 Cedar Lane
Northbrook, IL 60062

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

AIA Document A312–2010 combines two separate bonds, a Performance Bond and a Payment Bond, into one form. This is not a single combined Performance and Payment Bond.

CONSTRUCTION CONTRACT
Date: October 6, 2025

Amount: Four Hundred Forty Three Thousand Nine Hundred Six and 00/100 Dollars ($ 443,906.00)

Description:
(Name and location)
Contract No. 25-IL-250905; Crestwood Place

GARLAND/DBS, INC. CORPORATE SEAL 2009 DELAWARE

BOND
Date: October 6, 2025
(Not earlier than Construction Contract Date)

Amount: Four Hundred Forty Three Thousand Nine Hundred Six and 00/100 Dollars ($ 443,906.00)

Modifications to this Bond: ☒ None ☐ See Section 18

CONTRACTOR AS PRINCIPAL
Company: *(Corporate Seal)*
GARLAND/DBS, INC.

Signature:
Name and Title: Brian Lambert, President

SURETY
Company: *(Corporate Seal)*
WESTERN SURETY COMPANY

Signature:
Name and Title: Nicholas Kertesz, Attorney-in-Fact

(Any additional signatures appear on the last page of this Payment Bond.)

(FOR INFORMATION ONLY — Name, address and telephone)

AGENT or BROKER:
AON RISK SERVICES CENTRAL, INC.
200 E. Randolph St.
Chicago, IL 60601
(312) 381-1000

OWNER'S REPRESENTATIVE:
(Architect, Engineer or other party:)

§ 1 The Contractor and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors and assigns to the Owner to pay for labor, materials and equipment furnished for use in the performance of the Construction Contract, which is incorporated herein by reference, subject to the following terms.

§ 2 If the Contractor promptly makes payment of all sums due to Claimants, and defends, indemnifies and holds harmless the Owner from claims, demands, liens or suits by any person or entity seeking payment for labor, materials or equipment furnished for use in the performance of the Construction Contract, then the Surety and the Contractor shall have no obligation under this Bond.

§ 3 If there is no Owner Default under the Construction Contract, the Surety's obligation to the Owner under this Bond shall arise after the Owner has promptly notified the Contractor and the Surety (at the address described in Section 13) of claims, demands, liens or suits against the Owner or the Owner's property by any person or entity seeking payment for labor, materials or equipment furnished for use in the performance of the Construction Contract and tendered defense of such claims, demands, liens or suits to the Contractor and the Surety.

§ 4 When the Owner has satisfied the conditions in Section 3, the Surety shall promptly and at the Surety's expense defend, indemnify and hold harmless the Owner against a duly tendered claim, demand, lien or suit.

§ 5 The Surety's obligations to a Claimant under this Bond shall arise after the following:

§ 5.1 Claimants, who do not have a direct contract with the Contractor,

- **.1** have furnished a written notice of non-payment to the Contractor, stating with substantial accuracy the amount claimed and the name of the party to whom the materials were, or equipment was, furnished or supplied or for whom the labor was done or performed, within ninety (90) days after having last performed labor or last furnished materials or equipment included in the Claim; and
- **.2** have sent a Claim to the Surety (at the address described in Section 13).

§ 5.2 Claimants, who are employed by or have a direct contract with the Contractor, have sent a Claim to the Surety (at the address described in Section 13).

§ 6 If a notice of non-payment required by Section 5.1.1 is given by the Owner to the Contractor, that is sufficient to satisfy a Claimant's obligation to furnish a written notice of non-payment under Section 5.1.1.

§ 7 When a Claimant has satisfied the conditions of Sections 5.1 or 5.2, whichever is applicable, the Surety shall promptly and at the Surety's expense take the following actions:

§ 7.1 Send an answer to the Claimant, with a copy to the Owner, within sixty (60) days after receipt of the Claim, stating the amounts that are undisputed and the basis for challenging any amounts that are disputed; and

§ 7.2 Pay or arrange for payment of any undisputed amounts.

§ 7.3 The Surety's failure to discharge its obligations under Section 7.1 or Section 7.2 shall not be deemed to constitute a waiver of defenses the Surety or Contractor may have or acquire as to a Claim, except as to undisputed amounts for which the Surety and Claimant have reached agreement. If, however, the Surety fails to discharge its obligations under Section 7.1 or Section 7.2, the Surety shall indemnify the Claimant for the reasonable attorney's fees the Claimant incurs thereafter to recover any sums found to be due and owing to the Claimant.

§ 8 The Surety's total obligation shall not exceed the amount of this Bond, plus the amount of reasonable attorney's fees provided under Section 7.3, and the amount of this Bond shall be credited for any payments made in good faith by the Surety.

§ 9 Amounts owed by the Owner to the Contractor under the Construction Contract shall be used for the performance of the Construction Contract and to satisfy claims, if any, under any construction performance bond. By the Contractor furnishing and the Owner accepting this Bond, they agree that all funds earned by the Contractor in the performance of the Construction Contract are dedicated to satisfy obligations of the Contractor and Surety under this Bond, subject to the Owner's priority to use the funds for the completion of the work.

§ 10 The Surety shall not be liable to the Owner, Claimants or others for obligations of the Contractor that are unrelated to the Construction Contract. The Owner shall not be liable for the payment of any costs or expenses of any Claimant under this Bond, and shall have under this Bond no obligation to make payments to, or give notice on behalf of, Claimants or otherwise have any obligations to Claimants under this Bond.

§ 11 The Surety hereby waives notice of any change, including changes of time, to the Construction Contract or to related subcontracts, purchase orders and other obligations.

§ 12 No suit or action shall be commenced by a Claimant under this Bond other than in a court of competent jurisdiction in the state in which the project that is the subject of the Construction Contract is located or after the expiration of one year from the date (1) on which the Claimant sent a Claim to the Surety pursuant to Section 5.1.2 or 5.2, or (2) on which the last labor or service was performed by anyone or the last materials or equipment were furnished by anyone under the Construction Contract, whichever of (1) or (2) first occurs. If the provisions of this Paragraph are void or prohibited by law, the minimum period of limitation available to sureties as a defense in the jurisdiction of the suit shall be applicable.

§ 13 Notice and Claims to the Surety, the Owner or the Contractor shall be mailed or delivered to the address shown on the page on which their signature appears. Actual receipt of notice or Claims, however accomplished, shall be sufficient compliance as of the date received.

§ 14 When this Bond has been furnished to comply with a statutory or other legal requirement in the location where the construction was to be performed, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

§ 15 Upon request by any person or entity appearing to be a potential beneficiary of this Bond, the Contractor and Owner shall promptly furnish a copy of this Bond or shall permit a copy to be made.

§ 16 Definitions

§ 16.1 Claim. A written statement by the Claimant including at a minimum:

- **.1** the name of the Claimant;
- **.2** the name of the person for whom the labor was done, or materials or equipment furnished;
- **.3** a copy of the agreement or purchase order pursuant to which labor, materials or equipment was furnished for use in the performance of the Construction Contract;
- **.4** a brief description of the labor, materials or equipment furnished;
- **.5** the date on which the Claimant last performed labor or last furnished materials or equipment for use in the performance of the Construction Contract;
- **.6** the total amount earned by the Claimant for labor, materials or equipment furnished as of the date of the Claim;
- **.7** the total amount of previous payments received by the Claimant; and
- **.8** the total amount due and unpaid to the Claimant for labor, materials or equipment furnished as of the date of the Claim.

§ 16.2 Claimant. An individual or entity having a direct contract with the Contractor or with a subcontractor of the Contractor to furnish labor, materials or equipment for use in the performance of the Construction Contract. The term Claimant also includes any individual or entity that has rightfully asserted a claim under an applicable mechanic's lien or similar statute against the real property upon which the Project is located. The intent of this Bond shall be to include without limitation in the terms "labor, materials or equipment" that part of water, gas, power, light, heat, oil, gasoline, telephone service or rental equipment used in the Construction Contract, architectural and engineering services required for performance of the work of the Contractor and the Contractor's subcontractors, and all other items for which a mechanic's lien may be asserted in the jurisdiction where the labor, materials or equipment were furnished.

§ 16.3 Construction Contract. The agreement between the Owner and Contractor identified on the cover page, including all Contract Documents and all changes made to the agreement and the Contract Documents.

§ 16.4 Owner Default. Failure of the Owner, which has not been remedied or waived, to pay the Contractor as required under the Construction Contract or to perform and complete or comply with the other material terms of the Construction Contract.

§ 16.5 Contract Documents. All the documents that comprise the agreement between the Owner and Contractor.

§ 17 If this Bond is issued for an agreement between a Contractor and subcontractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

§ 18 Modifications to this bond are as follows:

(Space is provided below for additional signatures of added parties, other than those appearing on the cover page.)

CONTRACTOR AS PRINCIPAL		**SURETY**	
Company:	*(Corporate Seal)*	Company:	*(Corporate Seal)*
Signature:		Signature:	
Name and Title: ,		Name and Title: , Attorney-in-Fact	
Address:		Address:	
,		,	

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Sandra M Winsted, Jennifer L Jakaitis, Derek J Elston, Corinne Chapman, Roger Paraison, Tara A Maquinto, Susan A Welsh, Judith A Lucky-Eftimov, Bartlomiej Siepierski, Aerie Walton, Kristin L Hannigan, Samantha Chierici, Richard Casas, Nicholas Kertesz, Jean Torres, Dartonya Wright, George F Douaire V, Individually

of Chicago, PA, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 2nd day of June, 2025.

WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 2nd day of June, 2025, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
March 2, 2026

M. BENT NOTARY PUBLIC SOUTH DAKOTA

M. Bent, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Laws and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 6th day of October, 2025.

WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

THE GARLAND COMPANY, INC.

HIGH PERFORMANCE BUILDING ENVELOPE SYSTEMS

3800 EAST 91ST. STREET • CLEVELAND, OHIO 44105-2197
PHONE: (216) 641-7500 • FAX: (216) 641-0633

MATT LEMERE
P: (773) 633-7114
mlemere@garlandind.com

September 18, 2025

TO: Daniel Juarez, Village of Northbrook
RE: Crestwood Place Roof Replacement Proposal 25-IL-250905

Daniel,

The attached proposal for full roof replacement work at Crestwood Place, 1000 Waukegan Rd, will provide for new roofing installation over approximately 9,300 square feet of the facility identified by the Village as priority for replacement.

Utilizing the cooperative purchasing agreement Omnia contract will make this a turnkey installation for the village. The village will enter into a contract with Garland/DBS as the general contractor. A Garland certified, prevailing wage subcontractor will perform the work with regular inspections conducted by Garland and progress reports generated for the Village throughout the work.

The proposed project work includes removal of the existing roofing down to the structural deck. This will be followed by the installation of a new vapor barrier over the deck, tapered polyiso roof insulation that meets energy code requirements of R-30 and ensures positive drainage and a gypsum cover board. A 2-ply modified bitumen roof membrane system will be installed with the addition of a reflective surface coating that will provide UV protection for the new roof. All new metal counter flashing details will be installed at all perimeter and penetration areas.

The new roof system will be installed by DCG Roofing Solutions who provided the lowest competitive cost of $443,906. Also submitting pricing was Knickerbocker Roofing and Waukegan Roofing. All prospective contractors are members of Roofers Local 11 and are prevailing wage, certified payroll employers and are certified Garland installers. DCG has completed similar work for Garland/DBS in the past with success.

All associated mechanical work costs around raising existing rooftop equipment to accommodate the new roof system height and provide for proper flashings heights that meet best roofing practices are included in the cost of the proposal. These mechanical items include raising the gas conduit lines, duct work and Rooftop Units providing air conditioning to the building below. New conduit supports for the gas lines will be supplied and installed.

This proposal covers all associated costs related to conducting the work including labor, material, bonding and freight. If you or anyone in the Village have any questions, please do not hesitate to ask. Thank you for the opportunity.

Regards,

Matt Lemere


2025 WORK AREAS

Project Manual For:

NORTHBROOK – CRESTWOOD PLACE
1000 WAUKEGAN RD
NORTHBROOK, IL 60062

Project #: **25-IL-XXXXX**
Due Date: September 17th, 2025
11:00 am Central

Project Owner:
Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

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3800 East 91st Street
Cleveland, Ohio 44105

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1 Instruction to Bidders

In accordance with the Invitation to Bid, the bid form must be submitted in accordance with the following:

BID DUE DATE: SEPTEMBER 17, 2025 @ 11AM Central

1. Bids can be submit in one of the following two formats using the bid forms as provided herein:
   a. E-mail Bids to: DBSbids@garlandind.com
   b. Fax Bids to: (216) 883-2055
   c. Via Web Portal: Link to be provided via Email
2. If you have any questions regarding the bid documents, please call MATT LEMERE at (773) 633-7114 or JUSTIN REED at (312) 550-5548.
3. Coordination with the Owner, as specified hereinafter, shall be made exclusively through the General Contractor's Representative(s): MATT LEMERE at (773) 633-7114 or JUSTIN REED at (312) 550-5548.
4. Bid Bonds **are not** required for this project. Performance and Payment Bonds **will not be** required if awarded the project. Performance and payment bonds will be provided by Garland/DBS, Inc., herein referred to as "General Contractor" for the project.
5. Time is of the essence prior to contract signing, the number of consecutive working days necessary for the completion of the project shall be established by both parties. The Contractor agrees that failure to complete the scope of work within that stipulated period shall result in the assessment liquidated damages
6. It is the General Contractor's intention to remit payment of approved invoice amounts within forty-five (45) days of General Contractor's acceptance. Most often payment is made at thirty (30) days. Deductions may be made for unapproved amounts invoiced and/or any penalties or damages incurred by the Owner or General Contractor.
7. The final invoice for retention will be paid upon the General Contractor's receipt of final payment by the Owner.
8. All Invoices must be submitted to General Contractor on AIA G702/G703 invoice forms or approved equal.
9. The contractor shall be prepared to submit a Certificate of Insurance with the Owner and General Contractor identified as the additional insured in accordance with the requirements as outlined in the Supplementary Conditions.
10. The Contractor shall be responsible for any building permits required by the County where the project is located, and must comply with all local, State, and Federal requirements.
11. Once the project is awarded and a start date is determined the contractor must continue to work, full-time and with a sufficient workforce able to faithfully prosecute the Work until final completion is issued by the General Contractor. Roofing must be performed in logical sequence and in accordance with the specification documents as provided herein, deviations will only be allowed under direction of the General Contractor or Owner.

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12. **Bid sheets have be provided and shall be completed in full**. Unit costs must be provided for additional / optional items that are reasonably foreseen as being required for the roof installation. Any expected latent or concealed site conditions should be identified upfront with unit pricing.
13. Bidders are reminded that the General Contractor is purchasing the Garland roof system materials for this project. Bidders should adjust profit and overhead accordingly as they are not incurring the expense of the materials, but will still need to handle the materials and load the roof once the materials arrive to the site.
14. Bidders are reminded that the freight for the General Contractor supplied materials will be paid for by the General Contractor and will not be an expense to the Bidder.
15. Bidders are reminded that sales or use tax on the General Contractor supplied materials will be paid for by the General Contractor and will not be an expense to the Bidder.
16. Bidders are responsible for all materials not supplied by the General Contractor, as well as, the associative costs for freight and sales or use taxes, if applicable.
17. As a general contractor, Garland/DBS can choose to award subcontract based upon any combination of price, qualifications, past performance, schedule and availability. The Owner and Garland/DBS have the right to accept or reject any or all subcontractor quotes for any reason. Prospective subcontractor(s) shall have no legal recourse against the Owner and Garland/DBS for the acceptance or rejection of any subcontractor quote

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2 Bid Forms

Bidder must completely fill-out the following bid forms and submit them via the following methods:

1. E-mail Bids to: DBSbids@garlandind.com
2. Fax Bids to: (216) 883-2055
3. Via Web Portal: Link to be provided via Email

Bidders should use best efforts to identify potential latent or concealed site conditions and provide unit costs for them in the appropriate section of the bid documents as to establish pricing for what may be unforeseen site conditions upfront.

PLEASE DOUBLE CHECK YOUR PRICING TO BE AS COMPETITIVE AS POSSIBLE:

1. ☐ The General Contractor is purchasing the Garland roof system materials for this project.
    a. Adjust profit and overhead accordingly as you are not incurring the expense of the materials
    b. Account for the handling, storage and staging of the Garland materials in your price
2. ☐ The General Contractor is responsible for paying the freight associated with the Garland roof system materials.
    a. Remove any associated freight on Garland material from your price
3. ☐ The General Contractor is responsible for paying the sales or use tax on the Garland roof system materials.
    a. Do not include sales and use tax , if applicable, for the Garland Roof System Materials in your price
    b. Include all other materials not supplied by the General Contractor, as well as, the costs, freight, and sales or use taxes associated with them.
4. ☐ The General Contractor is providing Performance and Payment Bonds if the project is awarded.
    a. Do not include the costs of performance and payment bonds in your price.

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3 Summary Scope of Work

SECTION 01010

SUMMARY OF WORK

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

A. Attached GENERAL CONDITIONS, BID FORM, Component sections, forms a component part of this section.

1.2 SUMMARY OF WORK – Village of Northbrook Roof Replacement

A. Crestwood Place – 1000 Waukegan Road

1. The bid includes roofing replacement, associated rooftop mechanical and plumbing work only.
    a. Mechanical work is the responsibility of the roofing contractor.
    b. All contractors responsible for field verifying all measurements and dimensions.
2. Remove existing roof system down to concrete deck.
    a. Replace all existing plastic roof drain hardware and replace with new cast iron components. New roof drain assemblies (when required) and plumbing work is the responsibility of the roofing contractor.
3. Prime roof deck with Garla-Prime VOC at a rate of 0.5 GAL/SQ.
4. Install HPR Torch Base over roof deck across the field of the roof as the vapor barrier.
5. Install new ¼":12" tapered polyiso system. All insulation to be set in Insul-Lock HR per Wind Uplift calculations.
    a. Raise all penetrations as required to meet minimum flashing heights.
    b. Provide ½":12" 4'x4' sumps at all roof drains.
    c. Plumbing stacks must be minimum 12" above field of roof.
    d. Apply Pro-Stop FR Primer to all exposed wood nailer at a rate of 0.5 GAL/SQ.
6. Install ½" DensDeck Prime set in Insul-Lock HR per Wind Uplift calculations as the cover board.
7. Install HPR Torch Base across the field of the roof.
8. Install StressPly IV Plus Mineral across the field of the roof.
9. Install HPR Torch Base and StressPly IV Plus Mineral to all penetration and perimeter flashing areas, install termination bar as required and seal with Tuff Stuff MS.
    a. Provide and install new pitch pocket with metal cover detail at all conduit penetrations.
    b. Provide and install new Dura-Block conduit support.
10. Apply Garlabrite coating to field and flashings, two coats, 1.0 GAL/SQ per coat for a total of 2 GAL/SQ, installed in a crosshatch pattern.
11. Install new metal counter flashing as specified in the project manual and all other defined metal details in the project drawings at all penetrations and perimeters as required and seal with Tuff Stuff MS as required.
    a. All metal details to be 24 gauge galvanized kynar coated steel.
    b. Surface mounted counter flashing details at parapet walls, sealed with Tuff Stuff MS.

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1.3 INTENT OF THE SPECIFICATIONS

A. The intent of these specifications is to describe the material and methods of construction required for the performance of the work. In general, it is intended that the drawings shall delineate the detailed extent of the work. When there is a discrepancy between drawings, referenced specifications, and standards and this specification, this specification shall govern.

1.4 PROTECTION

A. The contractor shall use every available precaution to provide for the safety of the property owner, visitors to the site, and all connected with the work under the Contract.

B. All existing facilities both above and below ground shall be protected and maintained free of damage. Existing facilities shall remain operating during the period of construction unless otherwise permitted. All access roadways must remain open to traffic unless otherwise permitted.

C. Barricades shall be erected to fence off all construction areas from operations personnel.

D. Safety Requirements:

1. All application, material handling, and associated equipment shall conform to and be operated in conformance with OSHA safety requirements.

2. Comply with federal, state, and local and owner fire and safety requirements.

3. Advise owner whenever work is expected to be hazardous to owner employees and/or operations.

4. Maintain a crewman as a floor guard whenever roof decking is being repaired or replaced and whenever any roofing is being removed.

5. Maintain proper fire extinguisher within easy access whenever power tools, roofing kettles, and torches are being used.

6. ALL SAFETY REQUIREMENTS OF THE BUILDING OWNER MUST BE FOLLOWED. NO EXCEPTIONS WILL BE PERMITTED.

1.5 HOUSEKEEPING

A. Keep materials neat and orderly.

B. Remove scrap, waste and debris from the project area.

C. Maintenance of clean conditions while work is in progress and cleanup when work is completed shall be inn strict accordance with the “General Conditions” of this contract.

D. Fire protection during construction.

E. Follow all requirements established by the building owner.

END OF SECTION

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4 Prevailing Wage Requirement

This project requires the use of Cook County Prevailing Wages Rates in accordance with the Illinois Prevailing Wage Act (Illinois Compiled Statutes, Chapter 820, par. 130-1 to 130-12).

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5 Specifications

SECTION 07 52 00
MODIFIED BITUMINOUS MEMBRANE ROOFING

PART 1 GENERAL

1.1 SECTION INCLUDES

A. Torch Applied 2-Ply Asphalt Roofing (StressPly IV Plus). (2.9)(3.8)

B. Accessories. (2.12)

C. Edge Treatment and Roof Penetration Flashings. (2.13)(3.9)

1.2 REFERENCES

A. ASTM C 920 - Standard Specification for Elastomeric Joint Sealants.

B. ASTM D 41 - Standard Specification for Asphalt Primer Used in Roofing, Dampproofing, and Waterproofing.

C. ASTM D 312 - Standard Specification for Asphalt used in Roofing.

D. ASTM D 412 - Tensile Test on Rubber and Elastomers.

E. ASTM D 1863 Standard Specification for Mineral Aggregate Used as a Protective Coating for Roofing.

F. ASTM D 2178 Standard Specification for Asphalt Glass Felt Used in Roofing and Waterproofing.

G. ASTM D 2824 Standard Specification for Aluminum-Pigmented Asphalt Roof Coating.

H. ASTM D 3019 - Standard Specification for Lap Cement Used with Asphalt Roll Roofing, Non-Fibered, and Fibered.

I. ASTM D 4586 Standard Specification for Asphalt Roof Cement, Asbestos-Free.

J. ASTM D 4601 Standard Specification for Asphalt Coated Glass Fiber Base Sheet Used in Roofing.

K. ASTM D 5147 Standard Test Method for Sampling and Testing Modified Bituminous Sheet Materials.

L. ASTM D 6162 Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using a Combination of Polyester and Glass Fiber Reinforcements.

M. ASTM D 6163 Standard Specification for Styrene Butadiene Styrene (SBS) Modified

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Bituminous Sheet Materials Using Glass Fiber Reinforcements.

N. ASTM D 6164 - Standard Specification for Styrene Butadiene Styrene (SBS) Modified Bituminous Sheet Materials Using Polyester Reinforcements.

O. ASTM D 6754 - Standard Specification for Ketone Ethylene Ester (KEE) Sheet Roofing.

P. ASTM D 6757 - Standard Specification for Underlayment Felt Containing Inorganic Fibers Used in Steep-Slope Roofing.

Q. ASTM E 108 - Standard Test Methods for Fire Test of Roof Coverings

R. Factory Mutual Research (FM): Roof Assembly Classifications.

S. National Roofing Contractors Association (NRCA): Roofing and Waterproofing Manual.

T. Sheet Metal and Air Conditioning Contractors National Association, Inc. (SMACNA) - Architectural Sheet Metal Manual.

U. Underwriters Laboratories, Inc. (UL): Fire Hazard Classifications.

V. Intertek/Warnock Hersey (WH): Fire Hazard Classifications.

W. ANSI-SPRI ES-1 Wind Design Standard for Edge Systems used with Low Slope Roofing Systems.

X. ASCE 7, Minimum Design Loads for Buildings and Other Structures

Y. UL - Fire Resistance Directory.

Z. FM Approvals - Roof Coverings and/or RoofNav assembly database.

1.3 DESIGN / PERFORMANCE REQUIREMENTS

A. Perform work in accordance with all federal, state and local codes.

B. Exterior Fire Test Exposure: Roof system shall achieve a UL, FM or WH Class rating for roof slopes indicated on the Drawings as follows:
1. Factory Mutual Class A Rating.
2. Underwriters Laboratory Class A Rating.
3. Intertek/Warnock Hersey Class A Rating.

C. Design Requirements:
1. Uniform Wind Uplift Load Capacity
a. Installed roof system shall withstand negative (uplift) design wind loading pressures complying with the following criteria.
1) Design Code: ASCE 7, Method 2 for Components and Cladding.
2) Importance Category:
a) IV
3) Wind Speed: 119 mph
4) Exposure Category:
a) C.
5) Design Roof Height: 15, 35 feet.
6) Minimum Building Width: 50, 90 feet.
7) Roof Pitch: 0.25 :12.

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8) Roof Area Design Uplift Pressure:
   a) Zone 1' Interior Field of Roof 22.8, 27.1 psf
   b) Zone 1 - Field of roof 35.4, 42.1 psf
   c) Zone 2 - Eaves, ridges, hips and rakes 44.8, 53.3 psf
   d) Zone 3 - Corners 59.0, 70.2 psf

2. Live Load: Not to exceed original building design.
3. Dead Load:
   a. Installation of new roofing materials shall not exceed the dead load capacity of the existing roof structure.

1.4 SUBMITTALS

A. Product Data: Manufacturer's data sheets on each product to be used, including:
   1. Preparation instructions and recommendations.
   2. Storage and handling requirements and recommendations.
   3. Installation instructions.

B. Shop Drawings: Submit shop drawings including installation details of roofing, flashing, fastening, insulation and vapor retarder, including notation of roof slopes and fastening patterns of insulation and base modified bitumen membrane, prior to job start.

C. Design Pressure Calculations: Submit design pressure calculations for the roof area in accordance with ASCE 7 and local Building Code requirements. Include a roof system attachment analysis report, certifying the system's compliance with applicable wind load requirements before Work begins.

D. LEED Submittals: Provide documentation of how the requirements of Credit will be met:
   1. List of proposed materials with recycled content. Indicate post-consumer recycled content and pre-consumer recycled content for each product having recycled content.
   2. Product data and certification letter indicating percentages by weight of post-consumer and pre-consumer recycled content for products having recycled content.
   3. Product reflectivity and emissivity criteria to qualify for one point under the LEED credit category, Credit 7.2, Landscape & Exterior Design to Reduce Heat Island - Roof.

E. Recycled or Bio-Based Materials: Provide third party certification through UL Environment of roof System membranes containing recycled or bio-based materials.

F. Verification Samples: For each modified bituminous membrane ply product specified, two samples, minimum size 6 inches (150 mm) square, representing actual product, color, and patterns.

G. Manufacturer's Fire Compliance Certificate: Certify that the roof system furnished is approved by Factory Mutual (FM), Underwriters Laboratories (UL), Warnock Hersey (WH) or approved third party testing facility in accordance with ASTM E108, Class A for external fire and meets local or nationally recognized building codes.

H. Closeout Submittals: Provide manufacturer's maintenance instructions that include recommendations for periodic inspection and maintenance of all completed roofing work. Provide product warranty executed by the manufacturer. Assist Owner in preparation and submittal of roof installation acceptance certification as may be necessary in connection with fire and extended coverage insurance on roofing and associated work.

1.5 QUALITY ASSURANCE

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A. Perform Work in accordance with NRCA Roofing and Waterproofing Manual.

B. Manufacturer Qualifications: Company specializing in manufacturing products specified with documented ISO 9001 certification and minimum of twelve years of documented experience and must not have been in Chapter 11 bankruptcy during the last five years.

C. Installer Qualifications: Company specializing in performing Work of this section with minimum five years documented experience and a certified Pre-Approved Garland Contractor.

D. For torch applications, installer must be NRCA - CERTA trained and must utilize CERTA compliant application methods.

E. Installer's Field Supervision: Maintain a full-time Supervisor/Foreman on job site during all phases of roofing work while roofing work is in progress.

F. Manufacturer's Field Supervision: A representative of the roof system manufacturer must be present (insert days here) days per week during the roof system installation.

G. Product Certification: Provide manufacturer's certification that materials are manufactured in the United States and conform to requirements specified herein, are chemically and physically compatible with each other, and are suitable for inclusion within the total roof system specified herein.

H. Source Limitations: Obtain all components of roof system from a single manufacturer. Secondary products that are required shall be recommended and approved in writing by the roofing system Manufacturer. Upon request of the Architect or Owner, submit Manufacturer's written approval of secondary components in list form, signed by an authorized agent of the Manufacturer.

1.6 PRE-INSTALLATION MEETINGS

A. Convene minimum two weeks prior to commencing Work of this section.

B. Review installation procedures and coordination required with related Work.

C. Inspect and make notes of job conditions prior to installation:
1. Record minutes of the conference and provide copies to all parties present.
2. Identify all outstanding issues in writing designating the responsible party for follow-up action and the timetable for completion.
3. Installation of roofing system shall not begin until all outstanding issues are resolved to the satisfaction of the Architect.

1.7 DELIVERY, STORAGE, AND HANDLING

A. Deliver and store products in manufacturer's unopened packaging with labels intact until ready for installation.

B. Store all roofing materials in a dry place, on pallets or raised platforms, out of direct exposure to the elements until time of application. Store materials at least 4 inches above ground level and covered with "breathable" tarpaulins.

C. Stored in accordance with the instructions of the manufacturer prior to their application or installation. Store roll goods on end on a clean flat surface except store KEE-Stone FB 60 rolls flat on a clean flat surface. No wet or damaged materials will be used in the application.

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D. Store at room temperature wherever possible, until immediately prior to installing the roll. During winter, store materials in a heated location with a 50-degree F (10 degree C) minimum temperature, removed only as needed for immediate use. Keep materials away from open flame or welding sparks.

E. Avoid stockpiling of materials on roofs without first obtaining acceptance from the Architect/Engineer.

F. Adhesive storage shall be between the range of above 50-degree F (10 degree C) and below 80-degree F (27 degree C). Area of storage shall be constructed for flammable storage.

1.8 COORDINATION

A. Coordinate Work with installing associated metal flashings as work of this section proceeds.

1.9 PROJECT CONDITIONS

A. Maintain environmental conditions (temperature, humidity, and ventilation) within limits recommended by manufacturer for optimum results. Do not install products under environmental conditions outside manufacturer's absolute limits.

1.10 WARRANTY

A. Upon completion of the work, provide the Manufacturer's written and signed NDL Warranty, warranting that, if a leak develops in the roof during the term of this warranty, due either to defective material or defective workmanship by the installing contractor, the manufacturer shall provide the Owner, at the Manufacturer's expense, with the labor and material necessary to return the defective area to a watertight condition.
   1. Warranty Period:
      a. 30 years from date of acceptance.

B. Installer is to guarantee all work against defects in materials and workmanship for a period indicated following final acceptance of the Work.
   1. Warranty Period:
      a. 4 years from date of acceptance.

PART 2 PRODUCTS

2.1 MANUFACTURERS

A. Acceptable Manufacturer: Garland Company, Inc. (The); 3800 E. 91st St., Cleveland, OH 44105. ASD. Toll Free: 800-321-9336. Phone: 216-641-7500. Fax: 216-641-0633. Web Site: www.garlandco.com.

B. Substitutions: Not permitted.

C. The Products specified are intended and the Standard of Quality for the products required for this project. If other products are proposed the bidder must disclose in the bid the manufacturer and the products that they intend to use on the Project. If no manufacturer and products are listed, the bid may be accepted only with the use of products specified.
   1. Bidder will not be allowed to change materials after the bid opening date.
   2. If alternate products are included in the bid, the products must be equal to or exceed the products specified. Supporting technical data shall be submitted to the Architect/ Owner for approval prior to acceptance.

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3. In making a request for substitution, the Bidder/Roofing Contractor represents that it has:
   a. Personally investigated the proposed product or method, and determined that it is equal or superior in all respects to that specified.
   b. Will provide the same guarantee for substitution as for the product and method specified.
   c. Will coordinate installation of accepted substitution in work, making such changes as may be required for work to be completed in all respects.
   d. Will waive all claims for additional cost related to substitution, which consequently become apparent.
   e. Cost data is complete and includes all related cost under his/her contract or other contracts, which may be affected by the substitution.
   f. Will reimburse the Owner for all redesign cost by the Architect for accommodation of the substitution.
4. Architect/ Owner reserves the right to act as the final authority on the acceptance or rejection of any or all bids, proposed alternate roofing systems or materials that have met ALL specified requirement criteria.
5. Failure to submit substitution package, or any portion thereof requested, will result in immediate disqualification and consideration for that particular contractor's request for manufacturer substitution.

2.2 TORCH APPLIED 2-PLY ASPHALT ROOFING

A. Base (Ply) Sheet:
   1. HPR Torch Base:

B. Modified Cap (Ply) Sheet: One ply bonded to the prepared substrate with interplay adhesive.
   1. StressPly IV Plus Mineral:

C. Interply Adhesive:
   1. NA

D. Intumescent primer for wood components at perimeters, flashings and penetrations:
   1. Pro-Stop FR:

E. Flashing Base Ply:
   1. HPR Torch Base:
   2. SA Base IV:

F. Flashing Cap (Ply) Sheet:
   1. StressPly IV Plus Mineral:

G. Flashing Ply Adhesive:
   1. Flashing Bond:
   2. None for torch sheets only.

H. Surfacing:
   1. Surface Coatings:
      a. Garla-Brite:

2.3 ACCESSORIES:

A. Roof Insulation
   1. Provide Polyisocyanurate Roof Insulation, ASTM C 1289, Type II Facer On Both

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Major Surfaces
a. Tapered Boards: ½” Start, ¼”:12” Slope
b. Tapered Boards: ½”:12” Slope
2. Cover Board: Provide GP Gypsum DensDeck Prime
a. Thickness: ½”

B. Vapor Retarder: HPR Torch Base

C. Urethane Sealant Hybrid - Tuff-Stuff MS

D. Pitch pans, Rain Collar 24 gauge stainless or 20oz (567gram) copper. All joints should be welded/soldered watertight. See details for design.

E. Drain Flashings should be 4lb (1.8kg) sheet lead formed and rolled.

F. Plumbing stacks should be 4lb (1.8kg) sheet lead formed and rolled.

G. Liquid Flashing - Tuff-Flash Plus LO

H. Fabricated Flashings:
1. Fascia Metal: 24 gauge galvanized, kynar coated steel.
2. Counter Flashings: 24 gauge galvanized, kynar coated steel.
3. Fabricated flashings and trim shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the CDA Copper Development Association "Copper in Architecture - Handbook" as applicable.

PART 3 EXECUTION

3.1 EXAMINATION

A. Do not begin installation until substrates have been properly prepared.

B. Inspect and approve the deck condition, slopes and fastener backing if applicable, parapet walls, expansion joints, roof drains, stack vents, vent outlets, nailers and surfaces and elements.

C. Verify that work penetrating the roof deck, or which may otherwise affect the roofing, has been properly completed.

D. If substrate preparation and other conditions are the responsibility of another installer, notify Architect of unsatisfactory preparation before proceeding.

3.2 PREPARATION

A. General: Clean surfaces thoroughly prior to installation.
1. Prepare surfaces using the methods recommended by the manufacturer for achieving the best result for the substrate under the project conditions.
2. Fill substrate surface voids that are greater than 1/4 inch wide with an acceptable fill material.
3. Roof surface to receive roofing system shall be smooth, clean, free from loose gravel, dirt and debris, dry and structurally sound.
4. Wherever necessary, all surfaces to receive roofing materials shall be power broom and vacuumed to remove debris and loose matter prior to starting work.
5. Do not apply roofing during inclement weather. Do not apply roofing membrane to

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damp, frozen, dirty, or dusty surfaces.

6. Fasteners and plates for fastening components mechanically to the substrate shall provide a minimum pull-out capacity of 300 lbs. (136 k) per fastener. Base or ply sheets attached with cap nails require a minimum pullout capacity of 40 lb. per nail.
7. Prime decks where required, in accordance with requirements and recommendations of the primer and deck manufacturer.

B. Precast concrete:
   1. Decks shall be clean, dry, fully cured, and free of flaws and attached securely to the supporting structure as recommended by the deck manufacturer.
   2. All joints shall be caulked or grouted.
   3. Concrete surfaces to receive roofing shall be fully primed at the rate of 1 gallon per 100 sq. ft.
   4. When applying roofing or insulation directly to the deck with asphalt, prime with asphalt/concrete primer, ASTM D 41, at a rate of 1 gal/square (.4 L/m2) and allow the primer to dry prior to the application of the roofing system. Hold back bitumen at the joints approximately 4 inches (102 mm) to prevent bitumen drippage.
   5. Deck joints shall be stripped in with a 12 inch (305 mm) wide strip of modified membrane unadhered a minimum of 2 inches (51 mm) immediately on either side of the joint.

C. Torch Applied Vapor Retarder: Install one torch on fiberglass base sheet using a suitable heat source adhere one ply to the entire surface. Shingle in direction of slope of roof to shed water on each area of roof. Intumescent Primer must be applied to all wood components around perimeters, flashings, curbs and penetrations. SA Base IV must be installed around perimeters, flashings, curbs and penetrations.

D. Fiberglass Vapor Retarder Plies: Install two fiberglass ply sheets in 25 lbs. per square (11.3kg) of ASTM D 312 Type III bitumen shingled uniformly to achieve two plies over the entire prepared substrate. Shingle in direction of slope of roof to shed water on each area of roof.

E. Insulation: Roof insulation is specified in Section
   1. All joints between layers should be staggered when multiple layers of insulation are installed. Insulation greater than 2.5 inches shall be installed in multiple layers.
   2. Insulation shall be kept dry at all times. Install only as much insulation as can be covered with the completed roofing membrane before the end of the day's work or prior to onset of inclement weather.
   3. Edges shall butt tightly, and all cuts shall fit neatly against adjoining surfaces to provide a smooth overall surface. Gaps of greater than 1/4-inch width shall be filled with insulation.
   4. Install tapered insulation around roof drains and penetrations to provide adequate slope for proper drainage.
   5. Mechanically attached insulation shall be fastened in accordance with code and insurance requirements for the applicable geographic zone with the required number and type of fasteners and plates.
   6. When asphalt or cold adhesive attachment is specified, the proposed insulation shall be compatible with the roof substrate, the proposed bitumen and the requirements of the specific membrane.
   7. Hot asphalt application:
      a. Maximum 4 foot by 4-foot insulation boards shall be attached with hot asphalt.
      b. Asphalt for insulation attachment shall meet ASTM D 312 Type III or IV criteria, as dictated by the roof slope or other design conditions.

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c. Expanded polystyrene (EPS) materials shall not be installed with hot bitumen products.

3.3 INSTALLATION - GENERAL

A. Install modified bitumen membranes and flashings in accordance with manufacturer's instructions and with the recommendations provided by the National Roofing Contractors Association's Roofing & Waterproofing Manual, the Asphalt Roofing Manufacturers Association, and applicable codes.

B. General: Avoid installation of modified bitumen membranes at temperatures lower than 40-45 degrees F. When work at such temperatures unavoidable use the following precautions:
1. Take extra care during cold weather installation and when ambient temperatures are affected by wind or humidity, to ensure adequate bonding is achieved between the surfaces to be joined. Use extra care at material seam welds and where adhesion of the applied product to the appropriately prepared substrate as the substrate can be affected by such temperature constraints as well.
2. Unrolling of cold materials, under low ambient conditions must be avoided to prevent the likelihood of unnecessary stress cracking. Rolls must be at least 40 degrees F at the time of application. If the membrane roll becomes stiff or difficult to install, it must be replaced with roll from a heated storage area.

C. Commence installation of the roofing system at the lowest point of the roof (or roof area), working up the slope toward the highest point. Lap sheets shingle fashion so as to constantly shed water

D. All slopes greater than 2:12 require back-nailing to prevent slippage of the ply sheets. Use ring or spiral-shank 1 inch cap nails, or screws and plates at a rate of 1 fastener per ply (including the membrane) at each insulation stop. Place insulation stops at 16 ft o.c. for slopes less than 3:12 and 4 feet o.c. for slopes greater than 3:12. On non-insulated systems, nail each ply directly into the deck at the rate specified above. When slope exceeds 2:12, install all plies parallel to the slope (strapping) to facilitate backnailing. Install 4 additional fasteners at the upper edge of the membrane when strapping the plies.

3.4 INSTALLATION TORCH APPLIED 2-PLY ASPHALT ROOFING

A. Base Ply: Install torch base sheet to a properly prepared substrate. Shingle in proper direction to shed water on each area of roofing. If wood components are present at perimeters, flashings and penetration locations, an intumescent primer must be applied to the wood components prior to the application of the torch applied cap membrane. A self-adhering base sheet, intended for use with torch-applied cap sheets must also be applied around all perimeters, flashings, curbs and penetrations.
1. Lay out the roll in the course to be followed and unroll 6 feet (1.8 m).
2. Using a roofing torch, heat the surface of the coiled portion until the burn-off backer melts away. At this point, the material is hot enough to lay into the substrate. Progressively unroll the sheet while heating and press down with your foot to insure a proper bond.
3. After the major portion of the roll is bonded, re-roll the first 6 feet (1.8 m) and bond it in a similar fashion.
4. Repeat this operation with subsequent rolls with side laps of 4 inches (101 mm) and end laps of 8 inches (203 mm).
5. Give each lap a finishing touch by passing the torch along the joint and spreading the melted bitumen evenly with a rounded trowel to insure a smooth, tight seal.
6. Extend underlayment 2 inches (50 mm) beyond top edges of cants at wall and

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projection bases.

7. Install base flashing ply to all perimeter and projections details.

B. Modified Cap (Ply) Sheet: Over torch base sheet underlayment, lay out the roll in the course to be followed and unroll 6 feet (1.8 m). Stagger seams over the torch base sheet seams.
   1. Using a roofing torch, heat the surface of the coiled portion until the burn-off backer melts away. At this point, the material is hot enough to lay into the substrate. Progressively unroll the sheet while heating and press down with your foot to insure a proper bond.
   2. After the major portion of the roll is bonded, re-roll the first 6 feet (1.8 m) and bond it in a similar fashion.
   3. Repeat this operation with subsequent rolls with side laps of 4 inches (101 mm) and end laps of 8 inches (203 mm).
   4. Give each lap a finishing touch by passing the torch along the joint and spreading the melted bitumen evenly with a rounded trowel to insure a smooth, tight seal.

C. Fibrous Cant Strips: Provide non-combustible perlite or glass fiber cant strips at all wall/curb detail treatments where angle changes are greater than 45 degrees. Cant may be set in approved cold adhesives, hot asphalt or mechanically attached with approved plates and fasteners.

D. Wood Blocking, Nailers and Cant Strips: Provide wood blocking, nailers and cant strips as specified in Section 06 11 00.
   1. Provide nailers at all roof perimeters and penetrations for fastening membrane flashings and sheet metal components.
   2. Wood nailers should match the height of any insulation, providing a smooth and even transition between flashing and insulation areas.
   3. Nailer lengths should be spaced with a minimum 1/8-inch gap for expansion and contraction between each length or change of direction.
   4. Nailers and flashings should be fastened in accordance with Factory Mutual "Loss Prevention Data Sheet 1-49, Perimeter Flashing" and be designed to be capable of resisting a minimum force of 200 lbs/lineal foot in any direction.
   5. All wood blocking, nailers, and cant strips, must be primed with an intumescent primer prior to the application of the base sheet.

E. Wood Component Intumescent Primer: Intumescent primer shall be applied to all wood components within perimeter conditions, flashing and penetrations, such as wood nailers, blocking sheathing, etc.
   1. Before and during primer application, the substrates' surfaces shall be dry, clean and free from loose debris, dust, dirt, grease, oil, and all prior coating materials, such as paint, stains and sealers. The substrate shall not have, nor have been exposed to, treatments, chemicals, coatings, etc. prior to the application of the primer
   2. Prior to application of primer, moisture content of the substrate must be verified to less than 16%
   3. Apply intumescent at a rate of 1/2 gallon per 100 square feet (200 square feet per gallon)
   4. Allow primer to cure prior to application of the base sheet and/or flashing plies.

F. Metal Work: Provide metal flashings, counter flashings, parapet coping caps and thru-wall flashings as specified in Section 07 62 00 or Section 07 71 23. Install in accordance with the SMACNA "Architectural Sheet Metal Manual" or the NRCA Roofing Waterproofing manual.

G. Termination Bar: Provide a metal termination bar or approved top edge securement at the

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terminus of all flashing sheets at walls and curbs. Fasten the bar a minimum of 8 inches (203 mm) o/c to achieve constant compression. Provide suitable sealant at the top edge if required.

H. Flashing Base Ply: Seal all curb, wall and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
   1. Prepare all walls, penetrations, expansion joints, and other surfaces to be flashed with asphalt primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
   2. Adhere modified flashing base to the underlying base flashing ply with specified flashing ply adhesive. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
   3. Solidly adhere the entire sheet of flashing membrane to the substrate. Tops of all flashings that are not run up and over curb shall be secured through termination bar 6 inches (152 mm) o.c. and sealed at top.
   4. Seal all vertical laps of flashing membrane with a three-course application of trowel-grade mastic and fiberglass mesh.
   5. Coordinate counter flashing, cap flashings, expansion joints, and similar work with modified bitumen roofing work.
   6. Coordinate roof accessories, miscellaneous sheet metal accessory items, including piping vents and other devices with the roofing system work. When using mineralized cap sheet all stripping plies type IV felt / VersiPly 40 shall be installed prior to cap sheet installation.

I. Flashing Cap Ply: Install flashing cap sheets by the same application method used for the base ply.
   1. Seal curb, wall, and parapet flashings with an application of mastic and mesh on a daily basis. Do not permit conditions to exist that will allow moisture to enter behind, around or under the roof or flashing membrane.
   2. Prepare all walls, penetrations, expansion joints and where shown on the Drawings to be flashed with required primer at the rate of 100 square feet per gallon. Allow primer to dry tack free.
   3. Adhere to the underlying base flashing ply with specified flashing ply adhesive unless otherwise specified. Nail off at a minimum of 8 inches (203 mm) o.c. from the finished roof at all vertical surfaces.
   4. Coordinate counter flashing, cap flashings, expansion joints and similar work with modified bitumen roofing work as specified.
   5. Coordinate roof accessories, miscellaneous sheet metal accessory items with the roofing system work.
   6. All stripping shall be installed prior to flashing cap sheet installation.
   7. Heat and scrape granules when welding or adhering at cut areas and seams to granular surfaces at all flashings.
   8. Secure the top edge of the flashing sheet using a termination bar only when the wall surface above is waterproofed or nailed 4 inches o.c. and covered with an acceptable counter flashing.

J. Roof Walkways: Provide walkways in areas indicated on the Drawings.

3.5 INSTALLATION EDGE TREATMENT AND ROOF PENETRATION FLASHING

A. Fabricated Flashings: Fabricated flashings and trim are provided as specified in Section 07 62 00.
   1. Fabricated flashings and trim shall conform to the detail requirements of SMACNA

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"Architectural Sheet Metal Manual" and/or the Copper Development Association "Copper in Architecture - Handbook" as applicable.

B. Manufactured Roof Specialties: Manufactured copings, facia, gravel stops, control joints, expansion joints, joint covers and related flashings and trim are provided as specified in Section
   1. Manufactured roof specialties shall conform to the detail requirements of SMACNA "Architectural Sheet Metal Manual" and/or the National Roofing Contractor's Association "Roofing and Waterproofing Manual" as applicable.

C. Metal Edge:
   1. Inspect the nailers to ensure proper attachment and configuration.
   2. Run one ply over the edge. Assure coverage of all wood nailers. Fasten plies with ring shank nails at 8 inches (203 mm) o.c.
   3. Install continuous cleat and fasten at 6 inches (152 mm) o.c.
   4. Install new metal edge hooked to continuous cleat and set in bed of roof cement. Fasten flange to wood nailers every 3 inches (76 mm) o.c. staggered.
   5. Prime metal edge at a rate of 100 square feet per gallon and allow to dry. Do not prime for Green-Lock System lightly sand metal to improve bond.
   6. Strip in flange with base flashing ply covering entire flange in bitumen with 6 inches (152 mm) on to the field of roof. Assure ply laps do not coincide with metal laps.
   7. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Seal outside edge with rubberized cement.

D. Surface Mounted Counterflashing:
   1. Minimum flashing height is 8 inches (203 mm) above finished roof height. Maximum flashing height is 24 inches (609 mm). Prime vertical wall at a rate of 100 square feet per gallon and allow to dry.
   2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
   3. Install base flashing ply covering wall set in bitumen with 6 inches (152 mm) on to field of the roof.
   4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
   5. Apply butyl tape to wall behind flashing. Secure termination bar through flashing, butyl tape and into wall. Alternatively use caulk to replace the butyl tape.
   6. Secure counterflashing set on butyl tape above flashing at 8 inches (203 mm) o.c. and caulk top of counterflashing.

E. Expansion Joint:
   1. Minimum curb height is 8 inches (203 mm) above finished roof height. Chamfer top of curb. Prime vertical curb at a rate of 100 square feet per gallon and allow to dry.
   2. Mechanically attach wood cant to expansion joint nailers. Run all field plies over cant a minimum of 2 inches (50 mm).
   3. Install compressible insulation in neoprene cradle.
   4. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm) on to field of the roof.
   5. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Attach top of membrane to top of curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
   6. Install pre-manufactured expansion joint cover. Fasten sides at 12 inches (609 mm) o.c. with fasteners and neoprene washers. Furnish all joint cover laps with butyl tape

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between metal covers.

F. Area Divider:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical curb at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm)on to field of the roof.
4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Attach top of membrane to top of curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
5. Install pre-manufactured cover. Fasten sides at 24 inches (609 mm) o.c. with fasteners and neoprene washers through slotted holes. Furnish all joint cover laps with butyl tape between metal covers.

G. Equipment Support:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm) on to field of the roof.
4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Attach top of membrane to top of curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
5. Install pre-manufactured cover. Fasten sides at 24 inches (609 mm) o.c. with fasteners and neoprene washers. Furnish all joint cover laps with butyl tape between metal covers.
6. Set equipment on neoprene pad and fasten as required by equipment manufacturer.

H. Curb Detail/Air Handling Station:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all field plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb set in bitumen with 6 inches (152 mm) on to field of the roof.
4. Install a second ply of modified flashing ply in bitumen over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
5. Install pre-manufactured counterflashing with fasteners and neoprene washers or per manufacturer's recommendations.
6. Set equipment on neoprene pad and fasten as required by equipment manufacturer.

I. Exhaust Fan:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb with 6 inches (152 mm) on to field of the roof.
4. Install a second ply of modified flashing ply installed over the base flashing ply, 9 inches (228 mm) on to field of the roof. Attach top of membrane to top of wood curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.

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5. Install metal exhaust fan over the wood nailers and flashing to act as counterflashing. Fasten per manufacturer's recommendation.

J. Passive Vent/Air Intake:
1. Minimum curb height is 8 inches (203 mm) above finished roof height. Prime vertical at a rate of 100 square feet per gallon and allow to dry.
2. Set cant in bitumen. Run all plies over cant a minimum of 2 inches (50 mm).
3. Install base flashing ply covering curb with 6 inches (152mm) on to the field of the roof.
4. Install a second ply of modified flashing ply installed over the base flashing ply, 9 inches (228 mm) on to field of the roof. Attach top of membrane to top of wood curb and nail at 8 inches (203 mm) o.c. Apply a three-course application of mastic and mesh at all vertical seams and allow to cure and aluminize.
5. Install passive vent/air intake over the wood nailers and flashing to act as counterflashing. Fasten per manufacturer's recommendations.

K. Roof Drain:
1. Plug drain to prevent debris from entering plumbing.
2. Taper insulation to drain minimum of 24 inches (609 mm) from center of drain.
3. Run roof system plies over drain. Cut out plies inside drain bowl.
4. Set lead/copper flashing (30-inch square minimum) in 1/4-inch bed of mastic. Run lead/copper into drain a minimum of 2 inches (50 mm). Prime lead/copper at a rate of 100 square feet per gallon and allow to dry.
5. Install base flashing ply (40-inch square minimum) in bitumen.
6. Install modified membrane (48-inch square minimum) in bitumen.
7. Install clamping ring and assure that all plies are under the clamping ring.
8. Remove drain plug and install strainer.

L. Plumbing Stack:
1. Minimum stack height is 12 inches (609 mm).
2. Run roof system over the entire surface of the roof. Seal the base of the stack with elastomeric sealant.
3. Prime flange of new sleeve. Install properly sized sleeves set in 1/4-inch (6 mm) bed of roof cement.
4. Install base flashing ply in bitumen.
5. Install membrane in bitumen.
6. Caulk the intersection of the membrane with elastomeric sealant.
7. Turn sleeve a minimum of 1 inch (25 mm) down inside of stack.

M. Heat Stack:
1. Minimum stack height is 12 inches (609 mm).
2. Run roof system over the entire surface of the roof. Seal the base of the stack with elastomeric sealant.
3. Prime flange of new sleeve. Install properly sized sleeves set in 1/4-inch (6 mm) bed of roof cement.
4. Install base flashing ply in bitumen.
5. Install modified membrane in bitumen.
6. Caulk the intersection of the membrane with elastomeric sealant.
7. Install new collar over cape. Weld collar or install stainless steel draw brand.

N. Pitch Pocket Umbrella:
1. Run all plies up to the penetration.
2. Place the pitch pocket over the penetration and prime all flanges.

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3. Strip in flange of pitch pocket with one ply of base flashing ply. Extend 6 inches (152 mm) onto field of roof.
4. Install second layer of modified membrane extending 9 inches (228 mm) onto field of the roof.
5. Fill pitch pocket half full with non-shrink grout. Let this cure and top off with pourable sealant.
6. Caulk joint between roof system and pitch pocket with roof cement.
7. Place a water-shedding type bonnet over the top of the pitch pocket and clamp the top with a draw band collar. Caulk the upper edge of the band with an elastomeric sealant.

O. Liquid Flashing:
1. Mask target area on roof membrane with tape.
2. Clean all non-porous areas with isopropyl alcohol.
3. Apply 32 wet mil base coat of liquid flashing over masked area.
4. Embed polyester reinforcement fabric into the base coat of the liquid flashing.
5. Apply 48-64 wet mil topcoat of the liquid flashing material over the fabric extending 2 inches (51 mm) past the scrim in all directions.
6. Apply minerals immediately or allow the liquid flashing material to cure 15-30 days and then install reflective coating.

P. Metal Edge:
1. Inspect the nailers to ensure proper attachment and configuration.
2. Run base ply over the edge. Assure coverage of all wood nailers.
3. Install continuous cleat and fasten at 6 inches (152 mm) o.c.
4. Install new metal edge hooked to continuous cleat and set in bed of roof cement. Fasten flange to wood nailers every 3 inches (76 mm) o.c. staggered.
5. Prime metal edge and allow to dry. Do not prime when Green-Lock Plus is used for the base ply lightly sand metal to improve bond.
6. Strip in flange with base flashing ply covering entire flange in bitumen with 6 inches (152 mm) on to the field of roof. Assure ply laps do not coincide with metal laps.
7. Install the thermoplastic Cap Ply in bitumen or foam adhesive over the base flashing ply, 9 inches (228 mm) on to the field of the roof. Heat weld outside edge of the membrane to the Thermoplastic Cap Ply of the field.

3.6 CLEANING

A. Clean-up and remove daily from the site all wrappings, empty containers, paper, loose particles and other debris resulting from these operations.

B. Remove asphalt markings from finished surfaces.

C. Repair or replace defaced or disfigured finishes caused by Work of this section.

3.7 PROTECTION

A. Provide traffic ways, erect barriers, fences, guards, rails, enclosures, chutes, and the like to protect personnel, roofs and structures, vehicles and utilities.

B. Protect exposed surfaces of finished walls with tarps to prevent damage.

C. Plywood for traffic ways required for material movement over existing roofs shall be not less than 5/8 inch (16 mm) thick.

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D. In addition to the plywood listed above, an underlayment of minimum 1/2 inch (13 mm) recover board is required on new roofing.

E. Special permission shall be obtained from the Manufacturer before any traffic shall be permitted over new roofing.

3.8 FIELD QUALITY CONTROL

A. Inspection: Provide manufacturer's field observations at start-up and at intervals of approximately 30 percent, 60 percent, and 90 percent completion. Provide a final inspection upon completion of the Work.
   1. Warranty shall be issued upon manufacturer's acceptance of the installation.
   2. Field observations shall be performed by a Sales Representative employed full-time by the manufacturer and whose primary job description is to assist, inspect and approve membrane installations for the manufacturer.
   3. Provide observation reports from the Sales Representative indicating procedures followed, weather conditions and any discrepancies found during inspection.
   4. Provide a final report from the Sales Representative, certifying that the roofing system has been satisfactorily installed according to the project specifications, approved details and good general roofing practice.

END OF SECTION

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6 Drawings, Details and Wind Uplift

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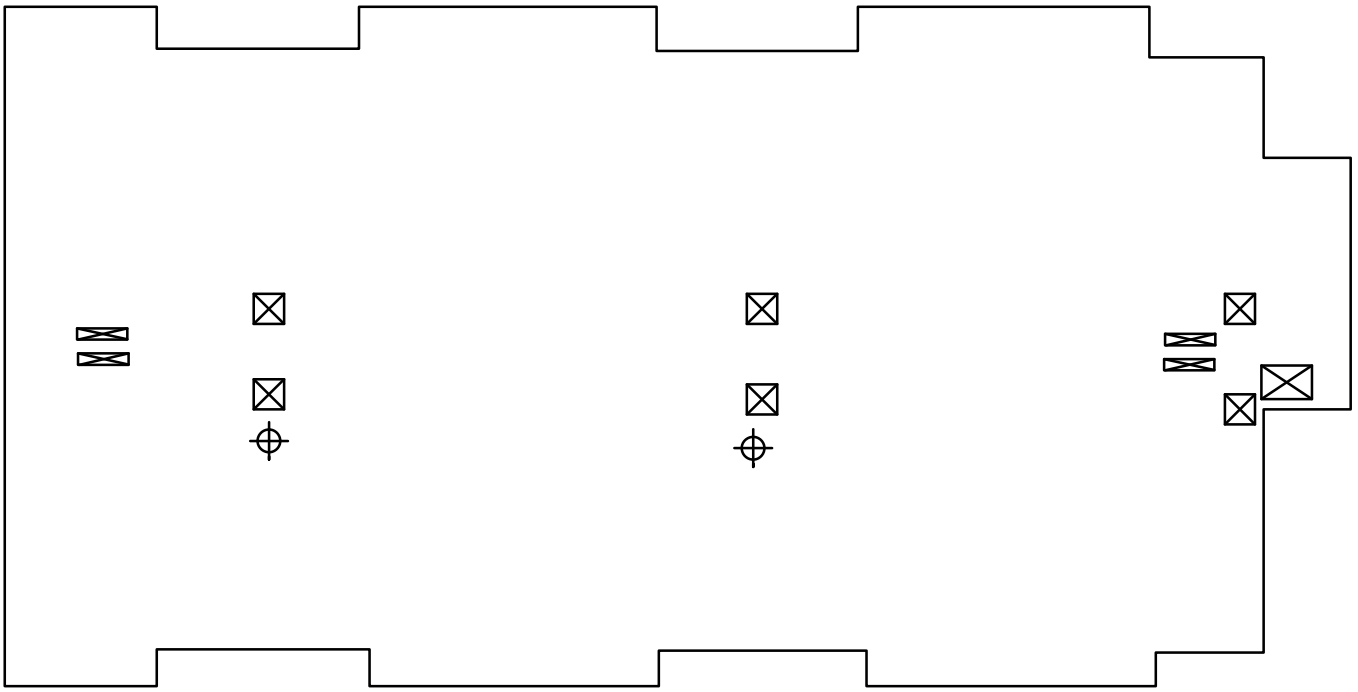

ROOF DRAIN

CURB SUPPORT

EQUIPMENT SUPPORT

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	SHEET: OF		
	SCALE: NS		
	DATE: 9/3/2025		

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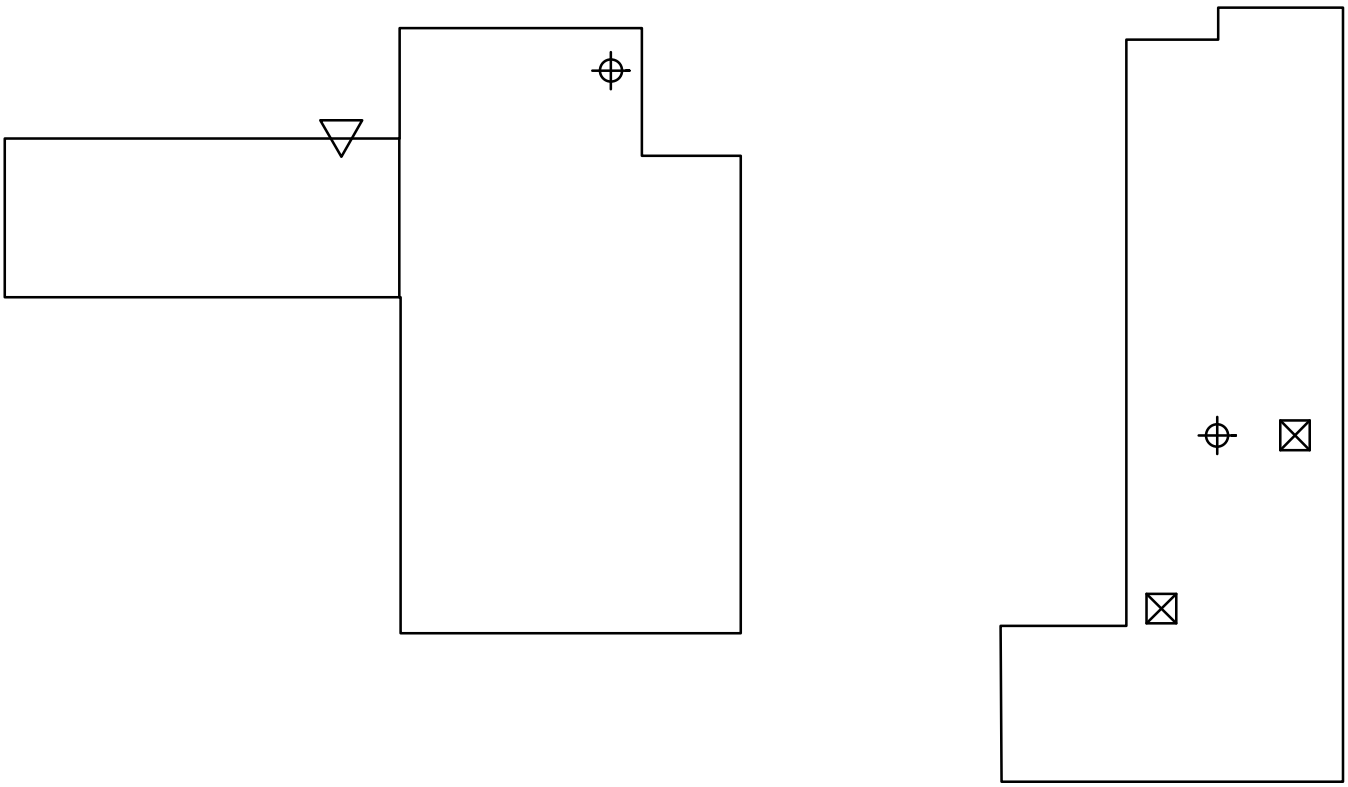

ROOF DRAIN

CURB SUPPORT

SCUPPER

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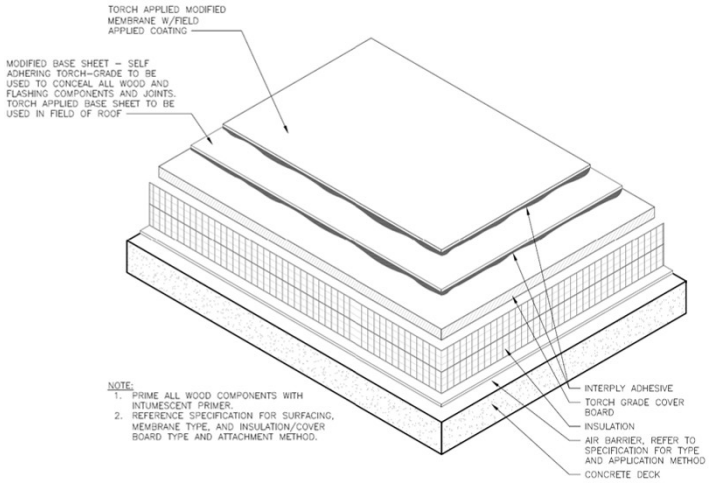
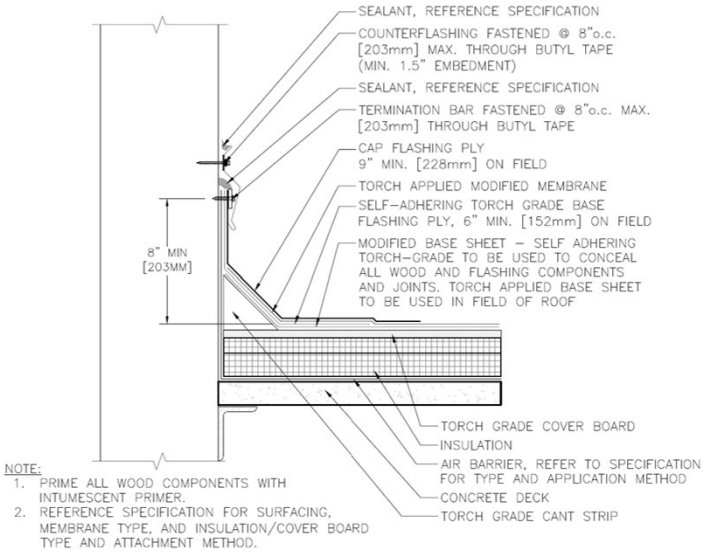
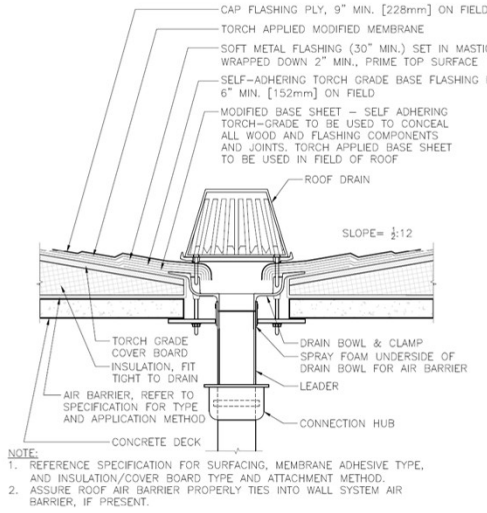


TYPICAL COATED FIELD



SURFACE MOUNTED COUNTER FLASHING



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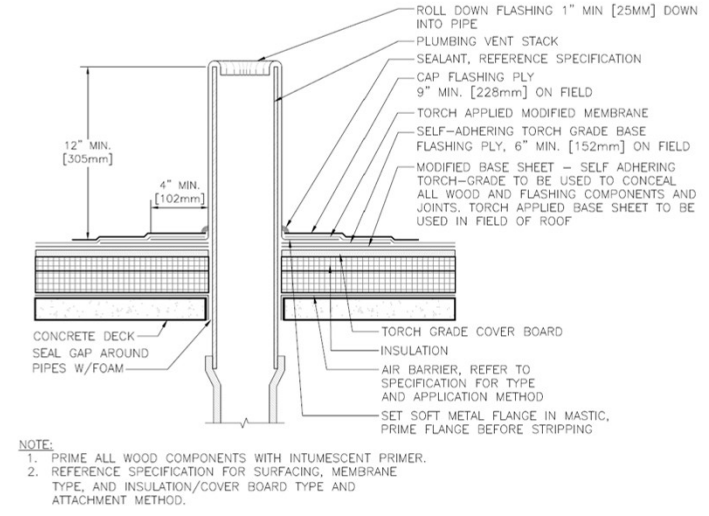
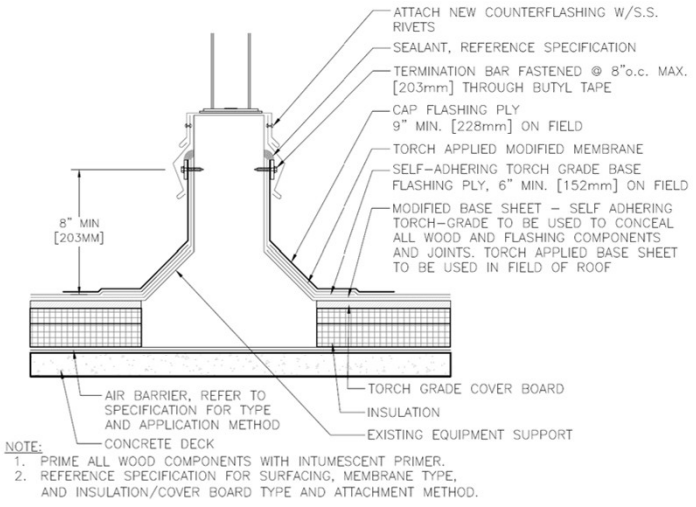
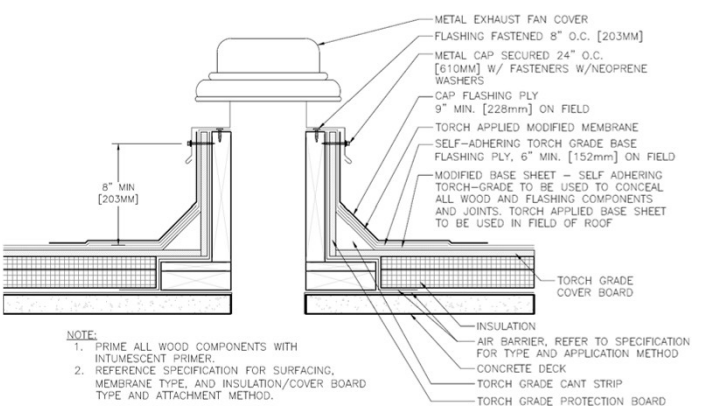


PLUMBING STACK



EQUIPMENT SUPPORT



EXHAUST FAN

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CRESTWOOD PLACE

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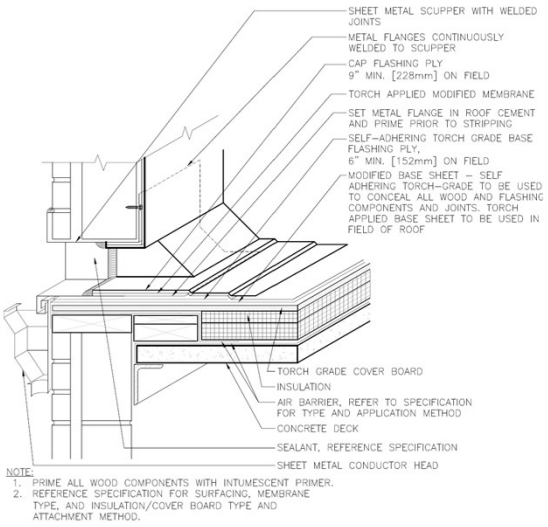
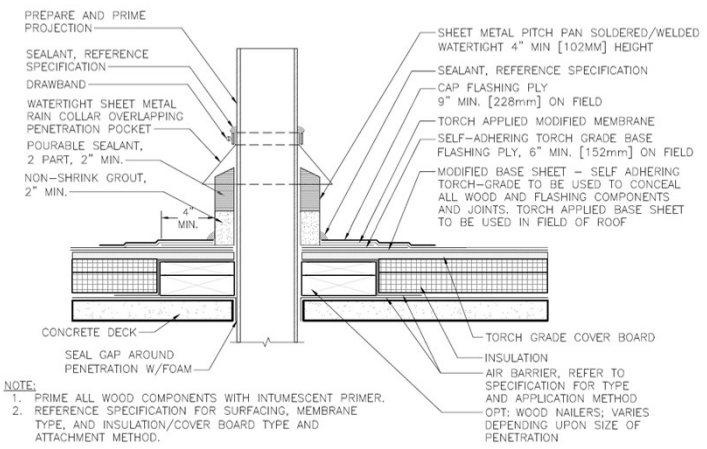
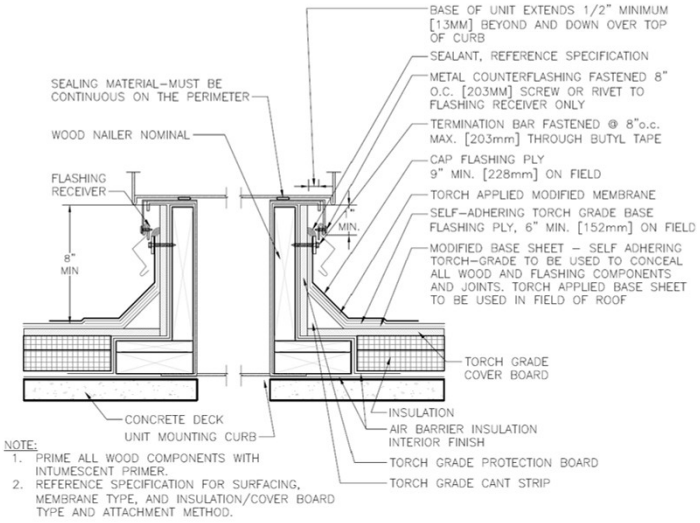


SCUPPER THROUGH WALL



PITCH POCKET w/CAP



CURB SUPPORT

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	DATE: 9/3/2025		

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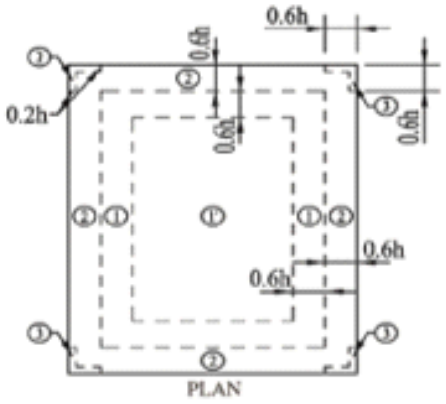
Preliminary Pressure Calculations

Project Name	Crestwood Place	Date	8/28/2025 TPERKINS 7.6
Roof Sections	Roof Section 1	Sales Rep	Matt Lemere
		City	Northbrook
		State	IL

Design Code	ASCE 7-22 ASD	Base Velocity Pressure	18.7	psf	Gcpi = 0.55	
Exposure Category	C	Roof Type	Gable			
Risk Category	IV	Edge Zones				
Wind Speed	119 mph	Zone 1 width	=	21'-0"		
Design Roof Height:	35 ft	Zone 2 width	=	21'-0"		
Minimum Building Width:	90 ft	Zone 3 width	=	7'-0"		
Roof Pitch (X, Y)	0.25 : 12	Zone 3 length	=	21'-0"		
Roof Angle	1.19 deg		=			
Parapet ≥ 36" Entire Roof	No		=			
		Zone Image	a	=	21'-0"	
Deck Type	Concrete					

Notes:



Zone Pressures (psf)

Zone 1'	Zone 1	Zone 2	Zone 3			Wall Perimeter Zone 4	Wall Corner Zone 5
27.1	42.1	53.3	70.2			28.8	33.9

Notes:

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Coping

		Date	8/28/2025
		Sales Rep	Matt Lemere
Project Name	Crestwood Place	City	Northbrook
Roof Sections	Roof Section 1	State	IL

ANSI/SPRI ES-1 COPING PRELIMINARY DESIGN

Project Data

Design Wind Speed:	119.00	mph
Roof Eave Height:	35.00	feet
+		
Tallest Parapet:	0.00	feet
=		
Metal Edge Eave Height:	35.00	feet
Exposure Category:	C	
Importance Classification:	IV	

Design Wind Pressure — ASCE 7-22 ASD

Basic Velocity Pressure:	18.71	psf
Horizontal Design Pressure:	33.86	psf
Vert. Design Pressure:	70.15	psf

ES-1 Tested Coping System

Product Designation: ES-C24-16-60-16

System Description: R-Mer Edge Snap on Coping 16" x 24 Ga w/ 16 GA Anchor Chairs at 60" o.c.

Maximum Tested Front Load:	74.4	psf
Max. Vertical Front Dim.:	6	inches
Maximum Tested Top Load:	160	psf
Max. Vertical Width:	16.00	inches
Maximum Tested Rear Load:	93.9	psf
Max. Vertical Rear Dim.:	4.00	inches

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Fascia

		Date	8/28/2025
		Sales Rep	Matt Lemere
Project Name	Crestwood Place	City	Northbrook
Roof Sections	Roof Section 1	State	IL

ANSI/SPRI ES-1 FASCIA PRELIMINARY DESIGN

Project Data

Design Wind Speed:	119	mph
Roof Eave Height:	35.00	feet
+		
Tallest Parapet:	0.00	feet
=		
Metal Edge Eave Height:	35.00	feet
Exposure Category:	C	
Importance Classification:	IV	

Design Wind Pressure — ASCE 7-22 ASD

Basic Velocity Pressure:	18.71	psf
Horizontal Design Pressure:	33.86	psf

ES-1 Fascia Load

Vertical Face Dimension:	7.25	inches
Fascia Design Load:	56.55	psf

ES-1 Tested Fascia System

Product Designation:	MEA-RMF-Fascia725-Z24
System Description:	R-Mer Force Fascia 7.25" x 24 GA w/ RMEBF-700 Base Frame

Maximum Tested Load:	320	psf
Max. Vertical Face Dim.:	7.25	inches

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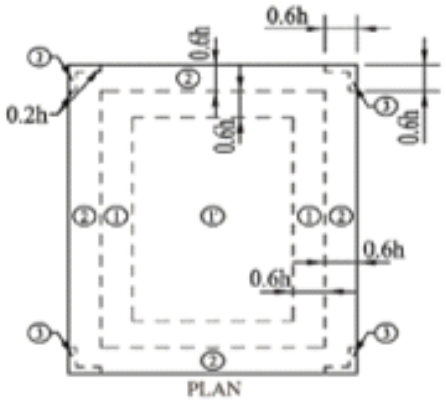
Preliminary Pressure Calculations

Project Name	Crestwood Place	Date	8/28/2025 TPERKINS 7.6
Roof Sections	Roof Section 3	Sales Rep	Matt Lemere
		City	Northbrook
		State	IL

Design Code	ASCE 7-22 ASD		Base Velocity Pressure	15.7	psf	Gcpi = 0.55
Exposure Category	C		Roof Type	Gable		
Risk Category	IV		Edge Zones			
Wind Speed	119	mph	Zone 1 width =	9'-0"		
Design Roof Height:	15	ft	Zone 2 width =	9'-0"		
Minimum Building Width:	50	ft	Zone 3 width =	3'-0"		
Roof Pitch (X, Y)	0.25 : 12		Zone 3 length =	9'-0"		
Roof Angle	1.19	deg	=			
Parapet ≥ 36" Entire Roof	No		=			
			Zone Image a =	6'-0"		
Deck Type	Concrete					

Notes:



Zone Pressures (psf)

Zone 1'	Zone 1	Zone 2	Zone 3			Wall Perimeter	Wall Corner
22.8	35.4	44.8	59.0			24.2	28.5

Notes:

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Coping

		Date	8/28/2025
		Sales Rep	Matt Lemere
Project Name	Crestwood Place	City	Northbrook
Roof Sections	Roof Section 3	State	IL

ANSI/SPRI ES-1 COPING PRELIMINARY DESIGN

Project Data

Design Wind Speed:	119.00	mph
Roof Eave Height:	10.00	feet
+		
Tallest Parapet:	0.00	feet
=		
Metal Edge Eave Height:	10.00	feet
Exposure Category:	C	
Importance Classification:	IV	

Design Wind Pressure — ASCE 7-22 ASD

Basic Velocity Pressure:	15.74	psf
Horizontal Design Pressure:	28.48	psf
Vert. Design Pressure:	59.01	psf

ES-1 Tested Coping System

Product Designation: ES-C24-16-60-16

System Description: R-Mer Edge Snap on Coping 16" x 24 Ga w/ 16 GA Anchor Chairs at 60" o.c.

Maximum Tested Front Load:	74.4	psf
Max. Vertical Front Dim.:	6	inches
Maximum Tested Top Load:	160	psf
Max. Vertical Width:	16.00	inches
Maximum Tested Rear Load:	93.9	psf
Max. Vertical Rear Dim.:	4.00	inches

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Fascia

		Date	8/28/2025
		Sales Rep	Matt Lemere
Project Name	Crestwood Place	City	Northbrook
Roof Sections	Roof Section 3	State	IL

ANSI/SPRI ES-1 FASCIA PRELIMINARY DESIGN

Project Data

Design Wind Speed:	119	mph
Roof Eave Height:	10.00	feet
+		
Tallest Parapet:	0.00	feet
=		
Metal Edge Eave Height:	10.00	feet
Exposure Category:	C	
Importance Classification:	IV	

Design Wind Pressure — ASCE 7-22 ASD

Basic Velocity Pressure:	15.74	psf
Horizontal Design Pressure:	28.48	psf

ES-1 Fascia Load

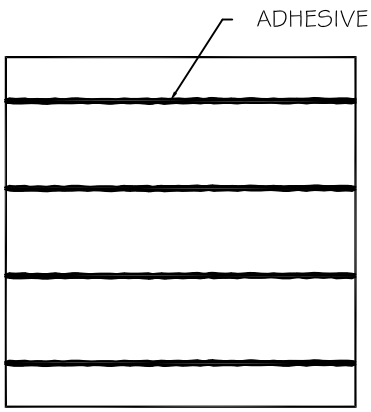
Vertical Face Dimension:	7.25	inches
Fascia Design Load:	47.57	psf

ES-1 Tested Fascia System

Product Designation:	MEA-RMF-Fascia725-Z24
System Description:	R-Mer Force Fascia 7.25" x 24 GA w/ RMEBF-700 Base Frame

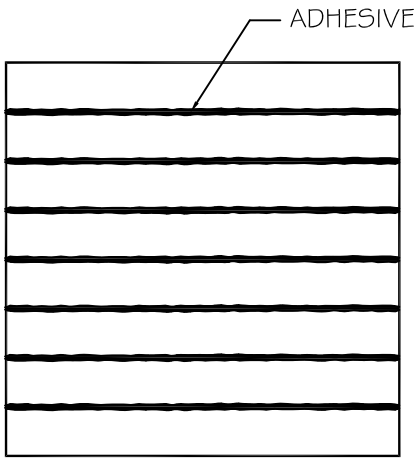
Maximum Tested Load:	320	psf
Max. Vertical Face Dim.:	7.25	inches

TYPICAL ZONE 1 INSULATION BOARD ADHESIVE PATTERN: 12" OC BEADS PER BOARD



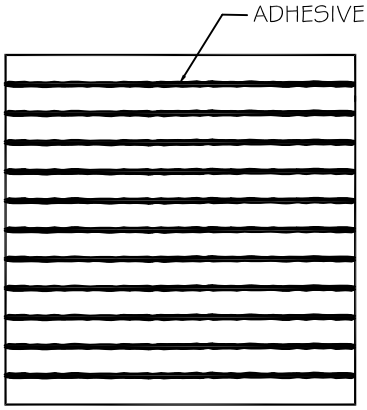
4 ADHESIVE RIBBONS
EQUALLY SPACED AT
12" (30.5cm) O.C. (TYP.)

TYPICAL ZONE 2 INSULATION BOARD ADHESIVE PATTERN: 6" OC BEADS PER BOARD



7 ADHESIVE RIBBONS
EQUALLY SPACED AT
6" (15.2cm) O.C. (TYP.)

TYPICAL ZONE 3 INSULATION BOARD ADHESIVE PATTERN: 4" OC BEADS PER BOARD



11 ADHESIVE RIBBONS
EQUALLY SPACED AT
4" (10.2cm) O.C. (TYP.)

CONFIRM FM APPROVALS FOR ADHESIVE PATTERNS TO APPROVED DECKS, INSULATIONS, AND SYSTEM TYPES WITH GARLAND ENGINEERING SERVICES

7 Material Data Sheets

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Flashing Bond®

OVERVIEW & FEATURES

Flashing Bond is a cold-applied, trowel-grade mastic designed for use as a patching and leak repair material on asphalt roofing systems. It contains high-solids content asphalt, additional fiber reinforcement and plasticizing oils that improve low temperature performance.

Factory Formulation Ensures Uniform Quality - Flashing Bond is factory formulated under rigid quality control conditions to ensure uniform product quality. This eliminates the variables inherent on the job site preparation of roof materials where quality control depends on the individual roofer's expertise.

Versatile - Flashing Bond is a multi-purpose material ideal for installing or maintaining flashings, sealing metal roof or gutter leaks and repairing holes, splits or blisters in the roof mat.

Long Lasting Performance - Flashing Bond is double-reinforced to outlast and outperform conventional roof cement. Long strand fibers provide inherent reinforcement and eliminate run or sag in vertical surface applications. Flashing Bond should be used in conjunction with Gar-Mesh® as the reinforcing membrane for the roof repair, which will reinforce Flashing Bond as steel rods reinforce concrete.

APPLICATION

Flashing Bond is ready to use straight from the container. There is no settling or oil separation. In cold weather, store at room temperature to ensure workability. Flashing Bond should be applied to clean dry surfaces.

Repairs - Trowel a base coat of Flashing Bond over the area to be repaired. Imbed a strip of Gar-Mesh into the base coat and top dress with Flashing Bond. The top coat should be sufficiently thick so that the weave in the membrane is completely covered (1 gal./7 linear ft. @ 8 in. wide x 1/4 in. deep).

Flashing System - As part of a Garland flashing system, Flashing Bond is applied with a multi-ply flashing application beginning with a base ply of Garland two-ply base sheet and followed by one of Garland's StressPly® family of smooth or mineral membranes as cap sheet. The result is a high performance, multi-ply, modified cold applied flashing system.

Apply Flashing Bond at a rate of 4-6 gal./100 sq. ft. (1.6- 2.4 l/m^2), per flashing ply with a 1/8" (3 mm) notched trowel. Bleed out at all overlap edges should be visible to ensure complete contact. The flashing should be mechanically secured at the end of each work day.

PRECAUTIONS

- As with all cold process materials, full cure is dependent on application rate, time and temperatures. Lingering odors are expected until product achieves full cure.
- Do not use this product on coal tar roofs.

Flashing Bond®

Technical Data	Flashing Bond
Flash Point (ASTM D 93)	103°F (39.4°C) min.
Density @77°F (25°C) (ASTM D 1475)	8.3 lbs./gal. (1 g/cm^3)
Non-Volatile (ASTM D 4586)	70% min.
Viscosity @77°F (25°C) Mobilometer, 1500 g	Typical 7 sec.
Water Resistance Under Good Drainage Conditions	Excellent
Shelf Life	12 months
Coverage **Flashing Install**	4–6 gal/sq. (1.6–2.4 l/m^2)
Flashing Repairs 1/4 in. thickness (6.3 mm thickness)	7 lin. ft./gal. covers 8 in. wide (0.27 m/l covers 20 cm wide)
Shelf Life	1 year
Packaging	3 gallon pail (11.4 l) 5 gallon pail (18.9 l)

Eco-Facts	Flashing Bond
VOC	200 g/L
Recycled Content	
Post Consumer	N/A
Post Industrial	5.6%

Product meets and/or exceeds ASTM D 4586, Type II, Class I

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

For more information, visit us at: www.garlandco.com

The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
Toll Free: 800-387-5991
(Only in Canada)

Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. A ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or Garland Corporate Office for more information.

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Garla-Brite®

since 1895

OVERVIEW & FEATURES

Garla-Brite is a non-fibered, asphalt-based aluminum roof paint. It provides an exceptionally bright finish with excellent covering power. Garla-Brite preserves, beautifies and provides a reflective shield over old and new roof systems, including metal roofs. It can also be used over a wide variety of other surfaces that require protection from heat, solar radiation, rust and corrosion. Garla-Brite meets and exceeds ASTM D 2824 Type I.

Saves Energy - A Garla-Brite application reduces under roof temperature by 15 degrees or more. As a result, the work load on the building's air conditioning system is reduced by as much as one ton per 1,500 ft. (139 m^2) so proper interior temperatures can be maintained at lower costs.

Reduces Roof Deterioration - Garla-Brite's aluminum finish reflects the sun's UV rays and reduces their damaging effects on the roof surface. Two coats form a long-lasting metallic shield which preserves and protects the roof surface and the roof system below. The roof lasts longer and requires less maintenance.

Improves Building Appearance - Garla-Brite provides a bright, attractive roof surface which improves the building's appearance.

Economical - Garla-Brite is formulated to provide maximum per gallon coverage. One gallon (3.8 liters) of Garla-Brite aluminizer covers the same area as 3-4 gallons (11-15 liters) of the standard fibered aluminum coating. Garla-Brite is the ideal top coat for any of Garland's HPR® roofing systems. The second coat should be placed perpendicular to the first coat.

APPLICATION

Existing roof surface must be completely dry and void of any dirt, debris or foreign materials. Mix Garla-Brite for two minutes with an electric power drill and Jiffy mixer blade to thoroughly blend the product. Remixing is neccessary every 15 minutes if contents of bucket is not used.

For surfacing modified bitumen roofs or smooth BUR, grid out area on roof that correlates with Garla-Brite's specified coverage rate for one pail of material. Pour out Garla-Brite from the pail and immediately roll product into the marked area with a 1/4" nap smooth roller. Do not overwork material and finish strokes in the same direction for uniform appearance.

For metal surfaces, pouring the coating and spreading with a roller is not recommended. Rather, the coating can be applied by dipping the roller into a tray or trough and rolling onto the metal.

PRECAUTIONS

- Do not dip and roll from pail.
- Roof surface must be at least six Fahrenheit degrees or three Celsius degrees above the dew point and rising.
- Product application must not be done when rain or other conditions such as fog or heavy dew are possible within a 24-hour period.
- Avoid over working the material which can interfere with the leafing of the aluminum and cause the material to appear bronze or darker than desired.
- Allow 30 days for Garla-Shield or any emulsion to cure prior to application of Garla-Brite.
- Allow 90 days for any approved solvent-based product to cure prior to application of Garla-Brite.
- Allow 5 days for any hot-applied system to cool and age prior to application of Garla-Brite.
- Reference product Safety Data Sheet (SDS) prior to application.
- Coverage rates may vary based on surface condition/ texture and do not take into account material loss due to spraying, surface texture, surface absorption, waste, etc.

Garla-Brite

Technical Data	Garla-Brite
Flash Point (ASTM D 93)	103°F (39°C) min
Density @77°F (25°C) (ASTM D 1475)	8.51 lbs./gal. (1.02 g/cm^3)
Typical Drying Time **@** 50% RH, 77°F (25°C)	Overnight
Service Temperature Extended Exposure	-20°F to 230°F (-29°C to 110°C)
Non-Volatile (ASTM D 2824)	45% min
Resistance to Sunlight	Excellent
Effects of Weathering	Slow erosion
Wet Film Thickness **@** 1 gal. (3.8 l)	16 mils (406.4 microns)
Coverage Smooth or Mineral	0.5-0.75 gal/100 sq. ft. per coat (0.20-0.30 l/m^2 per coat) 2 coat application
Metal Roofs	0.20-0.25 gal/100 sq. ft. per coat (0.08-0.10 l/m^2 per coat) 2 coat application
Shelf life	1 year
Packaging	3 gallon pail (11.4 l) 5 gallon pail (18.9 l)

Eco-Facts	Garla-Brite	
VOC	< 500 g/l	
	Initial	**3 Yr. Aged**
Reflectance	0.74	0.65
Emittance	0.33	0.33
SRI	77	60

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

Garland Greenhouse®

CRRC RATED

FM APPROVED

INTERTEK Celltrock Halvard US

CLASSIFIED C UL US

MIAMI-DADE COUNTY APPROVED

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The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
Toll Free: 800-387-5991
(Only in Canada)

The Garland Company UK, LTD
Second Way Centre, Second Way
Avonmouth, Bristol UK BS11 8DF
Phone: 011 44 1174 401050 (Outside UK)
Toll Free: 0800 328 5560 (Only in UK)

Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. A ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or Garland Corporate Office for more information.

Garla-Brite and Garland Greenhouse are trademarks of The Garland Company, Inc.ENERGY STAR is a registered trademark of the U.S. government. The ENERGY STAR program represents a voluntary partnership between businesses and organizations and the federal government to promote energy efficiency and environmental activities (Valid in the U.S. Only).

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GB 1021

Garla-Prime™ VOC

OVERVIEW & FEATURES

Garla-Prime VOC is a solvent-based asphalt roof primer and conditioner that can restore aged and dry felts to provide a better bonding surface. Garla-Prime VOC provides a suitable bonding surface over metal, concrete, built-up, prepared gravel and modified bitumen roof surfaces. Garla-Prime VOC's penetrating oils help replace the asphaltic oils an existing roof surface has lost through weathering. The oils restore flexibility to the existing roof surface and seal dust that may be present after standard cleaning operations.

Low VOC & Environmentally Friendly - Garla-Prime VOC has been formulated to comply with Air Quality Management District regulations. The asphalt base of Garla-Prime VOC meets the requirements of ASTM D41-11.

Dries Quickly - Garla-Prime VOC completely dries in approximately 1 hour at 77°F (25°C) at 50% or less humidity, depending on the thickness of application. High humidity, cool temperatures and thicker applications will increase drying time.

Economical - Garla-Prime VOC application conserves finishing material by conditioning the surface and eliminating the tendency of the finishing material to absorb into the dried out, existing surface.

Provides Maximum Adhesion - Garla-Prime VOC ensures a long-lasting bond between the existing roof surface and the Garland finishing material.

APPLICATION

All surfaces must be clean, dry and free of dirt or any other contaminants that would interfere with proper adhesion. Any previously failed coating or improperly bonded material must be removed prior to application.

Garla-Prime VOC can be applied between 40-90°F (5°-32.2°C) on warm, dry surfaces. Application should only occur when weather conditions will permit a full cure before exposure to rain, dew, or low temperatures.

Garla-Prime VOC may be applied by brush, roller, or spray at 0.5 - 1.0 gal./100 sq. ft. (0.20-0.30 l/m^2). Avoid over-application and build-up of primer. Brush or roll out any excess material immediately after application.

PRECAUTIONS

- Wet mil thickness will adversely affect dry time
- Always store material between 50˚-100˚F (10˚-37.8˚C)
- Coverage rates may vary based on surface condition/ texture and do not take into account material loss due to spraying, surface texture, surface absorption, waste, etc.

Garla-Prime VOC

Technical Data	Garla-Prime VOC
Flash Point (ASTM D 93)	100°F (37.5°C) min
Density @77°F (25°C) (ASTM D 2939)	7.5 lbs./gal. (.899 g/cm^3)
Non-Volatile (ASTM D 4479)	Typical 62%
Viscosity @ 77°F (25°C) Zahn Cup #2	18-21 sec
Shelf life	1 year
Coverage	0.5-1 gal/100 ft.2 (0.20-0.41 l/m2)
Packaging	5 gallon pail (18.9 l)

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

Eco-Facts	Garla-Prime VOC
VOC	< 350 g/l

For more information, visit us at: www.garlandco.com

The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
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GP-VOC 1021

HPR® Torch Base Sheet
Technical Data Sheet

OVERVIEW & FEATURES

HPR Torch Base Sheet is used as the underlayment ply for any of Garland's torch-applied membranes. It is fully compatible with both APP or SBS modified membranes. HPR Torch Base Sheet is a Styrene-Butadiene-Styrene (SBS) membrane specially formulated to accept the high heat from a torch. It has a burnable polypropylene backer that melts when the proper torching temperature has been reached. The HPR Torch Base Sheet eliminates the use of a kettle and also allows the torch applied system to be installed with a one ply underlayment.

DO NOT USE the HPR Torch Base Sheet with hot asphalt or cold adhesives.

High Tech Base Sheet - The HPR Torch Base Sheet has a high percentage of SBS rubber that when fused together with the torch-applied membrane gives the system superior puncture and abrasion resistance. It also has high tensile and elongation characteristics.

Eliminates the Use of the 2-Ply Underlayment - Because the HPR Torch Base Sheet is 120 mils (3,048 microns) thick (thicker than 2 plies of Type IV glass in hot asphalt), one ply will be sufficient as the underlayment for torch applied membrane.

Superior Strength - The HPR Torch Base membrane is reinforced with a dual fiberglass scrim. The superior strength provided by this reinforcement resists the movement created by today's modern buildings. In addition, HPR Torch Base Sheet provides tensile strength in excess of 200 pounds per inch in the machine direction. This translates to long-term resistance to splits and tears in the completed HPR torch applied roof system.

Advanced Rubber Technology - The modifier utilized in HPR Torch Base Sheet is SBS. When the SBS rubber is properly dispersed throughout the high penetration asphalt, the rubber provides increased thermal shock resistance, UV protection, heat resistance, elongation, and low temperature flexibility. To ensure proper dispersion, a special high shear mixer is used in manufacturing.

APPLICATION

The HPR Torch Base Sheet must be used for heat fusing or mechanical fastening applications only. Heat the HPR Torch Base Sheet until the burnable backer is melted. As this occurs, the SBS coating becomes tacky and is ready to roll in place.

HPR® Torch Base Sheet
Technical Data Sheet

Technical Data	HPR Torch Base Sheet
Tensile Strength	MD 210 lbf./in. (36.75 kN/m) XD 210 lbf./in. (36.75 kN/m)
Tear Strength	MD 300 lbf. (1334 N) XD 300 lbf. (1334 N)
Elongation	MD 6.0% XD 6.0%
Low Temperature Flex	-30°F (-34°C)

Finished membrane meets and/or exceeds ASTM D 6163, TYPE III
Test Method ASTM D 5147 is tested at:
2 in./min. @ 73.4 ± 3.6°F
(50 MM/MIN. @ 23 ± 2°C)

Roll Dimensions	HPR Torch Base Sheet
Width	3 ft. 3 in. (1m)
Length	34 ft. 8 in. (10.60 m)
Weight	76 lbs. (34.47 kg)
Nominal Thickness	120 mils (3,048 microns)
Net Coverage	100 sq. ft. (9.29 m^2)
Packaging	25 rolls/pallet

Eco-Facts	HPR Torch Base Sheet
Recycled Content	
Pre-Consumer	–
Post-Consumer	6%

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.

Installation of this product with hot oxidized asphalt may result in exposure to hazardous chemicals. Special care and attention for proper product installation must be followed in all cases. For specific details refer to the NIOSH safe handling practices in publication No. 2003-107, as well as OSHA standard 1910.134 for further exposure precautions.

UL VALIDATED
✓ HPR® TORCH BASE SHEET CONTAINS AN AVERAGE OF 6% POST-CONSUMER RECYCLED CONTENT

For more information, visit us at: www.garlandco.com

The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
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Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or the home office for more information.

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OVERVIEW & FEATURES

Insul-Lock HR is a highly elastomeric, one step, VOC compliant, high rise roof insulation adhesive that contains no solvents and sets in minutes. Insul-Lock HR is designed to give you the benefits of a two component insulation adhesive without the errors of improper mixing. Insul-Lock HR was designed for bonding approved roof insulations to a building's structural roof deck, base sheets, other insulation boards, smooth and mineral roof systems or properly prepared coal tar and asphalt graveled built-up roof surfaces.

Ease of Installation – Insul-Lock HR is an easy-to-apply, self contained, two-component insulation adhesive that does not require manual or mechanical mixing. Mixing is done through a static mixing tip. Simply apply Insul-Lock HR in 1/4 in. – 1/2 in. (0.64 cm – 1.27cm) wide beads 12 in. o.c. per 4 ft. x 4 ft. insulation board. Simply place, do not slide, the boards into the adhesive.

High-Rise – Insul-Lock HR provides an alternate attachment method for the application over gravel roofs. Insul-Lock HR will rise to adhere insulation board to properly prepared gravel roof systems, eliminating the labor cost involved in fastening to all types of decks.

No Deck Penetration/No Fastener Backout – Leaving the deck completely intact lessens the possibility of structural damage and moisture entry while preventing the disruption of interior operations. Eliminating fasteners not only prolongs the life of the waterproofing system, but it also eliminates the potential for thermal bridging and a future cause of leaks.

Versatile and Low Odor – Insul-Lock HR is compatible with a variety of insulation types that are listed on the back. It provides a fast set in a variety of temperatures. The low odor nature of this product makes it a perfect fit for sensitive environments, such as schools and hospitals and a must for all environmentally conscious facilities. Insul-Lock HR is a VOC compliant solution that will not disrupt building occupants.

APPLICATION

All work surfaces should be clean, dry, free of dirt, dust, debris, oils, loose gravel, unadhered coatings, deteriorated membrane and other contaminants that may result in a surface that is not sound or is uneven.

Prior to the application of Insul-Lock HR over gravel or mineral re-cover applications, be sure to remove all gravel or debris before applying Insul-Lock HR Universal Primer at a rate of 150 – 250 sq. ft. (13.94 – 23.22 m^2) per gallon.

Insul-Lock HR in new construction or mineral re-cover applications is applied at a rate of 600 sq. ft. (55.74 m^2) per case. Over irregular surfaces, the coverage rate will vary and may be reduced to 300 – 400 sq. ft. (27.87 – 37.16 m^2) per case. Perimeters and corners require more adhesive, see application guide.

Snap off the molded cap on the top of the adhesive cartridge and screw on the mixing tip. Attach a mixing tip to the threaded mixing head. Place the cartridge into the appropriate Insul-Lock HR applicator.

Apply Insul-Lock HR adhesive directly to the substrate, using a ribbon pattern. Space 1/4 in. – 1/2 in. (0.64 cm – 1.27cm) wide beads, 12 in. o.c. (30.5 cm), to achieve proper coverage rates for insulation attachment. As Insul-Lock HR adhesive is applied, immediately place insulation board into wet adhesive. Do not allow the adhesive to skin over. Eliminate uneven surfaces to ensure positive contact between the insulation board and substrate. Unused material can be applied at a later date by simply plugging the cartridges (with provided half moon plugs) and using a new Insul-Lock HR cartridge tip.

STORAGE

Insul-Lock HR should be stored at room temperature 65°F to 85°F (18°C to 29°C) for at least 24 hours prior to using the product.

SHELF LIFE

Insul-Lock HR Insulation Adhesive has a shelf life of 12 months.

PRECAUTIONS

- Do not apply to a wet surface.
- Not recommended for use with insulation boards larger than 4 ft. x 4 ft. (1.22 m x 1.22 m).
- Do not use warped or curled insulation boards. All insulation boards must lay flat upon the roof surface.
- Do not apply Insul-Lock HR Adhesive over a smooth or sanded APP or single-ply roof surface.

Technical Data	Insul-Lock HR
Tensile Strength (ASTM D 412)	250 psi
Density (ASTM D 1875)	8.5 lbs./gal.
Viscosity (ASTM D 2556)	22,000 – 60,000 cP
Peel Strength (ASTM D 903)	17 lb./in.
Flexibility (ASTM D 816)	Pass @ -70°F (-56.7°C)
Shelf Life	12 months
Packaging	4 – 50.7oz. (1.5 l) Cartridges/Case 600 sq. ft. (55.74 m²) case

COVERAGE

Existing Roof Surface	Board Size	Bead Size
Smooth 600 sq. ft. (55.74 m²)/Case	4x4	1/4 in. – 1/2 in. (0.64 – 1.27 cm) beads 12 in. (30.5 cm) o.c.
Irregular 300–400 sq. ft./case (27.87 – 37.16 m²) Coverage rates may vary	4x4	1/4 in. – 1/2 in. (0.64 – 1.27 cm) beads 12 in. (30.5 cm) o.c.

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

APPROVED DECKS AND INSULATION

Decks
Structural concrete
Gypsum with nailed base sheet
Tectum with nailed base sheet
Steel
Lightweight concrete with nailed base sheet
Treated wood with nailed base sheet

Insulation
Wood Fiber
Polyisocyanurate
Perlite (min. 3/4 in.)
SecuRock
Dens Deck
Polystyrene

Please see the most current Factory Mutual RoofNav for the most up to date system approval.

Eco Facts	Insul-Lock HR
VOC	0 g/L

Garland Greenhouse®

MIAMI-DADE COUNTY APPROVED

FM APPROVED

The GreenLock Membrane Adhesive product is protected by U.S. Patent #7,772,301.

For more information, visit us at: www.garlandco.com

The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
Toll Free: 800-387-5991
(Only in Canada)

Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. ±10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or the home office for more information.

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Pro-Stop™ FR

Intumescent Primer

OVERVIEW & FEATURES

Pro-Stop FR is a water-based, non-corrosive intumescent primer used on the wood components of Garland roof assemblies. When applied to flammable substrates then exposed to high temperatures and flame the primer swells up and creates a char-barrier helping to prevent further spread of the fire and smoke. Pro-Stop FR also serves as a non-perscriptive thermal barrier and provides a Class III Vapor Retardancy.

APPLICATION

Surface Preparation - Before and during primer application, the substrates' surfaces shall be dry, clean and free from loose debris, dust, dirt, grease, oil, and all prior coating materials, such as paint, stains and sealers. The substrate shall not have, nor have been exposed to, treatments, chemicals, coatings, etc. prior to the application of Pro-Stop FR.

Mixing & Storage - Pro-Stop FR must be thoroughly mixed before use. Mix with a Jiffy Mixer blade for a mixing time of 5 minutes per pail. Use the product as is: DO NOT DILUTE. If the primer is mixed more than 24 hours prior to use, mix it again utilizing the same protocol.

Store Pro-Stop FR between 40°F and 90°F (4.4°C and 32.2°C) and keep out of direct sunlight.

Application - Before installing Pro-Stop FR, the applicator shall verify the moisture content of the substrate with a moisture meter. Substrate moisture content should be less than 16% prior to installation. Furthermore, Pro-Stop FR shall be applied to areas within the roofing membrane or surfaces not exposed to weather, where the substrates' inservice dry-use moisture content conditions are expected to be at or less than recommended. Do not leave Pro-Stop FR surfaces exposed to the elements once installed.

Surface and ambient temperatures before and during application shall be 40°F (4.4°C) minimum and shall not exceed 100°F (37.7°C). The primer may be sprayed (airless sprayer) or installed by roller or brush at an application rate of 8 wet mils or 200 sf/gal. For verification of the wet applied thickness, a standard painter's thickness gauge shall be used during the application. The finished dry mil thickness will be 0.40-0.70 times the wet mil thickness.

Dry time is typically 60-90 minutes and cure time is 24 hours minimum, depending on the ambient temperature and relative humidity conditions. Allow Pro-Stop FR to dry completely before installing additional roofing materials.

Equipment - Spray equipment must be capable of producing a minimum or 3,300 psi and recommended tip orifice sizes are .025-.027. Removal of filter from both the spray gun and pump to allow for the passage of solid content is recommended. Airless sprayer hoses are recommended to have an inside diameter of ¼" or larger. Variations in spray pattern width and tip size may be required depending on the surface area and the substrate to which the primer is being applied. Cleanup of equipment may be with water or other methods recommended by the equipment manufacturer.

PRECAUTIONS

- Do not apply when the ambient temperature is below 40°F (4.44°C) or above 95°F (35°C).
- Wear respiratory protection if material is used in a confined space.
- Refer to SDS for more information.
- Must be used over a properly prepared surface.

Pro-Stop™ FR

Technical Data	Pro-Stop FR
Color	White
Dry Time	60-90 minutes
Density @ 77°F (ASTM D1475)	11 lbs./gal.
Cure Time	24 hours
Non-Volatile by Volume (ASTM D1644)	62%
VOC EPA Method 24	18 g/L
Shelf Life Unopened Container	24 months
Boiling Point	212°F (100°C)
Coverage	1/2 gal/sq. (0.21 l/m2) 200 sf/gal (8 wet mils)
Packaging	5 gallon pails (18.9 L)

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.

For more information, visit us at: www.garlandco.com

The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
Toll Free: 800-387-5991
(Only in Canada)

The Garland Company UK, LTD
Second Way Centre, Second Way
Avonmouth, Bristol UK BS11 8DF
Phone: 011 44 1174 401050 (Outside UK)
Toll Free: 0800 328 5560 (Only in UK)

Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. A ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or Garland Corporate Office for more information.

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OVERVIEW

StressPly IV Plus membranes are a high strength, polyester/fiberglass reinforced, rubber modified roof membrane designed to be used in torching applications. The 180-195 mil membranes not only offer high strength, but also a high percentage of quality blended Styrene-Butadiene-Styrene (SBS) rubber compound. StressPly IV Plus membranes incorporate a burn-off backer to indicate when proper heat is obtained during application.

StressPly IV Plus membranes can be used in conjunction with Garland's HPR® products as well as with conventional glass base sheets or fiberglass felt underlayment. In addition, StressPly IV Plus membranes can be used as the top ply in a two-ply flashing system. It can also be used to repair splits, cracks or other deteriorated areas of existing modified roof systems.

Superior Strength & Weatherability - The StressPly IV Plus membranes are reinforced with a high strength, polyester/fiberglass reinforced scrim. The superior strength provided by the polyester/fiberglass scrim in StressPly IV Plus membranes provide tensile strength in excess of 300 pounds per inch in the machine and cross machine direction. This translates into long-term resistance to splits and tears in the completed StressPly IV Plus roof systems. The high quality SBS rubber polymer in StressPly IV Plus offers unmatched low temperature flexibility, weathering and elastomeric properties.

Unmatched Reflectivity - The StressPly IV Plus UV Mineral membrane incorporates the unique Sunburst™ mineral, which provides long-term protection and added energy savings. The superior reflectivity of this mineral protects the StressPly IV Plus UV Mineral membrane from UV damage and decreases under roof temperatures. Sunburst mineral membranes exceed the minimum requirement for LEED SS 7.2 Heat Island Effect (Roof) with an SRI of 89 as tested by the Cool Roof Rating Council (CRRC).

Factory Formulated Reduces Labor Expense - StressPly IV Plus Mineral and StressPly IV Plus UV Mineral are coated at the factory with reflective mineral granules. Consequently, there's no need to flood coat and gravel or aluminize the membrane's surface. Roof projects can be completed on a more timely basis. End result: substantial labor expense savings.

Security in Multi-Ply Applications - StressPly IV Plus membranes are the top component of a multi-ply system. It combines the inherent advantages and proven performance of multi-ply protection with the strength, flexibility and elongation of elastomeric systems. This unique combination minimizes dependence on perfect workmanship, contact adhesive seaming, etc.

APPLICATION

StressPly IV Plus membranes can be applied in a two-ply torch-applied modified system. Garland's HPR Torch Base Sheet is applied to the approved substrate and StressPly IV Plus membranes are solidly torch adhered to the torch base sheet.

StressPly IV Plus membranes can also be used as the torchable top layer of a modified roof system. Two plies of ASTM D 2178, Type IV or VI fiberglass felt are solidly bonded to the approved substrate. StressPly IV Plus membranes are then solidly torch adhered to these base layers.

Cap Sheets
StressPly IV Plus | StressPly IV Plus Mineral | StressPly IV Plus UV Mineral | Technical Data Sheet

Technical Data	StressPly IV Plus	StressPly IV Plus Mineral	StressPly IV Plus UV Mineral
Tensile Strength	*MD 310 lbf./in. (54.25 kN/m) * XD 310 lbf./in. (54.25 kN/m) **MD 430 lbf./in. (75.25 kN/m) **XD 335 lbf./in. (58.63 kN/m)	*MD 310 lbf./in. (54.25 kN/m) *XD 310 lbf./in. (54.25 kN/m) **MD 430 lbf./in. (75.25 kN/m) **XD 335 lbf./in. (58.63 kN/m)	*MD 310 lbf./in. (54.25 kN/m) * XD 310 lbf./in. (54.25 kN/m) **MD 430 lbf./in. (75.25 kN/m) **XD 335 lbf./in. (58.63 kN/m)
***Tear Strength**	MD 510 lbf. (2269 N) XD 510 lbf. (2269 N)	MD 510 lbf. (2269 N) XD 510 lbf. (2269 N)	MD 510 lbf. (2269 N) XD 510 lbf. (2269 N)
***Elongation**	*MD 9.0% *XD 8.0% **MD 6.0% **XD 6.0%	*MD 9.0% *XD 8.0% **MD 6.0% **XD 6.0%	*MD 9.0% *XD 8.0% **MD 6.0% **XD 6.0%
***Low Temperature Flex**	-40°F (-40°C)	-40°F (-40°C)	-40°F (-40°C)

Finished membrane meets and/or exceeds ASTM D 6162, TYPE III.
Test Method ASTM D 5147 is tested at:
* 2 in./min @ 73.4 ± 3.6°F (50 mm/min @ 23 ± 2°C) ** 0.08 in/min @ 0 ± 3.6°F (2.0 mm/min @ -18 ± -3°C)

Roll Dimensions	StressPly IV Plus	StressPly IV Plus Mineral	StressPly IV Plus UV Mineral
Width	3 ft. 3 in. (1m)	3 ft. 3 in. (1m)	3 ft. 3 in. (1m)
Length	26 ft. 2 in. (7.98 m)	26 ft. 2 in. (7.98 m)	26 ft. 2 in. (7.98 m)
Weight	110 lbs. (49.9 kg)	125 lbs. (56.7 kg)	125 lbs. (56.7 kg)
Nominal Thickness	180 mils (4,572 microns)	195 mils (4,953 microns)	195 mils (4,953 microns)
Net Coverage	75 sq. ft. (6.96 m^2)	75 sq. ft. (6.96 m^2)	75 sq. ft. (6.96 m^2)
Packaging	20 rolls/pallet	20 rolls/pallet	20 rolls/pallet

Eco-Facts	StressPly IV Plus	StressPly IV Plus Mineral	StressPly IV Plus UV Mineral
Recycled Content			
Pre-Consumer	15%	–	–
Post-Consumer	0.5%	–	–
Reflectance	–	0.45	***0.67 / 0.61
Emittance	–	0.87	***0.90 / 0.90
SRI	–	51	***0.82 / 0.74

***Sunburst Mineral (0700-0029b) CRRC results / Rapid Ratings 3-year aging in process.

For specific application recommendations, please contact your local Garland Representative or Garland Technical Service Department.

Installation of this product with hot oxidized asphalt may result in exposure to hazardous chemicals. Special care and attention for proper product installation must be followed in all cases. For specific details refer to the NIOSH safe handling practices in publication No. 2003-107, as well as OSHA standard 1910.134 for further exposure precautions.

CRRC RATED PRODUCT
0700-0029b
Sunburts Mineral on StressPly IV UV Mineral

CLASSIFIED UL US | MIAMI-DADE COUNTY APPROVED | FM APPROVED

StressPly IV Plus UV Mineral product is protected by U.S. Patent # 6,933,007

UL VALIDATED
✓ STRESSPLY® IV PLUS CONTAINS AN AVERAGE OF 15% PRE-CONSUMER AND 0.5% POST-CONSUMER RECYCLED CONTENT

For more information, visit us at: www.garlandco.com

The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
Toll Free: 800-387-5991
(Only in Canada)

Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. A ± 10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or Garland Corporate Office for more information.

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SP IV P/ IV P M 0225

TUFF-STUFF® MS

One-Part Elastomeric Sealant
Technical Data Sheet

OVERVIEW & FEATURES

Tuff-Stuff MS is a moisture-curing, single-component, non-sag sealant that contains no solvents. When cured, Tuff-Stuff MS offers the performance of a two-part sealant with the ease of installation associated with a one-part. It is designed to maintain an effective bond and seal between materials of similar and dissimilar surfaces, porosities and coefficients of expansion. Tuff-Stuff MS is designed for use in reglets, precast panels, tilt-up walls, metal curtain walls, copings, window and door perimeters, panel bedding and glazing details.

Environmentally Friendly – Due to its modified silane chemistry, Tuff-Stuff MS is a low-odor product which makes it useful in VOC sensitive areas like hospitals, schools, and food production plants. Tuff-Stuff MS does not use solvents or isocyanates and contains only 50 g/L VOC's.

Extended Life for High Movement – Tuff-Stuff MS high solid content optimizes minimal shrinking unlike heavily solvent based products that will shrink when exposed to UV as the solvent flashes out enabling high flexibility and long-term performance.

User Friendly/Saves Money – Tuff-Stuff MS can be applied with a normal caulking gun, industrial type, and wet or dry tooled into a joint making it easy for in-house maintenance use.

Cures Quickly – Tuff-Stuff MS utilizes a moisture assisted cure type chemistry that enables a fast skin time and is paintable within 3 days of install depending on the sealed joints overall dimensions.

APPLICATION

Surface Preparation – Joint surfaces and backer rod must be dry and free of all contaminants such as oil, grease, wax, dust, corrosion, tar, asphalt, loose aggregate, frost, form-release agents, decorative and protective coatings. Precast panels using form release agents other than polyethylene film must be sandblasted or mechanically abraded and blown or brushed dust free. Glass, metal and other nonporous surfaces must be free of any coatings and wiped clean with solvent.

Priming – Never a substitute for proper surface preparation, priming is not required on glass or anodized aluminum and usually not necessary on other common building materials. However, varieties of brick, natural stone, plastics, paints, EIFS, coatings and other treatments of surfaces often present difficult substrates at which to adhere. Due to the number and unpredictable nature of these substrates, a field test is recommended to determine the adhesion of Tuff-Stuff MS.

Joint Backing – Backer rods control the depth of the sealant and allow it to be applied under pressure. Use an oversized, closed-cell backer rod sized so that it will compress 25%. In joints too shallow for backer rod, use a polyethylene bond-breaker tape to prevent three-sided adhesion.

Joints should be masked to ensure a neat appearance. Sealant should be applied in a continuous operation using sufficient pressure to fill the joint and make complete contact to the joint sides. Tool the sealant slightly concave using dry-tooling techniques. Do not tool with soap or detergent and water solutions.

Movement Capability - 25% Extension - 25% Compression. Joint sealants do not change volume with expansion or compression, only shape; the greater the change in shape, the greater the stress on the sealant.

Tool Time (Initial Skin) - 1-2 hours at 77°F (25°C); 50% relative humidity. Higher temperatures and/or humidity will shorten this time.

Cleaning - Use mineral spirits to remove excess sealant before it cures and to clean equipment.

Storage Life - One-part MS polymer is extremely moisture and heat sensitive. Tuff-Stuff MS has a warranted shelf life of nine (9) months from the factory shipping date when stored in original unopened cartridges at conditions not exceeding 80°F (27°C), 50% relative humidity. Consistently higher temperatures and/or humidity will shorten the shelf life and valid warranty.

PRECAUTIONS

Tuff-Stuff MS should not be used:

- As a cap, heel or toe bead in certain glazing installations with highperformance glass or plastic.
- In joints less than 1/4 in. (6 mm) in depth.
- In joints where contact may be made with polysulfide sealants
- In areas exposed to harsh chemicals.
- On certain architectural paints and finishes without laboratory or field testing.
- In horizontal joints subject to vehicular traffic.

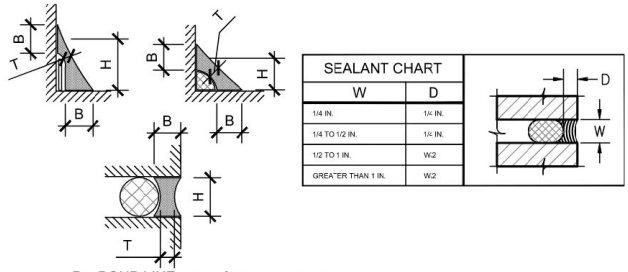
TUFF-STUFF® MS

One-Part Elastomeric Sealant
Technical Data Sheet

Technical Data	Tuff-Stuff MS
Bond Durability-Class 25 (ASTM C 920)	Passes
Hardness, Shore A (ASTM C 920, 15-50)	25-35
Service Temperature Range	-50°F to 300°F (-45°C to 148°C)
Stain and Color Change (ASTM C 920)	Passes
Tack Free Time @ 77°F (25°C); 50% RH (ASTM C 679)	Less than 1 hr.
Tensile Strength (ASTM D 412)	225 psi
Elongation (ASTM D 412)	450-550%
Weep and Sag max 3/16 in. (4 mm) (ASTM C 920)	Passes
VOC	<50 g/L
Colors	Refer to color chart

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

Joint Size (depth x width)	10.3 oz tube
1/4" x 1/4" (0.635cm x 0.635cm) **1/4" x 1/2"** (0.635cm x 1.27cm)	24' (7.32m) 12' (3.66m)
3/8" x 3/8" (0.95cm x 0.95cm) **3/8" x 3/4"** (0.95cm x 1.91cm)	11' (3.35m) 5.5' (1.68m)
1/2" x 1/2" (1.27cm x 1.27cm) **1/2" x 1"** (1.27cm x 2.54cm)	6' (1.83m) 3' (0.91m)
3/4" x 3/4" (1.91cm x 1.91cm) **3/4" x 1.5"** (1.91cm x 3.175cm)	2.5' (0.76m) 1.5' (0.46m)
1" x 1" (2.54cm x 2.54cm)	1.5' (0.46m)



B = BOND LINE - MIN. ⅜" ON MASONRY
- MIN. ¼" ON METAL OR GLASS

T = SEALANT THICKNESS - MIN. ¼" TO ⅜" FOR SILICONE SEALANTS
- MIN. ¼" TO ½" FOR URETHANE SEALANTS

GENERAL BEAD PROFILE - PROVIDE AN "HOURGLASS" PROFILE (B>T)
- PROVIDE MIN. 2:1 LENGTH TO THICKNESS RATIO (H:T)

Garland Greenhouse®

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The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
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Tuff-Flash™ Plus LO

OVERVIEW & FEATURES

Tuff-Flash™ Plus LO is a multi-purpose, two-part, asphaltic polyurethane-based, low-odor, liquid flashing membrane designed to create a watertight flashing on tough roofing details that are difficult to seal with a typical modified membrane. Tuff-Flash Plus LO combined with Grip Polyester™ Firm creates a watertight liquid flashing membrane that adheres to smooth or mineral modified membranes as well as a variety of metal surfaces.

Long-term Protection – Tuff-Flash Plus LO polyurethane chemistry undergoes a chemical curing reaction that builds strength over time unlike other solvent-based rubberized coatings that simply form films as the solvent flashes off. With this superior chemistry, the material can outperform and outlast similar coatings.

Low-Odor Application – Due to its asphaltic polyurethane chemistry, Tuff-Flash Plus LO is a low-odor product, minimizing odor concerns in VOC sensitive areas like hospitals, schools and food production plants.

Versatile – Tuff-Flash Plus LO is a versatile liquid flashing mastic that can seal even tough flashing details where a modified membrane or pitch pocket would have trouble sealing. It can be used on SBS, APP, and smooth or mineral surfaced asphalt roofs as well as many types of metal substrates (with proper surface preparation). Tuff-Flash Plus LO can be applied with a brush or trowel, making it easy for in-house maintenance teams to use.

Environmentally Safe – Tuff-Flash Plus LO is low VOC and when it cures, it initially looks like hot-applied rubberized asphalt. However, there is no need for a torch or hot kettle.

Cures Quickly – A reflective coating can be applied over Tuff-Coat Plus LO within 15-30 days, compared to up to six months with standard emulsions and solvent-based coatings under normal weather conditions (i.e. 77°F (25°C)).

MIXING

DO NOT THIN. DO NOT HAND MIX. Begin by mixing Part A (2.75) gal.) using a power mixer (e.g. 1/2" drill and an 8" mud mixer). Do not draw air into the mix. While mixing, slowly add one jug of Part B (0.25 gal.) to the pail and mix thoroughly for 3 FULL MINUTES. The proportions are pre-measured, DO NOT ESTIMATE.

APPLICATION

Ensure that wet conditions do not exist. An infrared scan is highly recommended. Remove all wet insulation, dirt and debris from the existing roof to ensure proper adhesion. Perform an adhesion test on the surface to determine if the surface is an acceptable substrate for the Tuff-Flash Plus LO.

For Repair Material

Apply Tuff-Flash Plus LO at a rate of approximately 1 gal./7 ft. at 8 in. wide x 1/4 in. over the affected area with GarMesh®. The Tuff-Flash Plus LO must completely cover the GarMesh, not allowing the reinforcement to be exposed. Feather out the perimeter edges of the Tuff-Flash Plus LO, tapering the material outward. This will help alleviate the product from pulling on this membrane and decrease the potential for mineral loss. If granules are to be incorporated, apply them subsequent to the Tuff-Flash Plus LO application. Care shall be exerted not to spread minerals over surfaces prior to product application. If granules are not being used, Tuff-Flash Plus LO must be coated with either an aluminizer or white coating at least 15-30 days after application.

For Liquid Flashing Detail

Once the desired area is marked off, prime the surface with Garla-Prime™ at 0.5 gal/100 sq. ft. Next, apply Tuff-Flash Plus LO at a rate of approximately 5-6 gal. per 100 sq. ft. (2.0-2.4 l/m^2) with Grip Polyester Firm embedded within the Tuff-Flash over the entire roof surface. Please refer to the application guide for coverage rates and specific application steps. Feather out the perimeter edges of the Tuff-Flash Plus LO, tapering the material outward. This will help alleviate the product from pulling on this membrane and decrease the potential for mineral loss. If granules are to be incorporated, apply them subsequent to the Tuff-Flash Plus LO application. Care shall be exerted not to spread minerals over surfaces prior to product application. If granules are not being used, Tuff-Flash Plus LO must be coated with either an aluminizer or white coating at 15-30 days after application.

PRECAUTIONS

- Do not thin
- Do not hand mix
- Do not apply over wet surfaces
- Please read product label and SDS
- Material should be kept indoors while not in use
- Do not keep on the roof overnight
- Do not apply if there is a threat of rain or dew within 24 hours of application

Tuff-Flash Plus LO

Technical Data	Tuff-Flash Plus LO
Solids by Volume	86%
Density	8.3 lbs./gal.
Elongation @ 77°F (25°C) ASTM D412	325%
Hardness, Shore A ASTM D2240 @ 77ºF	55
Tensile Strength ASTM D412	650 psi
Tear Strength ASTM D624 (Die C)	115 lb./in.
Service Temperature	-60º-180ºF (-51.1º-82.2ºC)
Coverage Rate **Repair Material** **Liquid Flashing**	 1 gal./7 ln. ft. @ 8" wide x ¼" thick 2 gals./100 sq. ft. w/ reinforcement (base coat) 3-4 gals./100 sq. ft. (top coat)
Packaging	Part A: 3-Gallon pail, 2.75 gallons Part B: 1-Gallon jug, filled 0.25 gallons
Shelf Life	12 months

For specific recommendations and coverage rates, please contact your local Garland Representative or Garland Technical Service Department.

Eco Facts	Tuff-Flash Plus LO
VOC	< 100 g/l

For more information, visit us at: www.garlandco.com

The Garland Company, Inc.
3800 East 91st Street
Cleveland, OH 44105
FAX: 216-641-0633
Phone: 216-641-7500
Toll Free: 800-321-9336

Garland Canada Inc.
209 Carrier Drive
Toronto, Ontario
Canada, M9W 5Y8
FAX: 416-747-1980
Phone: 416-747-7995
Toll Free: 800-387-5991
(Only in Canada)

Tests verified by independent laboratories. Actual roof performance specifications will vary depending on test speed and temperature. Data reflects samples randomly collected. ±10% variation may be experienced. The above data supersedes all previously published information. Consult your local Garland Representative or the home office for more information.

GarMesh is a registered trademark of The Garland Company, Inc. Tuff-Flash, Garla-Prime and Grip Polyester are registered trademarks of The Garland Company, Inc. and Garland Canada Inc.

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TFP LO 0524


GARLAND®


Design-Build Solutions, Inc.
DBS
A Subsidiary of Garland Industries

Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055

ROOFING MATERIAL AND SERVICES PROPOSAL

Village of Northbrook
Crestwood Place
1000 Waukegan Rd
Northbrook, IL 60062

Date Submitted: 9/18/2025
Proposal #: 25-IL-250905
MICPA # PW1925
Illinois General Contractor License #: 104.015673

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Racine County, WI and OMNIA Partners, Public Sector (U.S. Communities). The line item pricing breakdown from Attachment C: Bid Form should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered an informal competitive process for obtaining quotes for the project with the hopes of providing a lower market-adjusted price whenever possible.

Scope of Work:

1. The bid includes roofing replacement, associated rooftop mechanical and plumbing work only.
   a. Mechanical work is the responsibility of the roofing contractor.
   b. All contractors responsible for field verifying all measurements and dimensions.

2. Remove existing roof system down to concrete deck.
   a. Replace all existing plastic roof drain hardware and replace with new cast iron components. New roof drain assemblies (when required) and plumbing work is the responsibility of the roofing contractor.
3. Prime roof deck with Garla-Prime VOC at a rate of 0.5 GAL/SQ.
4. Install HPR Torch Base over roof deck across the field of the roof as the vapor barrier.
5. Install new ¼":12" tapered polyiso system. All insulation to be set in Insul-Lock HR per Wind Uplift calculations.
   a. Raise all penetrations as required to meet minimum flashing heights.
   b. Provide ½":12" 4'x4' sumps at all roof drains.
   c. Plumbing stacks must be minimum 12" above field of roof.
   d. Apply Pro-Stop FR Primer to all exposed wood nailer at a rate of 0.5 GAL/SQ.
6. Install ½" DensDeck Prime set in Insul-Lock HR per Wind Uplift calculations as the cover
7. Install HPR Torch Base across the field of the roof.
8. Install StressPly IV Plus Mineral across the field of the roof.
9. Install HPR Torch Base and StressPly IV Plus Mineral to all penetration and perimeter flashing areas, install termination bar as required and seal with Tuff Stuff MS.
   a. Provide and install new pitch pocket with metal cover detail at all conduit penetrations.
   b. Provide and install new Dura-Block conduit support.

10. Apply Garlabrite coating to field and flashings, two coats, 1.0 GAL/SQ per coat for a total of 2 GAL/SQ, installed in a crosshatch pattern.
11. Install new metal counter flashing as specified in the project manual and all other defined metal details in the project drawings at all penetrations and perimeters as required and seal with Tuff Stuff MS as required.
    a. All metal details to be 24 gauge galvanized kynar coated steel.
    b. Surface mounted counter flashing details at parapet walls, sealed with Tuff Stuff MS.

Proposal Price Based Upon Market Experience:	**$**	**443,906**

Garland/DBS Price Based Upon Local Market Competition:

DCG Roofing	**$**	**443,906**
Knickerbocker Roofing & Paving Co., Inc.	$	554,972
Waukegan Roofing Company Inc	$	633,562

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers.

Please Note – The construction industry is experiencing unprecedented global pricing and availability pressures for many key building components. Specifically, the roofing industry is currently experiencing long lead times and significant price increases with roofing insulation and roofing fasteners. Therefore, this proposal can only be held for 30 days. DBS greatly values your business, and we are working diligently with our long-term suppliers to minimize price increases and project delays which could effect your project. Thank you for your understanding and cooperation.

Clarifications/Exclusions:

1. Sales and use taxes are included.
2. Permit costs are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is included to which it obtains to the scope of work.
6. Interior Temporary protection is excluded.
7. Prevailing Wages are included.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Nathan Parker

Nathan Parker
Garland/DBS, Inc.
(216) 302-3791

Ordinance 2018-34

Ordinance Ascertaining the Prevailing Rate of Wages in Cook County

Passed by the Board of Trustees, 6/12/2018
Printed and Published 6/13/2018

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document
was properly published on the date
stated above.

/s/ Debra J. Ford
Village Clerk

Ordinance 2018-34

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

Ordinance Ascertaining the Prevailing Rate of Wages in Cook County

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND

The State of Illinois has enacted the Prevailing Wage Act, 820 ILCS 130/0.01 *et seq*. (2012) ("***Act***"). The Act requires that the Village of Northbrook ("***Village***") investigate and ascertain the prevailing rate of wages for laborers, mechanics and other workers in Cook County employed in performing construction of public works for the Village. Any term appearing in this Ordinance that is also used in the Act shall have the same meaning as that ascribed to it in the Act.

Section 2. WAGE RATE DETERMINATION

To the extent and as required by the Act, the general prevailing rate of wages in Cook County for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of the Village is hereby ascertained and determined to be the same as the prevailing rate of wages for construction work in Cook County as determined by the State of Illinois Department of Labor as up to May 24, 2018. A copy of that determination is attached hereto, and by this reference incorporated herein, as ***Exhibit A***. As required by the Act, any and all revisions of the prevailing rate of wages in Cook County by the State of Illinois Department of Labor shall supersede the Department of Labor's May 2018 determination and apply to any and all public works construction undertaken by the Village. The most recent revisions to the prevailing rate of wages in Cook County by the Illinois Department of Labor are available for access by the public on the Department's official website.

Section 3. PUBLIC WORKS CONSTRUCTION

Nothing herein contained shall be construed to apply the general prevailing rate of wages for Cook County as herein ascertained to any work or employment except public works construction of the Village conducted in Cook County to the extent required by the Act.

Section 4. PUBLIC POSTING

The Village Clerk is hereby directed to publicly post or keep available for inspection by any interested party in the main office of the Village the determination of the prevailing rate of wages for Cook County as set forth in this Ordinance.

Section 5. FILING, PUBLICATION

The Village Manager is hereby directed to:

(a) promptly file a certified copy of this Ordinance with the Department of Labor of the State of Illinois.

(b) cause a notice of this determination to be published in a newspaper of general circulation within the area, within thirty (30) days of its filing with the Department of Labor of the State of Illinois.

(c) mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rate.

(d) attach a copy of this determination or of the revised determination of prevailing rate of wages then in effect to all public works construction contracts.

Section 6. EFFECTIVE DATE.

This Ordinance shall be in effect upon its passage, approval, and publication in the manner provided by law.

Adopted: 6/12/2018

RESULT:	**ADOPTED BY CONSENT VOTE [UNANIMOUS]**
MOVER:	James Karagianis, Trustee
SECONDER:	Kathryn Ciesla, Trustee
AYES:	Frum, Karagianis, Buehler, Ciesla, Israel, Collison, Han

ATTEST:

/s/ Sandra E. Frum
Village President

/s/ Debra J. Ford
Village Clerk

Cook County Prevailing Wage Rates posted on 9/15/2025

						Overtime										
Trade Title	**Rg**	**Type**	**C**	**Base**	**Foreman**	**M-F**	**Sa**	**Su**	**Hol**	**H/W**	**Pension**	**Vac**	**Trng**	**Other Ins**	**Add OT 1.5x owed**	**Add OT 2.0x owed**
ASBESTOS ABT-GEN	All	ALL		51.40	52.40	1.5	1.5	2.0	2.0	18.32	17.71	0.00	0.91	0.00	0.00	0.00
ASBESTOS ABT-MEC	All	BLD		42.02	45.38	1.5	1.5	2.0	2.0	16.44	16.64	0.00	0.92		3.37	6.73
BOILERMAKER	All	BLD		58.91	64.21	2.0	2.0	2.0	2.0	7.07	27.02	0.00	3.69	2.31	0.00	39.30
BRICK MASON	All	BLD		53.06	58.37	1.5	1.5	2.0	2.0	12.95	26.26	0.00	1.57	0.00	4.23	8.45
CARPENTER	All	ALL		56.71	58.71	1.5	1.5	2.0	2.0	13.64	27.26	2.61	1.04		0.00	0.00
CEMENT MASON	All	ALL		53.10	55.10	2.0	1.5	2.0	2.0	18.43	24.00	0.00	1.25		2.50	5.00
CERAMIC TILE FINISHER	All	BLD		49.09	49.09	1.5	1.5	2.0	2.0	13.25	17.61	0.00	1.37	0.00	5.57	11.14
CERAMIC TILE LAYER	All	BLD		57.04	62.04	1.5	1.5	2.0	2.0	13.25	21.60	0.00	1.50	0.00	7.63	15.26
COMMUNICATION ELECTRICIAN	All	BLD		51.14	56.25	1.5	1.5	2.0	2.0	16.70	14.48	1.40	1.27	0.10	0.00	0.00
ELECTRIC PWR EQMT OP	All	ALL		64.58	70.87	1.5	1.5	2.0	2.0	12.99	22.45	0.00	3.66	0.00	0.00	0.00
ELECTRIC PWR GRNDMAN	All	ALL		50.37	70.87	1.5	1.5	2.0	2.0	10.13	17.51	0.00	2.85	0.00	0.00	0.00
ELECTRIC PWR LINEMAN	All	ALL		64.58	70.87	1.5	1.5	2.0	2.0	12.99	22.45	0.00	3.66	0.00	0.00	0.00
ELECTRICIAN	All	ALL		57.75	63.53	1.5	1.5	2.0	2.0	19.34	21.13	1.60	1.87	0.30	0.00	0.00
ELEVATOR CONSTRUCTOR	All	BLD		70.68	79.52	2.0	2.0	2.0	2.0	16.28	21.36	5.65	0.80		0.00	0.00
FENCE ERECTOR	All	ALL		52.25	54.75	1.5	1.5	2.0	2.0	14.29	19.02	0.00	1.00	0.00	0.00	0.00
GLAZIER	All	BLD		53.55	55.05	1.5	2.0	2.0	2.0	16.04	26.64	0.00	2.30	0.00	0.00	0.00
HEAT/FROST INSULATOR	All	BLD		56.02	59.38	1.5	1.5	2.0	2.0	16.44	19.88	0.00	0.92		4.99	9.97
IRON WORKER	All	ALL		62.46	65.96	2.0	2.0	2.0	2.0	19.05	27.04	0.00	0.49	0.00	0.00	0.00
LABORER	All	ALL		51.40	52.15	1.5	1.5	2.0	2.0	18.32	17.71	0.00	0.91	0.00	0.00	0.00
LATHER	All	ALL		56.71	58.71	1.5	1.5	2.0	2.0	13.64	27.26	2.61	1.04		0.00	0.00
MACHINIST	All	BLD		60.39	64.39	1.5	1.5	2.0	2.0	11.43	9.95	1.85	1.47	0.00	0.00	0.00
MARBLE FINISHER	All	ALL		40.21	54.60	1.5	1.5	2.0	2.0	12.95	23.81	0.00	0.98	0.00	3.00	6.00
MARBLE SETTER	All	BLD		52.00	57.20	1.5	1.5	2.0	2.0	12.95	25.57	0.00	1.25	0.00	3.88	7.76
MATERIAL TESTER I	All	ALL		41.40		1.5	1.5	2.0	2.0	18.32	17.71	0.00	0.91	0.00	0.00	0.00
MATERIALS TESTER II	All	ALL		46.40		1.5	1.5	2.0	2.0	18.32	17.71	0.00	0.91	0.00	0.00	0.00
MILLWRIGHT	All	ALL		56.71	58.71	1.5	1.5	2.0	2.0	13.64	27.26	2.61	1.04		0.00	0.00

Cook County Prevailing Wage Rates posted on 9/15/2025

OPERATING ENGINEER	All	BLD	1	64.80	68.80	2.0	2.0	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	BLD	2	63.50	68.80	2.0	2.0	2.0	2.0	24.70	21.55	2.00	2.75	0.00	0.00	0.00
OPERATING ENGINEER	All	BLD	3	60.95	68.80	2.0	2.0	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	BLD	4	59.20	68.80	2.0	2.0	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	BLD	5	68.55	68.80	2.0	2.0	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	BLD	6	65.80	68.80	2.0	2.0	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	BLD	7	67.80	68.80	2.0	2.0	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	FLT	1	73.95	73.95	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	FLT	2	72.45	73.95	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	FLT	3	67.95	73.95	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	FLT	4	63.45	73.95	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	FLT	5	75.45	73.95	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	FLT	6	63.45	73.95	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	HWY	1	63.00	67.00	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	HWY	2	62.45	67.00	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	HWY	3	60.40	67.00	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	HWY	4	59.00	67.00	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	HWY	5	57.80	67.00	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	HWY	6	66.00	67.00	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
OPERATING ENGINEER	All	HWY	7	64.00	67.00	1.5	1.5	2.0	2.0	24.70	21.55	2.00	2.75		0.00	0.00
ORNAMENTAL IRON WORKER	All	ALL		59.26	62.76	2.0	2.0	2.0	2.0	14.86	27.70	0.00	2.25	0.00	0.00	0.00
PAINTER	All	ALL		54.30	61.09	1.5	1.5	1.5	2.0	16.26	17.59	0.00	1.86	0.00	0.00	0.00
PAINTER - SIGNS	All	BLD		46.76	52.53	1.5	1.5	2.0	2.0	8.20	16.81	0.00	0.00	0.00	0.00	0.00
PILEDRIVER	All	ALL		56.71	58.71	1.5	1.5	2.0	2.0	13.64	27.26	2.61	1.04		0.00	0.00
PIPEFITTER	All	BLD		58.50	61.50	1.5	1.5	2.0	2.0	15.15	22.85	0.00	3.12	0.00	0.00	0.00
PLASTERER	All	BLD		51.10	54.17	1.5	1.5	2.0	2.0	18.43	22.10	0.00	1.25	0.00	0.00	0.00
PLUMBER	All	BLD		60.50	64.15	1.5	1.5	2.0	2.0	19.10	17.94	0.00	1.98		0.00	0.00
ROOFER	All	BLD		52.00	57.00	1.5	1.5	2.0	2.0	12.20	17.59	0.00	1.14	0.00	0.00	0.00
SHEETMETAL WORKER	All	BLD		54.58	58.95	1.5	1.5	2.0	2.0	15.88	28.92	0.00	1.20	0.00	0.00	0.00

SIGN HANGER	All	BLD		36.72	39.66	1.5	1.5	2.0	2.0	7.45	4.70	0.00	0.00	0.00	0.00	0.00
SPRINKLER FITTER	All	BLD		63.25	66.00	1.5	1.5	2.0	2.0	15.45	19.90	0.00	1.15	0.00	0.00	0.00
STEEL ERECTOR	All	ALL		62.46	65.96	2.0	2.0	2.0	2.0	19.05	27.04	0.00	0.49	0.00	0.00	0.00
STONE MASON	All	BLD		53.06	58.37	1.5	1.5	2.0	2.0	12.95	26.26	0.00	1.57	0.00	4.23	8.45
SURVEY WORKER	All	BLD		58.45	59.45	1.5	1.5	2.0	2.0	19.10	14.40	0.00	1.59		0.00	0.00
SURVEY WORKER	All	HWY		58.45	59.45	1.5	1.5	2.0	2.0	19.10	14.40	0.00	1.59		0.00	0.00
TERRAZZO FINISHER	All	BLD		51.44	51.44	1.5	1.5	2.0	2.0	13.25	18.87	0.00	1.41	0.00	4.45	8.89
TERRAZZO MECHANIC	All	BLD		55.35	58.85	1.5	1.5	2.0	2.0	13.25	20.26	0.00	1.46	0.00	4.70	9.39
TRAFFIC SAFETY WORKER I	All	HWY		43.40	45.40	1.5	1.5	2.0	2.0	10.08	10.08	0.00	1.05	0.00	0.00	0.00
TRAFFIC SAFETY WORKER II	ALL	HWY		44.40	46.40	1.5	1.5	2.0	2.0	10.08	10.08	0.00	1.05	0.00	0.00	0.00
TRUCK DRIVER	E	ALL	1	45.55	46.20	1.5	1.5	2.0	2.0	13.35	16.09	0.00	0.30	0.00	0.00	0.00
TRUCK DRIVER	E	ALL	2	45.80	46.20	1.5	1.5	2.0	2.0	13.35	16.09	0.00	0.30	0.00	0.00	0.00
TRUCK DRIVER	E	ALL	3	46.00	46.20	1.5	1.5	2.0	2.0	13.35	16.09	0.00	0.30	0.00	0.00	0.00
TRUCK DRIVER	E	ALL	4	46.20	46.20	1.5	1.5	2.0	2.0	13.35	16.09	0.00	0.30	0.00	0.00	0.00
TRUCK DRIVER	W	ALL	1	44.83	45.38	1.5	1.5	2.0	2.0	12.20	16.61	0.00	0.30	0.00	0.00	0.00
TRUCK DRIVER	W	ALL	2	44.98	45.38	1.5	1.5	2.0	2.0	12.20	16.61	0.00	0.30	0.00	0.00	0.00
TRUCK DRIVER	W	ALL	3	45.18	45.38	1.5	1.5	2.0	2.0	12.20	16.61	0.00	0.30	0.00	0.00	0.00
TRUCK DRIVER	W	ALL	4	45.38	45.38	1.5	1.5	2.0	2.0	12.20	16.61	0.00	0.30	0.00	0.00	0.00
TUCKPOINTER	All	BLD		52.53	53.53	1.5	1.5	2.0	2.0	11.05	23.16	0.00	1.46	0.00	0.00	0.00

Legend

Rg Region
Type Trade Type - All,Highway,Building,Floating,Oil & Chip,Rivers
C Class
Base Base Wage Rate
OT M-F Unless otherwise noted, OT pay is required for any hour greater than 8 worked each day, Mon through Fri. The number listed is the multiple of the base wage.
OT Sa Overtime pay required for every hour worked on Saturdays
OT Su Overtime pay required for every hour worked on Sundays
OT Hol Overtime pay required for every hour worked on Holidays
H/W Health/Welfare benefit
Vac Vacation
Trng Training

Other Ins Employer hourly cost for any other type(s) of insurance provided for benefit of worker.

Explanations COOK COUNTY

The following list is considered as those days for which holiday rates of wages for work performed apply: New Years Day, Memorial Day, Fourth of July, Labor Day, Thanksgiving Day, Christmas Day and Veterans Day in some classifications/counties. Generally, any of these holidays which fall on a Sunday is celebrated on the following Monday. This then makes work performed on that Monday payable at the appropriate overtime rate for holiday pay. Common practice in a given local may alter certain days of celebration. If in doubt, please check with IDOL.

TRUCK DRIVERS (WEST) - That part of the county West of Barrington Road.

EXPLANATION OF CLASSES

ASBESTOS - GENERAL - removal of asbestos material/mold and hazardous materials from any place in a building, including mechanical systems where those mechanical systems are to be removed. This includes the removal of asbestos materials/mold and hazardous materials from ductwork or pipes in a building when the building is to be demolished at the time or at some close future date. ASBESTOS - MECHANICAL - removal of asbestos material from mechanical systems, such as pipes, ducts, and boilers, where the mechanical systems are to remain.

CERAMIC TILE FINISHER

The grouting, cleaning, and polishing of all classes of tile, whether for interior or exterior purposes, all burned, glazed or unglazed products; all composition materials, granite tiles, warning detectable tiles, cement tiles, epoxy composite materials, pavers, glass, mosaics, fiberglass, and all substitute materials, for tile made in tile-like units; all mixtures in tile like form of cement, metals, and other materials that are for and intended for use as a finished floor surface, stair treads, promenade roofs, walks, walls, ceilings, swimming pools, and all other places where tile is to form a finished interior or exterior. The mixing of all setting mortars including but not limited to thin-set mortars, epoxies, wall mud, and any other sand and cement mixtures or adhesives when used in the preparation, installation, repair, or maintenance of tile and/or similar materials. The handling and unloading of all sand, cement, lime, tile, fixtures, equipment, adhesives, or any other materials to be used in the preparation, installation, repair, or maintenance of tile and/or similar materials. Ceramic Tile Finishers shall fill all joints and voids regardless of method on all tile work, particularly and especially after installation of said tile work. Application of any and all protective coverings to all types of tile installations including, but not be limited to, all soap compounds, paper products, tapes, and all polyethylene coverings, plywood, masonite, cardboard, and any new type of products that may be used to protect tile installations, Blastrac equipment, and all floor scarifying equipment used in preparing floors to receive tile. The clean up and removal of all waste and materials. All demolition of existing tile floors and walls to be re-tiled.

COMMUNICATIONS ELECTRICIAN

Installation, operation, inspection, maintenance, repair and service of radio, television, recording, voice sound vision production and reproduction, telephone and telephone interconnect, facsimile, data apparatus, coaxial, fibre optic and wireless equipment, appliances and systems used for the transmission and reception of signals of any nature, business, domestic, commercial,

education, entertainment, and residential purposes, including but not limited to, communication and telephone, electronic and sound equipment, fibre optic and data communication systems, and the performance of any task directly related to such installation or service whether at new or existing sites, such tasks to include the placing of wire and cable and electrical power conduit or other raceway work within the equipment room and pulling wire and/or cable through conduit and the installation of any incidental conduit, such that the employees covered hereby can complete any job in full.

MARBLE FINISHER

Loading and unloading trucks, distribution of all materials (all stone, sand, etc.), stocking of floors with material, performing all rigging for heavy work, the handling of all material that may be needed for the installation of such materials, building of scaffolding, polishing if needed, patching, waxing of material if damaged, pointing up, caulking, grouting and cleaning of marble, holding water on diamond or Carborundum blade or saw for setters cutting, use of tub saw or any other saw needed for preparation of material, drilling of holes for wires that anchor material set by setters, mixing up of molding plaster for installation of material, mixing up thin set for the installation of material, mixing up of sand to cement for the installation of material and such other work as may be required in helping a Marble Setter in the handling of all material in the erection or installation of interior marble, slate, travertine, art marble, serpentine, alberene stone, blue stone, granite and other stones (meaning as to stone any foreign or domestic materials as are specified and used in building interiors and exteriors and customarily known as stone in the trade), carrara, sanionyx, vitrolite and similar opaque glass and the laying of all marble tile, terrazzo tile, slate tile and precast tile, steps, risers treads, base, or any other materials that may be used as substitutes for any of the aforementioned materials and which are used on interior and exterior which are installed in a similar manner.

MATERIAL TESTER I: Hand coring and drilling for testing of materials; field inspection of uncured concrete and asphalt.

MATERIAL TESTER II: Field inspection of welds, structural steel, fireproofing, masonry, soil, facade, reinforcing steel, formwork, cured concrete, and concrete and asphalt batch plants; adjusting proportions of bituminous mixtures.

OPERATING ENGINEER - BUILDING

Class 1. Asphalt Plant; Asphalt Spreader; Autograde; Backhoes with Caisson Attachment; Batch Plant; Benoto (requires Two Engineers); Boiler and Throttle Valve; Caisson Rigs; Central Redi-Mix Plant; Combination Back Hoe Front End-loader Machine; Compressor and Throttle Valve; Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Conveyor (Truck Mounted); Concrete Paver Over 27E cu. ft; Concrete Paver 27E cu. ft. and Under: Concrete Placer; Concrete Placing Boom; Concrete Pump (Truck Mounted); Concrete Tower; Cranes, All; Cranes, Hammerhead; Cranes, (GCI and similar Type); Creter Crane; Spider Crane; Crusher, Stone, etc.; Derricks, All; Derricks, Traveling; Formless Curb and Gutter Machine; Grader, Elevating; Grouting Machines; Heavy Duty Self-Propelled Transporter or Prime Mover; Highlift Shovels or Front Endloader 2-1/4 yd. and over; Hoists, Elevators, outside type rack and pinion and similar machines; Hoists, One, Two and Three Drum; Hoists, Two Tugger One Floor; Hydraulic Backhoes; Hydraulic Boom Trucks; Hydro Vac (and similar equipment); Locomotives, All; Motor Patrol; Lubrication Technician; Manipulators; Pile Drivers and Skid Rig; Post Hole Digger; Pre-Stress Machine; Pump Cretes Dual Ram; Pump Cretes: Squeeze Cretes-Screw Type Pumps; Gypsum Bulker and Pump; Raised and Blind Hole Drill; Roto Mill Grinder; Scoops - Tractor Drawn; Slip-Form Paver; Straddle Buggies; Operation of Tie Back Machine; Tournapull; Tractor with Boom and Side Boom; Trenching Machines.

Class 2. Boilers; Broom, All Power Propelled; Bulldozers; Concrete Mixer (Two Bag and Over); Conveyor, Portable; Forklift Trucks; Highlift Shovels or Front Endloaders under 2-1/4 yd.; Hoists, Automatic; Hoists, Inside Elevators; Hoists, Sewer Dragging Machine; Hoists, Tugger Single Drum; Laser Screed; Rock Drill (Self-Propelled); Rock Drill (Truck Mounted); Rollers, All; Steam Generators; Tractors, All; Tractor Drawn Vibratory Roller; Winch Trucks with "A" Frame.

Class 3. Air Compressor; Combination Small Equipment Operator; Generators; Heaters, Mechanical; Hoists, Inside Elevators (remodeling or renovation work); Hydraulic Power Units (Pile Driving, Extracting, and Drilling); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Low Boys; Pumps, Well Points; Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 4. Bobcats and/or other Skid Steer Loaders; Oilers; and Brick Forklift.

Class 5. Assistant Craft Foreman.

Class 6. Gradall.

Class 7. Mechanics; Welders.

OPERATING ENGINEERS - HIGHWAY CONSTRUCTION

Class 1. Asphalt Plant; Asphalt Heater and Planer Combination; Asphalt Heater Scarfire; Asphalt Spreader; Autograder/GOMACO or other similar type machines: ABG Paver; Backhoes with Caisson Attachment; Ballast Regulator; Belt Loader; Caisson Rigs; Car Dumper; Central Redi-Mix Plant; Combination Backhoe Front Endloader Machine, (1 cu. yd. Backhoe Bucket or over or with attachments); Concrete Breaker (Truck Mounted); Concrete Conveyor; Concrete Paver over 27E cu. ft.; Concrete Placer; Concrete Tube Float; Cranes, all attachments; Cranes, Tower Cranes of all types: Creter Crane: Spider Crane; Crusher, Stone, etc.; Derricks, All; Derrick Boats; Derricks, Traveling; Dredges; Elevators, Outside type Rack & Pinion and Similar Machines; Formless Curb and Gutter Machine; Grader, Elevating; Grader, Motor Grader, Motor Patrol, Auto Patrol, Form Grader, Pull Grader, Subgrader; Guard Rail Post Driver Truck Mounted; Hoists, One, Two and Three Drum; Heavy Duty Self-Propelled Transporter or Prime Mover; Hydraulic Backhoes; Backhoes with shear attachments up to 40' of boom reach; Lubrication Technician; Manipulators; Mucking Machine; Pile Drivers and Skid Rig; Pre-Stress Machine; Pump Cretes Dual Ram; Rock Drill - Crawler or Skid Rig; Rock Drill - Truck Mounted; Rock/Track Tamper; Roto Mill Grinder; Slip-Form Paver; Snow Melters; Soil Test Drill Rig (Truck Mounted); Straddle Buggies; Hydraulic Telescoping Form (Tunnel); Operation of Tieback Machine; Tractor Drawn Belt Loader; Tractor Drawn Belt Loader (with attached pusher - two engineers); Tractor with Boom; Tractaire with Attachments; Traffic Barrier Transfer Machine; Trenching; Truck Mounted Concrete Pump with Boom; Raised or Blind Hole Drills (Tunnel Shaft); Underground Boring and/or Mining Machines 5 ft. in diameter and over tunnel, etc; Underground Boring and/or Mining Machines under 5 ft. in diameter; Wheel Excavator; Widener (APSCO).

Class 2. Batch Plant; Bituminous Mixer; Boiler and Throttle Valve; Bulldozers; Car Loader Trailing Conveyors; Combination Backhoe Front Endloader Machine (Less than 1 cu. yd. Backhoe Bucket or over or with attachments); Compressor and Throttle Valve; Compressor, Common Receiver (3); Concrete Breaker or Hydro Hammer; Concrete Grinding Machine; Concrete Mixer or Paver 7S Series to and including 27 cu. ft.; Concrete Spreader; Concrete Curing Machine, Burlap Machine, Belting Machine and Sealing Machine; Concrete Wheel Saw; Conveyor Muck Cars (Haglund or Similar Type); Drills, All; Finishing Machine - Concrete; Highlift Shovels or Front Endloader; Hoist - Sewer Dragging Machine; Hydraulic Boom Trucks (All Attachments); Hydro-Blaster; Hydro

Excavating (excluding hose work); Laser Screed; All Locomotives, Dinky; Off-Road Hauling Units (including articulating) Non Self-Loading Ejection Dump; Pump Cretes: Squeeze Cretes - Screw Type Pumps, Gypsum Bulker and Pump; Roller, Asphalt; Rotary Snow Plows; Rototiller, Seaman, etc., self-propelled; Self-Propelled Compactor; Spreader - Chip - Stone, etc.; Scraper - Single/Twin Engine/Push and Pull; Scraper - Prime Mover in Tandem (Regardless of Size); Tractors pulling attachments, Sheeps Foot, Disc, Compactor, etc.; Tug Boats.

Class 3. Boilers; Brooms, All Power Propelled; Cement Supply Tender; Compressor, Common Receiver (2); Concrete Mixer (Two Bag and Over); Conveyor, Portable; Farm-Type Tractors Used for Mowing, Seeding, etc.; Forklift Trucks; Grouting Machine; Hoists, Automatic; Hoists, All Elevators; Hoists, Tugger Single Drum; Jeep Diggers; Low Boys; Pipe Jacking Machines; Post-Hole Digger; Power Saw, Concrete Power Driven; Pug Mills; Rollers, other than Asphalt; Seed and Straw Blower; Steam Generators; Stump Machine; Winch Trucks with "A" Frame; Work Boats; Tamper-Form-Motor Driven.

Class 4. Air Compressor; Combination - Small Equipment Operator; Directional Boring Machine; Generators; Heaters, Mechanical; Hydraulic Power Unit (Pile Driving, Extracting, or Drilling); Light Plants, All (1 through 5); Pumps, over 3" (1 to 3 not to exceed a total of 300 ft.); Pumps, Well Points; Vacuum Trucks (excluding hose work); Welding Machines (2 through 5); Winches, 4 Small Electric Drill Winches.

Class 5. SkidSteer Loader (all); Brick Forklifts; Oilers.

Class 6. Field Mechanics and Field Welders

Class 7. Dowell Machine with Air Compressor; Gradall and machines of like nature.

OPERATING ENGINEER - FLOATING

Class 1. Craft Foreman; Master Mechanic; Diver/Wet Tender; Engineer; Engineer (Hydraulic Dredge).

Class 2. Crane/Backhoe Operator; Boat Operator with towing endorsement; Mechanic/Welder; Assistant Engineer (Hydraulic Dredge); Leverman (Hydraulic Dredge); Diver Tender.

Class 3. Deck Equipment Operator, Machineryman, Maintenance of Crane (over 50 ton capacity) or Backhoe (115,000 lbs. or more); Tug/Launch Operator; Loader/Dozer and like equipment on Barge, Breakwater Wall, Slip/Dock, or Scow, Deck Machinery, etc.

Class 4. Deck Equipment Operator, Machineryman/Fireman (4 Equipment Units or More); Off Road Trucks; Deck Hand, Tug Engineer, Crane Maintenance (50 Ton Capacity and Under) or Backhoe Weighing (115,000 pounds or less); Assistant Tug Operator.

Class 5. Friction or Lattice Boom Cranes.

Class 6. ROV Pilot, ROV Tender

SURVEY WORKER

Operates survey equipment (such as levels, transits, data collectors, GPS and robotic total stations) for the purpose of performing construction layout and/or grade checking.

SURVEY FOREMAN

Operates survey equipment (such as levels, transits, data collectors, GPS and robotic total stations) for the purpose of performing construction layout and/or grade checking; oversees survey crew operations; and/or coordinates work of survey crews.

TERRAZZO FINISHER

The handling of sand, cement, marble chips, and all other materials that may be used by the Mosaic Terrazzo Mechanic, and the mixing, grinding, grouting, cleaning and sealing of all Marble, Mosaic, and Terrazzo work, floors, base, stairs, and wainscoting by hand or machine, and in addition, assisting and aiding Marble, Masonic, and Terrazzo Mechanics.

TRAFFIC SAFETY Worker I

Traffic Safety Worker I - work associated with the delivery, installation, pick-up and servicing of safety devices during periods of roadway construction, including such work as set-up and maintenance of barricades, barrier wall reflectors, drums, cones, delineators, signs, crash attenuators, glare screen and other such items, and the layout and application or removal of conflicting and/or temporary roadway markings utilized to control traffic in construction zones, as well as flagging for these operations.

TRAFFIC SAFETY WORKER II

Work associated with the installation and removal of permanent pavement markings and/or pavement markers including both installations performed by hand and installations performed by truck.

TRUCK DRIVER - BUILDING, HEAVY AND HIGHWAY CONSTRUCTION - EAST & WEST

Class 1. Two or three Axle Trucks. A-frame Truck when used for transportation purposes; Air Compressors and Welding Machines, including those pulled by cars, pick-up trucks and tractors; Ambulances; Batch Gate Lockers; Batch Hopperman; Car and Truck Washers; Carry-alls; Fork Lifts and Hoisters; Helpers; Mechanics Helpers and Greasers; Oil Distributors 2-man operation; Pavement Breakers; Pole Trailer, up to 40 feet; Power Mower Tractors; Self-propelled Chip Spreader; Skipman; Slurry Trucks, 2-man operation; Slurry Truck Conveyor Operation, 2 or 3 man; Teamsters; Unskilled Dumpman; and Truck Drivers hauling warning lights, barricades, and portable toilets on the job site.

Class 2. Four axle trucks; Dump Crets and Adgetors under 7 yards; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnapulls or Turnatrailers when pulling other than self-loading equipment or similar equipment under 16 cubic yards; Mixer Trucks under 7 yards; Ready-mix Plant Hopper Operator, and Winch Trucks, 2 Axles.

Class 3. Five axle trucks; Dump Crets and Adgetors 7 yards and over; Dumpsters, Track Trucks, Euclids, Hug Bottom Dump Turnatrailers or turnapulls when pulling other than self-loading equipment or similar equipment over 16 cubic yards; Explosives and/or Fission Material Trucks; Mixer Trucks 7 yards or over; Mobile Cranes while in transit; Oil Distributors, 1-man operation; Pole Trailer, over 40 feet; Pole and Expandable Trailers hauling material over 50 feet long; Slurry trucks, 1-man operation; Winch

trucks, 3 axles or more; Mechanic--Truck Welder and Truck Painter.

Class 4. Six axle trucks; Dual-purpose vehicles, such as mounted crane trucks with hoist and accessories; Foreman; Master Mechanic; Self-loading equipment like P.B. and trucks with scoops on the front.

Other Classifications of Work:

For definitions of classifications not otherwise set out, the Department generally has on file such definitions which are available. If a task to be performed is not subject to one of the classifications of pay set out, the Department will upon being contacted state which neighboring county has such a classification and provide such rate, such rate being deemed to exist by reference in this document. If no neighboring county rate applies to the task, the Department shall undertake a special determination, such special determination being then deemed to have existed under this determination. If a project requires these, or any classification not listed, please contact IDOL at 217-782-1710 for wage rates or clarifications.

LANDSCAPING

Landscaping work falls under the existing classifications for laborer, operating engineer and truck driver. The work performed by landscape plantsman and landscape laborer is covered by the existing classification of laborer. The work performed by landscape operators (regardless of equipment used or its size) is covered by the classifications of operating engineer. The work performed by landscape truck drivers (regardless of size of truck driven) is covered by the classifications of truck driver.

MATERIAL TESTER & MATERIAL TESTER/INSPECTOR I AND II

Notwithstanding the difference in the classification title, the classification entitled "Material Tester I" involves the same job duties as the classification entitled "Material Tester/Inspector I". Likewise, the classification entitled "Material Tester II" involves the same job duties as the classification entitled "Material Tester/Inspector II".

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Removal of One Landmark Tree at 1860 Butternut Lane

Overview
As reviewed by the Tree Protection and Preservation Review Board on September 17, 2024 the property owner was considering removal of three (3) Landmark trees. Based upon direction of the Review Board, the property owners have made efforts to minimize the removal of trees and are now seeking approval to remove only one Landmark tree.

Fiscal Impact
Pursuant to the Municipal Code, the property owner will be required to pay a reforestation fee of $4,350 for removal of the one (1) Landmark tree, with a total of 29 caliper inches.

Recommendation
Approval.

Background
The Village Code requires that a request for the removal of Heritage and Landmark trees located in the required yard be reviewed by the Tree Protection and Preservation Review Board, which then provides a recommendation to the full Village Board for their approval, approval with conditions, or denial of the request.

On September 17, 2024, the Tree Protection and Preservation Review Board reviewed a tree removal application for 1860 Butternut Lane, which was filed in conjunction with a building permit application for the construction of a new single family home. The original tree removal application included the removal of most of the trees located on the property, including the removal of three (3) Landmark trees located in the required yard per the property's zoning requirements. Although the trees were in conflict with the proposed driveway, the removal of any Landmark trees requires a permit for removal which can only be issued upon the adoption of a Resolution by the Village Board.

If a Landmark tree is approved for removal, a fee of $150 per DBH (diameter breast Height) inch, less the number of inches that are replanted, is assessed for the removal of Landmark Tree in accordance with the Annual Fee Ordinance. Additionally, the wood from the trees must be milled for a purpose other than firewood, mulch, or wood chips. The builder and

homeowner must take aggressive measures to replant trees (3-inch caliper or greater) on the property. The property owner must also meet the conditions of any tree permit issued for removal of any other trees on the property.

The Tree Protection and Preservation Review Board discussed various ways of constructing the proposed driveway at 1860 Butternut Lane without impacting the Landmark trees, including the possibility of reorienting the driveway on the property in such a way that would eliminate the need to remove some of the Landmark trees.

Since the September 17, 2024 meeting, Village staff has worked with the property owner and their general contractor to revisit the construction plans for the new home. As a result, the driveway has been reoriented on the site allowing for the preservation of two (2) of the three (3) Landmark trees previously requested for removal.

Staff is recommending Village Board approval of a Resolution authorizing the removal of one (1) Landmark tree, identified on Exhibit A as #78, which is a 29-inch diameter Swamp White Oak in the required yard at 1860 Butternut Lane. This Resolution meets the recommendation made by the Tree Protection and Preservation Review Board. Staff will be present at the meeting to address any questions that may arise.

A Resolution Authorizing the Removal of One Landmark Tree at 1860 Butternut Lane
Exhibit A 78, a 29-inch diameter Swamp White Oak
Supplemental Information - September 17, 2024 Meeting Minutes Tree Preservation Protection Review Board
Supplemental Information - Materials reviewed by Tree Preservation Protection Review Board
Supplemental Information-1860 Butternut Tree Permit PowerPoint

Resolution 2025 -_____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Removal of One Landmark Tree at 1860 Butternut Lane

is hereby adopted, as follows:

Section 1. Recitals.

Chapter 25 of the Northbrook Municipal Code (1988), as amended ("***Municipal Code***"), sets forth various regulations regarding the protection and preservation of trees in the Village ("***Tree Preservation Ordinance***"). The Tree Preservation Ordinance requires private land owners to obtain a tree permit from the Village before engaging in certain regulated tree activities. No tree permit may be issued for the removal of a Landmark Tree that is located in a required yard, or any Heritage Tree unless the Board of Trustees approves the removal by resolution. The Tree Preservation Ordinance grants the Board of Trustees the power to set such conditions on the approval of a tree permit that the Board determines to be necessary and appropriate to accomplish the purposes of the Tree Preservation Ordinance.

Punnoose Thacket ("***Applicant***"), the owner of the residential lot located at 1860 Butternut Lane ("***Property***"), has requested that the Village issue a tree permit to allow the removal of one Landmark tree (#78) in the required yard (the "***Tree***"). The Applicant seeks to construct a new single-family home.

Pursuant to the requirements of Section 25-23, as amended, the Tree Protection and Preservation Review Board held a meeting on September 17, 2024 to review the tree permit requested by the Applicant. The Tree Protection and Preservation Review Board unanimously recommended reorienting the driveway on the Property in such a way that would eliminate the need to remove some of the Landmark trees. The Applicant has subsequently worked with Village staff to reorient the driveway on the Property, allowing for the preservation of two of the three Landmark trees previously requested for removal.

Based on the evidence received, the Tree Protection and Preservation Review Board conditioned its approval of the tree permit for the removal of the Tree on the following conditions; (i) a fee of $150 per diameter breast height (DBH) for the Landmark tree be assessed for the 29 inches of trunk diameter being removed, for a total amount of $4,350; less the number of inches that are replanted, in accordance with the Annual Fee Ordinance; (ii) the wood from the Tree must be milled for a purpose other than firewood, mulch, or wood chips; (iii) the builder and homeowner must take aggressive measures to replant trees (3-inch caliper or greater) on the Property; (iv) the property owner must meet the conditions of any tree permits issued for removal of any other trees on the Property.

Based on these factors, Village staff recommends approval of a tree permit for the removal of the Tree on the Property in accordance with the recommendations and conditions set forth in this Resolution.

The President and the Board of Trustees have determined that the issuance of a tree permit in accordance with this Resolution is in the best interest of the Village and its residents.

Section 2. Tree Permit.

Subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 3 of this Resolution, the Village Manager is hereby authorized and directed to issue a tree permit for the removal of the Tree from the Property ("***Tree Permit***").

Section 3. Tree Permit Conditions.

The Tree Permit authorized by Section 2 of this Resolution shall be, and is hereby, expressly subject to and contingent upon each of the following terms, conditions, and restrictions:

A. The Applicant shall, prior to the issuance of the Tree Permit, pay to the Village the fee in lieu of tree replacement required by Section 25-23 of the Municipal Code in the amount set forth in the Annual Fee Ordinance and as more specifically described in Section 1 of this Resolution. The fee in lieu of tree replacement for the Tree may be reduced by the replanting of trees on the Property;

B. The Applicant will cause the Tree authorized to be removed to be milled and the wood used for a purpose other than firewood, mulch, or wood chips and preferably use the wood in the construction of the new home;

C. The Applicant must take aggressive measures to preserve all other Landmark Trees located the Property; and

D. The Applicant satisfy and comply with all conditions of any tree permits issued for the removal of any other trees on the Property.

Section 3. Effective Date.

This Resolution shall become effective immediately upon its passage and approval in the manner provided by law.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYS:
ABSTAIN:
ABSENT:

ATTEST:

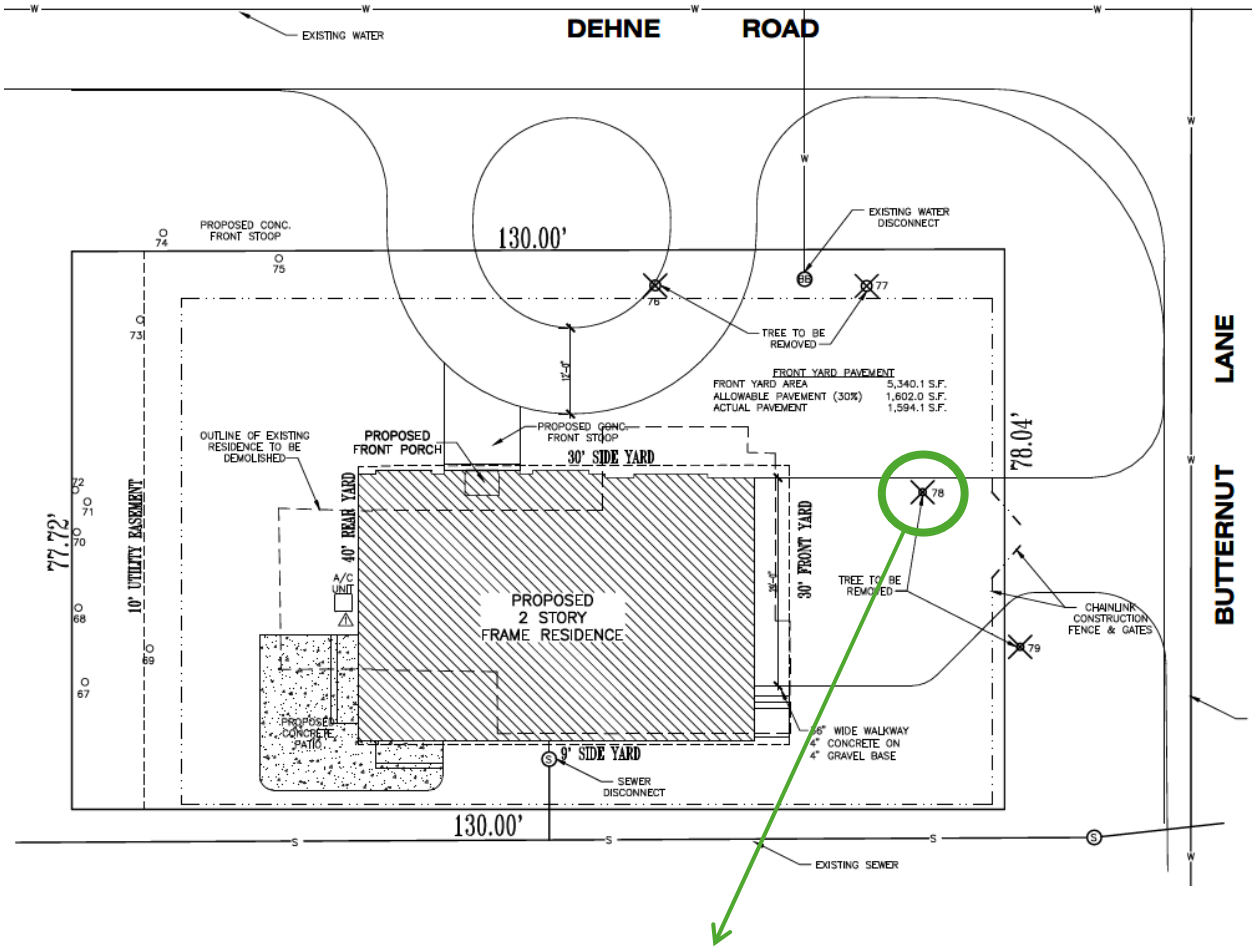
_____

Village President

_____

Exhibit A

1860 Butternut Lane - Northbrook, IL



ID	Species	Diameter (inches)	Designation	Yard	Rating 1-5 (1 - healthy)
#78	Swamp White Oak	29	Landmark	Required	3

Tree Protection & Preservation Committee Minutes

Location:
Terrace Room – Village Hall
1225 Cedar Lane, Northbrook, IL 60062

Date:
Tuesday, September 17, 2024

Call to order:
1:00 PM

Attendees:
Joy Ebhomielen, Trustee
Cara Pavlicek, Village Manager
Kelly Hamill, Director of Public Works
Julie Gray, Assistant Director of Public Works
Mark Cacioppo, Tree Preservation Officer
Dmytro Vaskiv, Owner of 3856 Sunset
Quinten Bull, Landscaper for 3856 Sunset
Punnoose Thacket, Owner of 1860 Butternut
Sunil Rajan, Builder for 1860 Butternut

Discussion Topics:
Julie Gray gave a presentation regarding requests for tree removal for 3856 Sunset Lane and 1860 Butternut Lane for construction.

3856 Sunset Lane:
Homeowner requests the removal of one Landmark Tree (T-29) and one Heritage Tree (T-28) as well as two other Oak Trees (T-30 and T-31) for the construction of an inground pool and patio within the required yard. Staff recommend a fee of $150.00 per inch for the Landmark Trees T-29, T-30 and T-31 and $250.00 per DBH inch for the Heritage Tree T-28 which equates to 116.5 caliper inches in the required yard for a total of $20,725.00.

Trustee Ubhomielen questioned the replacement credits for the trees and Mark Cacioppo stated they would have to resubmit a landscape plan, and all replanted trees would have to be a minimum of 3” at the time of planting.

The recommendation of the committee was for the removal of trees requested excluding T-28 and T-29 that would have to be presented to the Board of Trustees.

Cara motioned to support the recommendation of staff and present the request for the Heritage Tree to the Board of Trustees.

Trustee Ebhomielen seconded the motion.

1860 Butternut Lane:
Trustee Ebhomielen questioned the removal of 5 trees for a new driveway. It was discussed to look at the plans and see if there was another way of constructing the driveway without impacting so many trees.

It was discussed to see if the driveway could be re-oriented in a way that would save the trees. Trustee Ebhomielen stated that trees are important, and she has a concern regarding losing so many trees.

Cara asked Mark Cacioppo for the condition of the trees including the parkway tree. According to the independent contractor who was hired he rated the trees as 3, 3 and 3. Village staff arborist Dan Cook rated the trees 1.4, 1.2 and 1.6, which is a better rating (condition) than the contractor had.

Director Hamill discussed the request about removal of the Parkway trees as shown on their drawings, and he stated as long as they reconfigured their half circle driveway to save the three trees along Dehne he would approve the removal of the parkway tree (T-79) on the Butternut Lane side to be removed so the driveway could be constructed straight and wider for the vehicles to the garage. Also, there are underground utilities on that side that would impact the parkway tree.

Trustee Ebhomielen asked the age of the trees and Mark Cacioppo said the trees are about 80 to 120 years old (T-75, T-77 and T-78).

Trustee Ebhomielen motioned to the recommendation to resubmit new plans depicting the changes requested during this meeting regarding the half-circle driveway and saving the three trees on the Dehne side and presenting to the Board the request for removal of T-78 Landmark Swamp White Oak on the Butternut Lane side.

Manager Pavlicek seconded the motion.

Meeting adjourned at 2:35 PM

Permit #: PT24-0129

Fee: _____

VILLAGE OF NORTHBROOK
Public Works Department
655 Huehl Road
Northbrook, Illinois 60062
847/272-4711 FAX: 847/272-3629
treeremovalapplication@northbrook.il.us
www.northbrook.il.us

Tree Removal Application

All applications should be submitted to Public Works or to treeremovalapplication@northbrook.il.us

***Property Address** 1860 BUTTERNUT LANE, NORTHBROOK- 60062 Date 05/03/2024

***Property Owner Information**

Name PUNOOSE THACHET

Address 2060 SECOND ST. NORTHBOOK, IL - 60062

Telephone 773-203-0048 e-mail PTHACHET@SBCGLOBAL.NET

***Tree Contractor Information**

Company DAVIS TEKTON LLC [GC] EDDY'S TREE SERVICE

Address 19050 W OAK CT City LAKEVILLA State _____ Zip _____

Telephone 847-775-9569 Fax _____ e-mail EDDYS@EDDYSTREESERVICE.COM

CONTACT- SUNIL@DAVISTEKTON.COM

***Applicant**

☐ Property Owner ☐ Tree Contractor ☐ Property Manager ☐ Other GENERAL CONTRACTOR

Name SUNIL RAMAN (DAVIS TEKTON LLC)

e-mail SUNIL@DAVISTEKTON.COM Phone 224-419-1086 Fax _____

All review correspondence and approved permit paperwork shall be sent to the applicant via e-mail.

***Permit Type** (Check all applicable)

☐ Standard Tree Removal Application (dead, dying, diseased, dangerous, good forestry or other).

☑ Construction Tree Removal Application (trees need to be removed for a pending or active construction project)

☐ Emergency Tree Removal Application

- I am submitting this application in order to receive a retroactive tree removal permit.
- I have included photographic evidence of the emergency/hazard.
- The property owner may be found in violation of Municipal Code Chapter 25 if it no pictures are submitted and it is determined the protected tree(s) was removed without a permit and was not an emergency.

☐ Tree Preservation Ordinance Violation Notice (I am required to submit this application as a requirement for a violation)

☐ ComEd line drop/scheduled power outage required. You must notify the Village of the date and time when the line drop/power outage is scheduled

Tree Information* (Reason for removal and location required)

	Diameter (inches) Measured 4.5 feet above grade	Tree Type: Botanical or Common Name	*Reason For Removal	*Location
1.	29	SWAMP WHITE OAK	IN DRIVEWAY REMOVE + REPLACE	TREE #78
2.	20	SWAMP WHITE OAK	IN DRIVEWAY REMOVE + REPLACE	TREE #75
3.	77	SWAMP WHITE OAK	IN DRIVEWAY REMOVE + REPLACE	TREE #77

+ If listing more than 3 trees please use the tree removal application supplemental page.

*REQUIRED TO BE FILLED OUT

Notices

Statement of Fact: I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of fact (whether intentional or not) in this application or any other required document, as well as any misleading statement or omission, may be cause for revocation of permit, regardless of how or when discovered. I certify that I have done my due diligence to determine that I do need to submit a tree removal application. I understand that submitting an application does not entitle me to a permit, and I must have the permit in hand before beginning any work. Removal of tree(s) PRIOR to permit approval and issuance will result in the property owner receiving a minimum fine of $250 and/or being issued a ticket requiring them to attend a local adjudication hearing.

I understand I must inform the tree contractor listed on the application, who will be performing the tree removals of all applicable Village of Northbrook codes pertaining to tree removals as stated below.

I have marked the trees for identification.

Statement of Authorization: I certify I am authorized to submit this application as the property owner or on behalf of the property owner. Note: If the trunk of the tree straddles property lines, a letter from the adjacent owner or a note of consent must be included with this application. If HOA approval is required by the property owner, a letter from the HOA permitting the removal of the tree(s) is included in the application.

I have included in the application a signed contract with the tree company that will be performing the tree removals.

Statement of Compliance with Village Code: I agree to comply with Village of Northbrook Municipal Code Chapter 25 Tree Protection and Preservation, Vegetation regarding tree removals. Including compliance with all standards found in ANSI Z133-2012, Safety Standards for Arboriculture Operations. This includes but is not limited to creating a safe work zone on both private property and in the public right of way with cones and signage indicating tree work ahead and/or sidewalk/road closed signs, proper safety equipment for laborers and the use of the proper equipment for safely removing trees.

Closure of public roadway is prohibited without a separate permit from The Public Works Department. 48 hour notice is required prior the closure of any Public Roadway. Under no circumstances will trees be allowed to be felled in whole across a public walkway or roadway.

Damage to any public property will result in fines and full cost of repairs being assessed to the contractor listed on the permit.

Permission to enter private property: The above named property owner hereby gives permission to the Village of Northbrook and its agents, officers and employees to enter the property for the purpose of tree inspection prior to permit issuance and for replanting compliance inspection (if required) after the permit is issued.

ComEd Line drop/ Scheduled Power Outage: I agree that if a line drop or scheduled power outage, to be performed by ComEd for the safe removal of the tree(s) listed on the permit is required, I will contact the Public Works Department at 847-272-4711 and inform them of the date and time of the scheduled line drop or power outage.

***Signatures** **(Both required if property owner is not applicant)**

By signing below I acknowledge that I have read, understand and complied with all items listed under "notices".

Property Owner Signature [signature] Date 05|03|2024

Applicant Signature (if other than owner) [signature] Date 05|03|2024

For Office Use Only

Reviewer_____ Approval Date_____

Will replacements be required? ☐ Yes ☐ No

Caliper inches of Trees _____ Permit Fee $_____

Approx # of Trees _____ Deposit Collected $_____

Tree Replacement Agreement Signed ☐ Yes ☐ No Total $_____

Logwood Recycling Agreement Signed ☐ Yes ☐ No

Comments:

*REQUIRED TO BE FILLED OUT

northbrook

Public Works Department
655 Huehl Road
Northbrook, Illinois 60062
847/272-4711 FAX: 847/272-3629
treeremovalapplication@northbrook.il.us
www.northbrook.il.us

Tree Removal Application Supplemental Page

Use this page to list additional trees. Question? Contact Tree Preservation at 847-272-4711

Property Address: 1860 BUTTERNUT LANE Date: 5/3/2024

Applicant Name: SUNIL RAJAN Applicant Phone: 224-419-1086

	Diameter (inches) Measured 4.5 feet above grade	Tree Type: Botanical or Common Name	Reason For Removal	Location
3	12	HACKBERRY	REMOVE + REPLACE AS DISCUSSED	TREE #67
4	11	MULBERRY	REMOVE + REPLACE AS DISCUSSED	TREE #68
5	18	MAGNOLIA	REMOVE + REPLACE AS DISCUSSED	TREE #69
6	7	MULBERRY	REMOVE + REPLACE AS DISCUSSED	TREE #70
7	15	MULBERRY	REMOVE + REPLACE AS DISCUSSED	TREE #71
8	19	MULBERRY	REMOVE + REPLACE AS DISCUSSED	TREE #72
9	13	AUSTRIAN PINE	REMOVE + REPLACE AS DISCUSSED	TREE #73
10	23	AUSTRIAN PINE	IN PRIVIOUS REMOVE + REPLACE	TREE #76
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				

All trees proposed for removal are to be marked with ribbon, string, tape or paint for identification.

Site Plan

Draw your site plan in the space provided below.

You may also attach a plat of survey or engineering plan drawing.

All trees proposed for removal are to be marked with ribbon, string, tape or paint for identification

SEE ATTACH PLANS

Tree Preservation Survey					Sunil
					1860 Butternut Ln
					Northbrook, IL
TAG #	SIZE	SPECIES	CONDITION 1 - 6 (1=BEST - 6= DEAD)	Form	NOTES / LOCATION
67	12	Hackberry	3		
68	11	Mulberry	3		
69	18	Magnolia	4		
70	7	Mulberry	4		
71	15	Mulberry	3		
72	19	Mulberry	3		
73	13	Austrian Pine	4		
74	14	Scots Pine	3		
75	20	Swamp White Oak	3		
76	23	Austrian Pine	3		
77	18	Swamp White Oak	3		
78	29	Swamp White Oak	3		
79	18	Swamp White Oak	3		
Thank you,					
Lou Leggett					
Certified Arborist #177					
847-561-7061					

DAVIS TEKTON
HOME BUILDERS

Davis Tekton LLC

1129 S Brockway St

Palatine, IL- 60067

(224) 419-1086

sunil@davistekton.com

QUOTE
EST0036

DATE
May 3, 2024

TOTAL
USD $6,000.00

TO

Punoose Thachet

1860 Butternut Lane

Northbrook IL

60062

773-203-0048

DESCRIPTION	RATE	QTY	AMOUNT
Estimate to Remove All trees from the above property and the near by property fence We had discussed this with the neighbors, who agreed to remove the trees. They are ready to submit a signed no-objection letter to the village	$5,000.00	1	$5,000.00
	$0.00	1	$0.00

SUBTOTAL	$5,000.00
OVERHEAD &PROFIT (20%)	$1,000.00
TOTAL	USD $6,000.00

Estimate is valid only for 30 days



Tree Preservation Survey					Sunil
					1860 Butternut Ln
					Northbrook, IL
TAG #	SIZE	SPECIES	CONDITION 1 - 6 (1=BEST - 6= DEAD)	Form	NOTES / LOCATION
67	12	Hackberry	3		
68	11	Mulberry	3		
69	18	Magnolia	4		
70	7	Mulberry	4		
71	15	Mulberry	3		
72	19	Mulberry	3		
73	13	Austrian Pine	4		
74	14	Scots Pine	3		
75	20	Swamp White Oak	3		
76	23	Austrian Pine	3		
77	18	Swamp White Oak	3		
78	29	Swamp White Oak	3		
79	18	Swamp White Oak	3		
Thank you,					
Lou Leggett					
Certified Arborist #177					
847-561-7061					

Received May 20th

ESTIMATE

Eddys Tree Service Inc.

Eddie Lorenzo
Tel: (847) 775-9569
eddy@eddystreeservice.com
21190 W. Rollins Rd Lake Villa Il 60046

www.eddystreeservice.com

Bill To

Punoose Thachet
773-203-0048
1860 Butterunt Ln
Northbrook Il 60062

Estimate #EST399

Issued 05/15/2024

Description	QTY	Price, USD	Amount, USD
Remove all trees from the property and near by property fence	1	$5,000.00	$5,000.00
		Subtotal	$5,000.00
		Total	**$5,000.00**

Received
5-28-24

May 24, 2024

Village of Northbrook
Public Works Department
655 Huehl Road
Northbrook, IL 60062

RE: No-Objection Letter

To Whom It May Concern,

I understand that the Village of Northbrook has requested a letter of consent from us regarding the removal of trees bordering our property at 2251 Dehne Rd, Northbrook, IL 60062, and 1860 Butternut Ln, Northbrook, IL 60062.

Our only concern is that some outdoor lights are attached to one of our trees. As long as arrangements are made to keep these lights in place, we have no objection to removing and replacing the old trees with new ones.

Please feel free to contact me if you have any questions.

Sincerely,

Jay Henry
847-323-1794

VILLAGE OF NORTHBROOK
Public Works Department
655 Huehl Road
Northbrook, Illinois 60062
847/272-4711 FAX: 847/272-3629
www.northbrook.il.us

RECEIVED
APR 10 2024
BY:

Arborist Form

This form is to be used along with the Forestry Condition Assessment Form for any tree requiring additional evaluation by an independent arborist. This form must be completed and signed by a qualified arborist. Qualified arborists are individuals with relevant education and training in arboriculture or urban forestry and must currently have one of the following credentials:

- International Society of Arboriculture (ISA) Certified Arborist
- American Society of Consulting Arborists (ASCA) Registered Consulting Arborist

Arborist Information

Name: Lou Leggett
Company: Sunrise Tree Service
Address: 110 Midlothian Road Hawthorn Woods IL 60047
Email: lou@sunrisetreeservice.com
Phone: 847-526-7161

☐ International Society of Arboriculture (ISA) Certified Arborist ISA # IL-0177A

☐ American Society of Consulting Arborists (ASCA) Registered Consulting Arborist RCA #_____

Tree Information

Address of tree(s): 1560 Butternut
Total Number of trees evaluated: 15
Date trees were evaluated: 4-1-2024

I, Lou Leggett (name) am currently certified as an Arborist by the ISA or am a Registered Consulting Arborist with the ASCA. I have evaluated trees at the site listed above to determine if they are dead, dying, dangerous or healthy based upon the Village's Forestry Condition Assessment Form which, is based on the conditions rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations.

Tree	Species	DBH	Assessment Rating (1-no apparent problems to 5-Dead)
1			
2			
3			
4			

*Forestry Condition Assessment forms for each tree to be attached.

Notices

Statement of Fact: I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of fact (whether intentional or not) in this application or any other required document, as well as any misleading statement or omission, may be cause for revocation of permit, regardless of how or when discovered. I certify that I have done my due diligence to determine that I do need to submit a tree removal application. I have marked the trees for identification.

Statement of Compliance with Village Code: I agree to comply with Village of Northbrook Municipal Code Chapter 25 Tree Protection and Preservation, Vegetation regarding tree removals. I understand that submitting an application does not entitle me to a permit, and I must have the permit in hand before beginning any work. Removal of tree(s) PRIOR to permit approval and issuance will result in the property owner receiving a minimum fine of $250.

Arborist Signature: _____ Date: 4-1-2024

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

The Condition of a tree is determined by evaluating its present structure and health and if necessary its structure before being removed. If the structure of a tree is questionable, its proximity to a target can be important in rating tree structure. Roots, trunk and scaffold branches are evaluated both for structure and for health, while small branches, twigs and foliage and/or buds are rated only for health:

The scoring system both for structure and for health is:

Dead	5
Extreme problems	4
Major problems	3
Minor problems	2
No apparent problems	1

Address: 1860 Butternut

Tree Genus/Species: Sugar maple

Size: 20

Tree Inventory #: 75

Date: 4/1/24 **By:** Lou Leggett

1. **ROOTS**
   (A root collar inspection may be warranted)
   Root anchorage
   Collar/flare soundness
   Mechanical injury
   Girdling/kinked roots
   Compaction/waterlogged roots
   Toxic gases/chemical symptoms
   Presence of insects or disease
   Mushrooms — 3

2. **TRUNK**
   (Core sampling or climbing may be needed and/or warranted to inspect trunk)
   Sound bark and wood
   Cavities
   Mechanical or fire injury
   Cracks (frost or other)
   Swollen or sunken areas
   Presence of insects or disease
   Conks — 3

3. **SCAFFOLD BRANCHES**
   (Climbing the tree may be warranted to inspect the branches)
   Strong attachments
   Smaller diameter than trunk where attached
   Vertical branch distribution
   Free of included bark
   Free of decay and cavities
   Well pruned
   Well-proportioned/proper taper
   Wound closure
   Deadwood or fire injury
   Insects or disease — 3

4. **SMALL BRANCHES AND TWIGS**
   Vigor of current shoots (compare previous growth)
   Well distributed through canopy
   Appearance of buds (color, shape, size for the species)
   Presence of insects or disease
   Presence of weak or dead twigs — 3

TURN PAGE OVER →

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

#15

5. **FOLIAGE AND/OR BUDS**

Size of foliage/buds
Coloration of foliage
Nutrient status
Herbicide, chemical, pollution injury
Wilted or dead leaves
Dry buds
Presence of insects or disease

3

Total all 5 category subtotal points assessed. 15

Divide subtotal by 5 for total condition rating. 3

Note any other issues you may observe about the tree including its location to a construction site, overhead utility wires, etc. below:

Note: This form is based on the condition rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

The Condition of a tree is determined by evaluating its present structure and health and if necessary its structure before being removed. If the structure of a tree is questionable, its proximity to a target can be important in rating tree structure. Roots, trunk and scaffold branches are evaluated both for structure and for health, while small branches, twigs and foliage and/or buds are rated only for health:

The scoring system both for structure and for health is:

Dead	5
Extreme problems	4
Major problems	3
Minor problems	2
No apparent problems	1

Address: 1860 Butternut

Tree Genus/Species: Sugar Maple

Size: 16

Tree Inventory #: 77

Date: 4/11/24 **By:** Lou Leggett

1. **ROOTS**
   (A root collar inspection may be warranted)
   Root anchorage
   Collar/flare soundness
   Mechanical injury
   Girdling/kinked roots
   Compaction/waterlogged roots
   Toxic gases/chemical symptoms
   Presence of insects or disease
   Mushrooms

   3

2. **TRUNK**
   (Core sampling or climbing may be needed and/or warranted to inspect trunk)
   Sound bark and wood
   Cavities
   Mechanical or fire injury
   Cracks (frost or other)
   Swollen or sunken areas
   Presence of insects or disease
   Conks

   3

3. **SCAFFOLD BRANCHES**
   (Climbing the tree may be warranted to inspect the branches)
   Strong attachments
   Smaller diameter than trunk where attached
   Vertical branch distribution
   Free of included bark
   Free of decay and cavities
   Well pruned
   Well-proportioned/proper taper
   Wound closure
   Deadwood or fire injury
   Insects or disease

   3

4. **SMALL BRANCHES AND TWIGS**
   Vigor of current shoots (compare previous growth)
   Well distributed through canopy
   Appearance of buds (color, shape, size for the species)
   Presence of insects or disease
   Presence of weak or dead twigs

   3

TURN PAGE OVER →

#17

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

5. **FOLIAGE AND/OR BUDS**
Size of foliage/buds
Coloration of foliage
Nutrient status
Herbicide, chemical, pollution injury
Wilted or dead leaves
Dry buds
Presence of insects or disease — 3

Total all 5 category subtotal points assessed. — 15

Divide subtotal by 5 for total condition rating. — 3

Note any other issues you may observe about the tree including its location to a construction site, overhead utility wires, etc. below:

Note: This form is based on the condition rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

The Condition of a tree is determined by evaluating its present structure and health and if necessary its structure before being removed. If the structure of a tree is questionable, its proximity to a target can be important in rating tree structure. Roots, trunk and scaffold branches are evaluated both for structure and for health, while small branches, twigs and foliage and/or buds are rated only for health:

The scoring system both for structure and for health is:

Dead	5
Extreme problems	4
Major problems	3
Minor problems	2
No apparent problems	1

Address: 1660 Butternut

Tree Genus/Species: Swamp White Oak

Size: 24

Tree Inventory #: 78

Date: 4/1/24 **By:** Lou Liegeot

1. **ROOTS**
   (A root collar inspection may be warranted)
   Root anchorage
   Collar/flare soundness
   Mechanical injury
   Girdling/kinked roots
   Compaction/waterlogged roots
   Toxic gases/chemical symptoms
   Presence of insects or disease
   Mushrooms

   3

2. **TRUNK**
   (Core sampling or climbing may be needed and/or warranted to inspect trunk)
   Sound bark and wood
   Cavities
   Mechanical or fire injury
   Cracks (frost or other)
   Swollen or sunken areas
   Presence of insects or disease
   Conks

   3

3. **SCAFFOLD BRANCHES**
   (Climbing the tree may be warranted to inspect the branches)
   Strong attachments
   Smaller diameter than trunk where attached
   Vertical branch distribution
   Free of included bark
   Free of decay and cavities
   Well pruned
   Well-proportioned/proper taper
   Wound closure
   Deadwood or fire injury
   Insects or disease

   3

4. **SMALL BRANCHES AND TWIGS**
   Vigor of current shoots (compare previous growth)
   Well distributed through canopy
   Appearance of buds (color, shape, size for the species)
   Presence of insects or disease
   Presence of weak or dead twigs

   3

TURN PAGE OVER →

#18

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

5. **FOLIAGE AND/OR BUDS**
Size of foliage/buds
Coloration of foliage
Nutrient status
Herbicide, chemical, pollution injury
Wilted or dead leaves
Dry buds
Presence of insects or disease — 3

Total all 5 category subtotal points assessed. — 15

Divide subtotal by 5 for total condition rating. — 3

Note any other issues you may observe about the tree including its location to a construction site, overhead utility wires, etc. below:

Note: This form is based on the condition rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations

#75

Butternut Ln
#76

#72



#69
#70
#71
#72
#73



438

INV.=648.9
EX. 18" PVC
INV.=648.8
INV. 648.4
130.00'
EX. ASPHALT
REMOVE EX. WATER SERVICE
DISCONNECT AT WATER MAIN
INV.=648.7
INV.=648.9
INV. 648 8
EX. 8" PVC
INV.=648.7
INV.=648.9
INV.=648.8
EX. 8" PVC
CB
RIM=650.8
INV.(E)=648.5
INV.(NW)=648.6
EX.
EX. CONC. BLOCK
30' BUILDING LINE
10' PUBLIC UTILITY EASEMENT
EX. CONC. BLOCK
EX. CONC.
EX. CONC. BLOCK
EX. CONC.
EX. CONC. BLOCK
EX. RESIDENCE
HIGH T/F=653.1
LOW T/F=652.7
F/F=653.8
CONCRETE WASHOUT
30' BUILDING LINE
SOIL STOCKPILE
SAW CUT REMOVE AND
REPLACE PAVEMENT
FOR WATER SERVICE
INSTALLATION
EX. WATERMAIN (VIF
SCE
INV.=648.4
130.00'
EX. SHED
RIM=651.8
INV.=650.7
EX. 6" PVC
EX. 8" PVC
RIM=652.3
INV.=643.7
RIM=652.0
EX. 8" P
EX. 6" P
BUTTERNUT RD

Landmark in Required yard
Non-Landmark
Nuisance
Parkway

Existing

PROPOSED CULVERT
44 LF 12" PVC SDR 26 @ 0.5% MIN

INV.=649.2

INV.=648.7

INV.=648.5

INV.=648.4

EX. 15" PVC

EX. 649.0 +

130.00'

PROPOSED CONCRETE DRIVEWAY

INV.=648.7
INV.=648.9
INV.=648.8

EX. 12" RCP

EX. 8" PVC

EX. 8" PVC

EX. 10" RCP

SOIL STOCKPILE

RIM=650.8
INV.(E)=648.
INV.(NW)=64

INV.=649.6

SUMP DISCHARGE,
SPLASH TO GRADE

30' BUILDING LINE

44.00'

10' PUBLIC UTILITY EASEMENT

WINDOW WELL

PROPOSED RESIDENCE
T/F=652.8

CONCRETE WASHOUT

WINDOW WELL

WINDOW WELL

55.04'

30.96'

PROPOSED
CONCRETE
DRIVEWAY

78.04'

PROPOSED CULVERT
40 LF 12" PVC SDR 26 @ 0.5%

30' BUILDING LINE

INV.=649.8

RIM=652.3
INV.=643.7

EX 8" PVC

EX. 6" PVC

EX. WATERMAIN (VIF)

BUTTERNUT RD

EX. ASPHALT

43.98'

37.21'

10.24'

10.08'

130.00'

PROPOSED CONCRETE PATIO

11/29/23 - original Submittal

PROPOSED CULVERT
44 LF 12" RCP CULVERT @ 0.5% MIN
INV.=649.2
INV.=648.7
EX. 649.0
PROPOSED CONCRETE DRIVEWAY
52 LF 2" PVC DRYWELL RELEASE @ 0.5%
PROPOSED 25' X 25' X 6.5' GRAVEL DRYWELL
30' BUILDING LINE
10' PUBLIC UTILITY EASEMENT
WINDOW WELL T/WW=652.8
PROPOSED RESIDENCE T/F=652.8
WINDOW WELL T/WW=652.8
SUMP DISCHARGE 71 LF 4" PVC SDR 26
WINDOW WELL T/WW=652.8
CONCRETE WASHOUT
PROPOSED CONCRETE DRIVEWAY
PROPOSED CULVERT
40 LF 12" PVC SDR 26 @ 0.5%
SOIL STOCKPILE
INV.=648.5
INV. 648.4
INV.=648.7
INV.=648.9
INV.=648.8
INV.=648.7
INV.=648.9
INV.=648.8
RIM=650.8
INV.(E)=648.5
INV.(NW)=648.6
INV.=649.6
INV.=649.8
RIM=652.3
INV.=643.7
T/P(SAN)=644.5
INV.(STM)=649.6
EX. 15" PVC
EX. 12" PVC
EX. 8" PVC
EX. 10" PVC
EX. 8" PVC
EX. WATERMAIN (VIF)
EX. SHED
PROPOSED CONCRETE PATIO
BUTTERNUT RD
130.00'
3/21/24 - Revision 1

11614 ALGONQUIN RD.
HUNTLEY, IL. 60142

TOPOGRAPHICAL-ALTA/ACSM-BOUNDARY-SUBDIVISIONS-MORTGAGE-CONDOMINIUM

PHONE: (847) 458-1710
FAX: (847) 458-1712

N
W E
S

Scale - 1 inch = 20 feet

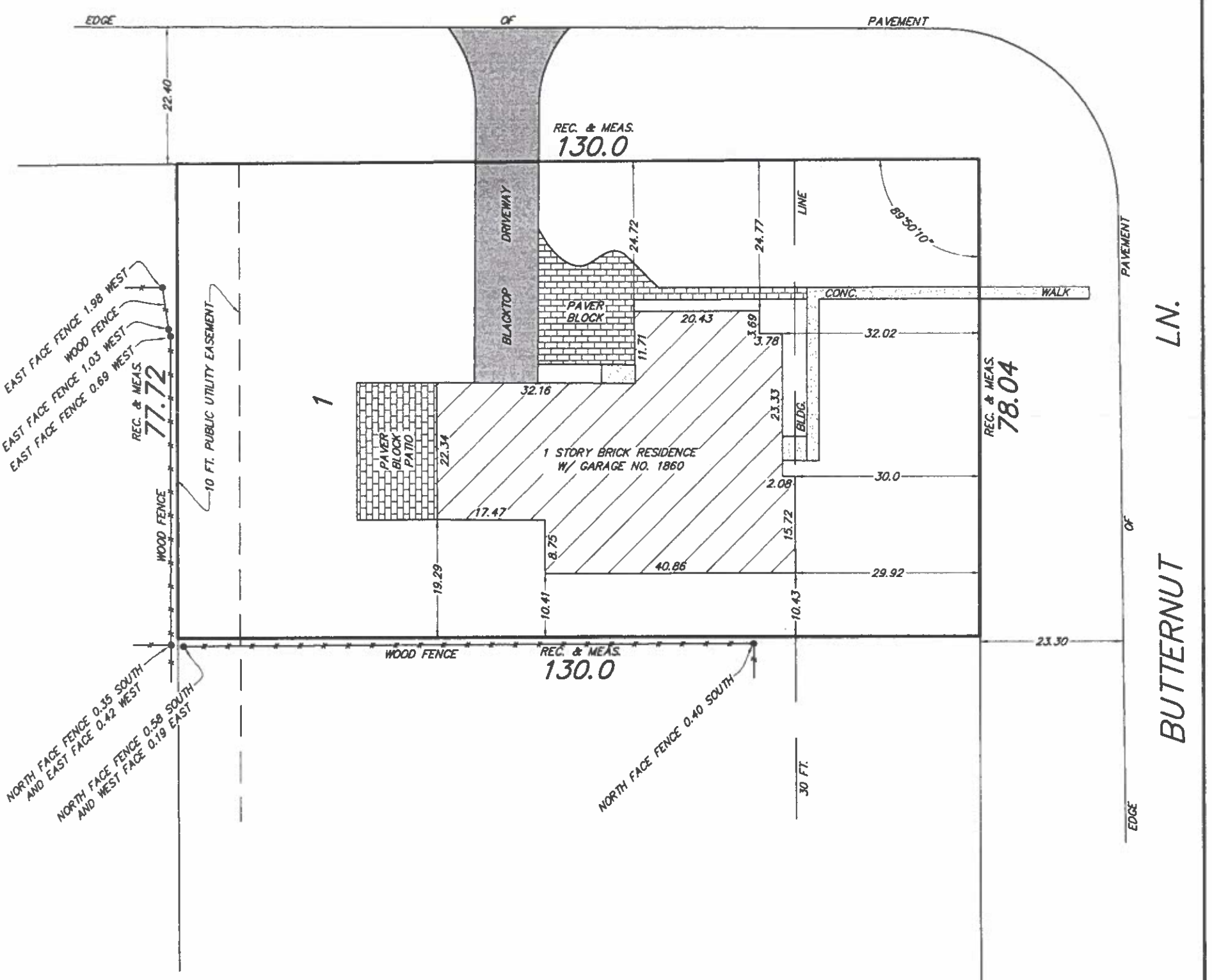
Jens K. Doe
Professional Land Surveyors
A DIVISION OF CDK IL DESIGN FIRM SURVEYOR 2812

ORDER NO.
23-0440

PLAT OF SURVEY
of

LOT 1 IN BLOCK 11 IN NORTHBROOK PARK UNIT NO. 2, A SUBDIVISION IN THE SCHOOL TRUSTEE'S SUBDIVISION OF SECTION 16, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 1860 BUTTERNUT LN., NORTHBROOK, ILLINOIS.



NOTE :
The legal description noted on this plat is a copy of the land survey order placed by the client and for accuracy MUST Be compared with the Deed. For building restrictions refer to your Abstract, Deed or Contract.

Compare distances between points before building and report any discrepancy to this office immediately.

Dimensions shown hereon are not to be assumed or scaled.

Dimensions shown hereon are in feet and decimal parts thereof.

Property corners have been established to complete the plat of survey shown hereon but have not been staked or flagged per the land survey order in which it was placed by the client.

DESIGN FIRM LAND SURVEYOR
CDK & PRIMARY SURVEY LTD
2812
4313 N. NEW ENGLAND
HARWOOD HTS
ILLINOIS 60706
STATE OF ILLINOIS

Field work completion date : July 17, 2023.

ORDERED BY:
OLSON, GRABILL & FLITCRAFT

State of Illinois)
County of Cook)

JENS K. DOE PROFESSIONAL LAND SURVEYORS, does hereby certify that a survey has been made under its direction, by an Illinois Professional Land Surveyor of the property described hereon and that the plat hereon drawn is a correct representation of said survey.

Chicago, Illinois, Dated this 19th Day of July, 2023.

This professional service conforms to the current Illinois minimum standards for a boundary survey.

RECEIVED
JAN 22 2024
BY:

JENS K. DOE PROFESSIONAL LAND SURVEYORS, (A DIVISION OF CDK)

KEVIN DUFFY
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3228
LICENSE EXPIRATION : 11/30/24

RECEIVED
APR 10 2024
BY:

Village of Northbrook

Review 1	Tree Preservation Review / Response 1860 BUTTERNUT LN	Tree Preservation Reviewer: Mark Cacioppo 847-664-4123 mark.cacioppo@northbrook.il.us

Tree Preservation Review Status

Review 1:	1/31/24	Not Approved
	Drawings Dated: 11/29/23	

Instructions:

A. *Return this sheet with the revised drawings/documents to the Permit Coordinators @ the Village Hall.*
B. *The design professional must include on each new drawing: their seal, signature, date of signing and date of license expiration. Or, if Index of Drawings is provided on Title Sheet, just that sheet may be signed and sealed*
C. *Identify all drawing revisions with a bubble.*
D. *The design professional must indicate the location of each revision (sheet/detail number) & respond to every comment in the spaces provided below; do not submit a separate response letter, use this form.*
E. *Any revisions that are in addition to the review comments must be bubbled and explained in a separate narrative.*

Tree Preservation Review Comments

Drawing Revision/Re-submittal Required Yes ☒ No ☐ (Drawings can be "red-lined" by Tree Preservation)

1. Tree Inventory - On the plans, please show all trees located within the construction area or along the proposed construction access path and any trees within 15 feet of the property lines on adjacent properties, including trees located in the Village owned parkways. The table shall include tree number (to correspond to a tree on the plans), size, species, condition and if the tree is to be preserved or removed. The table shall be filled out by a certified arborist. Please include the certified arborist's name, contact number and certification number on the plans.

Response:

Refer to Civil plan for tree removal
Refer to attached tree survey and table

2. Tree Removals - Any single stem tree 6 inches or larger in diameter measured at 4.5 feet above grade or any multi stem tree with an aggregate diameter of 12 inches or greater will require a separate tree removal application to be submitted to Public Works. Tree removals are not approved as part of a building permit.

There are many oak trees on the lot that are classified as landmark per Municipal code. These trees may require a hearing in front of the Tree Protection and Preservation Committee and approval from the Village Board for their removal. There is no guarantee approval of the trees will be granted. This may require significant design/plan changes. Time frame for hearings/decisions could take 60 to 90 days.

Response:

A tree removal application has been submitted

3. Notes and Details - Add the attached tree preservation notes to the plans. Other tree related detaisl may need to be added to the plans based on future comments. Details can be found in the Village's Standards and Specifications for Public and Private Improvements.

Response:

Added the notes to ALA drawings sheet A000.

4. Fencing - Plans do not show location of proposed construction fence.

Response:

Sheet 1 of Polena Drawings indicates the locationof the construction fence.

5. Additional Comments - Additional comments regarding tree protection areas, fencing, proposed utilities, proposed hard surface and proposed grading will be forthcoming with future submittals that show changes based on this or other reviewer's comments. Significant design/plan changes may be required.

Acknowledged

End of Review Comments

The Design Professional is to complete the following:

_____ Date:_____

Print Name *Signature*

northbrook

Review 2

Tree Preservation Review / Response

1860 BUTTERNUT LN

Tree Preservation Reviewer:
Mark Cacioppo
847-664-4123
mark.cacioppo@northbrook.il.us

Tree Preservation Review Status

Review 2:	4/25/24	Not Approved
	Drawings Dated: 3/21/24	

Instructions:

A. ***Return this sheet with the revised drawings/documents to the Permit Coordinators @ the Village Hall.***
B. ***Identify all drawing revisions with a bubble.***
C. ***The design professional must indicate the location of each revision (sheet/detail number) & respond to every comment in the spaces provided below; do not submit a separate response letter, use this form.***
D. ***Any revisions that are in addition to the review comments must be bubbled and explained in a separate narrative.***

Tree Preservation Review Comments

Drawing Revision/Re-submittal Required Yes ☒ No ☐ (Drawings can be "red-lined" by Tree Preservation)

1. Tree Inventory - An inventory was provided but there is a tree on the south property line that was not included in the inventory. Please have this tree added to the inventory. This tree could affect the proposed patio.

Response:

2. Tree Removals - Any single stem tree 6 inches or larger in diameter measured at 4.5 feet above grade or any multi stem tree with an aggregate diameter of 12 inches or greater will require a separate tree removal application to be submitted to Public Works. Tree removals are not approved as part of a building permit.

No tree removal application has been received.

Trees #74 and #79 are Village owned parkway trees and cannot be removed. These trees significantly impact the two proposed driveways.

Trees #75, 77 and 78 are all landmark trees located in a required yard based on the zoning code. They cannot be removed without approval from the Village Board after a hearing in front of the Tree Protection and Preservation Committee. There is no guarantee that approval for their removal will be granted. Significant plans changes may be required. Why were these trees not taken into consideration when designing the proposed new home.

Is it possible to design a home where the new driveway is located in the same area as the existing driveway? Once a tree removal application has been submitted the process to receive a ruling on the removal of the trees could take up to 120 days.

Response:

3. Drywell - The proposed drywell will need to be moved out of the required tree protection area for tree #74 and possibly #75.

Response:

4. Water service - The old water service cannot be disconnected at the b-box due to tree #77. It will need to be disconnected at the main. The existing b-box will need to be pulled out. No excavation can be done near tree #77. Add a not to the plans stating this.

The proposed b-box will need to be out of the required tree protection zone for tree #79. The new service will need to be directionally bored under the required tree protection zone.

Response:

5. Storm/Sanitary Lines - The proposed storm and sanitary lines will need to be directionally bored or relocated out of the tree protection zone for tree #79.

Response:

6. Culverts - Additional information is required for the proposed culverts. Will their installation require and excavation?

Response:

7. Driveways - Tree #74, 75 and 77 are preventing the installation of the proposed circle drive on the North property line. Tree 74 cannot be removed. Trees 75 and 77 may not be able to be removed pending the committee hearing and board decision.

Tree 79 is significantly impacting the size of the proposed driveway to the garage. This tree cannot be removed so the driveway size will need to be reduced. If this renders the proposed driveway unusable a new house/driveway design may be warranted.

If the removal of tree 78 is not approved the proposed driveway cannot be installed. The house will need to be redesigned to have the garage and driveway on the north side of the property.

Response:

8. Meeting - Due to the trees on the property and the proposed design of the house and drives that failed to take into account the existing trees on the property. It should not have been assumed during the design phase that parkway trees and landmark oak trees could just be removed so house plan could be stamped on the property. No additional reviews for this property will be completed until a meeting has been scheduled with this reviewer, the property owner and the engineer.

Response:

End of Review Comments

The Design Professional is to complete the following:

_____ Date:_____

Print Name *Signature*

BUTTERNUT RD

EX. SHED

PROPOSED RESIDENCE
T/F=652.8

PROPOSED CONCRETE PATIO

PROPOSED CONCRETE DRIVEWAY

CONCRETE WASHOUT

SOIL STOCKPILE

SUMP DISCHARGE
71 LF 4" PVC SDR 26

WINDOW WELL
T/WW=652.8

PROPOSED CUL VERT
40 LF 12" PVC SDR 26 @ 0.5%

PROPOSED CONCRETE DRIVEWAY

PROPOSED GRAVEL DRYWELL
25' X 6.5'

52 LF 24" PVC DRYWELL
RELEASE @ 0.5%

30' BUILDING LINE

10' PUBLIC UTILITY EASEMENT

EX. WATERMAIN (VF)

EX. ASPHALT

EX. 8" PVC

EX. 6" PVC

EX. 12" RC

EX. 10" RC

RIM=652.3
INV.=643.7

RIM=652.4
DISCHARGE TO EX. CATCH BASIN
CONNECT SUMP
INV.(STM)=649.6
T/P(SAN)=644.5

RIM=651.8
INV.=650.7

INV.=649.8

INV.=649.6

RIM=650.8
INV.(E)=648.5
INV.(NW)=648.6

INV.=648.8
INV.=648.9
INV.=648.7
INV.=648.4
INV.=648.5

130.00'

652

651

650

649

448

northbrook

VILLAGE OF NORTHBROOK
Public Works Department
655 Huehl Road
Northbrook, Illinois 60062
847/272-4711 FAX: 847/272-3629
www.northbrook.il.us

Arborist Form

This form is to be used along with the Forestry Condition Assessment Form for any tree requiring additional evaluation by an independent arborist. This form must be completed and signed by a qualified arborist. Qualified arborists are individuals with relevant education and training in arboriculture or urban forestry and must currently have one of the following credentials:

- International Society of Arboriculture (ISA) Certified Arborist
- American Society of Consulting Arborists (ASCA) Registered Consulting Arborist

Arborist Information

Name: Daniel Cook

Company:

Address: 18836 W Circle CT Grayslake IL 60030

Email: kepepus3411@gmail.com

Phone: 847-204-1261

☒ International Society of Arboriculture (ISA) Certified Arborist ISA # IL-4865A

☐ American Society of Consulting Arborists (ASCA) Registered Consulting Arborist RCA #

Tree Information

Address of tree(s): 1860 Butterno t

Total Number of trees evaluated: 3

Date trees were evaluated: 4/12/24

I, Daniel Cook (name) am currently certified as an Arborist by the ISA or am a Registered Consulting Arborist with the ASCA. I have evaluated trees at the site listed above to determine if they are dead, dying, dangerous or healthy based upon the Village's Forestry Condition Assessment Form which, is based on the conditions rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations.

Tree	Species	DBH	Assessment Rating (1-no apparent problems to 5-Dead)
1	Swamp white oak	29	1.4
2	Swamp white oak	20	1.2
3	Swamp white oak	19	1.6
4			

*Forestry Condition Assessment forms for each tree to be attached.

Notices

Statement of Fact: I certify that the facts and information set forth in this application are true and complete to the best of my knowledge. I understand that any falsification, misrepresentation or omission of fact (whether intentional or not) in this application or any other required document, as well as any misleading statement or omission, may be cause for revocation of permit, regardless of how or when discovered. I certify that I have done my due diligence to determine that I do need to submit a tree removal application. I have marked the trees for identification.

Statement of Compliance with Village Code: I agree to comply with Village of Northbrook Municipal Code Chapter 25 Tree Protection and Preservation, Vegetation regarding tree removals. I understand that submitting an application does not entitle me to a permit, and I must have the permit in hand before beginning any work. Removal of tree(s) PRIOR to permit approval and issuance will result in the property owner receiving a minimum fine of $250.

Arborist Signature: Date: 4/12/24

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

The Condition of a tree is determined by evaluating its present structure and health and if necessary its structure before being removed. If the structure of a tree is questionable, its proximity to a target can be important in rating tree structure. Roots, trunk and scaffold branches are evaluated both for structure and for health, while small branches, twigs and foliage and/or buds are rated only for health:

The scoring system both for structure and for health is:

Dead	5
Extreme problems	4
Major problems	3
Minor problems	2
No apparent problems	1

Address: 1860 Bo Hexaut

Tree Genus/Species: OAK

Size: 20

Tree Inventory #: 75

Date: 6/12/24 **By:** Daniel Cook

1. **ROOTS**
   (A root collar inspection may be warranted)
   Root anchorage
   Collar/flare soundness
   Mechanical injury
   Girdling/kinked roots
   Compaction/waterlogged roots
   Toxic gases/chemical symptoms
   Presence of insects or disease
   Mushrooms — 1

2. **TRUNK**
   (Core sampling or climbing may be needed and/or warranted to inspect trunk)
   Sound bark and wood
   Cavities
   Mechanical or fire injury
   Cracks (frost or other)
   Swollen or sunken areas
   Presence of insects or disease
   Conks — 1

3. **SCAFFOLD BRANCHES**
   (Climbing the tree may be warranted to inspect the branches)
   Strong attachments
   Smaller diameter than trunk where attached
   Vertical branch distribution
   Free of included bark
   Free of decay and cavities
   Well pruned
   Well-proportioned/proper taper
   Wound closure
   Deadwood or fire injury
   Insects or disease — 1

4. **SMALL BRANCHES AND TWIGS**
   Vigor of current shoots (compare previous growth)
   Well distributed through canopy
   Appearance of buds (color, shape, size for the species)
   Presence of insects or disease
   Presence of weak or dead twigs — 2

TURN PAGE OVER →

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

5. **FOLIAGE AND/OR BUDS**
Size of foliage/buds
Coloration of foliage
Nutrient status
Herbicide, chemical, pollution injury
Wilted or dead leaves
Dry buds
Presence of insects or disease ____1____

Total all 5 category subtotal points assessed. ____6____

Divide subtotal by 5 for total condition rating. ____1.2____

Note any other issues you may observe about the tree including its location to a construction site, overhead utility wires, etc. below:

Note: This form is based on the condition rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

The Condition of a tree is determined by evaluating its present structure and health and if necessary its structure before being removed. If the structure of a tree is questionable, its proximity to a target can be important in rating tree structure. Roots, trunk and scaffold branches are evaluated both for structure and for health, while small branches, twigs and foliage and/or buds are rated only for health:

The scoring system both for structure and for health is:

Dead	5
Extreme problems	4
Major problems	3
Minor problems	2
No apparent problems	1

Address: 1860 Butternut

Tree Genus/Species: Oak

Size: 29

Tree Inventory #: 78

Date: 6/12/24 **By:** Daniel Cook

1. ROOTS
(A root collar inspection may be warranted)
Root anchorage
Collar/flare soundness
Mechanical injury
Girdling/kinked roots
Compaction/waterlogged roots
Toxic gases/chemical symptoms
Presence of insects or disease
Mushrooms — 1

2. TRUNK
(Core sampling or climbing may be needed and/or warranted to inspect trunk)
Sound bark and wood
Cavities
Mechanical or fire injury
Cracks (frost or other)
Swollen or sunken areas
Presence of insects or disease
Conks — 1

3. SCAFFOLD BRANCHES
(Climbing the tree may be warranted to inspect the branches)
Strong attachments
Smaller diameter than trunk where attached
Vertical branch distribution
Free of included bark
Free of decay and cavities
Well pruned
Well-proportioned/proper taper
Wound closure
Deadwood or fire injury
Insects or disease — 2

4. SMALL BRANCHES AND TWIGS
Vigor of current shoots (compare previous growth)
Well distributed through canopy
Appearance of buds (color, shape, size for the species)
Presence of insects or disease
Presence of weak or dead twigs — 2

TURN PAGE OVER →

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

5. FOLIAGE AND/OR BUDS

Size of foliage/buds
Coloration of foliage
Nutrient status
Herbicide, chemical, pollution injury
Wilted or dead leaves
Dry buds
Presence of insects or disease — 1

Total all 5 category subtotal points assessed. — 7

Divide subtotal by 5 for total condition rating. — 1.4

Note any other issues you may observe about the tree including its location to a construction site, overhead utility wires, etc. below:

Note: This form is based on the condition rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

The Condition of a tree is determined by evaluating its present structure and health and if necessary its structure before being removed. If the structure of a tree is questionable, its proximity to a target can be important in rating tree structure. Roots, trunk and scaffold branches are evaluated both for structure and for health, while small branches, twigs and foliage and/or buds are rated only for health:

The scoring system both for structure and for health is:

Dead	5
Extreme problems	4
Major problems	3
Minor problems	2
No apparent problems	1

Address: 1860 Rotherwood

Tree Genus/Species: OAK

Size: 19

Tree Inventory #: 77

Date: 6/12/24 **By:** David Cook

1. **ROOTS**
   (A root collar inspection may be warranted)
   Root anchorage
   Collar/flare soundness
   Mechanical injury
   Girdling/kinked roots
   Compaction/waterlogged roots
   Toxic gases/chemical symptoms
   Presence of insects or disease
   Mushrooms — 1

2. **TRUNK**
   (Core sampling or climbing may be needed and/or warranted to inspect trunk)
   Sound bark and wood
   Cavities
   Mechanical or fire injury
   Cracks (frost or other)
   Swollen or sunken areas
   Presence of insects or disease
   Conks — 2

3. **SCAFFOLD BRANCHES**
   (Climbing the tree may be warranted to inspect the branches)
   Strong attachments
   Smaller diameter than trunk where attached
   Vertical branch distribution
   Free of included bark
   Free of decay and cavities
   Well pruned
   Well-proportioned/proper taper
   Wound closure
   Deadwood or fire injury
   Insects or disease — 2

4. **SMALL BRANCHES AND TWIGS**
   Vigor of current shoots (compare previous growth)
   Well distributed through canopy
   Appearance of buds (color, shape, size for the species)
   Presence of insects or disease
   Presence of weak or dead twigs — 2

TURN PAGE OVER →

NORTHBROOK PUBLIC WORKS
FORESTRY CONDITION ASSESSMENT FORM

5. FOLIAGE AND/OR BUDS

Size of foliage/buds
Coloration of foliage
Nutrient status
Herbicide, chemical, pollution injury
Wilted or dead leaves
Dry buds
Presence of insects or disease — 1

Total all 5 category subtotal points assessed. — 8

Divide subtotal by 5 for total condition rating. — 1.6

Note any other issues you may observe about the tree including its location to a construction site, overhead utility wires, etc. below:

Note: This form is based on the condition rating assessments determined in the 9th Edition of the Council of Plant Appraisers Guide to Tree Evaluations

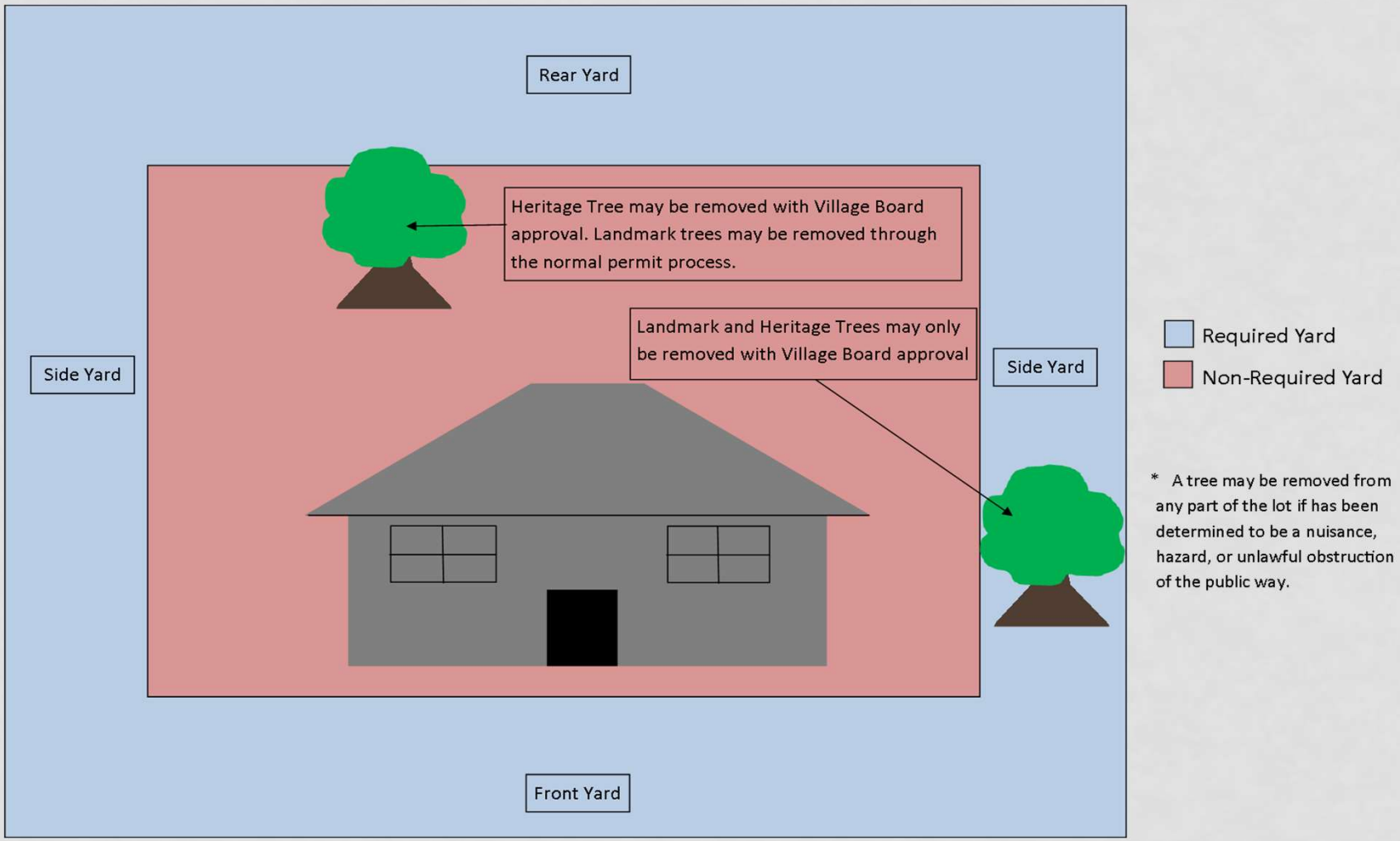
TREE PROTECTION AND PRESERVATION REVIEW BOARD

TUESDAY, SEPTEMBER 17, 2024

TREE CLASSIFICATIONS

- Protected Tree
  - All parkway trees
  - Any privately owned tree with a diameter at breast height (DBH) of 6 inches or greater
- Landmark Tree
  - Certain species of trees with a DBH of 12 inches or greater (e.g. Oak, Ironwood (6"+), Maple, Buckeye, Gingko, etc.)
- Heritage Tree
  - Large Oaks, Hickories, Ironwoods, and American Elms
  - Heritage trees are generally those that:
    - Predate or correspond with the incorporation of the Village
    - Have survived a catastrophic disease that killed off trees of a similar genus
- Nuisance Tree
  - Nuisance trees are either prone to an insect or disease or have undesirable characteristics that reduce quality of life for residents in the community (e.g. Buckthorn, Cottonwood, Willow, etc.)

REQUIRED VS. NON-REQUIRED YARD



PROCESS

- Removal of any heritage tree or landmark trees located in the required yard may only be removed upon approval by the Village Board
- After staff receives a request for such a removal, the Tree Protection and Preservation Review Board meeting is held to review the request for a tree permit
- The Tree Protection and Preservation Review Board makes a recommendation to the full Village Board
- The Village Board adopts a resolution approving, approving with conditions, or denying the tree permit

1860 BUTTERNUT LANE

TREE REMOVAL REQUEST

1860 BUTTERNUT LANE



Butternut Lane & Dehne Road

1860 BUTTERNUT LANE

Property is being redeveloped with a new two-story single family home (SFH).

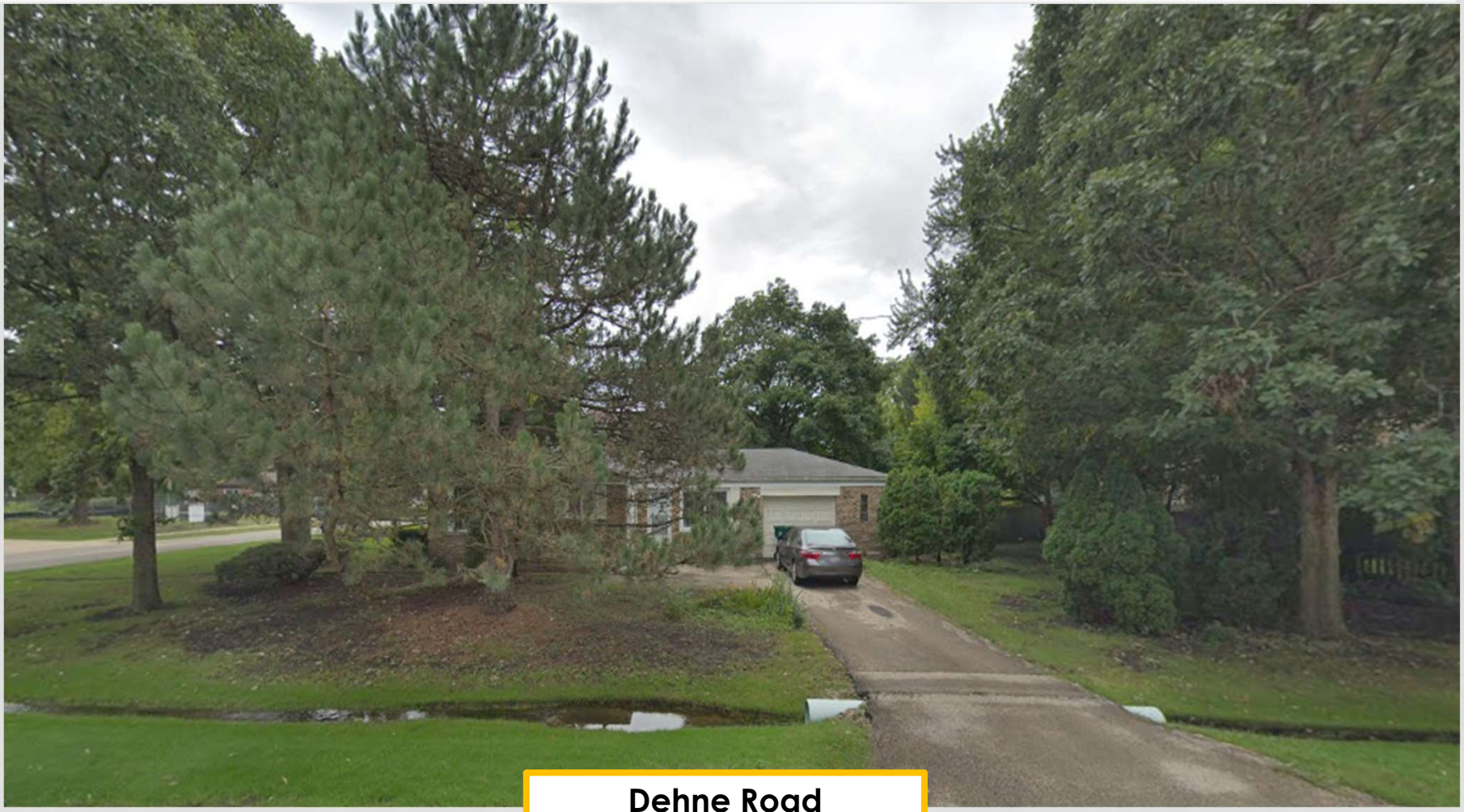
- For the Tree Protection and Preservation Review Board consideration is a permit request for the removal of three (3) landmark trees within the required yard. These include:
  - 20" Swamp White Oak (Tree #75)
  - 18" Swamp White Oak (Tree #77)
  - 29" Swamp White Oak (Tree #78)
- The landmark trees in question require permits for removal which can only be issued upon the adoption of a Resolution by the Village Board
- Two (2) additional Oak trees, identified as #74 and #79, are located in the Village's parkway are classified as protected and cannot be removed.

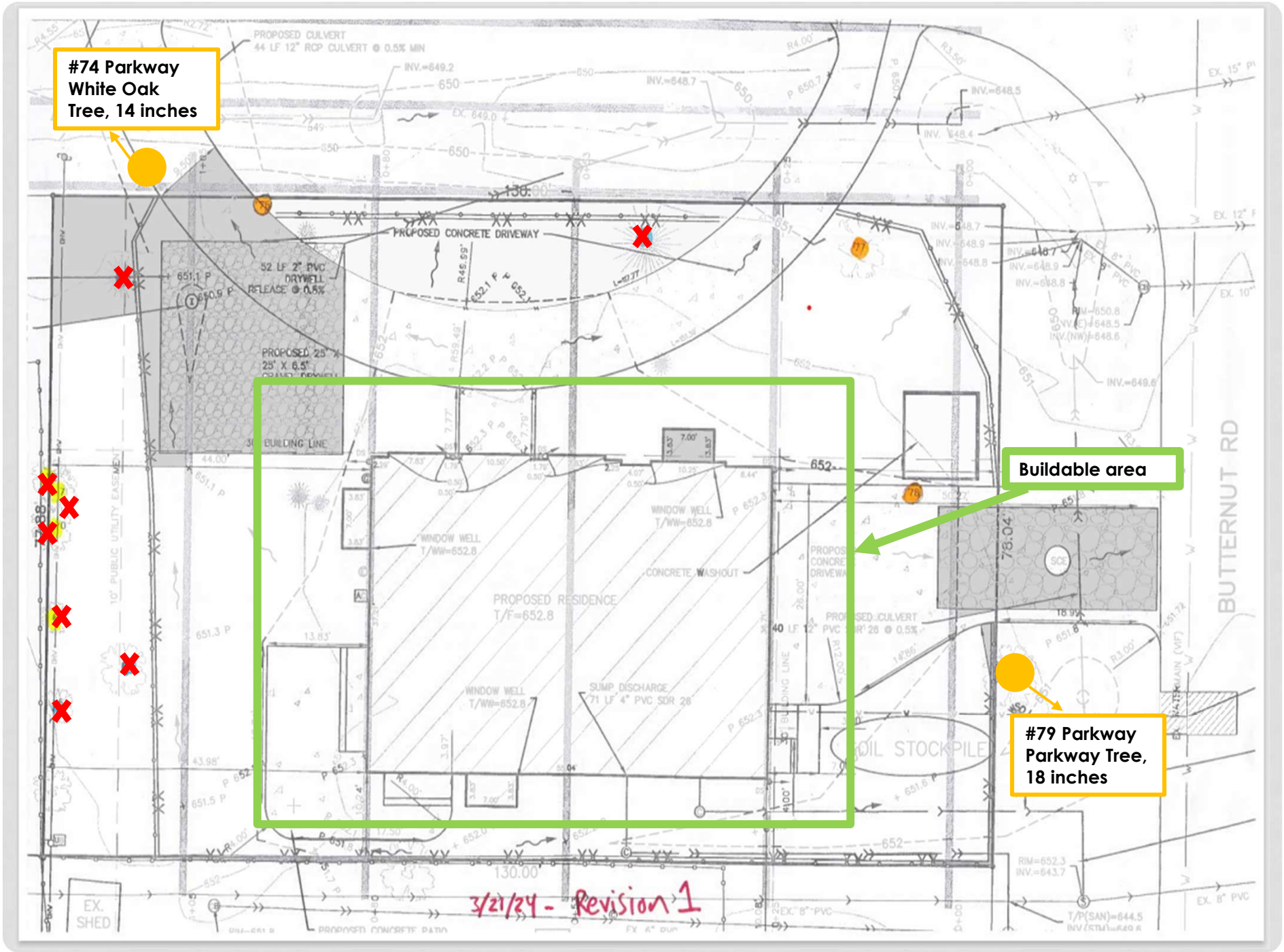
1860 BUTTERNUT LANE

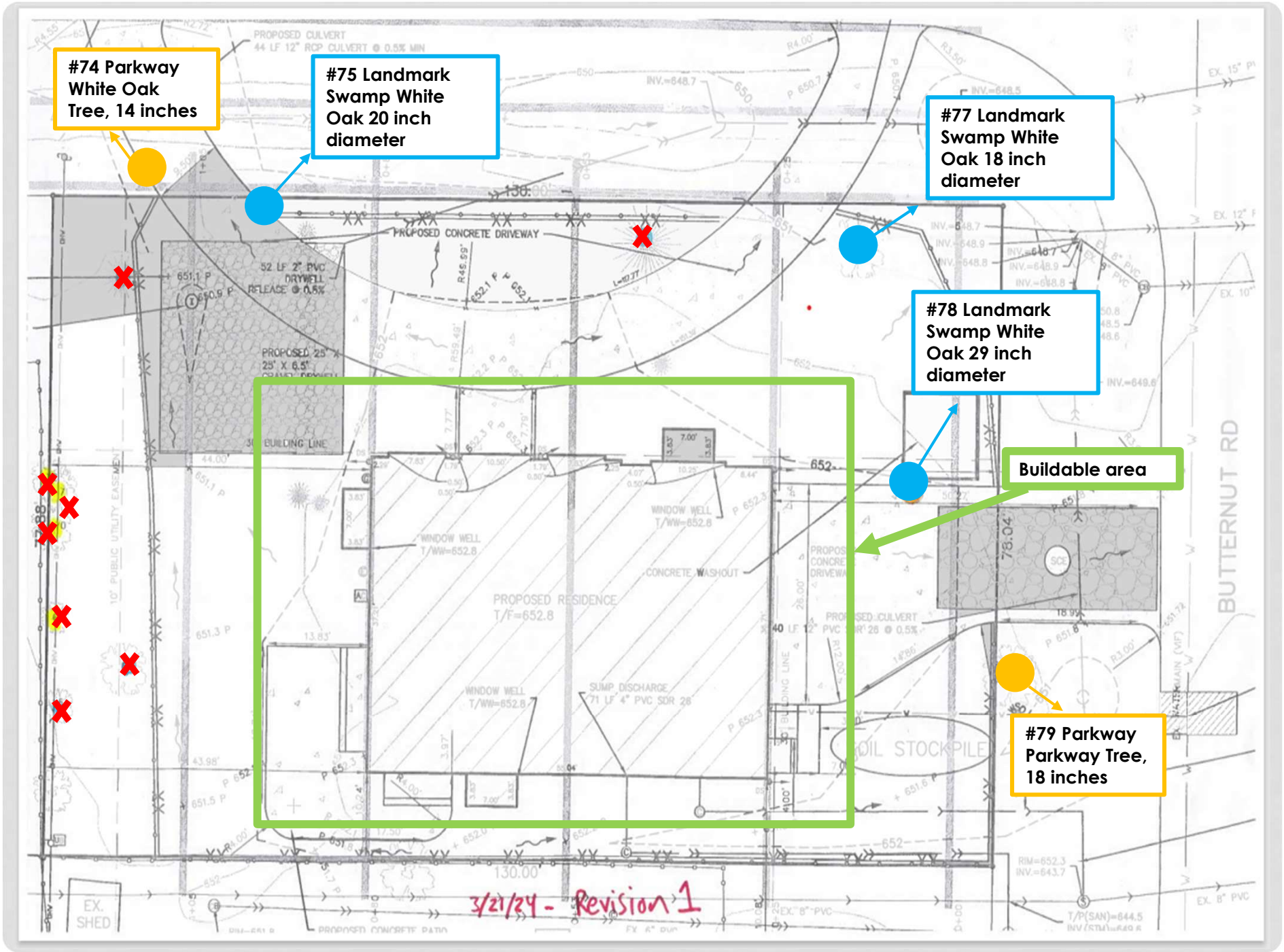


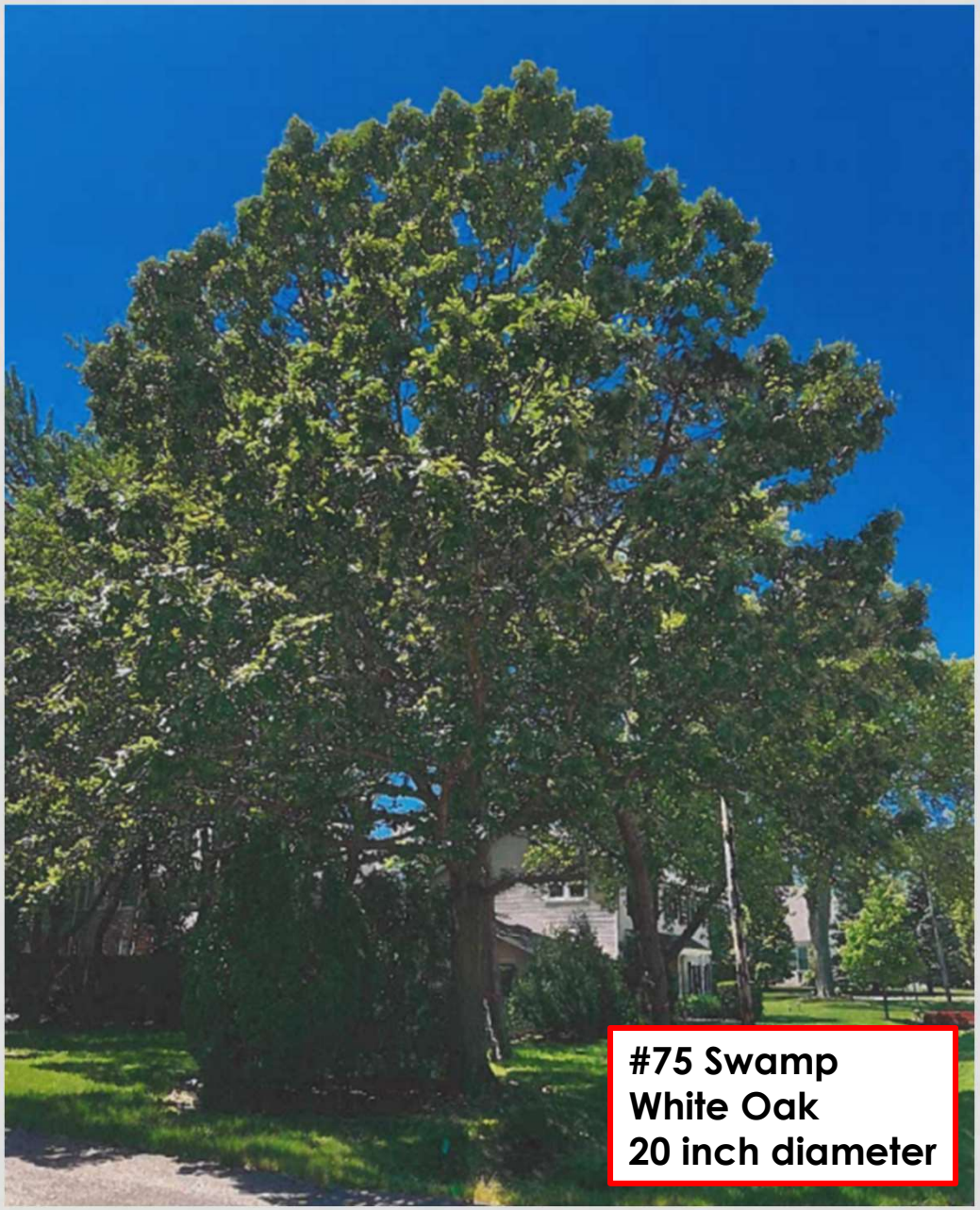
Butternut Lane

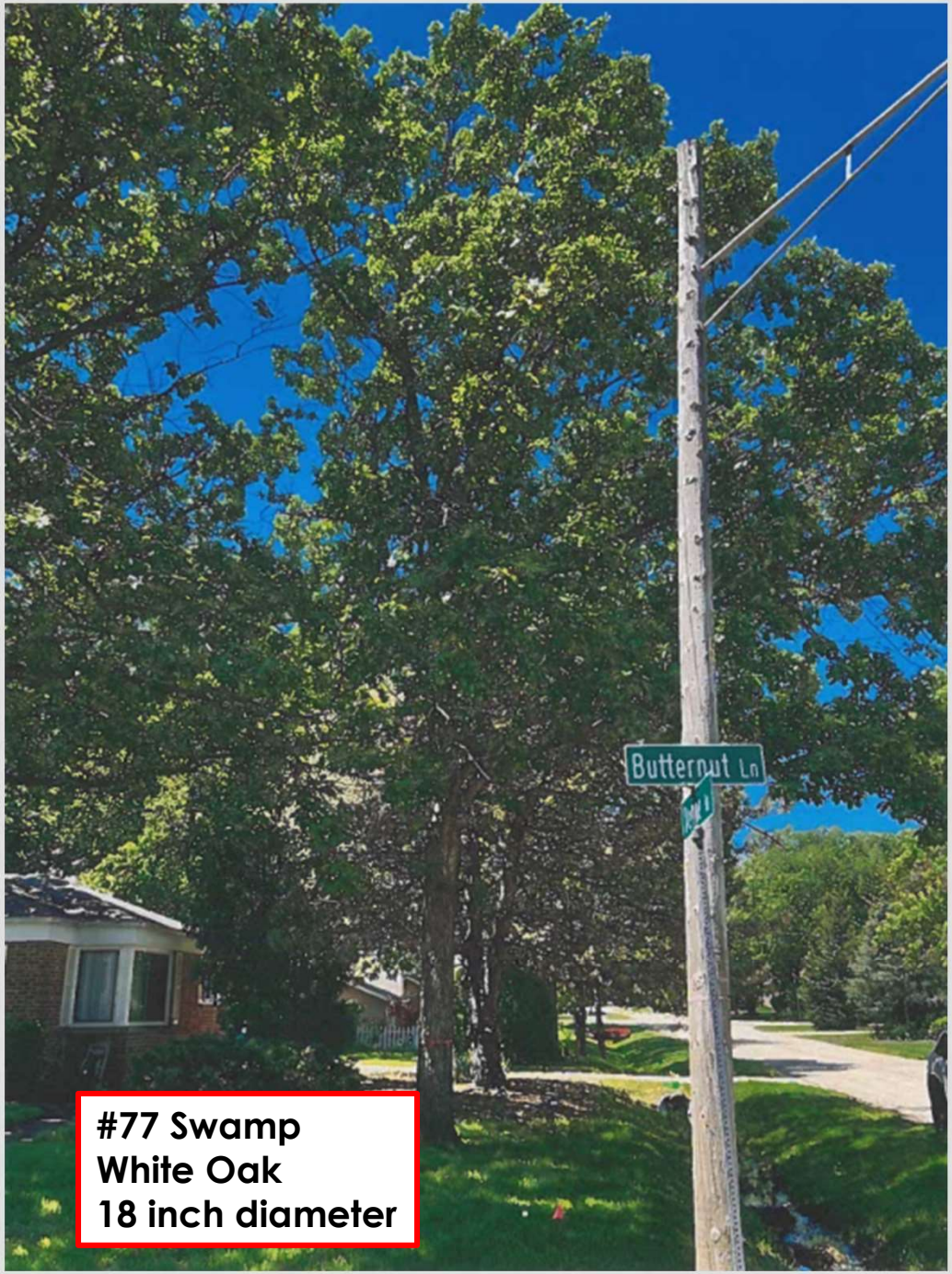
1860 BUTTERNUT LANE

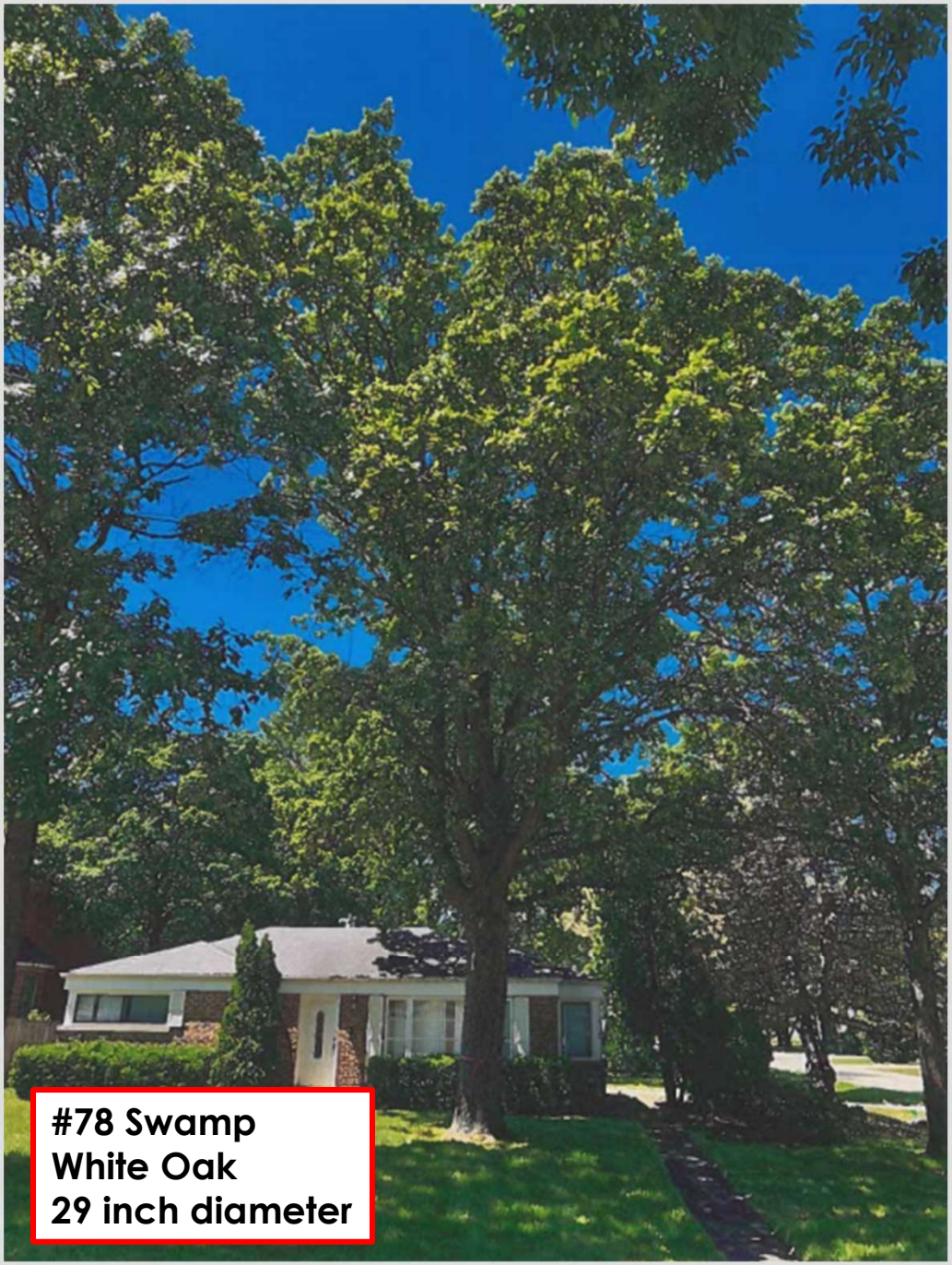



#74 Parkway White Oak Tree, 14 inches
Buildable area
#79 Parkway Parkway Tree, 18 inches
PROPOSED CONCRETE DRIVEWAY
PROPOSED RESIDENCE
T/F=652.8
BUILDING LINE
WINDOW WELL
CONCRETE WASHOUT
SOIL STOCKPILE
BUTTERNUT RD
3/21/24 - Revision 1


#74 Parkway White Oak Tree, 14 inches
#75 Landmark Swamp White Oak 20 inch diameter
#77 Landmark Swamp White Oak 18 inch diameter
#78 Landmark Swamp White Oak 29 inch diameter
Buildable area
#79 Parkway Parkway Tree, 18 inches
PROPOSED CULVERT
44 LF 12" RCP CULVERT @ 0.5% MIN
PROPOSED CONCRETE DRIVEWAY
52 LF 2" PVC DRYWELL RELEASE @ 0.5%
PROPOSED 25' X 25' X 6.5'
BUILDING LINE
PROPOSED RESIDENCE
T/F=652.8
WINDOW WELL
T/WW=652.8
CONCRETE WASHOUT
SUMP DISCHARGE
71 LF 4" PVC SDR 28
40 LF 12" PVC SDR 26 @ 0.5%
SOIL STOCKPILE
BUTTERNUT RD
EX. SHED
3/21/24 - Revision 1


#75 Swamp
White Oak
20 inch diameter


Butternut Ln
#77 Swamp
White Oak
18 inch diameter


#78 Swamp
White Oak
29 inch diameter

STAFF'S ASSESSMENT OF REQUEST

- Trees #75, #77 and #78 are in average condition but in conflict with the construction with the new home, specifically the proposed driveways.
- Staff considered the request to remove the three landmark trees in the required yard but recommends that the property owner attempt to reorient the siting of the home, utilities, and driveway(s) in order to preserve the greatest number of landmark trees.
  - #75 Swamp White Oak 20" diameter
  - #77 Swamp White Oak 18" diameter
  - #78 Swamp White Oak 29" diameter

RECOMMENDATION

- Staff recommends the Tree Preservation and Protection Board consider the approval of a permit for the removal of three landmark tree in the in the required yard, with the following conditions, if the design of the home is not reoriented on the site:
  - A fee of $150 per DBH inch, less the number of inches that are replanted, be assessed for the removal of the three landmark trees in accordance with the Annual Fee Ordinance.
  - Landmark Trees #75, #77 and #78 equals 67 caliper inches, in the required yard, for a total fee of $10,050.
  - The wood from the trees must be milled for a purpose other than firewood, mulch, or wood chips.
  - The builder and homeowner must take aggressive measures to replant trees (3-inch caliper or greater) on the property.
  - The property owner must meet the conditions of any tree permits issued for removal of any other trees on the property.

REQUESTED ACTION:

- Provide a recommendation to the Village Board whether the applicant's request for removal of three landmark trees should be approved, approved with conditions, or denied.

QUESTIONS

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Execution of an Intergovernmental Agreement with Wheeling Township for Snow & Ice Control Services on Forest View Drive for the 2025/2026 Winter Season

Overview
The proposed IGA with Wheeling Township provides Village salting and plowing services on a section of Forest View Drive during the 2025/2026 winter season. The Village has had an agreement with Wheeling Township for this service on Forest View Drive since 1997.

Fiscal Impact
The Village will receive a one-time payment of $1,438.00 from Wheeling Township for Snow & Ice Control Services on Forest View Drive for the 2025/2026 Winter Season.

Recommendation
Approval.

Background
The Village of Northbrook and Wheeling Township have cooperated since 1997 to provide seasonal snow and ice removal services for the portion of Forest View Drive extending west from the corporate limits of the Village to the intersection with Portwine Road, which is under the jurisdictional authority of the Township. The Township agrees to pay the Village of Northbrook a certain specified sum, which is updated annually, for the performance of the specified services. Services are to begin November 15 and end April 15 each year that the agreement is in place. The calculated cost for the 2025/2026 winter season is $1,438. The Township will be invoiced upon approval of this Resolution.

A Resolution Approving an Intergovernmental Agreement with Wheeling Township for Snow & Ice Control Services on Forest View Drive for the 2025/2026 Winter Season
Exhibit A- WHEELING TOWNSHIP SNOW AGREEMENT '25-26

Resolution _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Approving an Intergovernmental Agreement with Wheeling Township for Snow & Ice Control Services on Forest View Drive for the 2025/2026 Winter Season

is hereby adopted, as follows:

Section 1. Recitals.

The Village of Northbrook ("***Village***") and Wheeling Township ("***Township***") desire to enter into an agreement for the Village to provide snow and ice control services for the portion of Forest View Drive extending west from the corporate limits of the Village to the intersection with Portwine Road, which is under the jurisdictional authority of the Township.

The Village has provided snow and ice control services on this portion of Forest View Drive since at least 1997. The Portwine Road intersection is a logical location to turn around for Village plow trucks instead of mid-block at jurisdictional lines. This arrangement has worked well and without incident. Staff believes that continuation of salting and plowing services for portions of Forest View Drive will not impose a significant burden upon personnel, supplies or equipment.

Based on these factors, Village staff recommends entering into an Intergovernmental Agreement with Wheeling Township for the provision of snow and ice control service on Forest View Drive from the corporate limits of the Village west to Portwine Road for the 2025/26 winter season for an annual sum of $1,438.00 ("***Agreement***").

The President and the Board of Trustees have considered the Agreement and determined that it is in the best interests of the Village and the public to enter into the Agreement.

Section 2. Approval of Agreement

The Agreement is approved in substantially the form attached to this Resolution as ***Exhibit A*** and in a final form acceptable to the Village Manager and the Village Attorney.

Section 3. Authorization to Execute Agreement.

The Village Manager and the Village Clerk are hereby authorized and directed to execute and seal, on behalf of the Village, the Agreement only after receipt by the Village Clerk of at least three original copies of the Agreement executed by the Township; provided, however, that if such executed copies of the Agreement are not received by the Village Clerk within 60 days after the date of adoption of this Resolution, then this authority to execute and seal shall, at the option of the President and Board of Trustees, be null and void.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYS:
ABSTAIN:
ABSENT:

ATTEST:

Village President

Village Clerk

Exhibit A

AGREEMENT
FOR SNOW AND ICE CONTROL SERVICES

This AGREEMENT made and entered into this _____ day of _____2025, by and between the VILLAGE OF NORTHBROOK, ILLINOIS (hereinafter referred to as "Northbrook") and WHEELING TOWNSHIP (hereinafter referred to as the "Township").

W I T N E S S E T H

WHEREAS, Wheeling Township is organized and exists under and by virtue of the laws of the State of Illinois; and

WHEREAS, the Township is responsible for the maintenance, including snow and ice control services, of various roads throughout Wheeling Township; and

WHEREAS, the Township has determined that the jurisdictional transfer of snow and ice control services to Northbrook with respect to Forestview Drive is in the best interest of its residents; and

WHEREAS, the Township has agreed to pay to Northbrook a certain specified sum for performing snow and ice control services on Forestview Drive for the period beginning November 15, 2025 and ending April 15, 2026;

NOW, THEREFORE, in consideration of the aforesaid premises and other good and valuable consideration, each of the said parties hereto covenants and agrees as follows:

1. Northbrook agrees to provide snow and ice control services for Forestview Drive, a distance of approximately 0.26 miles, from Portwine Road east to Northbrook's corporate limits, for the period beginning November 15, 2025 and ending April 15, 2026 for an annual sum of $1,438.

2. Snow and ice control services required to be rendered by Northbrook hereunder shall be limited to such snow plowing and salting as is normally provided on Northbrook's streets by Northbrook and shall not include any snow removal or the hauling or plowing of driveways or shoulder areas.

3. The Township agrees that Northbrook will not be held responsible for any losses, injuries or damages, public or private, which may occur during the rendition of snow and ice control services by Northbrook.

4. The Township will indemnify and hold and save harmless Northbrook, its agents, servants, officials, contractors and employees from and against any and all liability, claims, actions or causes of actions, including without limitation attorney's fees, which Northbrook shall or may at any time sustain or incur or which may be asserted against Northbrook by reason of or in consequence of or arising out of the Northbrook's agents, servants, officials, contractors or employees entering onto the streets under the jurisdiction of the Township and/or performing work thereon, going to or coming from work thereon in accordance with this Agreement, failing to perform said work, or performing said works negligently and the Township will pay

Exhibit A

Northbrook, or its successors and assigns, all sums of money which the Village shall pay or cause to be paid or become liable to pay on account of any such claims, including without limitation attorney's fees, as herein set forth. This indemnity agreement, however, shall not include or apply to injuries to persons employed by Northbrook while acting within the scope of their employment.

5. On or about November 15, 2025, Northbrook will bill the Township in the amount of $1,438 and the Township shall pay the same within thirty (30) days after receipt of the bill.

6. It is further understood and agreed that Northbrook shall have the right to terminate this Agreement at its discretion provided that written notice is given to the Township not less than fifteen (15) days in advance of the termination date. In such case, payment shall be prorated based on the number of days for which this Agreement was in force during the applicable period beginning November 15, 2025 and ending April 16, 2025.

7. The Township agrees to perform all maintenance other than snow and ice control services on Forestview Drive and shall promptly notify Northbrook of any surface deficiencies.

8. Any and all complaints regarding snow and ice control shall be handled exclusively by the Township.

9. Snow and ice control services will be scheduled at Northbrook's sole discretion.

VILLAGE OF NORTHBROOK

Village Manager

ATTEST:

Village Clerk

WHEELING TOWNSHIP

Township Supervisor

ATTEST:

Township Clerk

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Execution of an Intergovernmental Agreement with the Village of Wheeling for the Purchase and Sharing of Grant Funded Public Safety Equipment

Overview
The Villages of Northbrook and Wheeling are collaborating in the purchase of first responder equipment to be used in both communities under a grant by the State of Illinois.

Fiscal Impact
There is no direct fiscal impact from this intergovernmental agreement.

Recommendation
Approval.

Background

The Village of Northbrook was awarded a grant by the State of Illinois in the amount of $500,000 for the purchase first responder equipment. State Representative Tracy Katz Muhl who represents the 57th District covering parts of both communities initiated this collaborative grant to support the acquisition of public safety equipment to be shared between the Villages of Northbrook and Wheeling. A summary of the purchases this grant is intended to fund and their uses is outlined below:

- Rapid Response Barrier System - these barriers can be deployed for special events and other gatherings to provide addition protection from vehicles intentionally or unintentionally entering a pedestrian space.
- Fire Response Utility Task Vehicle (UTV) - this vehicle will be outfitted with equipment to address fires or other emergencies located in the forest preserves located in the area.
- LED Message Boards - message boards are a valuable tool to communicate with the public during emergencies as they can be rapidly deployed and updated to disseminate the most current information.

These purchases will support the public safety efforts of the Village of Northbrook and the

Village of Wheeling and will be shared assets between them. To outline that relationship and the responsibilities for the equipment, an Intergovernmental Agreement (IGA) to share the barrier system, fire response utility task vehicle (UTV) and LED message boards as well as outline the storage and care for these assets has been prepared. The Village of Wheeling is expected to consider this IGA at their meeting on October 20, 2025.

Staff will be available at the October 14th Board meeting to answer any questions.

A Resolution Authorizing an Intergovernmental Agreement with the Village of Wheeling for the Purchase and Sharing of Grant Funded Public Safety Equipment
Exhibit A - Intergovernmental Agreement between Northbrook and Wheeling for Public Safety Equipment

Resolution _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing an Intergovernmental Agreement with the Village of Wheeling for the Purchase and Sharing of Grant Funded Public Safety Equipment

is hereby adopted, as follows:

Section 1. Recitals.

The Village of Northbrook ("***Northbrook***") and the Village of Wheeling ("***Wheeling***") desire to enter into an agreement for the purchase and sharing of public safety equipment. This public safety equipment ("***Public Safety Equipment***") shall include a rapid response barrier system and associated equipment, a fire response utility task vehicle (UTV) and associated equipment, and LED changeable message boards. This Public Safety Equipment will be purchased under State of Illinois Department of Commerce and Economic Opportunity grant No 25-203353 ("***Grant Agreement***"), which was secured with the assistance of Representative Katz Muhl. As the Grantee, the Village of Northbrook must purchase and title all equipment for the duration of the Grant Agreement.

To outline the responsibilities and relationship of the Public Safety Equipment purchased with the grant funds, Northbrook and Wheeling will enter into the Intergovernmental Agreement ("***Agreement***"), included and incorporated into Resolution as ***Exhibit A.*** This Agreement outlines ownership and insurance for the duration of the Grant Agreement, storage and access to the equipment, and process for transferring a portion of the Public Safety Equipment once the Grant Agreement has concluded. Regardless of ownership of the Public Safety Equipment, Northbrook and Wheeling intend to continue to share the equipment as outlined in *Exhibit A.*

Based on these factors, Village staff recommends entering into an Agreement with the Village of Wheeling for the purchase and sharing of Public Safety Equipment as specified in *Exhibit A* to this Resolution.

The President and the Board of Trustees have considered the Agreement and determined that it is in the best interests of the Village and the public to enter into the Agreement.

Section 2. Approval of Agreement

The Agreement is approved in substantially the form attached to this Resolution and in a final form acceptable to the Village Manager and the Village Attorney.

Section 3. Authorization to Execute Agreement.

The Village Manager and the Village Clerk are hereby authorized and directed to execute and seal, on behalf of the Village, the Agreement only after receipt by the Village Clerk of at least three original copies of the Agreement executed by Wheeling; provided, however, that if such executed copies of the Agreement are not received by the Village Clerk within 30 days after the date of adoption of this Resolution, then this authority to execute and seal shall, at the option of the President and Board of Trustees,

be null and void.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYS:
ABSTAIN:
ABSENT:

ATTEST:

Village President

Village Clerk

INTERGOVERNMENTAL AGREEMENT BETWEEN THE VILLAGE OF WHEELING AND THE VILLAGE OF NORTHBROOK

THIS INTERGOVERNMENTAL AGREEMENT (***"Agreement"***) is made and entered into as of the ___ day of _____, 2025 (***"Effective Date"***), and is by and between the Village of Wheeling, an Illinois home rule municipality (***"Wheeling"***), and the Village of Northbrook, an Illinois home rule municipal corporation (***"Northbrook"***) (collectively, Wheeling and Northbrook are the ***"Parties"***).

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the Wheeling's and Northbrook's statutory and home rule powers, the Parties agree as follows:

SECTION 1. RECITALS.

A. Article VII, Section 10 of the Illinois Constitution and the Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.,* authorize and encourage intergovernmental cooperation.

B. The Parties were identified to receive grant funds for the purchase and sharing of public safety equipment, specifically the purchase of rapid response equipment.

C. Northbrook has been identified by the State of Illinois Department of Commerce and Economic Opportunity in Agreement No. 25-203353 ("***Grant Agreement***") as the Grantee. As Grantee, Northbrook will purchase the public safety equipment in an amount up to the grant award of $500,000. This public safety equipment will include rapid response barrier system and associated equipment/trailers, a fire response utility task vehicle and associated equipment/trailer, and trailer mounted solar powered changeable message boards (collectively the "***Public Safety Equipment***").

D. Northbrook will serve as owner of this Public Safety Equipment in accordance with the terms and conditions of the Grant Agreement. Wheeling will be responsible for storing this Public Safety Equipment. As owner, Northbrook will title and insure the Public Safety Equipment.

E. The Parties desire to enter into this Agreement in order to set forth their roles, responsibilities and obligations with respect tot the Public Safety Equipment.

SECTION 2. RESPONSIBILITY OF EACH PARTY.

A. Northbrook shall serve as the lead agency and be responsible for the execution of the Grant Agreement with the State of Illinois and the subsequent purchase of the Public Safety Equipment. Wheeling shall cooperate with Northbrook, as necessary, in order to allow Northbrook to complete the purchase of the Public Safety Equipment.

B. Wheeling shall be responsible for the storage of the Public Safety Equipment within its facilities, buildings or property. Wheeling shall ensure that the Public Safety Equipment is kept in a safe, secure and enclosed facility. Wheeling must provide Northbrook with reasonable access to the equipment and shall not deny Northbrook entry to its facilities to obtain the Public Safety Equipment for use by Northbrook.

C. The use, maintenance and operation of the Public Safety Equipment shall be governed by the requirements set forth in Appendix B to this Agreement.

D. Each Party represents that only capable, experienced and qualified personnel will operate and use the Public Safety Equipment.

E. At the conclusion of the term of the Grant Agreement, Northbrook will transfer ownership of the fire response utility task vehicle and associated equipment/trailers and trailer mounted solar powered changeable message boards to Wheeling. Following the term of the Grant Agreement and transfer of equipment from Northbrook to Wheeling, the Parties agree to continue to cooperate and share the Public Safety Equipment as may be necessary from time to time in accordance with this Agreement.

SECTION 3. ADMINISTRATION.

A. The Parties agree to work cooperatively to produce information as needed to meet the requirements of the Grant Agreement, including audits associated with the Grant Agreement.

B. The Parties agree to share information on maintenance and inspections of the Public Safety Equipment as may become necessary.

SECTION 4. REPAIRS.

A. Minor Repair. Each Party shall return all Public Safety Equipment promptly after use and in the same condition as when it was taken, except for ordinary wear and tear. Except for Significant Repairs as set forth below, each Party agrees to pay for any damage to, or repairs necessary for, the Public Safety Equipment that occurs while that Party is in possession or control of Public Safety Equipment, including all damage caused by a Party's employees, agents, contractors or volunteers. Neither Party may make any modifications or repairs to Public Safety Equipment without the prior written approval of the other Party.

B. Significant Repairs. The Parties agree to share equally in the cost of all significant repairs needed for the Public Safety Equipment to remain operational during the term of this Agreement. Significant repairs are those that are determined to be in excess of $5,000. If a significant repair is the result of an accident, the parties shall share equally in any cost that remains after any insurance reimbursement is deducted. As lead agency and owner of the Public Safety Equipment, Northbrook will make the final decision as to whether a repair is a significant repair. The party completing the significant repair will pay the cost and invoice the other party for 50% of the total cost of the significant repair. The other party must pay all amounts invoiced no later than 45 days after receiving the invoice.

SECTION 5. PUBLIC SAFETY EQUIPMENT PURCHASES.

A. Cooperation Regarding Public Safety Equipment Purchases. The Parties will cooperate regarding planning for, and purchasing of, Public Safety Equipment as well as supplies for the maintenance, use, and benefit of the Public Safety Equipment.

B. Consensus on Purchase of Public Safety Equipment. The Parties will cooperate on the specifications of the Public Safety Equipment to be purchased in order to meet the needs of the Parties while also remaining within the awarded grant amount.

C. Use of Joint Purchasing Contracts. The Parties agree that use of joint purchasing contracts that meet the purchasing requirements of the Grant Agreement are acceptable and in the best interests of the parties in order to meet the timelines established in the Grant Agreement.

D. If the Parties cannot agree on the selection or purchase of the Public Safety Equipment within six months after the effective date of this Agreement, Northbrook, as the lead agency, will make the final determination as to what Public Safety Equipment to purchase.

SECTION 6 COMPLIANCE WITH GRANT.

A. The Act. The Parties will, at all times, operate in compliance with the Grant Agreement, as it may be amended from time to time.

B. Other Laws, Ordinances, and Regulations. It is the responsibility of the Parties to comply with all applicable federal, state, and local laws, orders, rules, and regulations, as they may be modified or amended from time to time as it applies to the maintenance, operation, and ownership of the public safety equipment in accordance with Grant No. 25-203353.

SECTION 7. INSURANCE; WAIVER OF LIABILITY; INDEMNITY.

A. Insurance. As owners of the Public Safety Agreement for the duration of the period outlined in the Grant Agreement, Northbrook shall title and insure the Public Safety Equipment. Upon transfer of some or all of the Public Safety Equipment the Wheeling shall become responsible for titling and insuring that Public Safety Equipment.

B. Assumption of Liability. The Parties assume any and all liability arising from the use of public safety equipment and supplies used for their respective purposes or operations as allowed under this Agreement.

C. Indemnification. The Parties will indemnify, hold harmless, and defend each other against all damages, liability, claims, losses, and expenses (including attorneys' fees) that may arise, or be alleged to have arisen, out of or in connection with: (i) the use of Public Safety Equipment for their operations; (ii) this Agreement.

D. No Waiver of Tort Immunity Defenses. Nothing contained in this Agreement is or will be deemed to be a waiver of the defenses available to the Parties under the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-101 *et seq.,* with respect to claims by third parties.

E. Responsibility for Damage or Loss. The Parties will be responsible and liable for, and must promptly and without charge to the other, repair or replace, damage done to, and any loss or injury (collectively, ***"Loss"***) suffered by, the Public Safety Equipment to the extent the Loss arises out of the acts or omissions of the party using the Public Safety Equipment.

F. Responsibility for Delay. The Parties may not hold each other liable for any delays in the procurement or receipt of Public Safety Equipment purchases, parts, or repairs that may be due to compliance with the terms of this Agreement.

SECTION 8. TERM; TERMINATION.

A. Term. The term of this Agreement is for one year after the date on which the Agreement is fully executed (***"Term"***) and will automatically renew for successive one-year renewal terms unless terminated in accordance with this Agreement.

B. Termination. Either Party may terminate this Agreement with or without cause by

providing 180 days' prior written notice to the other Party. If Wheeling terminates this Agreement prior to the transfer of ownership of the Public Safety Equipment, Northbrook will retain ownership of all Public Safety Equipment and Wheeling shall cooperate to transfer possession of the Public Safety Equipment to Northbrook.

SECTION 9. ENFORCEMENT. The Parties to this Agreement may, in law or in equity, by suit, action, mandamus, or any other proceeding, including without limitation specific performance, enforce or compel the performance of this Agreement; provided, however, that the Parties agree that each will not seek, and do not have the right to seek, to recover a judgment for monetary damages against the Wheeling or Northbrook, or any of its elected or appointed officials, officers, employees, agents, representatives, or attorneys, on account of the negotiation, execution, or breach of this Agreement or on an account of a tort committed by Wheeling or Northbrook except for claims based on gross negligence or willful misconduct on the part of the Wheeling or Northbrook. In the event of a judicial proceeding brought by one Party to this Agreement against the other Party to this agreement, the successful Party shall be entitled to reimbursement from the unsuccessful party of all costs and expenses, including without limitation reasonable attorneys' fees, incurred in connection with the judicial proceeding.

SECTION 10. GENERAL PROVISIONS.

A. Binding Agreement. This Agreement is binding on and will inure to the benefit of the Parties, and their respective successors and assigns.

B. Amendments and Modifications. No amendment or modification to this Agreement will be effective until it is reduced to writing and approved and executed by the Parties to this Agreement.

C. Governing Laws; Venue. This Agreement will be governed by, construed, and enforced in accordance with the laws of the State of Illinois. Exclusive jurisdiction with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement will be in Cook County, Illinois.

D. Authority to Execute. The Parties warrant and represent that the persons executing this Agreement on their behalf have been properly authorized to do so.

E. Interpretation. This Agreement will be construed without regard to the identity of the Party who drafted the various provisions of this Agreement. Moreover, each and every provision of this Agreement will be construed as though all Parties participated equally in the drafting of this Agreement. As a result of the foregoing, any rule of construction that a document is to be construed against the drafting Party will not be applicable to this Agreement.

F. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

G. No Third-Party Beneficiaries. No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation will be made, or be valid, against the Parties.

H. Entire Agreement. It is understood and agreed that all understandings and agreements between the Parties are merged in this Agreement and neither Party is relying upon any statement or representation, not embodied in this Agreement.

I. Assignment. This Agreement cannot be assigned by any Party without the written consent of the other Party and should any assignment be made by one Party without the written consent of the other Party, such assignment will be null and void.

J. Notices. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by email. Email notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 8.J, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

To Northbrook: Cara Pavlicek, Village Manager
Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062
cara.pavlicek@northbrook.il.us

With a copy to:
Kelly Hamill, Director of Public Works
Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062
kelly.hamill@northbrook.il.us

With a copy to:
Elrod Friedman LLP
350 N. Clark Street, Second Floor
Chicago, Illinois 60654
Attention: Steven Elrod
E-mail: steve.elrod@elrodfriedman.com

To Northbrook: Jon Sfondilis, Village Manager
Village of Wheeling
2 Community Blvd.
Wheeling, IL 60090
jsfondilis@wheelingil.gov

With a copy to:
Dan Kaup, Deputy Village Manager/Director of Public Works
Village of Wheeling
2 Community Blvd.
Wheeling, IL 60090
dkaup@wheelingil.gov

With a copy to:
Klein, Thorpe and Jenkins

544 Lakeview Parkway, Suite 301
Vernon Hills, Illinois 60061
Attention: James Ferolo
Email: jvferolo@ktjlaw.com

K. Counterpart Signatures. For the convenience of the Parties, this Agreement may be executed in counterparts, each counterpart will be deemed an original instrument, and such counterparts taken together will constitute one and the same Agreement.

L. Severability. The provisions of this Agreement will be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Agreement is held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Agreement will be in any way affected thereby.

The remainder of this page is intentionally left blank.

IN WITNESS WHEREOF, the Parties agree to the terms of this Agreement and set forth their signatures below:

ATTEST:

VILLAGE OF WHEELING

By:_____

Title:_____

By: _____

Its: _____

ATTEST:

VILLAGE OF NORTHBROOK

By: _____

By: _____

Appendix A

Village of Northbrook

Bill of Sale

KNOW ALL BY THESE PRESENTS, that the **VILLAGE OF NORTHBROOK** ("***Grantor***"), in consideration of Ten and no/100 Dollars ($10.00) and other consideration, the sufficiency and receipt of which are hereby acknowledged, does hereby sell, assign, transfer and set over to the **VILLAGE OF WHEELING,** an Illinois municipal corporation, with its principal place of business at 2 Community Boulevard, Wheeling, IL 60090 ("***Grantee***"), the following described personal property (collectively "***Personal Property***"):

[INSERT DESCRIPTION]

The Grantor represents and warrants to the Grantee that the Grantor is the absolute owner of the Personal Property, that all of the Personal Property is free and clear of all liens, charges and encumbrances, and that the Grantor has full right, power and authority to sell and transfer the Personal Property and to make this Bill of Sale.

The Grantor acknowledges that, upon this sale and transfer, the Grantee will be the sole and absolute owner of the Personal Property, and will have the right to use the Personal Property in any manner it deems appropriate, including, without limitation, affixing the Personal Property to posts and other fixtures owned by the Grantee and located on public property and public rights-of-way, for public viewing and display.

If this Bill of Sale is signed by more than one Grantor, all persons so signing shall be jointly and severally bound hereby.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, Grantor has signed and sealed this bill of sale at _____, this _____ day of _____, 20__.

GRANTOR: Village of Northbrook

By:_____

Print Name:_____

As Its:_____

ACKNOWLEDGEMENT OF RECEIPT

Grantee does hereby acknowledge receipt of the Personal Property transferred by this Bill of Sale.

GRANTEE: Village of Wheeling

By: _____

Date: _____

NOTARIZATION OF GRANTOR'S SIGNATURE

STATE OF ILLINOIS)
) ss:
COUNTY OF COOK)

The foregoing instrument was acknowledged before me on _____, 20__, by _____, _____, who are known to me to be the persons who signed the foregoing instrument as the Grantor, and that they executed and attested to the same as their free and voluntary act and deed, and as the free and voluntary act and deed of the corporation, for the uses and purposes therein mentioned.

_____
Notary Public

SEAL

My Commission expires: _____

#55556466_v2

Appendix B

Equipment Information and Responsibilities

The following sections are intended to outline the use and maintenance of the Public Safety Equipment purchased under the Grant Agreement.

Section 1. Rapid Response Barrier System

Description: The rapid response barrier system shall consist of Archer 1200 Barriers, Archer Rapid Gate Kit, 3 Channel ADA Cable Protector, Archer Arrestor Cable, Archer Field Tow Bar, Archer Manual Hauler 2.0, Archer T-1000 Drop Deck Trailer. The final quantities of these materials shall be determined at the time of award issuance of a purchase order.

Storage of Equipment: Equipment shall be stored at 77 Hintz Road, Wheeling, Illinois, commonly known as the Village of Wheeling Public Works facility. Equipment may be stored inside or outside as deemed necessary.

Access to/Sharing of Units: If not being used by a community, the rapid response barrier system stored at Wheeling will be made available, regardless of time or day. The community requesting access to the units will provide as much notice as practicable, but both communities recognize that in the case of emergency this may not be possible. Communities will make their best efforts to pick-up and return the units during regular working hours, but both communities will respond after hours if necessary. Each community will be responsible for their own labor costs to make the units available.

Requests for access to and communication on use of the rapid response barrier system shall be handled through the Directors of Public Works for each community or their designee. Should a conflict arise between the use of the equipment, the issue will be escalated to the office of the Village Manager for each Community to be resolved.

Inspections: The Parties will conduct inspections of the equipment before and after use. Any repairs or deficiencies shall be notified with the other community and repairs scheduled.

Contacts: The Parties will share and update contacts for access to the units as needed but not less than annually.

Purchasing – Northbrook will procure the barriers and trailers in accordance with the requirements and the Grant Agreement.

Registration and Titling of Units: The trailers associated with the rapid response barrier system shall be titled and registered with the State of Illinois with the Village of Northbrook as owner.

Insurance: As owner, the Village of Northbrook will include and provide the same insurance as comparable trailers in Northbrook's fleet. The barrier system and accessories shall be insured in a manner similar to other Village equipment.

Indemnification: Wheeling agrees to indemnify and hold harmless Northbrook, IRMA, and the agents of both organizations for any acts that may occur while the barriers or associated equipment are used by Wheeling.

Repairs – Routine maintenance of the trailers and barriers will be performed after each use by the community using the trailers and equipment. Repairs totaling more than $5,000 will be shared between the community but only after concurrence between the two communities.

End of Useful Life – At any time if a repair exceeds the current value of the unit, the unit shall be determined to have reached the end of its useful life.

Disposal of Equipment – If/when the unit has reached the end of its useful life, the unit shall be disposed of in accordance with the terms of the Grant Agreement.

Section 2: Fire Response Utility Task Vehicle

Description: The Fire Response Utility Task Vehicle (UTV) shall consist of a Polaris Ranger XD 1500 NorthStar with a Fire and Rescue Skid in the back. In conjunction with the Fire Response UTV, a transport trailer shall also be furnished. The trailer and vehicle may have identification added to them identifying them as Village of Wheeling units. Wheeling will outfit the units with appropriate communications equipment and lights as needed.

Storage of Equipment: The Fire Response UTV and associated trailer shall be stored 499 South Milwaukee Avenue, commonly known as Village of Wheeling Fire Station 44. Equipment may be stored inside or outside as deemed necessary.

Access to/Sharing of Units – The Fire Response UTV shall be in the primary possession of the Village of Wheeling, if the Village of Northbrook requires the assistance of the Village of Wheeling Fire Department and the Fire Response UTV, the Village of Northbrook will activate the appropriate mutual aid systems to obtain assistance.

Contacts: The communities will share and update contacts for access to the units as needed but not less than annually.

Purchasing – The Village of Northbrook will procure the Fire Response UTV and the associated trailer in accordance with the requirements of the grant agreement and in accordance with the needs/specifications of the Village of Wheeling.

Registration and Titling of Units: Northbrook shall title and serve as owner of the Fire Response UTV and associated trailer for the duration of the Grant Agreement. If after the Grant Agreement is completed and Fire Response UTV is transferred to Wheeling in accordance with this agreement, Wheeling shall be the owner of the UTV and trailer. Wheeling agrees to continue to abide by any and all remaining Grant Agreement terms and conditions for the life of the Fire Response UTV.

Transfer of Units: At a time permitted by the Grant Agreement, Northbrook will transfer the Fire Response UTV in accordance with the terms of the Grant Agreement and this Agreement. The Bill of Sale identified in Appendix A of this Agreement shall be used.

If at that time, Wheeling chooses not to accept the unit, Northbrook may relocate the unit to one of their Fire Stations for use and storage. At that time, Northbrook may update communications equipment and identifications on the trailer and Fire Response UTV.

Repairs: Repairs and maintenance of the units shall be the responsibility of Wheeling.

End of Useful Life: At any time if a repair exceeds the current value of the unit, the unit shall be determined to have reached the end of its useful life.

Replacement: at the end of the units lives this portion of the agreement shall become null and void and shall not extend to any future replacements unless mutually agreed to by the Parties.

Insurance: Northbrook shall insure the units in a manner similar to equivalent equipment in its fleet until such time as the vehicle is transferred.

Indemnification: Wheeling agrees to indemnify and hold harmless Northbrook, IRMA, and the agents of both organizations for any acts that may occur while the trailers are used by Wheeling.

Disposal of Equipment: If/when the unit has reached the end of its useful life, the unit shall be disposed of in accordance with the terms of the Grant Agreement.

Section 3: Trailer Mounted Solar Powered Message Boards

Description: These shall consist of trailer mounted solar powered LED message boards ("***Message Boards***"). The final quantities of this equipment shall be determined at the time of award issuance of a purchase order.

Storage of Equipment: Equipment shall be stored at 77 Hintz Road, Wheeling, Illinois, commonly known as the Village of Wheeling Public Works facility. Equipment may be stored inside or outside as deemed necessary.

Access to/Sharing of Units: If not being used by a community, Wheeling will make available some or all of the message boards stored at their facility, regardless of time or day. The community requesting access to the units will provide as much notice as practicable, but both communities recognize that in the case of emergency this may not be possible. Communities will make their best efforts to pick-up and return the units during regular working hours, but both communities will respond after hours if necessary. Each community will be responsible for their own labor costs to make the units available.

Requests for access to and communication on use of the rapid response barrier system shall be handled through the Directors of Public Works for each community or their designee. Should a conflict arise between the use of the equipment, the issue will be escalated to the office of the Village Manager for each Community to be resolved.

Inspections: The Parties will conduct inspections of the Message Boards before and after use. Any repairs or deficiencies shall be notified with the other community and repairs scheduled.

Contacts: The Parties will share and update contacts for access to the units as needed but not less than annually.

Purchasing – Northbrook will procure the Message Boards in accordance with the requirements and the Grant Agreement.

Registration and Titling of Units: The Message Boards shall be titled and registered with the State of Illinois with the Village of Northbrook as owner for the duration of the Grant Agreement. If after the Grant Agreement is completed and Message Boards are transferred to Wheeling in accordance with this agreement, Wheeling shall be the owner of the Message Boards. Wheeling agrees to continue to abide by any and all remaining Grant Agreement terms and conditions for the life of the Message Boards.

Transfer of Units: At a time permitted by the Grant Agreement, Northbrook will transfer the Fire Response

UTV in accordance with the terms of the Grant Agreement and this Agreement. The Bill of Sale identified in Appendix A of this Agreement shall be used.

If at that time, Wheeling chooses not to accept the unit, Northbrook may relocate the unit to its Public Works Center for use and storage. At that time, Northbrook may update identifications on the trailer.

Repairs – Routine maintenance of the trailers and barriers will be performed after each use by the community using the trailers and equipment. Repairs totaling more than $5,000 will be shared between the community but only after concurrence between the two communities.

End of Useful Life – At any time if a repair exceeds the current value of the unit, the unit shall be determined to have reached the end of its useful life.

Replacement: at the end of the Message Boards lives this portion of the agreement shall become null and void and shall not extend to any future replacements unless mutually agreed to by the Parties.

Insurance: Northbrook shall insure the units in a manner similar to equivalent equipment in its fleet until such time as the vehicle is transferred.

Indemnification: Wheeling agrees to indemnify and hold harmless Northbrook, IRMA, and the agents of both organizations for any acts that may occur while the Message Boards are used by Wheeling.

Disposal of Equipment – If/when the Message Boards have reached the end of their useful life, the units shall be disposed of in accordance with the terms of the Grant Agreement.

Section 4: Additional Equipment and Resources

Description: Additional equipment and resources may be added to this Agreement as necessary upon mutual agreement of the Parties.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Execution of an Intergovernmental Agreement with the Illinois Department of Transportation (IDOT) for the Maintenance of State Owned Roadways within the Village of Northbrook

Overview
For many years, the Village has maintained a collaborative relationship with the Illinois Department of Transportation (IDOT) through an Intergovernmental Agreement (IGA) that authorizes the Village to provide routine maintenance on key State routes located in Northbrook. The Village will be responsible for the streets Identified in the new IGA which replaces the previous ten year agreement with IDOT.

Fiscal Impact

The annual compensation will be $35,285 with an estimated total compensation of $352,850 over the length of the agreement.

Recommendation
Approval.

Background
The Illinois Department of Transportation (*IDOT*) has approached the Village of Northbrook to continue the partnership on maintenance of roadways and enter into an Agreement for the maintenance of various State Owned Roadways Identified in Part 5 of the Agreement. The Village of Northbrook will be responsible for the streets listed in ***Exhibit A***, attached to the Resolution.

This Agreement will replace the previous ten-year Agreement which expired on June 30, 2025. The Agreement allows for ten one-year extensions with increases based upon the Construction Cost Index. The period of July 1, 2025 - July 30, 2026 will include a 1.60% increase from the previous year's Agreement. The annual compensation will be $35,285.00, with an estimated total compensation of $352,850 over the length of the Agreement.

The Agreement is authorized and entered into pursuant to the Section 10 of Article VII of the Illinois Constitution, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq*., and the Village's home rule powers.

This arrangement allows the Village to retain direct control over the timing and quality of maintenance services. Snow and ice removal, pothole patching, debris clearance, and other essential services can be performed in accordance with the Village's established standards and response timelines. Performing this maintenance at the local level ensures that these highly travelled corridors receive the level of care and responsiveness they require, while also reinforcing the Village's commitment to safe and well-maintained transportation infrastructure.

Staff will be present at the Village Board of Trustees meeting and will be available to answer any questions that may arise.

A Resolution Authorizing the Execution of an Intergovernmental Agreement with the Illinois Department of Transportation (IDOT) for the Maintenance of Various State Owned Roadways within the Village of Northbrook
Exhibit A - IDOT Intergovernmental Agreement with the Village of Northbrook

Resolution 2025-_____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Execution of an Intergovernmental Agreement with the Illinois Department of Transportation (IDOT) for the Maintenance of Various State Owned Roadways within the Village of Northbrook

Section 1. Recitals.

The Illinois Department of Transportation, on behalf of the State of Illinois ("***IDOT***") has requested the Village of Northbrook enter into an agreement for the maintenance of State owned roadways (segments of Shermer Road and Pfingsten Road) ("***Agreement***"). The Village of Northbrook will be responsible for the streets listed in ***Exhibit A***, attached to, and by this reference made a part of, this Resolution.

This Agreement will replace the previous ten-year agreement which expired on June 30, 2025. The Agreement allows for ten one-year extensions with increases based upon the Construction Cost Index. The period of July 1, 2025 - July 30, 2026, will include a 1.60% increase in compensation from the previous year's agreement. The annual compensation will be $35,285.00, with an estimated total compensation of $352,850 over the length of the Agreement.

The Agreement is authorized and entered into pursuant to Section 1 of Article VII of the Illinois Constitution, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq*., and the Village's home rule powers.

Section 2. Approval of Agreement.

The Agreement with the Illinois Department of Transportation for Maintenance of State Owned Roadways is hereby approved in a form generally consistent with the attached ***Exhibit A*** and in a final form acceptable to the Village Manager and Village Attorney.

Section 3. Authorization to Execute Agreement.

The Village Manager and Village Clerk are hereby authorized and directed to execute and seal, on behalf of the Village, the Agreement in its final form.

Approved:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

Illinois Department of Transportation
Office of Highways Project Implementation / Region 1 / District 1
201 West Center Court / Schaumburg, Illinois 60196-1096

May 7, 2025

CORRECTED LETTER

Ms. Cara Pavlicek
Village Manager
Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

Dear Ms. Pavlicek:

The Illinois Department of Transportation, on behalf of the State of Illinois, intends to enter into an Intergovernmental Agreement ("Agreement") for Maintenance of Municipal Streets with your municipality. The scope of work, including the roadways covered in this Agreement, is listed in Part 5. This will replace our previous ten-year Agreement which expires on June 30, 2025.

Part 5 includes a clause to allow modifications to the location listing as appropriate and as mutually agreed to by both parties. Any modifications shall be in writing and must be approved by the Regional Engineer or his or her designee on behalf of IDOT and by the PUBLIC WORKS DIRECTOR on behalf of the Governmental Body authorized to approve these modifications.

Updated Computation Sheets for the period of July 1, 2025, to June 30, 2026, are included with the contract. The adjustment factor used to determine the rates is based on the 1.60% increase published by the Engineering News Record. **The annual payment for your city will be $35,285.00.**

Please review and sign the attached two copies of the Agreement, and return to Jacek Ejmont, D1 Maintenance Contracts Engineer, Illinois Department of Transportation, 201 W. Center Court, Schaumburg, IL 60196. In order to execute the contract by July 1, 2025, please return it no later than **May 30, 2025**. One original of the executed agreement will be sent back to you once all parties have signed it.

If you have any questions or need additional information, please contact Jacek Ejmont, D1 Maintenance Contracts Engineer, at (847) 705-4641.

Sincerely,

Jose Rios, P.E.
Region One Engineer

Attachment

Illinois Department of Transportation

Intergovernmental Agreement

Governmental Body Name	Agreement Number
Village of Northbrook	

Address	City	State	Zip Code
1225 Cedar Lane	Northbrook,	IL	60062

Remittance Address (if different from above)	City	State	Zip Code

Phone	Unique Entity Identifier (UEI)	FEIN/TIN
		30-0006280

Brief Description of Service (full description specified in Part 5)

Routine Maintenance of State Routes

Compensation Method (full details specified in Part 6)

Lump Sum

Total Compensation Amount	Advance Pay	Agreement Term	
		Start Date	Expiration Date
$352,850.00 (Estimate)	☐ Yes ☒ No	07/01/25	06/30/35

REQUIRED SIGNATURES

By signing below, the GOVERNMENTAL BODY and the DEPARTMENT agree to comply with and abide by all provisions set forth in Parts 1-8 herein and any Appendices thereto.

FOR THE **GOVERNMENTAL BODY:**

Signature	Date

Name	Title

FOR THE **DEPARTMENT:**

Signature	Date	Omer Osman, P.E., Secretary of Transportation	Date

Delegate Name

Printed Name

Printed Title

Signature	Date	Vicki L. Wilson, Chief Fiscal Officer	Date

Michael Prater, Chief Counsel	Date

(Approved as to form)

INTERGOVERNMENTAL AGREEMENT
FOR
ROUTINE MAINTENANCE OF STATE ROUTES

This Agreement is by and between

Please type or print legibly the GOVERNMENTAL BODY'S legal name and address

Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

Attention

Ms. Cara Pavlicek

Email

referred to as the GOVERNMENTAL BODY, and the State of Illinois, acting by and through its Department of Transportation, referred to as the DEPARTMENT individually referred to as a PARTY, and collectively referred to as the PARTIES.

Part 1	Scope/Compensation/Term
Part 2	General Provisions
Part 3	Federally Funded Agreements
Part 4	Specific Provisions
Part 5	Scope of Services/Responsibilities
Part 6	Compensation for Services
Part 7	Certification Regarding Lobbying
Part 8	Agreement Award Notification

Part 1
SCOPE / COMPENSATION / TERM

A. **Scope of Services and Responsibilities** The DEPARTMENT and the GOVERNMENTAL BODY agree as specified in Part 5.

B. **Compensation** Compensation (if any) shall be as specified in Part 6.

C. **Term of Agreement** This Agreement will start 07/01/25 and will expire 06/30/35

D. **Amendments** All changes to this Agreement must be mutually agreed upon by the DEPARTMENT and the GOVERNMENTAL BODY and be incorporated by written amendment, signed by the parties.

☒ E. **Renewal** This Agreement may not be renewed.

Part 2
GENERAL PROVISIONS

A. **Changes** If any circumstances or condition in this Agreement changes, the GOVERNMENTAL BODY must notify the DEPARTMENT in writing within seven (7) days.

B. **Compliance/Governing Law** The terms of this Agreement shall be construed in accordance with the laws of the State of Illinois. Any obligations and services performed under this Agreement shall be performed in compliance with all applicable state and federal laws. The Parties hereby enter into this Intergovernmental Agreement pursuant to the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq.

C. **Availability of Appropriation** This Agreement is contingent upon and subject to the availability of funds. The DEPARTMENT, at its sole option, may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (2) the Governor decreases the DEPARMENT's funding by reserving some or all of the DEPARTMENT's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the DEPARMENT determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. GOVERNMENTAL BODY will be notified in writing of the failure of appropriation or of a reduction or decrease.

D. **Records Inspection** The DEPARTMENT or a designated representative shall have access to the GOVERNMENTAL BODY's work and applicable records whenever it is in preparation or progress, and the GOVERNMENTAL BODY shall provide for such access and inspection.

E. **Records Preservation** The GOVERNMENTAL BODY, shall maintain for a minimum of **six (6) years** after the completion of the Agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the Agreement.

F. **Cost Category Transfer Request** For all transfers between or among appropriated and allocated cost categories, DEPARTMENT approval is required. To secure approval, the GOVERNMENTAL BODY must submit a written request to the DEPARTMENT detailing the amount of transfer, the cost categories from and to which the transfer is to be made, and rationale of the transfer.

G. **Subcontracting/Procurement Procedures/Employment of DEPARTMENT Personnel**

1. Subcontracting-Subcontracting, assignment or transfer of all or part of the interests of the GOVERNMENTAL BODY concerning any of the obligations covered by this Agreement is prohibited without prior written consent of the DEPARTMENT.

2. Procurement of Goods or Services - Federal Funds For purchases of products or services with any Federal funds that cost more than $3,000.00 but less than the simplified acquisition threshold fixed at 41 U.S.C. 134, (currently set at $250,000.00) the GOVERNMENTAL BODY shall obtain price or rate quotations from an adequate number (at least three) of qualified sources. Procurement of products or services with any Federal funds for $250,000 or more will require the GOVERNMENTAL BODY to use the Invitation for Bid process or the Request for Proposal process. In the absence of formal codified procedures of the GOVERNMENTAL BODY, the procedures of the DEPARTMENT will be used, provided that the procurement procedures conform to the provisions in Part 3(K) below. The GOVERNMENTAL BODY may only procure products or services from one source with any Federal funds if: (1) the products or services are available only from a single source; or (2) the DEPARTMENT authorizes such a procedure; or, (3) the DEPARTMENT determines competition is inadequate after solicitation from a number of sources.

3. Procurement of Goods or Services - State Funds For purchases of products or services with any State of Illinois funds that cost more than $20,000.00, ($10,000.00 for professional and artistic services) but less than the small purchase amount set by the Illinois Procurement Code Rules, currently set to not exceed $100,000 for professional and artistic services, (See 30 ILCS 500/20-20(a) and 44 Ill. Admin Code 6.100) the GOVERNMENTAL BODY shall obtain price or rate quotations from an adequate number (at least three) of qualified sources. Procurement of products or services with any State of Illinois funds not exceeding $100,000 for goods and services or more for professional and artistic services will require the GOVERNMENTAL BODY to use the Invitation for Bid process or the Request for Proposal process. In the absence of formal codified procedures of the GOVERNMENTAL BODY, the procedures of the DEPARTMENT will be used. The GOVERNMENTAL BODY may only procure products or services from one source with any State of Illinois funds if: (1) the products or services are available only from a single source; or (2) the DEPARTMENT authorizes such a procedure; or, (3) the DEPARTMENT determines competition is inadequate after solicitation from a number of sources.

   The GOVERNMENTAL BODY shall include a requirement in all contracts with third parties that the contractor or consultant will comply with the requirements of this Agreement in performing such contract, and that the contract is subject to the terms and conditions of this Agreement.

4. EMPLOYMENT OF DEPARTMENT PERSONNEL The GOVERNMENTAL BODY will not employ any person or persons currently employed by the DEPARTMENT for any work required by the terms of this Agreement.

Part 3
☒ FEDERALLY FUNDED AGREEMENTS
[Not applicable to this Agreement]

PART 4
SPECIFIC PROVISIONS

A. **Invoices** Invoices submitted by the GOVERNMENTAL BODY will be for costs that have been incurred to complete the Part 5, Scope of Services. If the GOVERNMENTAL BODY's invoices are deemed by the DEPARTMENT or auditors to not be sufficiently documented for work completed, the DEPARTMENT may require further records and supporting documents to verify the amounts, recipients and users of all funds invoiced pursuant to this Agreement. Furthermore, if any of the deliverables in Part 5 are not satisfactorily completed, GOVERNMENTAL BODY will refund payments made under this agreement to the extent that such payments were made for any such incomplete or unsatisfactory deliverable.

Any invoices/bills issued by the GOVERNMENTAL BODY to the DEPARTMENT pursuant to this Agreement shall be sent to the following address:

Illinois Department of Transportation

Attention
District 1, Operations Supervisor

Address
1916 Techny Road

City	State	Zip Code
Northbrook,	IL	60062

All invoices shall be signed by an authorized representative of the GOVERNMENTAL BODY.

B. **Billing and Payment** All invoices for services performed and costs incurred by the GOVERNMENTAL BODY prior to July 1st of each year must be presented to the DEPARTMENT no later than ***July 31st*** of that same year for payment under this Agreement. Notwithstanding any other provision of this Agreement, the DEPARTMENT shall not be obligated to make payment to the GOVERNMENTAL BODY on invoices presented after said date. Failure by the GOVERNMENTAL BODY to present such invoices prior to said date may require the GOVERNMENTAL BODY to seek payment of such invoices through the Illinois Court of Claims and the Illinois General Assembly. No payments will be made for services performed prior to the effective date of this Agreement. The DEPARMENT will direct all payments to the GOVERNMENTAL BODY's remittance address listed in this Agreement.

C. **Termination** This Agreement may be terminated by either party by giving thirty (30) calendar days written notice. If the DEPARTMENT is dissatisfied with the GOVERNMENTAL BODY's performance or believes that there has been a substantial decrease in the GOVERNMENTAL BODY's performance, the DEPARTMENT may give written notice that remedial action shall be taken by the GOVERNMENTAL BODY within seven (7) calendar days. If such action is not taken within the time afforded, the DEPARTMENT may terminate the Agreement by giving seven (7) calendar days written notice to the GOVERNMENTAL BODY. In either instance, the GOVERNMENTAL BODY shall be paid for the value of all authorized and acceptable work performed prior to the date of termination, including non-cancelable obligations made prior to receipt of notice of termination and for which work will be completed within thirty (30) days of receipt of notice of termination, based upon the payment terms set forth in the Agreement.

D. **Location of Service** Service to be performed by the GOVERNMENTAL BODY shall be performed as described in Part 5.

E. **Ownership of Documents/Title to Work** All documents, data and records produced by the GOVERNMENTAL BODY in carrying out the GOVERNMENTAL BODY's obligations and services hereunder, without limitation and whether preliminary or final, shall become and remain the property of the DEPARTMENT. The DEPARTMENT shall have the right to use all such documents, data and records without restriction or limitation and without additional compensation to the GOVERNMENTAL BODY. All documents, data and records utilized in performing research shall be available for examination by the DEPARTMENT upon request. Upon completion of the services hereunder or at the termination of this Agreement, all such documents, data and records shall, at the option of the DEPARTMENT, be appropriately arranged, indexed and delivered to the DEPARTMENT by the GOVERNMENTAL BODY.

F. **Software** All software and related computer programs produced and developed by the GOVERNMENTAL BODY (or authorized contractor or subcontractor thereof) in carrying out the GOVERNMENTAL BODY's obligation hereunder, without limitation and whether preliminary or final, shall become and remain the property of both the DEPARTMENT and the GOVERNMENTAL BODY. The DEPARTMENT shall be free to sell, give, offer or otherwise provide said software and related computer programs to any other agency, department, commission, or board of the State of Illinois, as well as any other agency, department, commission, board, or other governmental entity of any country, state, county, municipality, or any other unit of local government, or to any entity consisting of representatives of any unit of government, for official use by said entity. Additionally, the DEPARTMENT shall be free to offer or otherwise provide said software and related computer programs to any current or future contractor.

The DEPARTMENT agrees that any entity to whom the software and related computer programs will be given, sold or otherwise offered shall be granted only a use license, limited to use for official or authorized purposes, and said entity shall otherwise be prohibited from selling, giving or otherwise offering said software and related computer programs without the written consent of both the DEPARTMENT and the GOVERNMENTAL BODY.

G. **Confidentiality Clause** Any documents, data, records, or other information given to or prepared by the GOVERNMENTAL BODY pursuant to this Agreement shall not be made available to any individual or organization without prior written approval by the DEPARTMENT. All information secured by the GOVERNMENTAL BODY from the DEPARTMENT in connection with the performance of services pursuant to this Agreement shall be kept confidential unless disclosure of such information is approved in writing by the DEPARTMENT.

H. **Compliance with Freedom of Information Act.** Upon request, GOVERNMENTAL BODY shall make available to DEPARTMENT all documents in its possession that DEPARTMENT deems necessary to comply with requests made under the Freedom of Information Act. (5 ILCS 140/7(2)).

I. **Reporting/Consultation** The GOVERNMENTAL BODY shall consult with and keep the DEPARTMENT fully informed as to the progress of all matters covered by this Agreement.

J. **Travel Expenses** Expenses for travel, lodging, or per diem is NOT allowed pursuant to this Agreement.

K. **Indemnification** Unless prohibited by State law, the GOVERNMENTAL BODY agrees to hold harmless and indemnify the DEPARTMENT, and its officials, employees, and agents, from any and all losses, expenses, damages (including loss of use), suits, demands and claims, and shall defend any suit or action, whether at law or in equity, based on a alleged injury or damage of any type arising from the actions or inactions of the GOVERNMENTAL BODY and/or the GOVERNMENTAL BODY's employees, officials, agents, contractors and subcontractors, and shall pay all damages, judgments, costs, expenses, and fees, including attorney's fees, incurred by the DEPARTMENT and its officials, employees and agents in connection therewith.

GOVERNMENTAL BODY shall defend, indemnify and hold the DEPARTMENT harmless against a third-party action, suit or proceeding ("Claim") against the DEPARTMENT to the extent such Claim is based upon an allegation that a Product, as of its delivery date under this Agreement, infringes a valid United States patent or copyright or misappropriates a third party's trade secret.

L. **Equal Employment Practice** The GOVERNMENTAL BODY must comply with the "Equal Employment Opportunity Clause" required by the Illinois Department of Human Rights. The GOVERNMENTAL BODY must include a requirement in all contracts with third parties (contractor or consultant) to comply with the requirements of this clause. The Equal Employment Opportunity Clause reads as follows:

In the event that the GOVERNMENTAL BODY, its contractor or consultant fails to comply with any provisions of this Equal Employment Opportunity Clause, the Illinois Human Rights Act Rules and Regulations of the Illinois Department of Human Rights ("IDHR"), the GOVERNMENTAL BODY, its contractor or consultant may be declared ineligible for future contracts or subcontracts with the state of Illinois or any of its political subdivisions or municipal corporations, and the contract may be canceled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation. During the performance of this contract, the GOVERNMENTAL BODY agrees as follows:

1. That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, ancestry, age, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service; and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization;
2. That, if it hires additional employees in order to perform this contract or any portion thereof, it will determine the availability (in accordance with IDHR's Rules and Regulations) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.
3. That, in all solicitations or advertisements for employees placed by it or on its behalf, it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry, physical or mental handicap unrelated to ability, or an unfavorable discharge from military service;
4. That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding, a notice advising such labor organizations or representative of the contractor's obligations under the Illinois Human Rights Act and IDHR's Rules and Regulations. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations, the contractor will promptly notify IDHR and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations thereunder;
5. That it will submit reports as required by IDHR's Rules and Regulations, furnish all relevant information as may from time to time be requested by IDHR or the contracting agency, and in all respects comply with the Illinois Human Rights Act and IDHR's Rules and Regulations;

6. That it will permit access to all relevant books, records, accounts, and work sites by personnel of the contracting agency and IDHR for purposes of investigation to ascertain compliance with the Illinois Human Rights Act and IDHR's Rules and Regulations;
7. That it will include verbatim or by reference the provisions of this Clause in every contract and subcontract it awards under which any portion of the contract obligations are undertaken or assumed, so that such provisions will be binding upon such subcontractor. In the same manner as with other provisions of this Agreement, the GOVERNMENTAL BODY, its contractor or consultant will be liable for compliance with applicable provisions of this clause; and further it will promptly notify the contracting agency and the Department in the event any of its contractor or subcontractor fails or refuses to comply therewith. In addition, the GOVERNMENTAL BODY will not utilize any contractor or subcontractor declared by the Illinois Human Rights Commission to be ineligible for contracts or subcontracts with the state of Illinois or any of its political subdivisions or municipal corporations;
8. The GOVERNMENTAL BODY must have written sexual harassment policies that include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment, under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the Grantee's internal complaint process including penalties; (v) the legal recourse, investigative, and complaint process available through the Department of Human Rights and the Human Rights Commission; (vi) directions on how to contact the Department and Commission; and (vii) protection against retaliation as provided by Section 6-101 of the Illinois Human Rights Act. A copy of the policies must be provided to the DEPARTMENT upon request; and

In addition, the GOVERNMENTAL BODY is subject to the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq., which prohibits discrimination in connection with the availability of public accommodations.

M. **Tax Identification Number** GOVERNMENTAL BODY certifies that:

1. The number shown on this form is a correct taxpayer identification number (or it is waiting for a number to be issued), **and**
2. It is not subject to backup withholding because: (a) it is exempt from backup withholding, or (b) has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the GOVERNMENTAL BODY that it is no longer subject to backup withholding, **and**
3. It is a U.S. entity (including a U.S. resident alien).

NAME OF GOVERNMENTAL BODY: Village of Northbrook

Taxpayer Identification Number: 30-0006280

Legal Status (check one):

☐ Tax-exempt ☒ Government ☐ Other _____

N. **International Boycott** The GOVERNMENTAL BODY certifies that neither GOVERNMENTAL BODY nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed $10,000 (30 ILCS 582).

O. **Forced Labor** The GOVERNMENTAL BODY certifies it complies with the State Prohibition of Goods from Forced Labor Act, and certifies that no foreign-made equipment, materials, or supplies furnished to the DEPARTMENT under this Agreement have been or will be produced in whole or in part by forced labor, or indentured labor under penal sanction (30 ILCS 583).

P. **Equipment** The DEPARTMENT and the GOVERNMENTAL BODY agree to the following:

1. The GOVERNMENTAL BODY must obtain the DEPARTMENT's written approval prior to purchasing any equipment with funds acquired under this Agreement;
2. The GOVERNMENTAL BODY acknowledges that the DEPARTMENT is under no obligation to approve, and the DEPARTMENT may, if it approves, subject that approval to additional terms and conditions as the DEPARTMENT may require;
3. The GOVERNMENTAL BODY acknowledges that any equipment purchased under this Agreement must remain the property of the DEPARTMENT;
4. The GOVERNMENTAL BODY must use the equipment for the authorized purpose under Part 5 (Scope of Service/ Responsibilities) and Part 6 (Compensation) during the period of performance or the equipment's entire useful life;
5. The GOVERNMENTAL BODY must not sell, transfer, encumber, or otherwise dispose of any equipment that is acquired under this Agreement without prior DEPARTMENT's written approval;
6. In cases where the GOVERNMENTAL BODY fails to dispose of any equipment properly, as determined by the DEPARTMENT, the GOVERNMENTAL BODY may be required to reimburse the DEPARTMENT for the cost of the equipment; and
7. For purposes of this provision, "equipment" includes any tangible or intangible product, having a useful life of two years or more, an acquisition cost of at least $100, and used solely in GOVERNMENTAL BODY's performance under this Agreement.

PART 5
SCOPE OF SERVICE/RESPONSIBILITIES

A.) The GOVERNMENTAL BODY agrees to operate and maintain specific portions of the State Highway system that are currently under the DEPARTMENT'S jurisdiction, specifically the portions of that system located within the GOVERNMENTAL BODY's boundary as shown in Attachment A.

This maintenance location listing may be modified as appropriate and mutually agreed to by both parties. Such modification shall be in writing and must be approved by the Regional Engineer or his or her designee on behalf of IDOT and by the PUBLIC WORKS DIRECTOR on behalf of the Governmental Body. It is understood these modifications may result in a modification to the total payments under this agreement. The parties hereby agree that a formal amendment to the agreement is not necessary to modify the locations nor is a formal amendment necessary to modify a change in cost associated with the change in locations, provided the change in amount of total payments is less than 10%.

B.) Maintenance Requirements. The GOVERNMENTAL BODY hereby agrees to maintain the roadway in a serviceable condition at all times. The GOVERNMENTAL BODY's maintenance responsibilities include, but are not limited to the following:

- routine surface and pothole repairs
- temporary full depth patching;
- removing expansion bumps on bituminous surfaces;
- sealing cracks and joints;
- controlling snow and ice;
- cleaning;
- sweeping;
- picking up and disposal of litter;
- mowing, maintenance up to and including removal and/or trimming of trees, shrubs, landscape beds and turf or other landscaping that is located within, obstructs or overhangs the right of way (including weeding, replenishing mulch, mowing, etc.);
- Inspection and maintenance of pavement markings limited to stop bars, symbols, special pavement treatments and crosswalks. Replace as necessary to ensure proper road user guidance. All markings should be in accordance with the latest edition of the Manual on Uniform Traffic Control Devices.
- all other routine operational services to maintain the roadway in a serviceable condition.

Note: Median maintenance, when applicable, includes the following:

- sweeping;
- picking up and disposal of litter;
- mowing, and maintenance up to and including removal and/or trimming of trees, shrubs, landscape beds and turf or other landscaping that is located within, obstructs or overhangs the right of way (including weeding, replenishing mulch, mowing, etc.); and
- repairing surface.

C.) Responsibilities. The GOVERNMENTAL BODY agrees to the following:

- must obtain written approval from the DEPARTMENT before cutting or opening the curb or the pavement of any highway, which is covered in this AGREEMENT;
- must undertake all measures, including notifying the DEPARTMENT of the need for legal action, to require utility owners or permit holders to adjust, maintain, repair, and restore all pavement cuts, curb openings, utility frames, municipal frames, grates, and covers that are disturbed by settlement, construction, or repair;
- must notify the DEPARTMENT of the need to inform utility owners or permit holders to pay all costs of adjustment, maintenance, repair and restoration;
- must ensure that the work adheres to all applicable laws, rules and regulations, as well as the DEPARTMENT's standards (the most recent edition of Standard Specifications for Road and Bridge Construction, and subsequent updates); and

- Must obtain written approval from the Department before adding any new or supplemental pavement marking along the state highway.
- must request and obtain written approval from the DEPARTMENT's Regional Engineer or his designee before doing any extra work not specifically identified in this AGREEMENT.

PART 6
COMPENSATION FOR SERVICES

Funding

State Funds (Appropriation Code: 011-49405-4472-0200)	(Estimate)	$352,850.00	100%
	Subtotal	$352,850.00	100%
	Local Match Provided Through the GOVERNMENTAL BODY	$0.00	
	GRAND TOTAL	$352,850.00	

Funding Breakdown

Terms and Conditions:

1.) GOVERNMENTAL BODY agrees that total payment for each fiscal year from _2026 through 2035_ must not exceed the previous year's total payment plus cost adjustment. [Cost adjustment means the previous year's total payment x % change of the Construction Cost Index, which is published in the Engineering News Record (January edition for each year)]. Payment for the cost of approved extra work will be added to the total funding as provided in Part 5, last paragraph;

2.) The DEPARTMENT will calculate the compensation for services according to the DEPARTMENT'S Bureau of Operations Maintenance Policy Manual, Section 11-800.2.4 Rate of Compensation; and Section 11-800.2.5 Empirical Formula - Municipal Maintenance of State Highways, and send an annual letter to the GOVERNMENTAL BODY notifying it of the new annual Lump Sum approved amount according to the attached Computation Sheet - Municipal Maintenance (Attachment A) under the conditions stated in Section B above;

3.) The GOVERNMENTAL BODY must submit an invoice voucher every 3 months (quarterly), based on the approved annual Lump Sum amount; and

4.) The DEPARTMENT will pay the GOVERNMENTAL BODY's quarterly invoice vouchers on or about September 30, December 31, March 31, and June 30 of each fiscal year, subject to the DEPARTMENT's inspection for satisfactory operation and maintenance of covered streets.

Budget

PART 7

CERTIFICATION REGARDING LOBBYING

(49 CFR PART 20)

☒ **[NOT APPLICABLE TO THIS AGREEMENT]**

PART 8
AGREEMENT AWARD NOTIFICATION

REQUIRED FOR ALL PROJECTS

Does this project receive Federal funds? ☐ Yes ☒ No

Amount of Federal funds	Name of Project
$0.00	State Routes Maintenance Agreement

Federal Project Number

N/A

Assistance Listing Number*, Federal Agency, Program Title

N/A

*For Assistance Listing Number, refer to original Federal Award/Grant Agreement.

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ANNUAL CERTIFICATION FOR SINGLE AUDIT COMPLIANCE

NOTICE

- The certification applies ONLY to governmental agencies, local units of government and non-profit agencies expending federal funds for this project. It does not apply to for-profit public or private entities.
- If 2 CFR Part 200, Subpart F, Section 200.501, Audit Requirements applies to your organization, submit the certification or a copy of your single audit to the DEPARTMENT at the end of your fiscal year for any fiscal year in which you expended any federal funds related to this contract.

NOTE: ANNUAL COMPLIANCE WITH THIS REQUIREMENT IS MANDATORY FOR EVERY YEAR IN WHICH FEDERAL FUNDS ARE EXPENDED FOR THIS PROJECT BY ANY STATES, LOCAL GOVERNMENTS OR NONPROFIT ORGANIZATIONS. FAILURE TO COMPLY WITH THE ANNUAL CERTIFICATION TO THE DEPARTMENT WILL RESULT IN SUSPENSION OF PAYMENTS TO REIMBURSE PROJECT COSTS.

In accordance with 2 CFR Part 200, Subpart F, Section 200.501, Audit Requirements, non-federal entities that expended at least the threshold amount as set out in 2 CFR 200.501(a) in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The DEPARTMENT is required by federal law to obtain and review the single audit of all entities that had any federally participating funds pass through it, irrespective of the amount provided by the DEPARTMENT. It is the responsibility of the agencies expending Federal funds to comply with the requirements and determine whether they are required to have a single audit performed.

In order to comply with the requirements, your agency must provide the following information to the DEPARTMENT on an annual basis for every year in which you expended funds for costs associated with this project:

1. If your agency expended at least the threshold amount as set out in 2 CFR 200.501(a) or more in Federal awards from all sources, including other agencies, in a year, you are required to have a single audit performed, and submit a copy of the report to the DEPARTMENT within the earlier of 30 days after completion of the single audit or no more than nine months after the end of your fiscal year end.

2. If your agency expended less than the threshold amount as set out in 2 CFR 200.501(a) in Federal awards from all sources, including other agencies, in any fiscal year for which you expended funds for project costs, and were not required to conduct a single audit, **you must complete and return the certification statement.**

3. If your agency receives multiple awards from the DEPARTMENT, only one annual submittal of this information is required.

Please submit a copy of your single audit or the Single Audit Not Required Certification to:

Illinois Department of Transportation
Financial Review & Investigation Section, Rm. 126
2300 South Dirksen Parkway
Springfield, IL 62764
DOT.AuditReview@illinois.gov

The single audit must be comprised of four parts. You have the option of including the four parts in one report or a combination of reports. The four parts are commonly known as:

1. Comprehensive Annual Financial Report (Financial Statements).
2. Schedule of Expenditures of Federal Awards and Independent Auditor's Report thereon.
3. Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and other matters based on an Audit of Financial Statements performed in accordance with Government Auditing Standards.
4. Independent Auditor's Report on Compliance with Requirements Applicable to each Major Program and on Internal Control over Compliance in accordance with 2 CFR Part 200.

Additional information which should be submitted:

1. Corrective Action Plan(s), if applicable,
2. Management Letter, if applicable, and
3. Status of Prior Year Findings, if applicable.

For your convenience, you may also submit the information via email to DOT.AuditReview@illinois.gov or via fax at 217/782-5634. If you have any questions, please contact the Audit Coordination Section at 217/782-6041.

NOTICE

Do not submit this certification to the DEPARTMENT with your signed contract.

- The certification applies ONLY to governmental agencies, local units of government and non-profit agencies expending Federal funds for this project. It does not apply to for-profit public or private entities.
- If 2 CFR Part 200, Subpart F, Section 200.501, Audit Requirements applies to your organization, submit the certification or a copy of your single audit to the DEPARTMENT at the end of your fiscal year for any fiscal year in which you expended any Federal funds related to this contract.

Single Audit Not Required Certification

I certify that _____ expended less than the threshold amount as set out in 2 CFR 200.501(a) or more in Federal awards from all sources in Federal awards in our fiscal year _____, and was not required to have a single audit conducted.

Signature | Date

Title

Subrecipient Contact Information

Subrecipient

Contact Person | Title

Address | City | State | Zip Code

Phone | Fiscal Year End | E-mail

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION - District No. 1
Village of Northbrook
COMPUTATION SHEET - MUNICIPAL MAINTENANCE
For the Period beginning July 1, 2025, ending June 30, 2026

LINE NO.	ROUTE	INTERSECTING STREETS						PORTIONS UNDER AGREEMENT								MAINT. ALLOWANCE	
		SECTION	STREET NAME	FROM	TO	TOTAL WIDTH	BUILT BY	WIDTH	NO. LANES	LOCATION	LENGTH IN FEET	LANE MILES	ADT/ LANE	SOURCE	RATE/ LN. MI.	ADJ. FACTOR	ROUTE TOTALS	SUB-TOTALS
1	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	I-94 Spur	900' S/O I-94 Spur	22'	S	22'	2	Full Roadway	900	0.34	8400	S-2002	668	8.18	1857.84	
2	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	900' S/O I-94 Spur	710' S/O Maria Avenue	35'	S	35'	2	Full Roadway	1260	0.48	5600	S-2002	612	8.18	2402.96	
3	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	710' S/O Maria Avenue	100' S/O Wilshire Lane	22'	S	22'	2	Full Roadway	1240	0.47	8400	S-2002	668	8.18	2568.19	
4	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	100' S/O Wilshire Lane	Crabtree Lane	2@24'	S	2@24'	4	Adj to Median	1400	1.06	4200	S-2002	560	8.18	4855.65	
5	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	Crabtree Lane	100' N/O Cherry Lane	28'	S	28'	2	Full Roadway	1900	0.72	5600	S-2002	612	8.18	3604.44	
6	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	100' N/O Cherry Lane	180' S/O Cherry Lane	57'	S	57'	4	Full Roadway	280	0.21	4200	S-2002	560	8.18	961.97	
7	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	180' S/O Cherry Lane	520' N/O Walters Avenue	28'	S	28'	2	Full Roadway	560	0.21	8400	S-2002	668	8.18	1147.49	
8	FAU 2734	(2121 & 2222) RS-1	Pfingsten Road	520' N/O Walters Avenue	Keystone Road	34'	S	34'	2	Full Roadway	1860	0.7	5600	S-2002	612	8.18	3504.31	
9	FAU 2734	(2121 & 2222) RS-1	MEDIAN	100' S/O Wilshire Lane	Crabtree Lane	16'V				Concrete Median	1400	0.27			330	8.18	728.84	
10	CH 110	110-1719-MFT	Pfingsten Road	1105' N/O Willow Road	Willow Road	2@24'	C	2@24'	4	Full Roadway	1105	0.84	4200	S-2002	560	8.18	3847.87	
11	CH 110	110-1719-MFT	MEDIAN	1105' N/O Willow Road	Willow Road	4'				Concrete Median	1105	0.21			330	8.18	566.87	

STATE OF ILLINOIS
DEPARTMENT OF TRANSPORTATION - District No. 1
Village of Northbrook
COMPUTATION SHEET - MUNICIPAL MAINTENANCE
For the Period beginning July 1, 2025, ending June 30, 2026

LINE NO.	ROUTE	INTERSECTING STREETS SECTION	STREET NAME	FROM	TO	TOTAL WIDTH	BUILT BY	PORTIONS UNDER AGREEMENT WIDTH	NO. LANES	LOCATION	LENGTH IN FEET	LANE MILES	ADT/ LANE	SOURCE	RATE/ LN. MI.	ADJ. FACTOR	MAINT. ALLOWANCE ROUTE TOTALS	SUB-TOTALS
12	FAU 2760	3101 RS	Shermer Road	ILL 43 (Waukegan Road)	540' E/O ILL 43	40'	S	40'	4	Full Roadway	540	0.41	3650	S-2002	533	8.18	1787.58	
13	FAU 2760	3101 RS	Shermer Road	540' E/O ILL 43	ILL 68 (Dundee Road)	24'	S	24'	2	Full Roadway	3718	1.41	7300	S-2002	646	8.18	7450.83	
											TOTALS	7.33	Lane Miles				**TOTAL AMOUNT**	**$35,285.00**

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: A Resolution Authorizing the Transfer of a Special Permit to Allow the Operation of a Cannabis Infuser Facility (306-310 Era Drive; C6 Infuser, LLC) (Ordinance 2025-22) (BOT-25-16)

Overview
The applicant is requesting a Special Permit transfer of Ordinance No. 2025-22, a previously approved ordinance for a cannabis infuser facility.

Fiscal Impact
N/A.

Recommendation
Approval.

Background

The applicant, C6 Infuser, LLC, is requesting approval of a transfer of a previously approved special permit ordinance for a cannabis infuser facility. The property owner has granted approval for this application.

On October 14, 2025, the Board is scheduled to consider a Resolution authorizing the transfer of a Special Permit to allow the operation of a cannabis infuser facility. The applicant is currently pursuing building permit approval and has not occupied or begun operations of the facility.

If the Board feels satisfied that the applicant is qualified to operate a cannabis infuser facility on the property in accordance with the restrictions stipulated in Ordinance No. 2025-22, staff has prepared a draft resolution for Board consideration. A condition of approval would be the execution of an unconditional agreement and consent to operate the facility in accordance with previous approval documents.

On April 8, 2025 the Village Board granted approval of a special permit through Ordinance No. 2025-22 for a cannabis infuser facility to Cheetah Illinois, LLC. A copy of the approved ordinance is attached. Cheetah Illinois, LLC now holds complete stake in membership and management of C6 Infuser, LLC; which also holds the Illinois cannabis infuser license. Therefore, the applicant is requesting a special permit transfer.

The facility will be operated by C6 Infuser, LLC and different legal entities will be stakeholder, tenant, lessee, etc. as described in the attached letter from the Applicant. The Applicant has stated that they will operate the business as originally approved with the same services and comply with the conditions of previous approval ordinance.

The Applicant is now requesting the necessary transfer of the special permit. The Applicant is aware of all of the special permit conditions and acknowledges that they must comply with all of the terms and conditions of Ordinance No. 2025-22. The Village Attorney has reviewed the application and special permit transfer request.

Section 11-602 I of the 1988 Northbrook Zoning Code states that *"the privileges and rights granted by a special permit ordinance may be transferred to another owner or operator that is operating in full compliance with the terms of the special permit, but only after:*

1. *the execution and filing by the new owner or operator of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance in a form acceptable to the Village Manager and*
2. *approval by the Board of Trustees of such transfer by resolution duly adopted."*

With this transfer procedure in place, no public hearing is required. Likewise, it is not necessary for the Plan Commission to review this matter.

The applicant and staff will attend the October 14, 2025 Board of Trustees meeting to answer any questions.

Resolution for Transfer of Special Permit - 306-310 Era
Resolution Exhibit A - 306-310 Era
Supplemental - Applicant Submittal - 306-310 Era
Supplemental - Previously approved Ordinance - 306-310 Era

Resolution No. 2025-R-_____

BE IT RESOLVED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Transfer of a Special Permit to Allow the Operation of a Cannabis Infuser Facility (306-310 Era Drive; C6 Infuser, LLC) (Ordinance 2025-22) (BOT-25-16)

is hereby adopted, as follows:

Section 1. Background.

On April 8, 2025, the Corporate Authorities adopted Ordinance No. 2025-22 granting Cheetah Illinois, LLC ("***Original Applicant***") a special permit to allow the operation of a cannabis infuser facility (***"Facility"***) on the property commonly known as 306-310 Era Drive in the Village ("***Property***"). Ordinance 2025-22 contemplated that the Property would be acquired by 306 Era Drive LLC concurrently with the Original Applicant commencing operation of the Facility on the Property, but that acquisition did not proceed.

The Village has been informed that the Original Applicant will be acquiring a 100% membership and management stake in C6 Infuser, LLC ("***Transferee***"), an Illinois limited liability company which will hold the necessary state licensure to operate the Facility as a cannabis infuser facility. Further, the Property was acquired by Alessio Holdings FL, LLC ("***Owner***"), which in turn entered into a ground lease with Era Drive Opco, LLC ("***Ground Lessee***"). The Ground Lessee currently leases the Facility to the Original Applicant, and Original Applicant intends to enter into a sub-lease for the Property with the Transferee for the purpose of operating the Facility. The Transferee has agreed to continue operating the Facility in accordance with the terms and conditions of Ordinance No. 2025-22. The Owner and the Ground Lessee have agreed to the transfer for the special permit granted by Ordinance No. 2025-22 to the Transferee.

Section 11-602 I of the Northbrook Zoning Code (1988), as amended ("***Zoning Code***") specifies that the privileges and rights granted by a special permit ordinance may be transferred to another owner or operator that is operating in full compliance with the terms of the special permit, but only after: (1) the execution and filing by the new owner or operator of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance in a form acceptable to the Village Manager and (2) approval by the Board of Trustees of such transfer by resolution duly adopted.

The Board of Trustees reviewed the request by the Original Applicant and the Transferee to allow the transfer of the right to operate the Facility to the Transferee in accordance with Ordinance No. 2025-22 during its regular meeting on October 14, 2025.

The Board of Trustees hereby find that the transfer of the right to operate the Facility to the Transferee is in the best interest of the Village.

Section 2. Authorization to Transfer.

Pursuant to Section 11-602 I of the Zoning Code, all rights, responsibilities, and obligations set forth in Village of Northbrook Ordinance No. 2025-22 shall be transferred from the Original Applicant to the Transferee, contingent upon the execution by the Transferee, the Owner, and the Ground Lessee, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in Ordinance No. 2025-22 in substantially the form attached hereto as ***Exhibit A*** ("***Transferee's Unconditional Agreement and Consent***"). Nothing in this Resolution shall be deemed to allow the privileges, obligations, and provisions of Ordinance No. 2025-22 to be transferred to any person or entity other than Transferee without a new application for such person or entity being reviewed and approved by the Board of Trustees.

Section 3. Authorization of Transferee's Unconditional Agreement and Consent.

The Village Manager is hereby authorized and directed to execute the Transferee's Unconditional Agreement and Consent for the sole and exclusive purpose of acknowledging the Village's agreement to and acceptance of (a) Transferee's assumption of the Original Applicant's obligations under the Ordinance, and (b) Transferee's agreement to comply with the terms, conditions and requirements of the Ordinance, including all exhibits and attachments thereto, after receiving a fully executed copy of the same.

Section 4. Effect of Transfer.

Except as expressly provided in this Resolution, all terms, conditions, and provisions of Ordinance No. 2025-22 shall remain in full force and effect; provided, however, that any other provision of Ordinance No. 2025-22 shall be deemed modified as necessary to give practical effect to the provisions of this Resolution.

Section 5. Effective Date.

The transfer approved by this Resolution shall be expressly conditioned upon the following:

A. Passage of this Resolution in the manner required by law;

B. The receipt by the Village of proof that the Transferee has obtained a valid and effective license to operate the Facility as a cannabis infusing facility from the Illinois Department of Agriculture;

C. The filing by the Transferee with the Village Clerk, for recording in the Office of the Cook County Clerk's Office the Unconditional Agreement and Consent required by Section 2 of this Resolution; and

D. In the event that the Transferee does not file with the Village Clerk a fully executed copy of the Transferee's Unconditional Agreement and Consent within 90 days after the effective date of this Resolution, the Village Board of Trustees shall have the right, in their sole discretion, to declare this Resolution null and void and of no force or effect.

PASSED: This __ day of October, 2025

AYES: ( )

NAYS: ( )

ABSENT: ( )

ABSTAIN: ( )

_____

Village President

ATTEST:

_____

Village Clerk

EXHIBIT A

TRANSFEREE'S UNCONDITIONAL AGREEMENT AND CONSENT

THIS INSTRUMENT PREPARED BY:
Steven M. Elrod
Elrod Friedman LLP
350 N. Clark, 2nd Flood
Chicago, IL 60654

AFTER RECORDING
RETURN TO:

Recorder's Box 337

This Space for Recorder's Use Only

TRANSFEREE'S UNCONDITIONAL AGREEMENT AND CONSENT TO ASSUME OBLIGATIONS OF VILLAGE OF NORTHBROOK ORDINANCE NO. 2025-22

(306-310 ERA DRIVE)

TO: The Village of Northbrook, Illinois ("***Village***"):

WHEREAS, Ordinance No. 2025-22 adopted by the President and Board of Trustees of the Village of Northbrook on April 8, 2025 granted Cheetah Illinois, LLC ("***Transferor***") a special permit to allow the operation of a cannabis infuser facility (***"Facility"***) on the property commonly known as 306-310 Era Drive in the Village and legally described in ***Exhibit 1*** attached hereto ("***Property***");

WHEREAS, the Village has been informed that the Transferor will be acquiring a 100% membership and management stake in C6 Infuser, LLC ("***Transferee***"), an Illinois limited liability company which will hold the necessary state licensure to operate the Facility as a cannabis infuser facility;

WHEREAS, the Property is owned Alessio Holdings FL, LLC ("***Owner***"), and ground leased to Era Drive Opco, LLC ("***Ground Lessee***"), which intends to sub-lease the Property to the Transferee for the purpose of operating the Facility;

WHEREAS, Transferee has agreed to continue operating the Facility in accordance with the terms and conditions of Ordinance No. 2025-22;

WHEREAS, the Owner and the Ground Lessee have agreed to the transfer for the special permit granted by Ordinance No. 2025-22 to the Transferee;

WHEREAS, Section 11-602 I of the Northbrook Zoning Code (1988), as amended ("***Zoning Code***") specifies that the privileges and rights granted by a special permit ordinance may be transferred and assigned to another owner or operator that is operating in full compliance with the terms of the special

permit, but only after: (1) the execution and filing by the new owner or operator of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in the Ordinance in a form acceptable to the Village Manager and (2) approval by the Board of Trustees of such transfer by resolution duly adopted;

WHEREAS, Resolution No. 2025-R-_____, adopted by the President and Board of Trustees of the Village of Northbrook on October 14, 2025 ("***Transfer Authorization Resolution***"), grants approval of such a transfer and assignment from Transferor to Transferee; and

WHEREAS, Transferee is prepared to accept the aforesaid transfer and assignment, assume all obligations and comply with all the terms, conditions and requirements of the Ordinance; and

NOW, THEREFORE, in consideration of the conveyance of the Property to Transferee, the terms and provisions of this Agreement, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, Transferee, desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in the Ordinances and Owner and Ground Lessee desire to grant their consent to the recording of this Agreement against the Property and do hereby agree and covenant as follows:

1. Transferee shall, and does hereby unconditionally agree to, assume, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of a certain Ordinance No. 2025-22 adopted by the Village Board of Trustees.

2. Transferee acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval of any such plans and issuance of any such permits do not, and shall not, in any way, be deemed to insure Transferee against damage or injury of any kind and at any time.

3. Transferee acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Transferee required by the Ordinance is given.

4. Transferee agrees to and do hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by Transferee of its obligations under this Unconditional Consent and Agreement.

5. Transferee shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Agreement. These expenses shall include all out-of-pocket expenses, such as

attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. Owner warrants and represents to the Village that it is the record title holder of the Property and consents to the recording of the Ordinance against the Property. Ground Lessee warrants and represents that it has maintained a lease in good standing with the Transferee.

CHEETAH ILLINOIS, LLC, an Illinois Limited Liability Company

By: _____
Signature

By: Michael Piemont
Print Name

Its: CCO

OFFICIAL SEAL
BORIS LEHTMAN
Notary Public, State of Illinois
Commission No. 1006513
My Commission Expires
March 14, 2029

SUBSCRIBED and **SWORN** to before me this 24TH day of SEPTEMBER, 2025.

ALESSIO HOLDINGS FL, LLC, a Florida Limited Liability Company

By: _____
Signature

By: Frank
Print Name

Its: Member

OFFICIAL SEAL
BORIS LEHTMAN
Notary Public, State of Illinois
Commission No. 1006513
My Commission Expires
March 14, 2029

SUBSCRIBED and **SWORN** to before me this 24TH day of SEPTEMBER, 2025.

ERA DRIVE OPCO, LLC, an Illinois Limited Liability Company

By: _____
Signature

By: Simon Beyer
Print Name

Its: Authorized

Notary Public, State of Illinois
Official Seal
Lucja Anna Placzek
Commission # 997664
My Commission Expires 9/27/2028

SUBSCRIBED and **SWORN** to before me this 22nd day of September, 2025.

Acknowledgment and Release of Transferor.

The Village of Northbrook executes this Agreement for the sole and exclusive purpose of acknowledging its agreement and acceptance of (a) Transferee's assumption of Transferor's obligations under the Ordinances, and (b) Transferee's agreement to comply with the terms, conditions and requirements of the Ordinances, including all exhibits and attachments thereto, all in accordance with Resolution No. 2025-R-_____ approved by the President and Board of Trustees of the Village of Northbrook on _____, 2025.

VILLAGE OF NORTHBROOK

By:_____

Its: Village Manager

ATTEST:

By:_____

Its: Village Clerk

SUBSCRIBED and **SWORN** to
before me this _____ day of
_____, 20___.

EXHIBIT 1

LEGAL DESCRIPTION OF PROPERTY

LOT 15 IN VORBROOK COMMERCIAL PARK, BEING A SUBDIVISION OF PART OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Permanent Index Number: 04-06-207-003-0000

Commonly known as 306- 310 Era Drive, Northbrook, Illinois, 60062.

PATZIK, FRANK & SAMOTNY LTD.
ATTORNEYS AT LAW

ANTHONY M. OCHS
[redacted]

Via Federal Express & Email
Village of Northbrook
Development & Planning Service Department
1225 Cedar Lane
Northbrook, Illinois 60062

Re: **Request to Transfer Special Use Permit from Cheetah Illinois, LLC to C6 Infuser, LLC**
306-310 Era Drive, Northbrook, Illinois (the "**Property**")

To Whom It May Concern:

Our office previously submitted a Formal Application for Zoning & Subdivision Relief with the Village of Northbrook requesting the Village grant a Special Use Permit to Cheetah Illinois, LLC, an Illinois limited liability company ("**Cheetah LLC**"), to operate and use the Property as a cannabis infuser. On April 8, 2025, the Village of Northbrook approved granting a Special Use Permit for Cheetah LLC to use the Property for cannabis infusion (the "**Special Use Permit for Cannabis Infuser**") pursuant to Northbrook Ordinance 2025-22 (the "**Granting Ordinance**") and the terms, conditions, restrictions and contingencies set forth in said Granting Ordinance.

Following issuance of the Special Use Permit for Cannabis Infuser, it was determined that C6 Infuser, LLC, an Illinois limited liability company ("**C6 Infuser**"), will obtain and hold the Illinois cannabis infuser license and operate from the Property, but subject at all times to the management and control of Cheetah LLC as set forth in the original application (see information on C6 Infuser below).

Therefore, Cheetah LLC will sublease the Property to C6 Infuser pursuant to the Sublease Agreement enclosed hereto (the "**C6 Sublease**"), whereby Cheetah LLC grants C6 Infuser the right to use the entire space it currently leases. The C6 Sublease requires C6 Infuser to comply with all terms set forth in Cheetah LLC's lease for the Property, which includes all operations to comply with all applicable laws and the Granting Ordinance.

We hereby submit an Application for Zoning & Subdivision Relief requesting Northbrook transfer the Special Use Permit for Cannabis Infuser to C6 Infuser. Despite the transfer request, please note the following:

(i) As set forth in the original application submitted to Northbrook, C6 Infuser will be managed and controlled by Cheetah LLC, and Cheetah LLC's management team (iAnthus Capital Management) will remain the same as presented in its original Special Use application to the Village;

(ii) The cannabis operations at the Property will be the same as previously presented to the Village;

200 South Wacker Drive - Suite 2700
Chicago, Illinois 60606
Tel. 312.551.8300 Fax. 312.551.1101

www.pfs-law.com

(iii) **C6 Infuser will comply with all terms, conditions and requirements set forth in the Granting Ordinance, and we do not request any modifications to the Granting Ordinance other than to have C6 Infuser to be granted the Special Use Permit for Cannabis Infuser**;

(iv) No operations will commence at the Property until C6 Infuser obtains the cannabis infuser license for the site and delivers a copy to the Village of Northbrook; and

(v) All interior improvements to be made to the Premises for the cannabis operations will remain the same as presented in the original application to the Village, including the following (collectively, the "**Cannabis Tenant Improvements**"):

(a) adding an air filtration system that utilizes carbon and HEPA air filters to suppress potential odors;
(b) installing a vault for the THC oil and other inventory that complies with State of Illinois requirements, which shall comprise of heavy gauge 2x6 steel studs (16G) and steel mesh through ceiling to floor tracks;
(c) adding steel doors to restricted areas, and installing badge-identification security lock systems to each door; and installing interior and exterior, multi-lens and 360-degree security cameras, as shown on the Security Plan enclosed herewith.

Despite the transfer request, all terms of the original application remain the same as presented to the Village of Northbrook other than C6 Infuser being legal entity operating at the Property and except as otherwise set forth herein.

Cannabis Infuser License and C6 Infuser

C6 Farms LLC, an Illinois limited liability company ("**C6 Farms**"), is the sole member and manager of C6 Infuser, and C6 Farms currently holds an Illinois cannabis infuser license, License Number: 2108011006-IN (the "**Infuser License**"). C6 Farms also owns an Illinois craft grow license and an Illinois transporter license.

As set forth in the original application, Cheetah LLC is in agreement with C6 Farms whereby (i) C6 Farms will transfer the Infuser license to C6 Infuser, and (ii) C6 Farms will transfer all membership interest of C6 Infuser to Cheetah LLC. Thereafter, C6 Infuser will hold the Infuser license and C6 Infuser shall be managed solely by Cheetah LLC.

Further, Cheetah LLC's management team shall manage and control C6 Infuser's cannabis infuser operations at the Property in the same manner as previously presented to Northbrook, and C6 Infuser's operations shall comply with all terms, conditions, and requirements set forth in the Granting Ordinance (as required under the C6 Sublease).

Property Ownership

The original application listed 306 Era Drive LLC, an Illinois limited liability company ("**306 LLC**"), as the proposed owner of the Property, and at the time of original submission, 306 LLC was under contract to purchase title to the Property. Prior to closing on the Property, the purchase agreement was assigned to Alessio Holdings FL, LLC a Florida limited liability company (the "**Property Owner**").

Despite title being held by the Property Owner, 306 LLC still manages and controls the improvements on the Property. Concurrently with taking title to the Property, the Property Owner ground leases the Property to Era Drive OpCo LLC, an Illinois limited liability company (the "**OpCo LLC**"), which 306 LLC is the Manager of OpCo LLC and ownership interest in the OpCo LLC is held equally between 306 LLC (50%) and the Property Owner (50%).

See enclosed the special warranty deed and a diagram detailing the ownership and management of the Property.

Property Improvements

To prepare for the cannabis operations at the Property, applications for permit and building plans for the Cannabis Tenant Improvements have already been prepared and submitted with the Northbrook Buildings Department. Additionally, the Property ownership along with its architect team are currently working with the Village in connection with such plans and permit requests.

We respectfully request that Northbrook approve transferring the previously Special Use Permit for Cannabis Infuser from Cheetah LLC to C6 Infuser. Pursuant to the transfer request, we submit the following documents with the Village for its review:

1. Formal Application – Zoning & Subdivision Relief requesting transferring the previously-approved Special Use Permit for Cannabis Infuser to C6 Infuser;
2. The Granting Ordinance;
3. Sublease Agreement, subleasing the entire leased premises to C6 Infuser;
4. Deed and Ownership Structure of the Property; and
5. List of surrounding property owners.

Please let me know if you have any questions.

Thank you.

Very truly yours,

PATZIK, FRANK & SAMOTNY LTD.

Anthony M. Ochs

Enclosures

200 South Wacker Drive - Suite 2700
Chicago, Illinois 60606
Tel. 312.551.8300 Fax. 312.551.1101

www.pfs-law.com

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.

Applications for zoning relief from the Zoning Board of Appeals must use a different application form.

The initial submittal MUST contain:

- ❑ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name C6 Infuser, LLC, an Illinois limited liability company

Company C6 Farms LLC

Address 800 E. Main Street

City, State, Zip Carbondale, IL 62901

Phone No.

Email

Primary Contact Person

Name Sean Mason, Manager

Company C6 Farms LLC

Address 1507 E. 53rd Street, Unit 871

City, State, Zip Chicago, IL 60615

[redacted]

Consultants *(as applicable)*

Attorney

Name Bryna Dahlin

Company Benesch Friedlander Coplan & Aronoff LLP

Address 71 South Wacker Drive, Suite 1600

City, State, Zip Chicago, Illinois 60606

[redacted]

Architect/Planner

Name

Company

Address

City, State, Zip

Phone No.

Email

Civil Engineer

Name

Company

Address

City, State, Zip

Phone No.

Email

Other

Name Anthony M. Ochs

Company Patzik, Frank & Samotny, LTD.

Address 200 South Wacker Drive, Suite 2700

City, State, Zip Chicago, Illinois 60606

[redacted]

Property Information *(if more than one parcel is involved in the request please include the information for all parcels)*

Site Location/Address: 306-310 Era Drive, Northbrook, IL 60062

Property Index Numbers: 04-06-207-003-000

Size of Property: 90-896 sf (square feet/acres)

Size of Building Space, if applicable: 37,036 sf (square feet)

Comprehensive Plan Land Use Designation[1]: General Industrial, Warehouse, Office and Cannabis (Special Use Permit)

Current Zoning: I-1 Restricted Industrial District

Current Use of the Property: Office, warehouse, clinical laboratories (diagnostic testing) and cannabis infusion pursuant to approved Special Use Permit via Northbrook Ord. 25-22

Is any portion of the property within the 100-year floodplain?[1] Yes: _____ No: _____

Requested Action(s) *(check all that are applicable)*

- ☐ Comprehensive Plan Amendment
- ☐ Annexation (*separate form required*)
- ☐ Rezoning from _____ to _____
- ☒ Special Permit for SIC No. 2834.03 Cannabis Infuser and SIC No. 2834.03 Cannabis Infuser
- ☐ Renewal of Special Permit Ord. No. _____
- ☐ Amendment to Existing Special Permit Ord. No. _____
- ☐ Site Plan Approval
- ☐ Zoning Code Text Amendment
- ☐ Zoning Variation (in conjunction with other relief) for _____
- ☐ Planned Development - Concept Plan
- ☐ Planned Development - Final Plan
- ☐ Subdivision - Tentative Plat
- ☐ Subdivision - Final Plat
- ☐ Subdivision - Variations/Waiver for _____
- ☐ Exception for _____
- ☐ Other _____

☐ **Plat of Survey & Parcel Legal Description(s)**

Attach the most recent plat of survey of the Subject Property, certified by a registered land surveyor, showing existing lot lines and dimensions, lot area, all easements, all public and private rights-of-way, and all streets across and adjacent to the subject property.

☐ **Conformity with Comprehensive Plan**

Include a written statement explaining the conformity, or lack of conformity, of the approval being requested to the Village's Official Comprehensive Plan and Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or Official Map, provide reasons justifying the requested approval.

☐ **Surrounding Property Owners Addresses**

Please attach the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records. See page10 of this document for instructions on how to obtain the addresses.

[1] As found on the Village website www.northbrook.il.us/Government/Departments/Planning/GIS/index.php

Site Ownership and Control

Current Property Owner Information

Legal Name: Alessio Holdings FL, LLC
a Florida limited liability company
Primary Contact: Michael Alessio, Manager
Address 377 E. Burtterfield, Suite 270
City, State, Zip Lombard, IL 60148
[redacted]

Proposed Property Owner Information

Legal Name: _____
Primary Contact: _____
Address _____
City, State, Zip _____
Phone No. _____
Email _____

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- ☒ Deed
- ☐ Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- ☐ Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

☐ **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**

☐ **Complete Attachment B, listing all individuals/entities that have a beneficial interest in the legal entity that is proposed to own the property upon receiving necessary approvals.**

Applicants Involvement with the Property

If the Applicant does not own the property, please also provide documentation showing the applicant's interest in the property *(Check which document is attached. The dollar amounts in documents may be blacked-out)*:

- ☐ Owner (see the previous box)
- ☐ Real Estate Contract
- ☒ Lease
- ☐ Other _____

☐ **Complete Attachment C, listing all individuals/entities that have a beneficial interest in the legal entity that is the Applicant.**

Additional Required Attachment(s)

Submit all relevant attachments specified in the below worksheet(s) that correspond with your application request(s) selected on page two of this application; the worksheets can be found on the Village of Northbrook website www.northbrook.il.us, as well as in the Community Planning Department in the Village Hall. *(Check all that are applicable)*

- ☐ Comprehensive Plan Amendment Worksheet
- ☐ Annexation Worksheet
- ☐ Rezoning Worksheet
- ☐ Special Permit Worksheet
- ☐ Site Plan Approval Worksheet
- ☐ Zoning Code Text Amendment Worksheet
- ☐ Zoning Variation Worksheet
- ☐ Planned Development Worksheet- Concept Plan
- ☐ Planned Development Worksheet- Final Plan
- ☐ Subdivision Worksheet – Tentative Plat
- ☐ Subdivision Worksheet - Final Plat
- ☐ Subdivision Worksheet - Variations/Waiver
- ☐ Zoning Exception Worksheet
- ☐ Condominium Conversion Worksheet
- ☐ Plat of Consolidation Worksheet

Site Ownership and Control *Ground Lessee

Current Property Owner Information

Legal Name: Era Drive OpCo LLC
an Illinois limited liability company
Primary Contact: Simon Berger
Address 561 Brierhill Road
City, State, Zip Deerfield, IL 600156
[redacted]

Proposed Property Owner Information

Legal Name: _____
Primary Contact: _____
Address _____
City, State, Zip _____
Phone No. _____
Email _____

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- ☒ Deed *Ground Lease
- ☐ Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- ☐ Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

☐ **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**

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- ☐ Owner (see the previous box)
- ☐ Real Estate Contract
- ☒ Lease
- ☐ Other _____

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- ☐ Rezoning Worksheet
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- ☐ Zoning Exception Worksheet
- ☐ Condominium Conversion Worksheet
- ☐ Plat of Consolidation Worksheet

Docusign Envelope ID: FDE3CAF8-2BE3-428D-B9C4-52C5D42AC5AF

Filing Fees

All applications require payment of a non-refundable fee, as well as additional funds that are held in escrow to off-set anticipated recoverable expenses. Please attach a check with your application and indicate below the amount of the fee submitted. A copy of the fee schedule is attached to the application form.

$ 250.00 Amount of Non-Refundable Fee

$ 1,500.00 Amount of Escrow

$ 1,750.00 Total Application Fee (Non-Refundable Fee plus Escrow)

The escrow covers such items as Village attorney time (currently billing at approx. $400.00 per hour), public notice expenses, public meetings ($50.00 per mtg), & staff review time. If these expenses exceed the initial escrow deposit, the applicant is responsible for additional payment to the Village prior to completing approval process. If the expenses are less than the escrow deposit, the applicant will be issued a refund.

Northbrook Ethics Code *(potential conflicts of interest)*
On a separate sheet of paper list the name, address, nature, and extent of any current or potential interest that any Village officer or employee may have in, or with respect to the owner, the applicant, or the property. **If none, check here:** ____
(For more information, see Sections 2-71 through 2-85 of the Northbrook Municipal Code located on our website, or pick-up a copy of the Northbrook Ethics Code booklet in the Development & Planning Services Department at the Village Hall)

Repeat Application

Has any other application for this property been submitted to the Village and denied within the last two years?
____ yes __X__ no (check one)
If yes, attach a statement of the grounds justifying reconsideration (See Zoning Code Sec. 11-302).

Applicant/Owner Acknowledgments

By execution of this application in the space provided below, the Applicant and Owner(s) do hereby certify, acknowledge, agree and affirm to the Village of Northbrook that:

1. The Village and its representatives have the right, and are hereby granted permission and license, to enter upon the property, and into any structures located thereon, for purposes of conducting any inspections that may be necessary in connection with this application.

2. I (We) have carefully read this application, the Northbrook Zoning Code and Northbrook Subdivision & Development Code and fully understand the terms and provisions of each.

3. I (We) waive any rights to exemption from disclosure under the Illinois Freedom of Information Act of any and all documents and information submitted in connection with this application.

4. I (We), in accordance with the requirements of the Annual Fee Ordinance, the Northbrook Zoning Code and the Northbrook Subdivision & Development Code, agree to pay all applicable filing fees and be responsible for the payment of all reimbursable expenses associated with the processing of this application.

Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: Signed by: Sean Mason 8E67F0AC5B0D414... **Date** 8/21/2025
Print Name & Title: Sean Mason, Manager of C6 Infuser LLC
Signatures of Property Owner(s): _____ **Date** _____
Print Name & Title: _____ **Property Address**: _____
****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

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Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: _____ **Date** _____

Print Name & Title: _____

Signatures of Property Owner(s): _____ **Date** 8/25/25

Print Name & Title: Michael Alessio, Manager of Property Owner **Property Address:** 306-310 Era Drive, Northbrook, IL

****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

Filing Fees

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Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: _____ **Date** _____

Print Name & Title: _____

Signatures of Property Owner(s): _____ **Date** _____

Print Name & Title: Simon Berger, Manager of Ground Lessee **Property Address:** 306-310 Era Drive, Northbrook, IL

****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

ATTACHMENT A: Current Property Owner – Beneficial Interest

Please check which of the following describes the current property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

❑ Corporation	If **current property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **current property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
❑ Trust	If **current property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **current property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: Michael Alessio

Address: 377 E. Butterfield, Suite 2700
Lombard, IL 60148

Ownership or Trust Interest: 100 %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

ATTACHMENT A: Current Property Owner – Beneficial Interest

Please check which of the following describes the current property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

❑ Corporation	If **current property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **current property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
❑ Trust	If **current property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **current property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: 306 Era Drive LLC, an Illinois limited liability company

Address: 5215 Old Orchard Rd, Suite 130
Skokie, IL 60077

Ownership or Trust Interest: 50 %

Name: Alessio Holdings FL, LLC, a Florida limited liability company

Address: 377 E. Butterfield Rd, Suite 270
Lombard, IL 60148

Ownership or Trust Interest: 50 %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

ATTACHMENT C - Applicant – Beneficial Interest

Please check which of the following describes the beneficial interest in the legal entity that is the applicant and complete this sheet as instructed for each type of beneficial interest:

❑ Corporation	If **applicant** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **applicant** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
❑ Trust	If the **applicant** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **applicant** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: C6 Farms, LLC, an Illinois limited liability company

Address: 800 E. Main Street
Carbondale, Illinois 62901

Ownership or Trust Interest: 100 %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

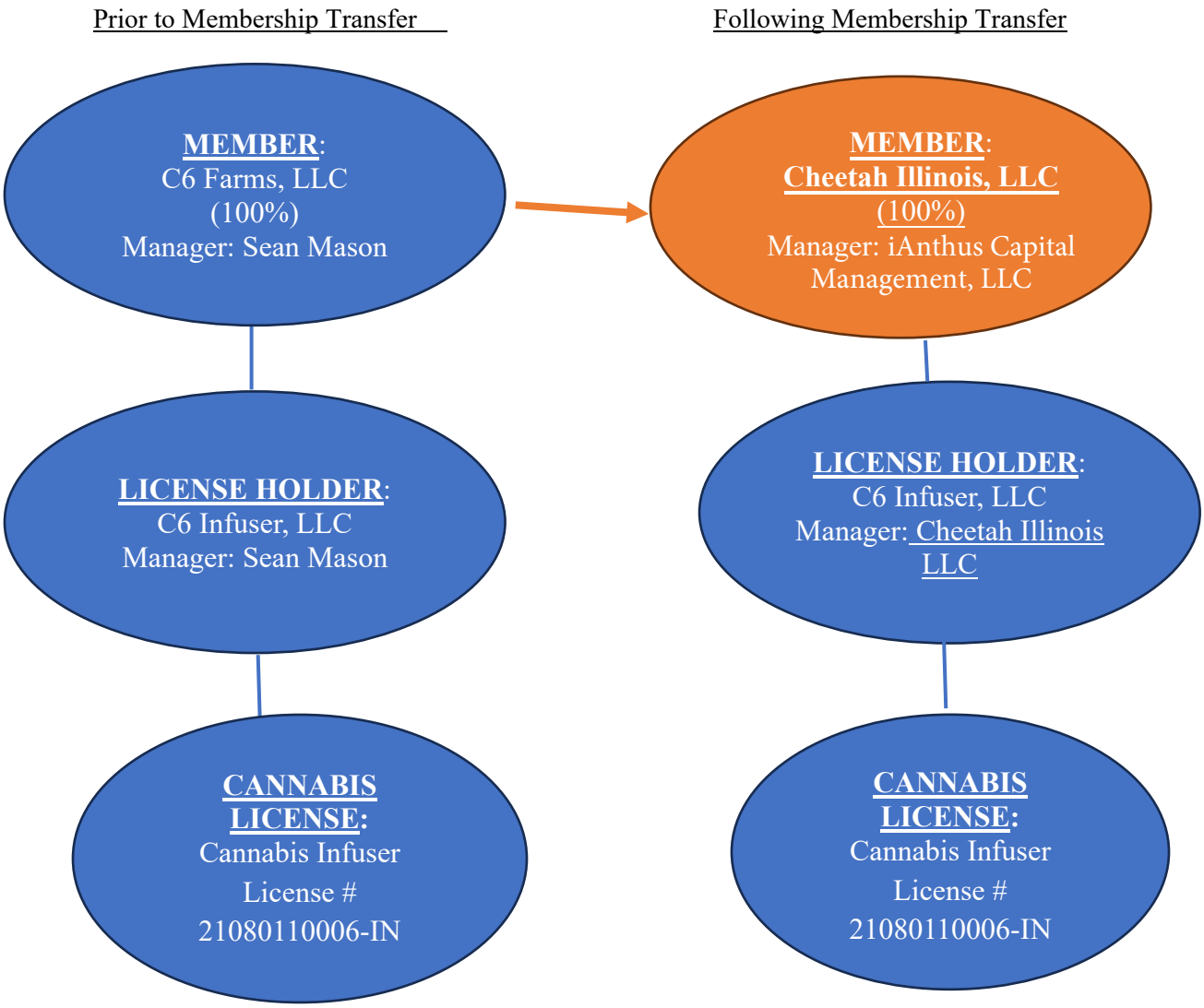
Ownership or Trust Interest: _____ %

Name: _____

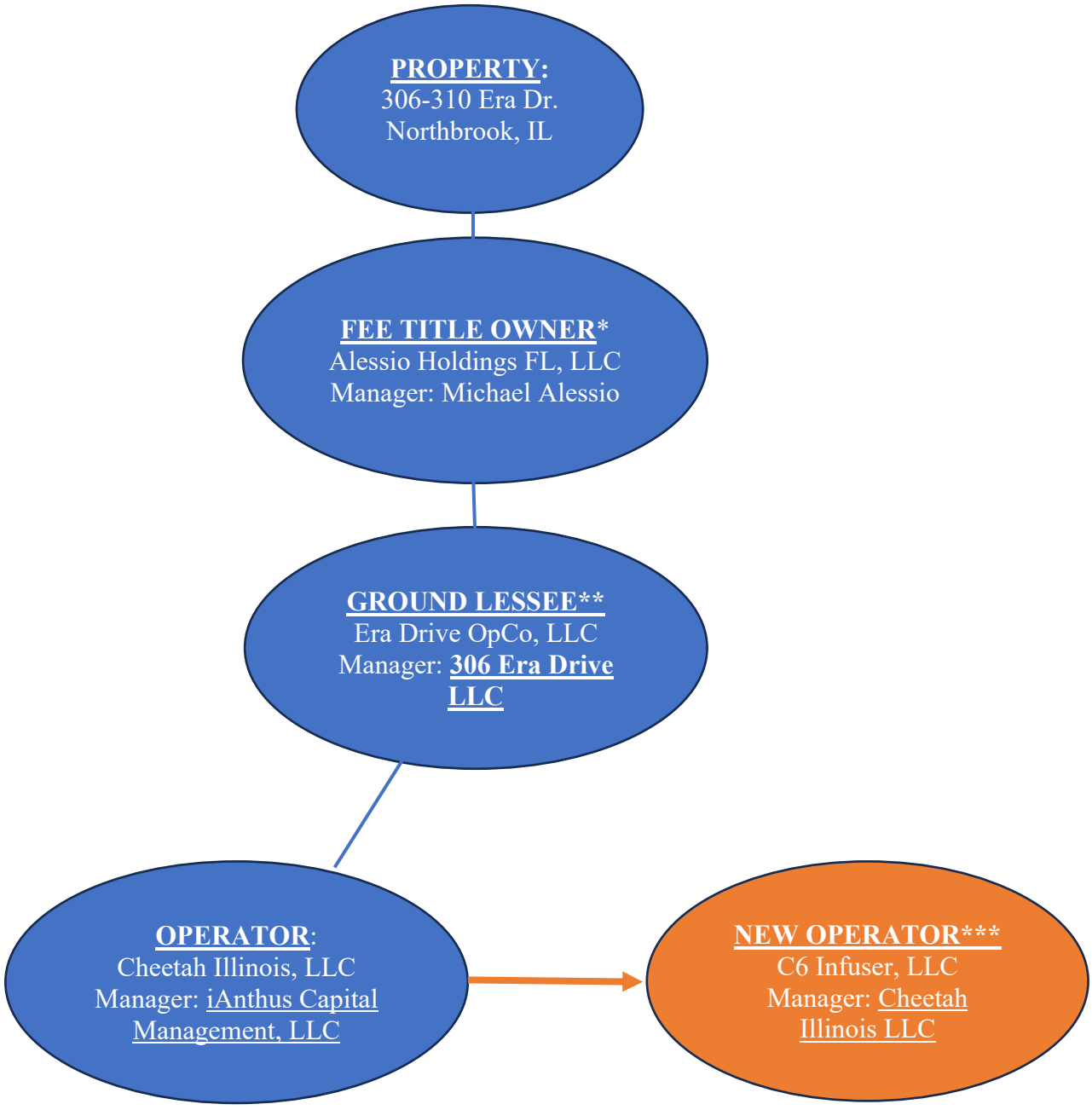
Address: _____

Ownership or Trust Interest: _____ %

Ownership Structure of C6 Infuser, LLC



Current Property Ownership



* Title is held by Alessio Holdings FL, LLC for 1031 fund purposes. Alessio Holdings ground leases the property to Era Drive OpCo

** Era Drive OpCo LLC leases all improvements on the property from Alessio Holdings FL, LLC via a ground lease, and is solely managed by 306 Era Drive LLC.

*** Cheetah Illinois, LLC leases 306 Era Drive, Northbrook, IL, and will assign the lease to C6 Infuser, LLC upon completion of the corporate transfer.

Ownership Structure of Property Owner & Ground Lessee



* Alessio Holdings FL, LLC, leases 100% of all improvements on the property, pursuant a ground lease, Era Drive OpCo, LLC. The sole manager of Era Drive OpCo, LLC is 306 Era Drive LLC.

GIT

SPECIAL WARRANTY DEED
(Illinois) 41081132 1/2

Doc#. 2510822131 Fee: $107.00
MONICA GORDON
COOK COUNTY CLERK'S OFFICE
Date 4/18/2025 2:06 PM Pg: 1 of 3

Dec ID 20250401653449
ST/Co Stamp 0-697-641-904 ST Tax $3,615.00 CO Tax $1,807.50

MAIL TO:

Alessio Holdings FL, LLC
377 E. Butterfield Road, Suite 270
Lombard, IL 60148

NAME AND ADDRESS OF TAXPAYER:

Alessio Holdings FL, LLC
377 E. Butterfield Road, Suite 270
Lombard, IL 60148

NAME AND ADDRESS OF PREPARER:

Sandra J. DeLisle
c/o Zilber Ltd.
710 N. Plankinton Avenue, Suite 1200
Milwaukee, WI 53203

The Grantor, **TI INVESTORS OF NORTHBROOK LLC**, an Illinois limited liability company, created and existing under and by virtue of the laws of the State of Illinois and duly authorized to transact business in the State of Illinois, having its principal office at 710 North Plankinton Avenue, Suite 1200, Milwaukee, Wisconsin 53203, for and in consideration of Ten and 00/100 Dollars and other good and valuable consideration in hand paid, CONVEYS, WARRANTS, REMISES, RELEASES AND ALIENATES TO **Alessio Holdings FL, LLC**, a Delaware limited liability company, with principal address at 377 E. Butterfield Road, Suite 270 Lombard, IL 60148, and its successors and assigns, the following described real property situated in the County of Cook, State of Illinois.

LOT 15 IN VORBROOK COMMERCIAL PARK, BEING A SUBDIVISION OF PART OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Property address: 306-310 Era Drive, Northbrook, Illinois 60062
Parcel ID: 04-06-207-003-0000

Together with all buildings and improvements located thereon, and all easements, rights, hereditaments and appurtenances thereunto belonging, or in anywise appertaining, and the reversion and reversions, remainder and remainders, rents, issues and profits thereof, and all the estate, right, title, interest, claim or demand whatsoever, of Grantor, either in law or equity, of, in and to the above described premises, with the easements, rights, hereditaments and appurtenances.

TO HAVE AND TO HOLD the said premises as above described, with the appurtenances, unto Grantee, its successors and assigns forever.

And Grantor, for itself, and its successors, does covenant, promise and agree, to and with Grantee, its successors and assigns, that the title to the Property is good, indefeasible, in fee simple and free and clear

of encumbrances arising by, through, or under Grantor, and will warrant and defend the same, subject only to the matters set forth on Exhibit A attached hereto and made a part hereof.

IN WITNESS WHEREOF, said Grantor has caused its name to be signed to these presents to be effective as of this 9th day of April, 2025.

GRANTOR:

TI INVESTORS OF NORTHBROOK LLC

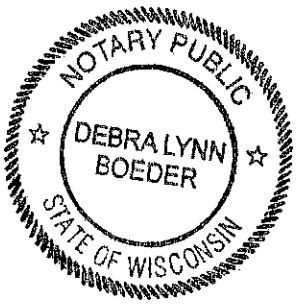
By: Towne Realty, Inc., Manager

By: _____
Name: William A. Wigchers
Title: President

STATE OF WISCONSIN)
) SS.
COUNTY OF MILWAUKEE)

The foregoing instrument was acknowledged before me this 7th day of April, 2025, by William A. Wigchers, President of Towne Realty, Inc., as manager and on behalf of TI Investors of Northbrook LLC, who is personally known to me.

_____
Print Name: Debra Lynn Boeder
Notary Public, State of Wisconsin
My Commission Expires: 03/05/2029



REAL ESTATE TRANSFER TAX		15-Apr-2025
	COUNTY:	1,807.50
	ILLINOIS:	3,615.00
	TOTAL:	5,422.50

04-06-207-003-0000 | 20250401653449 | 0-697-641-904

EXHIBIT A
EXCEPTIONS FROM COVERAGE

1. GENERAL REAL ESTATE TAXES FOR THE YEARS 2024 AND 2025. TAX NO. 04-06-207-003-0000, VOL. 131.
NOTE: THE SECOND INSTALLMENT OF THE 2024 TAXES AND THE 2025 TAXES ARE NOT YET DUE AND PAYABLE.

2. THE PROPERTY IS PART OF THE NORTHFIELD DRAINAGE DISTRICT AND IS SUBJECT TO THE PROVISIONS OF A CERTAIN ORDINANCE IMPOSING CHARGES FOR THE USE AND CONNECTION THERETO AND PROVIDING THAT SAID CHARGES ARE LIENS AGAINST THE PROPERTY UNTIL PAID.

3. BUILDING SETBACK LINE OF 30 FEET (FROM THE EASTERLY LOT LINE) AS SHOWN ON THE PLAT OF VORBROOK COMMERCIAL PARK SUBDIVISION RECORDED SEPTEMBER 11, 1975 AS DOCUMENT NO. 23219091 AND FILED SEPTEMBER 12, 1975 AS DOCUMENT NO. LR2829208.

4. EASEMENTS FOR PUBLIC UTILITIES AND DRAINAGE OVER, UPON AND UNDER THE NORTHERLY AND WESTERLY 10 FEET OF THE LAND AS SHOWN ON THE PLAT OF VORBROOK COMMERCIAL PARK SUBDIVISION RECORDED SEPTEMBER 11, 1975 AS DOCUMENT NO. 23219091 AND FILED SEPTEMBER 12, 1975 AS DOCUMENT NO. LR2829208.

5. MORTGAGE, ASSIGNMENT OF LEASES AND RENTS, SECURITY AGREEMENT AND FIXTURE FILING MADE BY ALESSIO HOLDINGS FL, LLC, A DELAWARE LIMITED LIABILITY COMPANY TO MILLENNIUM BANK, TO SECURE THAT CERTAIN INDEBTEDNESS.

6. LEASEHOLD INTEREST OF CHICAGO CLINICAL LABORATORIES, LTD, AN ILLINOIS CORPORATION UNDER AND BY VIRTUE OF AN UNRECORDED LEASE, AND OF ALL PERSONS CLAIMING THEREUNDER, IF ANY.

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THIS SUBLEASE IS SUBJECT TO STRICT REQUIREMENTS FOR ONGOING REGULATORY COMPLIANCE BY THE PARTIES HERETO, INCLUDING, WITHOUT LIMITATION, REQUIREMENTS THAT THE PARTIES TAKE NO ACTION IN VIOLATION OF THE ILLINOIS CANNABIS REGULATION AND TAX ACT – 410 ILCS 705, ET. SEQ. (TOGETHER WITH ALL RELATED RULES AND REGULATIONS THEREUNDER, AND ANY AMENDMENT OR REPLACEMENT ACT, RULES, OR REGULATIONS, THE "ACT") OR THE GUIDANCE OR INSTRUCTION OF ANY APPLICABLE STATE REGULATORY BODY, INCLUDING THE ILLINOIS DEPARTMENT OF AGRICULTURE AND THE ILLINOIS DEPARTMENT OF FINANCIAL AND PROFESSIONAL REGULATION, RESPECTIVELY, (COLLECTIVLEY, AND TOGETHER WITH ANY EITHER'S SUCCESSOR OR REGULATOR WITH OVERLAPPING JURISDICTION, THE "REGULATOR"). SECTION 24 AND SECTION 25 OF THIS SUBLEASE CONTAINS SPECIFIC REQUIREMENTS AND COMMITMENTS BY THE PARTIES TO MAINTAIN FULLY THEIR RESPECTIVE COMPLIANCE WITH THE ACT AND THE REGULATOR. THE PARTIES HAVE READ AND FULLY UNDERSTAND THE REQUIREMENTS OF SECTION 24 AND SECTION 25.

SUBLEASE AGREEMENT

THIS SUBLEASE AGREEMENT (this "Sublease"), dated August 29, 2025 (the "Effective Date"), is entered into by and between CHEETAH ILLINOIS, LLC, an Illinois limited liability company ("Sublandlord") and C6 INFUSER, LLC, an Illinois limited liability company ("Subtenant").

RECITALS

A. Sublandlord is the tenant under that certain Amended and Restated Industrial Building Lease, dated December 30, 2024, between Era Drive OpCo LLC, an Illinois limited liability company (as successor-in-interest to 306 Era Drive LLC) ("Prime Landlord"), and Sublandlord (as amended from time to time, the "Primary Lease");

B. Pursuant to the Primary Lease, Prime Landlord leased those certain premises more particularly described in the Primary Lease and located at 306-310 Era Drive, Northbrook, Illinois, to Sublandlord (the "Premises"); and

C. Sublandlord desires to sublease the Premises to Subtenant, and Subtenant desires to sublease the Premises from Sublandlord, in accordance with the terms and conditions of this Sublease.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

AGREEMENT

1. Premises. Sublandlord hereby leases to Subtenant, and Subtenant hereby leases from Sublandlord, the Premises.

2. Term. The term of this Sublease ("Term") shall commence on the Effective Date (the "Sublease Commencement Date") and shall expire on the day immediately preceding the expiration date of the Primary Lease ("Sublease Expiration Date"), unless sooner terminated or cancelled in accordance with the terms and conditions of this Sublease.

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3. Permitted Use. Subtenant shall use and occupy the Premises solely in accordance with, and as permitted under, the terms of the Primary Lease, but at all times in accordance with applicable laws and in compliance with the conditions and requirements set forth in the ordinance issued by the Village of Northbrook granting Subtenant the special user permit for the Premises, and for no other purpose. **Before any operations can commence at the Premises, Subtenant shall first obtain a valid Adult Use Cannabis Infuser License issued in its name by the State of Illinois, along with all other permits and licenses required to perform cannabis infusion and processing at the Premises in accordance with all Applicable Laws.**

4. Payment of Base Rent and Additional Rent.

(a) Throughout the Term of this Sublease, Subtenant shall pay Sublandlord a monthly fixed rent equal to the then-applicable Fixed Minimum Rent payable under the Prime Lease ("Base Rent"). Subtenant shall pay to Sublandlord the prorated first monthly installment of Base Rent on the date the first installment of Fixed Minimum Rent is due under the terms of the Prime Lease.

(b) In addition to Base Rent, during the Term of this Sublease, Subtenant shall pay (in the manner prescribed by the Primary Lease): (i) the same amount of operating expenses ("Operating Expenses") and real estate taxes and assessments ("Taxes") as the Sublandlord is responsible for under the Primary Lease; (ii) all costs and expenses incurred by Sublandlord in connection with its subleasing of the Premises to Subtenant; and (iii) all amounts due and payable by Sublandlord under the Primary Lease due or attributable to the Premises or the actions or omissions of Subtenant (collectively, "Additional Rent"). Additional Rent shall be payable to Sublandlord or directly to the Prime Landlord at Sublandlord's direction. Provided that Subtenant is not in default under this Sublease, Sublandlord shall pay Prime Landlord all Additional Rent that may become due and payable by Sublandlord pursuant to the Primary Lease, as and when such amounts become due and payable thereunder, except to the extent Sublandlord has directed Subtenant to pay such amounts directly to Prime Landlord.

(c) All Base Rent and Additional Rent shall be due and payable without demand therefor unless otherwise designated by Sublandlord and without any deduction, offset, abatement, counterclaim, or defense. The monthly installments of Base Rent and Additional Rent payable on account of any partial calendar month during the Term of this Sublease, if any, shall be prorated.

5. Incorporation of Primary Lease by Reference. The terms, covenants, and conditions of the Primary Lease are incorporated herein by reference; provided, any limitation of liability provision in the Primary Lease shall not work to limit Sublandlord's liability under this Sublease. If any of the provisions of this Sublease conflict with any of the provisions of the Primary Lease, the provisions of the Primary Lease shall govern, except to the extent they are expressly deleted or modified by the provisions of this Sublease. Every term, covenant, and condition of the Primary Lease binding on or inuring to the benefit of Prime Landlord shall, in respect of this Sublease, be binding on or inure to the benefit of Sublandlord and every term, covenant, and condition of the Primary Lease binding on or inuring to the benefit of Sublandlord shall, in respect of this Sublease, be binding on and inure to the benefit of Subtenant. Whenever the term "Landlord" appears in the Primary Lease, the word "Sublandlord" shall be substituted therefor, and whenever the term "Tenant" appears in the Primary Lease, the word "Subtenant" shall be substituted therefor. During the Term, Subtenant shall faithfully perform and observe all of the provisions of the Primary Lease to be performed or observed by Sublandlord as they pertain to the Premises, except as the same may be expressly modified under this Sublease.

6. Subordination to Primary Lease. This Sublease is subject and subordinate to (a) the Primary Lease and (b) the matters to which the Primary Lease is or shall be subject and subordinate. If for

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any reason the term of the Primary Lease shall terminate prior to the Sublease Expiration Date, this Sublease shall thereupon be automatically and immediately terminated and Sublandlord shall not be liable to Subtenant by reason thereof.

7. Representations of Sublandlord. Sublandlord represents and warrants the following is true and correct as of the date hereof:

(a) Sublandlord is the tenant under the Primary Lease and has the capacity to enter into this Sublease with Subtenant, subject to the consent of Prime Landlord attached to this Sublease.

(b) The Primary Lease is in full force and effect.

8. AS-IS Condition. Subtenant accepts the Premises in its current, "as-is" condition. Sublandlord shall have no obligation to furnish or supply any work, services, furniture, fixtures, equipment, or decorations, except Sublandlord shall deliver the Premises in broom clean condition. On or before the Sublease Expiration Date or earlier termination or expiration of this Sublease, Subtenant shall restore the Premises to the condition existing as of the Sublease Commencement Date, ordinary wear and tear excepted. The obligations of Subtenant hereunder shall survive the expiration or earlier termination of this Sublease.

9. Performance by Sublandlord. Notwithstanding any other provision of this Sublease, Sublandlord shall have no obligation to Subtenant: (a) to furnish or provide, or cause to be furnished or provided, any repairs, restoration, alterations or other work, or electricity, heating, ventilation, air-conditioning, water, elevator, cleaning, or other utilities or services required to be performed by Prime Landlord under the terms of the Primary Lease; or (b) to comply with or perform or, except as expressly provided in this Sublease, to cause the compliance with or performance of, any of the terms and conditions required to be performed by Prime Landlord under the terms of the Primary Lease. Notwithstanding the foregoing, on the request of Subtenant, Sublandlord shall make a written demand on Prime Landlord to perform its obligations under the Primary Lease with respect to the Premises if Prime Landlord fails to perform same within the time frame and in the manner required under the Primary Lease; provided, however, Subtenant shall not be required to bring any action against the Prime Landlord to enforce its obligations. If, at Subtenant's request, Sublandlord makes written demand on Prime Landlord or brings an action against Prime Landlord to enforce Prime Landlord's obligations under the Primary Lease with respect to the Premises, all reasonable costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) so incurred by Sublandlord in connection therewith shall be deemed Additional Rent and shall be due and payable by Subtenant to Sublandlord within five (5) days after notice from Sublandlord.

10. Reserved.

11. No Breach of Primary Lease. Subtenant shall not do or permit to be done any act or thing, or omit to do anything, which may constitute a breach or violation of any term, covenant, or condition of the Primary Lease, notwithstanding such act, thing, or omission is permitted under the terms of this Sublease.

12. Subtenant Defaults. If the Subtenant shall be in arrears in the payment of any installment of rent or any portion thereof, or in default of any other covenants or agreements set forth in this Sublease (a "Default"), and the Default remains uncorrected (i) after the cure period provided in the Primary Lease, less 3 days, and (ii) for a period of ten (10) days after the Sublandlord has given written notice thereof pursuant to applicable law, then the Sublandlord may, at the Sublandlord's option, undertake any of the

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following remedies without limitation: (a) declare the Term of this Sublease ended; (b) terminate the Subtenant's right to possession of the Premises and reenter and repossess the Premises pursuant to applicable provisions of the laws of the State of Illinois; (c) recover all present and future damages, costs and other relief to which the Sublandlord is entitled, subject to the limitations of Section 15 of this Sublease; (d) pursue the Sublandlord's lien remedies; (e) pursue breach of contract remedies; and/or (f) pursue any and all available remedies in law or equity. In the event possession is terminated by a reason of Default prior to expiration of the Term, the Subtenant shall be responsible for the payment of rent for the remainder of the Term, subject to the Sublandlord's duty to mitigate such damages. If, in any consecutive twelve (12) month period, the Subtenant Defaults three (3) separate times under a specific provision of this Sublease, and such failure or Default is of the same type of failure or default, then, upon the third (3rd) such Default, the Sublandlord may terminate the Subtenant's possession upon a written notice, without a right to cure. Upon such termination, the Sublandlord shall have available any and all of the above-listed remedies without limitation, subject to the limitations set forth in the second sentence of Section 15 of this Sublease.

13. Consents. Whenever the consent or approval of Sublandlord is required, Subtenant shall also be obligated to obtain the written consent or approval of Prime Landlord, if required under the terms of the Primary Lease. Sublandlord shall promptly make such consent request on behalf of Subtenant, and Subtenant shall promptly provide any information or documentation that Prime Landlord may request. Subtenant shall reimburse Sublandlord, not later than five (5) days after written demand by Sublandlord, for any fees and disbursements of attorneys, architects, engineers, or others charged by Prime Landlord in connection with any consent or approval. Sublandlord shall have no liability of any kind to Subtenant for Prime Landlord's failure to give its consent or approval.

14. Assignment or Subletting. Subtenant shall not sublet any portion of the Premises or assign, encumber, mortgage, pledge, or otherwise transfer this Sublease (by operation of law or otherwise) or any interest therein, without the prior written consent of: (a) Sublandlord, which consent may be withheld in its sole and absolute discretion; and (b) Prime Landlord, which consent may be withheld in its sole and absolute discretion. Sublandlord shall have the right to assign this Sublease to an affiliate of Sublandlord without Subtenant's prior consent, but subject to the terms and conditions of the Prime Lease.

15. Indemnity. Subtenant shall indemnify and hold harmless Sublandlord from any claims, liabilities, and damages that Sublandlord may sustain resulting from a breach by Subtenant of this Sublease. Notwithstanding anything to the contrary contained in this Sublease, Subtenant shall not be liable for any consequential damages under this Sublease, except to the extent Sublandlord is liable therefor pursuant to the Primary Lease. Sublandlord covenants and agrees to indemnify Subtenant against and hold Subtenant harmless from any claim, demand, action, proceeding, suit, liability, loss, judgment, expense (including reasonable attorneys' fees and disbursements) and damages of any kind or nature whatsoever which Subtenant may incur or pay out by reason of any willful misconduct or gross negligence of Sublandlord in or about the Premises (except to the extent caused by Subtenant's negligence). Notwithstanding anything to the contrary contained in this Sublease, Sublandlord shall not be liable for any consequential damages under this Sublease

16. Release. Subtenant hereby releases Sublandlord or anyone claiming through or under Sublandlord by way of subrogation or otherwise. Subtenant hereby releases Prime Landlord or anyone claiming through or under Prime Landlord by way of subrogation or otherwise to the extent that Sublandlord releases Prime Landlord under the terms of the Primary Lease. Subtenant shall cause its insurance carriers to include any clauses or endorsements in favor of Sublandlord, Prime Landlord, and any additional parties, which Sublandlord is required to provide under the provisions of the Primary Lease.

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17. Notices. All notices and other communications required or permitted under this Sublease shall be given in the same manner as in the Primary Lease. Notices shall be addressed to the addresses provided by the parties.

18. Brokers. Sublandlord and Subtenant each represent to the other that it has not dealt with any a broker in connection with this Sublease and the transactions contemplated hereby. This Section shall survive the expiration or earlier termination of this Sublease.

19. Entire Agreement. This Sublease contains the entire agreement between the parties regarding the subject matter contained herein and all prior negotiations and agreements are merged herein. If any provisions of this Sublease are held to be invalid or unenforceable in any respect, the validity, legality, or enforceability of the remaining provisions of this Sublease shall remain unaffected.

20. Amendments and Modifications. This Sublease may not be modified, amended or terminated orally. Any amendments to this Sublease shall be in writing and executed on behalf of each party by any duly authorized officer thereof.

21. Successors and Assigns. The covenants and agreements contained in this Sublease shall inure to the benefit of and shall be binding on the successors and permitted assigns of each of the parties hereto.

22. Counterparts. This Sublease may be executed in any number of counterparts, each of which will be deemed an original but all of which will constitute one and the same instrument. In making proof with respect to this Sublease, it will be necessary to produce only one copy hereof signed by the party to be charged. The parties may deliver executed counterpart signature pages to this Sublease by facsimile transmission, by electronic mail in .pdf form, or by any other electronic means intended to preserve the original graphic and pictorial appearance of a document, and such delivery shall have the same effect as physical delivery of the paper document bearing an original signature.

23. Defined Terms. All capitalized terms not otherwise defined in this Sublease shall have the definitions contained in the Primary Lease.

24. Choice of Law. This Sublease shall be governed by, and construed in accordance with, the laws of the State in which the Premises are located, without regard to the principles of conflicts of law thereof.

25. Federal Cannabis Laws. The parties hereto agree and acknowledge that no party makes, will make, or shall be deemed to make or have made any representation or warranty of any kind regarding the compliance of this Sublease with any Federal Cannabis Laws. No party shall have any right of rescission or amendment arising out of or relating to any non-compliance with Federal Cannabis Laws unless such non-compliance also constitutes a violation of applicable state law as determined in accordance with the Act or by the Regulator, and no Party shall seek to enforce the provisions hereof in federal court unless and until the Parties have reasonably determined that the Act is fully compliant with Federal Cannabis Laws. As used herein, "Federal Cannabis Laws" means any U.S. federal laws, civil, criminal or otherwise, as such relate, either directly or indirectly, to the cultivation, harvesting, production, distribution, sale and possession of cannabis, marijuana or related substances or products containing or relating to the same, including, without limitation, the prohibition on drug trafficking under 21 U.S.C. § 841(a), et seq., the conspiracy statute under 18 U.S.C. § 846, the bar against aiding and abetting the conduct of an offense under 18 U.S.C. § 2, the bar against misprision of a felony (concealing another's felonious conduct) under 18 U.S.C. § 4, the bar against being an accessory after the fact to criminal conduct under 18 U.S.C. § 3, and

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federal money laundering statutes under 18 U.S.C. §§ 1956, 1957, and 1960 and the regulations and rules promulgated under any of the foregoing.

26. Regulatory Compliance. **This Sublease is subject to strict requirements for ongoing regulatory compliance by the parties hereto, including, without limitation, requirements that the parties take no action in violation of either any state cannabis laws, including the Act or the guidance or instruction of any applicable state regulatory body, including the Regulator. The parties acknowledge and understand that the Act and/or the requirements of the Regulator are subject to change and are evolving as the marketplace for state-compliant cannabis businesses continues to evolve. If necessary or desirable to comply with the requirements of the Act and/or the Regulator, the parties hereby agree to (and to cause their respective affiliates and related parties and representatives to) use their respective commercially reasonable efforts to take all actions reasonably requested to ensure compliance with the Act and/or the Regulator, including, without limitation, negotiating in good faith to amend, restate, amend and restate, supplement, or otherwise modify this Sublease to reflect terms that most closely approximate the parties original intentions but are responsive to and compliant with the requirements of the Act and/or the Regulator. In furtherance, not limitation of the foregoing, the parties further agree to cooperate with the Regulator to promptly respond to any informational requests, supplemental disclosure requirements, or other correspondence from the Regulator and, to the extent permitted by the Regulator, keep all other parties hereto fully and promptly informed as to any such requests, requirements, or correspondence.**

27. Effect of Primary Lease Merger. Notwithstanding anything to the contrary contained in the Primary Lease or in this Sublease, in the event that the Sublandlord purchases the Premises, any/all terms contained in the Primary Lease which relate to Sublandlord's tenancy under the Prime Lease (which for the avoidance of doubt includes, but is not limited to, its rights in and to the Premises, and its obligations and responsibilities set forth therein, such as the obligation to pay rent and its maintenance obligations) shall be deemed to be incorporated into this Sublease by reference such that this Sublease would act as the primary lease agreement between Sublandlord and Subtenant. Subtenant's interest in this Sublease shall be subordinate to any leasehold mortgage encumbering Sublandlord's interest in the Primary Lease only if Sublandlord delivers to Subtenant a subordination, non-disturbance and attornment agreement among the holder of any such mortgage, Sublandlord and Subtenant in a form acceptable to Subtenant and executed by such mortgagee and Sublandlord.

[SIGNATURE PAGE FOLLOWS]

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IN WITNESS WHEREOF, the parties hereto have executed this Sublease as of the date first above written.

SUBLANDLORD:

CHEETAH ILLINOIS, LLC,
an Illinois limited liability company

Signed by:
By: Richard Proud
F335BD91CC3B4B8...
Name: Richard Proud
Title: Authorized Signatory

SUBTENANT:

C6 INFUSER, LLC,
an Illinois limited liability company

DocuSigned by:
By: Sean Mason
3BEA62374D0E496...
Name: Sean Mason
Title: Manager

THESE PLANS AND DESIGNS ARE COPYRIGHT PROTECTED AND MAY NOT BE USED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF PINNACLE ENGINEERING GROUP, LLC

NORTH

GRAPHICAL SCALE (FEET)

0 1" = 20' 40'

Bearings referenced to the Illinois State Plane Coordinate System, East Zone (I201).

LEGAL DESCRIPTION:

AS DESCRIBED IN GREATER ILLINOIS TITLE COMPANY COMMITMENT NUMBER 41081132 DATED MAY 23, 2024.

LOT 15 IN VORBROOK COMMERCIAL PARK, BEING A SUBDIVISION OF PART OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

GENERAL NOTES

1. Right of Way widths and locations are based on surveys on record.
2. The property depicted on the survey has direct physical ingress and egress via Era Drive, a publicly dedicated right of way.
3. No wetlands were delineated or observed in the process of conducting the fieldwork.

VICINITY MAP

SCALE 1":600'



LEGEND OF SYMBOLS & ABBREVIATIONS

SANITARY MANHOLE	FIBER OPTIC MARKER	SIGN
STORM MANHOLE	FIBER OPTIC MANHOLE/VAULT	MAIL BOX
STORM INLET	TELEPHONE PEDESTAL	FLAG POLE
CLEANOUT	TELEPHONE MANHOLE/VAULT	BASKETBALL HOOP
CATCH BASIN	TELEPHONE MARKER	BOLLARD
LATERAL	TRANSFORMER	CROSS CUT
UNKNOWN MANHOLE	ELECTRIC METER/PEDESTAL	IRON PIPE
WELL	ELECTRIC MANHOLE/VAULT	IRON REBAR/ROD
HYDRANT	CABLE TV RISER/BOX CABLE	MAG NAIL
WATER VALVE	TV MANHOLE/VAULT	SECTION MONUMENT
DOWN SPOUT	GAS VALVE	BENCH MARK
SPRINKLER VALVE	GAS METER	CONIFER TREE
WATER SHUT OFF	GAS MARKER	DECIDUOUS TREE
STANDPIPE	AIR CONDITIONING UNIT	BUSH
WATER MANHOLE	VENT	WETLAND SYMBOL
FLOOD LIGHT	DIRECTIONAL ARROW	CL. =CENTERLINE
LIGHT POLE	DUMPSTER	CONC. =CONCRETE
TRAFFIC SIGNAL POLE	HANDICAP STALL	EL. =ELEVATION
UTILITY POLE	SPOT ELEVATION	EXT. =EXISTING
GUY WIRE		INV. =INVERT
SANITARY SEWER		MON. =MONUMENT
STORM SEWER		P.O.B. =POINT OF BEGINNING
WATER MAIN		P.O.C. =POINT OF COMMENCEMENT
FIBER OPTIC LINE		R.O.W =RIGHT OF WAY
TELEPHONE LINE		SEC. =SECTION
ELECTRIC LINE		SQ. FT. =SQUARE FEET
OVERHEAD WIRES		W/ =WITH
CABLE TELEVISION		(R) =RECORDED AS
GAS MAIN		(D) =DEEDED AS
WETLANDS		
TREE LINE		
NO ACCESS		

TABLE A

1. Monuments found/placed at all corners of the surveyed property boundary.
2. Address (as disclosed in title commitment): 306-310 Era Drive, Northbrook IL 60062
3. Flood Zone Classification: The property lies with in Zone "X" of the Flood Insurance Rate Map Community Panel No. 17031C0088J with an effective date of AUGUST 19, 2008. Zone "X" areas are determined to be outside the 0.2% annual chance floodplain.
4. Gross Land Area: 90,896 Square Feet (2.0867 Acres).
6. Letter / Zoning Report not supplied by client at time of survey.
7. (a) The exterior dimensions of all buildings at ground level graphically shown on survey.
   (b) (1) The exterior building square footage is 37,036 SQ. FT.
   (c) Measured height of buildings graphically shown on survey.
8. Substantial features observed in the process of conducting the survey graphically shown on survey.
9. There are 73 regular parking spaces and 4 disabled parking spaces clearly designated on the surface of the subject property. Total parking = 77 stalls.
11. Evidence of underground utilities existing or serving the property as determined by plans and/or reports not provided by the client at the time of the survey.
16. No evidence of recent earth moving work, building construction or building additions observed in the process of conducting the fieldwork.
19. Certificate of Professional Liability Insurance furnished upon request and in effect throughout the contract term.

NOTES CORRESPONDING TO SCHEDULE B - II

1, 4 - 9 NOT SURVEY RELATED

2 - 3 VISIBLE EVIDENCE SHOWN IF ANY

10. BUILDING SETBACK LINE OF 30 FEET (FROM THE EASTERLY LOT LINE) AS SHOWN ON THE PLAT OF VORBROOK COMMERCIAL PARK SUBDIVISION RECORDED SEPTEMBER 11, 1975 AS DOCUMENT NO. 23219091 AND FILED SEPTEMBER 12, 1975 AS DOCUMENT NO. LR2829208.

11. EASEMENTS FOR PUBLIC UTILITIES AND DRAINAGE OVER, UPON AND UNDER THE NORTHERLY AND WESTERLY 10 FEET OF THE LAND AS SHOWN ON THE PLAT OF VORBROOK COMMERCIAL PARK SUBDIVISION RECORDED SEPTEMBER 11, 1975 AS DOCUMENT NO. 23219091 AND FILED SEPTEMBER 12, 1975 AS DOCUMENT NO. LR2829208.

STATEMENT OF POTENTIAL ENCROACHMENTS

None Observed

CERTIFICATION

To: TI Investors of Northbrook LLC, formerly known as Gemstone Northbrook Industrial, LLC, an Illinois limited liability company
Greater Illinois Title Company
Stewart Title Guaranity Company:

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS LAND TITLE SURVEYS, jointly established and adopted by ALTA and NSPS, and includes items 1, 2, 3, 4, 6(b), 7(a), 7(b)1, 7(c), 8, 9, 11(a), 16 and 19 of Table A thereof. The fieldwork was completed on June 14, 2024.

PAUL A. KUBICEK, ILLINOIS PROFESSIONAL LAND SURVEYOR 035-003296
EXPIRES 11/30/2024
PINNACLE ENGINEERING GROUP, LLC #184006289-0010
EXPIRES 04/30/2025

PROFESSIONAL LAND SURVEYOR PAUL A. KUBICEK 035-003296 OAK CREEK, WI STATE OF ILLINOIS

Date of Plat or Map: JULY 1, 2024

PINNACLE ENGINEERING GROUP, LLC.
1051 EAST MAIN STREET SUITE 217
EAST DUNDEE, IL 60118
Phone: 847.551.5300

306-310 ERA DRIVE, NORTHBROOK, IL 60062

COOK COUNTY, ILLINOIS.

PLAN | DESIGN | DELIVER
www.pinnacle-engr.com
PINNACLE ENGINEERING GROUP
ENGINEERING | NATURAL RESOURCES | SURVEYING
CHICAGO | MILWAUKEE | NATIONWIDE
ILLINOIS OFFICE:
1051 E. MAIN STREET - SUITE 217
EAST DUNDEE, IL 60118
(847) 551-5300

ALTA/NSPS LAND TITLE SURVEY

REVISIONS

PROJECT No.	3166.30
FIELD BY	JPK
DATE	07/01/2024
SCALE	1"=40'
DRAWN BY	KGD

SHEET 1 of 1

© COPYRIGHT 2024

SURVEY

www.pinnacle-engr.com

2513528000

Doc# 2513528000 Fee $181.00
MONICA GORDON
COOK COUNTY CLERK'S OFFICE
DATE: 5/15/2025 9:38 AM
PAGE: 1 OF 8

Ordinance 2025-22

An Ordinance Granting a Special Permit for a Cannabis Infuser Facility (Cheetah Illinois, LLC – 306 – 310 Era Drive) (Plan Commission Docket No. PCD-24-15)

Passed by the Board of Trustees, 04/08/2025
Printed and Published 04/09/2025

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document
was properly published on the date
stated above.

/s/ Sam Reiss
Deputy Village Clerk

Ordinance 2025-22

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

An Ordinance Granting a Special Permit for a Cannabis Infuser Facility (Cheetah Illinois, LLC – 306 – 310 Era Drive) (Plan Commission Docket No. PCD-24-15)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND

Cheetah Illinois, LLC (the "Applicant") proposes to operate a cannabis infuser facility ("Facility") on the property commonly known as 306 – 310 Era Drive ("Property"). 306 Era Drive LLC (the "Future Owner") is the contract purchaser of the Property, which is currently owned by TI Investors of Northbrook LLC (the "Current Owner"). The Future Owner and Current Owner consent to Applicant's zoning request. The Property is improved with a single-story industrial building with accessory parking lot. The Property is located within the I-1 Restricted Industrial District ("I-1 District").

The Applicant has requested a special permit to operate a cannabis infuser facility on the Property ("Requested Relief").

The Board of Trustees have determined that it is in the best interest of the Village and its residents to grant the Applicant the Requested Relief in accordance with the terms and conditions of this Ordinance.

Section 2. DESCRIPTION OF PROPERTY

The Property is commonly known as 306 – 310 Era Drive, which is legally described in Exhibit A attached to and, by this reference, made a part of this Ordinance. The Property is located within the I-1 Restricted Industrial District.

Section 3. PUBLIC MEETINGS & HEARINGS

Pursuant to notice published in the February 13, 2025 edition of Northbrook Star, a public hearing was conducted by the Northbrook Plan Commission on March 4, 2025. The Plan Commission recommended approval of the Requested Relief on March 4, 2025 in Resolution No. 2025-PC-07.

Section 4. SPECIAL PERMIT

Subject to and contingent upon the conditions, restrictions, and provisions set forth in Section 5 of this Ordinance, a special permit to allow the operation of a Cannabis Infuser facility (Northbrook SIC Code No. 2834.03) on the Property is hereby granted to the Applicant in accordance with and pursuant to Section 11-602 of the Zoning Code and the home rule powers of the Village of Northbrook.

Section 5. CONDITIONS

The Special Permit granted in Section 4 above shall be, and is hereby, expressly subject to and contingent upon each of the following conditions, restrictions and provisions:

1. Compliance with regulations. The Facility must, at all times, be in compliance with all applicable Federal, State, and Local laws, regulations and policies, including the specific approval criteria required under the Zoning Code for a cannabis infuser facility, as noted below:

   a) Cannabis Infusers must obtain and, at all times, maintain a valid professional license issued by the Illinois Department of Agriculture to operate such a facility. Copies of all state licenses as well as all renewals must be provided to the Village Manager no later than 30 days of issuance as well as copies of corresponding application materials, including all required certifications, declarations, and affidavit, for state licenses and corresponding license renewals.

   b) Cannabis Infusers must maintain all mandatory signage, security measures, and nuisance and odor control measures required by Village, state or federal law.

   c) No Cannabis Infuser may be located on any lot that is less than 500 feet from any lot used for a pre-existing public or private preschool or elementary or secondary school or day care center, day care home, group day care home, or part day child care facility.

   d) Notwithstanding any provision of the Zoning Code to the contrary, no Cannabis Infuser is authorized to have any accessory retail sales of products or sale of overstock goods or products.

2. Security Plan. The Facility must operate in compliance with the security plan submitted by the Applicant to the Village and approved in advance of the public hearing by the Village Chief of Police.

3. Hours of Operation. The Facility may operate only between 8:00 a.m. and 6:00 p.m., Monday through Saturday.

Section 6. FAILURE TO COMPLY WITH CONDITIONS

Upon failure or refusal of the Applicant to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the special permit granted in Section 4 of this ordinance shall, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Board of Trustees may not so revoke the special permit, approval unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of the I-1 Restricted Industrial District, as the same may, from time to time, be amended. Further, in the event of such revocation of the special permit, approval, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, have considered the possibility of the revocation provided for in this Section, and agree not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by this Section has been given.

Section 7. AMENDMENT TO RELIEF

Any amendment to the relief granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

Section 8. BINDING EFFECT; TRANSFERABILITY

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until (a) such person or entity ("Transferee") executes and files with the Village Clerk an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance in a form acceptable to the Village Manager and (b) the Board of Trustees has approved such transfer by resolution duly adopted.

Section 9. EFFECTIVE DATE

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law;

iii. the filing by the Applicant and the Owner with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreement and consent shall be in the form of Exhibit B, attached to and made a part of this Ordinance by this reference;

iv. recordation of this Ordinance, together with such exhibits as the Village Clerk shall deem appropriate for recordation, with the Cook County Clerk's Office. The Applicant shall bear the full cost of such recordation.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent referenced in Paragraph 9.A.iii of this Ordinance within 90 days after the date of passage of this Ordinance by the Board of Trustees, the corporate authorities shall have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

Adopted: 04/08/25

RESULT:	**ADPOTED [6 – 0]**
MOVER:	Daniel Pepoon, Trustee
SECONDER:	Heather Ross, Trustee
AYES:	Israel, Ross, Pepoon, Hebl, Ebhomielen, Kohler
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	None

/s/ Kathryn Ciesla
Village President

ATTEST:

/s/ Sam Reiss
Deputy Village Clerk

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

LOT 15 IN VORBROOK COMMERCIAL PARK, BEING A SUBDIVISION OF PART OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Permanent Index Number: 04-06-207-003-0000

Commonly known as 306 – 310 Era Drive, Northbrook, Illinois, 60062.

EXHIBIT B

UNCONDITIONAL AGREEMENT AND CONSENT OF OWNER AND APPLICANT

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, Cheetah Illinois, LLC (the "***Applicant***") proposes to operate a cannabis infuser facility ("***Facility***") on the property commonly known as 306 – 310 Era Drive ("***Property***"); and

WHEREAS, TI Investors of Northbrook LLC (the "***Current Owner***") is the owner of the Property, which is improved with a single-story industrial building with an accessory parking lot; and

WHEREAS, 306 Era Drive LLC ("***Future Owner***") is the contract purchaser of the Property; and

WHEREAS, the Applicant has requested relief from the Village of Northbrook's Zoning Code (1988), as amended ("***Zoning Code***") to allow the Applicant to operate a Cannabis Infuser facility on the Property ("***Requested Relief***"); and

WHEREAS, Ordinance No. 2025-22, adopted by the Board of Trustees of the Village of Northbrook on April 8, 2025 ("***Ordinance***"), grants approval of such Requested Relief for the benefit of Applicant; and

WHEREAS, Applicant desires to evidence to the Village their unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance, and the Current Owner and Future Owner desire to evidence their consent to recording the Ordinance against the Property;

NOW, THEREFORE, Applicant, Current Owner and Future Owner do hereby agree and covenant as follows:

1. Applicant shall, and does hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 2025-22, adopted by the Village Board of Trustees on April 8, 2025.

2. Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property pursuant to the approvals granted in the Ordinance, or the issuance of any permits for the use and development of the Property pursuant to the approvals granted in the Ordinance, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure Applicant against damage or injury of any kind and at any time.

3. Applicant acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to Applicant and opportunity to be heard at a regular meeting of the Board of Trustees required by Section 6 of the Ordinance is given.

4. Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits pursuant to the approvals granted in the Ordinance, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property by or upon the direction of the Applicant or pursuant to the Applicant's lease of the Property, and (d) the performance by Applicant of their obligations under this Unconditional Consent and Agreement.

5. Applicant shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as reasonable attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. Current Owner warrants and represents to the Village that it owns fee simple title to the Property and consents to the recording of the Ordinance against the Property.

7. Future Owner warrants and represents to the Village that it is in the process of acquiring fee simple title to the Property and consents to the recording of the Ordinance against the Property.

CHEETAH ILLINOIS, LLC

By: _____
Signature

By: Michael Piermont
Print Name

Its: CCO

SUBSCRIBED and **SWORN** to before me this 24 day of MARCH, 2025.

_____
Notary Public

ANNA DUBINSKY
Official Seal
Notary Public - State of Illinois
My Commission Expires Apr 1, 2025

306 ERA DRIVE LLC

By: _____
Signature

By: Simm Berger
Print Name

Its: Member

SUBSCRIBED and **SWORN** to before me this 24 day of MARCH, 2025.

_____
Notary Public

ANNA DUBINSKY
Official Seal
Notary Public - State of Illinois
My Commission Expires Apr 1, 2025

TI INVESTORS OF NORTHBROOK LLC
By Towne Realty, Inc., manager

By: Susan K. Laabs
Signature

By: Susan K. Laabs
Print Name

Its: Vice President

SUBSCRIBED and **SWORN** to before me this 13th day of March, 2025.

Debra Lynn Boeder
Notary Public - STATE OF WISCONSIN
Debra Lynn Boeder
My Commission Expires 03/05/2029



MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Granting a Special Permit for a Child Day Care Services Facility (Crate & Barrel - 1250 Techny Road) (Plan Commission Docket No. PCD-25-11)

Overview
The requested special permit is for a child day care facility in the existing facility located at the Crate & Barrel office facility at 1250 Techny Road within the O-3 General Office/Techny Overlay District.

Fiscal Impact
N/A.

Recommendation
Approval.

Background

The applicant, Euromarket Designs Inc. d/b/a Crate & Barrel, is the sub-lessee of the property commonly known as 1250 Techny Road. The property is leased by Feiga/Cimarron Northbrook, LLC c/o BLDG Management Co., Inc., which is owned by Parcel NC-1A/NC-1B LLC/Techny Land Corporation NFP. Applicant has requested the following zoning relief to allow a child day care facility on the property:

A. Special Permit for Child Day Care Services (SIC No. 8351.00) in the O-3 General Office/Techny Overlay District; and
B. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

On October 14, 2025, the Board is scheduled to consider an Ordinance Granting a Special

Permit for a child day care service facility on the property. Consistent with the policies endorsed by the Board, this application received a unanimous recommendation from the Plan Commission and has be placed on the Board of Trustees consent agenda.

The Village Board conducted the preliminary review for this request on July 8, 2025, and the minutes are attached. The primary details of the request presented at preliminary review remained the same through the public hearing process.

The Plan Commission conducted a public hearing on the application during a special meeting on September 30, 2025 (the original regular meeting, scheduled for September 16, 2025, where a public notice was provided for the application was unable to occur due to a lack of a quorum. On September 16, 2025, the Plan Commission and Village followed proper legal procedures to continue the public hearing to a date certain, September 30, 2025, by posting notice on the website, posting notices on the doors to Village Hall and the Board Room on September 16, 2025 and having a staff member present in the Board Room at the time of the meeting to notify any one present that the public hearing had been continued). Following a presentation from staff, the Commission asked questions about total number of children to be served and the number of employees at the facility. There was one public comment received for this application, which is attached. The Applicant responded and explained their operations, and drop-off/pick-up policy. The Applicant stated that since the daycare is primarily for employees, it would not have any significant impact on traffic. The Commission closed the public hearing and found the proposal acceptable.

On September 30, 2025, the Plan Commission adopted, by a vote of 6-0 (two absent members and there is a vacancy on the commission), the attached Resolution No. 25-PC-17 recommending approval of the Zoning relief noted above. The staff report from the meeting, and application submitted by the Applicant are attached. The minutes from the meeting were not available at the time of writing this report.

The Applicant and staff will attend the October 14, 2025 meeting in case there are any questions.

Special Permit Ordinance - 1250 Techny
Special Permit Ordinance Exhibit A - 1250 Techny
Supplemental - Public Comment - 1250 Techny
Supplemental - PC Resolution & Staff Report - 1250 Techny
Supplemental - Sustainability Addendum - 1250 Techny
Supplemental - BOT Minutes 7-8-25 - 1250 Techny
Supplemental - Formal Application - 1250 Techny
Supplemental - Narrative & Plans - 1250 Techny

ORDINANCE 2025-____

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Granting a Special Permit for a Child Day Care Services Facility

(Crate & Barrel – 1250 Techny Road)
(Plan Commission Docket No. PCD-25-11)

shall be, and is hereby, adopted as follows:

SECTION 1. BACKGROUND.

Euromarket Designs Inc. d/b/a Crate & Barrel (the "***Applicant***") is sub-lessee of the property located at 1250 Techny Road ("***Property***"), which is leased by Feiga/Cimarron Northbrook, LLC c/o BLDG Management Co., Inc. (the "***Lessee***"). The Property is owned by Parcel NC-1A/NC-1B LLC/Techny Land Corporation NFP (the "***Owner***"). The Applicant proposes a child day care services facility ("***Facility***") on the Property to be operated by Bright Horizons ("***Operator***").

The Applicant has requested relief from the Zoning Code to allow the establishment and operation of the Facility at the Property, with a Special Permit to operate a child day care services facility ("***Requested Relief***"). The Owner and Lessee have consented to the Requested Relief.

The Board of Trustees have determined that it is in the best interest of the Village and its residents to grant the Applicant the Requested Relief in accordance with the terms and conditions of this Ordinance.

SECTION 2. DESCRIPTION OF PROPERTY.

The Property is commonly known as 1250 Techny Road, which is legally described in ***Exhibit A*** attached to and, by this reference, made a part of this Ordinance. The Property is located within the O-3 General Office/Techny Overlay District.

SECTION 3. PUBLIC MEETINGS & HEARINGS.

Pursuant to notice published in the August 28, 2025 edition of *Northbrook Star*, a public hearing was conducted by the Northbrook Plan Commission on September 30, 2025. The Plan Commission recommended approval of the Requested Relief on September 30, 2025 through Resolution No. 2025-PC-17.

SECTION 4. SPECIAL PERMIT.

A special permit to allow a Child Day Care Services (SIC No. 8351.00) facility on the Property is hereby granted to the Applicant in accordance with and pursuant to Section 11-602 of the Zoning Code and the home rule powers of the Village of Northbrook.

SECTION 5. FAILURE TO COMPLY WITH CONDITIONS.

Upon failure or refusal of the Applicant to comply with any provisions of this Ordinance, the special permit granted in Section 4 of this Ordinance shall, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Board of Trustees may not so revoke the special permit unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of the O-3 General Office/Techny Overlay District, as the same may, from time to time, be amended. Further, in the event of such revocation of the special permit, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by this Section has been given.

SECTION 6. AMENDMENT TO RELIEF.

Any amendment to the relief granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

SECTION 7. BINDING EFFECT; TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until such person or entity ("***Transferee***") receives approval by the Board of Trustees for such transfer by resolution duly adopted.

SECTION 8. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law.

PASSED: This __ day of October, 2025
AYES: ()
NAYS: ()
ABSENT: ()
ABSTAIN: ()

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

TRACT I:

PARCEL NC-IA:

THAT PART OF LOT I IN TECHNY PARCEL NC-I SUBDIVISION, ACCORDING TO THE FINAL PLAT OF SUBDIVISION OF TECHNY PARCEL NC- I RECORDED ON NOVEMBER 12, 1999, AS DOCUMENT NO. 09067611, IN COOK COUNTY, ILLINOIS, BEING DESCRIBED AS FOLLOWS:

THAT PART OF THE WEST HALF OF SECTION 14, AND PART OF THE EAST HALF OF SECTION 15, IN TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS :

COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 15; THENCE SOUTH 89 DEGREES 02 MINUTES 23 SECONDS EAST ALONG THE SOUTH LINE OF NORTHEAST QUARTER OF SAID SECTION 15 A DISTANCE OF 1710.55 FEET; THENCE NORTH 00 DEGREES 57 MINUTES 37 SECONDS EAST 306.23 FEET; THENCE NORTH 54 DEGREES 02 MINUTES 09 SECONDS WEST 564.01 FEET; THENCE NORTH 35 DEGREES 57 MINUTES 51 SECONDS EAST ALONG THE EASTERLY LINE OF THE CHICAGO AND NORTHWESTERN RAILROAD RIGHT-OF-WAY, A DISTANCE OF 724.19 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST 592.66 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE NORTHEAST HAVING A RADIUS OF 1524.58 FEET, HAVING A CHORD BEARING OF SOUTH 39 DEGREES 58 MINUTES 01 SECONDS EAST, 6.15 FEET TO THE POINT OF TANGENCY; THENCE SOUTH 40 DEGREES 04 MINUTES 57 SECONDS EAST ALONG THE WESTERLY RIGHT-OF-WAY LINE OF WAUKEGAN ROAD PER DOCUMENT 93174460, A DISTANCE OF 14.45 FEET; THENCE NORTH 49 DEGREES 55 MINUTES 03 SECONDS EAST 19.69 FEET; THENCE SOUTH 40 DEGREES 09 MINUTES 19 SECONDS EAST ALONG A LINE THAT IS 33.00 FEET SOUTHWESTERLY OF THE CENTERLINE OF WAUKEGAN ROAD (SAID LINE BEING THE WESTERLY RIGHT- OF-WAY LINE OF WAUKEGAN ROAD PER THE SURVEY PREPARED FOR THE COOK COUNTY HIGHWAY DEPARTMENT IN 1927), A DISTANCE OF 309.27 FEET FOR A PLACE OF BEGINNING; THENCE CONTINUING SOUTH 40 DEGREES 09 MINUTES 19 SECONDS EAST ALONG SAID LINE BEING THE WESTERLY RIGHT- OF-WAY LINE OF WAUKEGAN ROAD 675.06 FEET; THENCE SOUTH 43 DEGREES 42 MINUTES 23 SECONDS WEST 1002.92 FEET; THENCE NORTH 43 DEGREES 07 MINUTES 43 SECONDS WEST 197.40 FEET TO A POINT OF CURVATURE; THENCE NORTHWESTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTH, HAVING A RADIUS OF 480.00 FEET, HAVING A CHORD BEARING OF NORTH 54 DEGREES 59 MINUTES 43 SECONDS WEST, 198.82 FEET; THENCE NORTH 00 DEGREES 57 MINUTES 37 SECONDS EAST 410.97 FEET; THENCE NORTH 43 DEGREES 42 MINUTES 23 SECONDS EAST 792.27 FEET TO THE PLACE OF BEGINNING, IN COOK COUNTY, ILLINOIS.

PARCEL NC-1B:

THAT PART OF LOT 1 IN TECHNY PARCEL NC-1) SUBDIVISION, ACCORDING TO THE FINAL PLAT OF SUBDIVISION OF TECHNY PARCEL NC-I RECORDED ON NOVEMBER 12, 1999, AS DOCUMENT NO. 09067611, IN COOK COUNTY, ILLINOIS, BEING DESCRIBED AS FOLLOWS:

THAT PART OF THE WEST HALF OF SECTION 14, AND PART OF THE EAST HALF OF SECTION 15, IN TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF THE NORTHEAST QUARTER OF SAID SECTION 15; THENCE SOUTH 89 DEGREES 02 MINUTES 23 SECONDS EAST ALONG THE SOUTH LINE OF NORTHEAST QUARTER OF SECTION 15 A DISTANCE OF 1710.55 FEET; THENCE NORTH 00 DEGREES 57 MINUTES 37SECONDS EAST 306.23 FEET; THENCE NORTH 54 DEGREES O1 MINUTES 09 SECONDS WEST 564.01FEET; THENCE NORTH 35 DEGREES 57 MINUTES 51 SECONDS EAST ALONG THE EASTERLY LINE OF THE CHICAGO AND NORTHWESTERN RAILROAD RIGHT-OF-WAY, A DISTANCE OF 724.19 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST 592.66 FEET; THENCE SOUTHEASTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1524.58 FEET, HAVING A CHORD BEARING OF SOUTH 39 DEGREES 58 MINUTES 01 SECONDS EAST, 6.15 FEET TO THE POINT OF TANGENCY; THENCE SOUTH 40 DEGREES 04 MINUTES 57 SECONDS EAST ALONG THE WESTERLY RIGHT-OF-WAY LINE OF WAUKEGAN ROAD PER DOCUMENT 93174460, A DISTANCE OF 14.45 FEET; THENCE NORTH 49 DEGREES 55 MINUTES 03 SECONDS EAST 19.69 FEET; THENCE SOUTH 40 DEGREES 09 MINUTES 19 SECONDS EAST ALONG A LINE THAT IS 33.00 FEET SOUTHWESTERLY OF THE CENTERLINE OF WAUKEGAN ROAD (SAID LINE BEING THE WESTERLY RIGHT-OF-WAY LINE OF WAUKEGAN ROAD PER THE SURVEY PREPARED FOR THE COOK COUNTY HIGHWAY DEPARTMENT IN1927), A DISTANCE OF 984.33 FEET FOR A PLACE OF BEGINNING; THENCE CONTINUING SOUTH 40 DEGREES 09 MINUTES 19 SECONDS EAST ALONG SAID LINE BEING THE WESTERLY RIGHT-OF·WAY LINE OF WAUKEGAN ROAD 395.58 FEET; THENCE SOUTH 46 DEGREES 28 MINUTES 03 SECONDS WEST303.59 FEET TO A POINT OF CURVATURE; THENCE SOUTHERLY ALONG THE ARC OF A CURVE CONCAVE TO THE SOUTHWEST, HAVING A RADIUS OF 780.00 FEET, HAVING A CHORD BEARING OF SOUTH 28 DEGREES 25 MINUTES 49 SECONDS WEST, 491.10 FEET; THENCE SOUTH 50 DEGREES 43 MINUTES 28 SECONDS WEST 73.93 FEET; THENCE NORTH 86 DEGREES 15 MINUTES 54 SECONDS WEST 54.39 FEET TO A POINT OF CURVATURE; THENCE WESTERLY ALONG THE ARC OF A CURVE CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 400.00 FEET, HAVING A CHORD BEARING OF NORTH 64 DEGREES 41 MINUTES 48 SECONDS WEST, 301.15 FEET TO A POINT OF TANGENCY; THENCE NORTH 43 DEGREES 07 MINUTES 43 SECONDS WEST 176.46 FEET; THENCE NORTH 43 DEGREES 42 MINUTES 23 SECONDS EAST 1002.92 FEET TO THE PLACE OF BEGINNING, IN COOK COUNTY, ILLINOIS.

EXCLUDING FROM PARCELS NC-IA AND NC-1B AS SET FORTH ABOVE THE FOLLOWING DESCRIBED PARCEL:

THAT PART OF LOT 1 IN THE FINAL PLAT OF SUBDIVISION OF TECHNY PARCEL NC-I, BEING A SUBDIVISION OF PART OF THE WEST HALF OF SECTION 14, AND PART OF THE EAST HALF OF SECTION 15, IN TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 12, 1999 AS DOCUMENT NUMBER 09067611 DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF LOT 3 IN SAID FINAL PLAT OF SUBDIVISION OF TECHNY PARCEL NC-1; THENCE SOUTHEASTERLY ALONG THE WESTERLY LINE OF WAUKEGAN ROAD (ILLINOIS STATE ROUTE 43) PER PLAT OF HIGHWAYS RECORDED MARCH 9, 1993 AS DOCUMENT NUMBER 93174460 BEING ALSO THE EASTERLY LINE OF SAID LOT I THE FOLLOWING THREE COURSES AND DISTANCES; 1) THENCE ALONG AN ARC OF A CURVE CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 1524.58 FEET, HAVING A CHORD BEARING OF SOUTH 39 DEGREES 58 MINUTES 01 SECONDS EAST, 6.15 FEET TO A POINT OF TANGENCY; 2) THENCE SOUTH 40 DEGREES 04 MINUTES 57 SECONDS EAST 14.45 FEET; 3) THENCE NORTH 49 DEGREES 55 MINUTES 03 SECONDS EAST 19.69 FEET TO THE WESTERLY

LINE OF WAUKEGAN ROAD AS MONUMENTED AND OCCUPIED (66 FEET WIDE) BEING ALSO SAID EASTERLY LINE OF SAID LOT 1; THENCE SOUTH 40 DEGREES 09 MINUTES 19 SECONDS EAST ALONG SAID WESTERLY LINE OF WAUKEGAN ROAD 309.27 FEET FOR THE PLACE OF BEGINNING; THENCE CONTINUING SOUTH 40 DEGREES 09 MINUTES 19 SECONDS EAST ALONG SAID WESTERLY LINE OF WAUKEGAN ROAD 1070.63 FEET TO THE MOST EASTERLY CORNER OF SAID LOT 1; THENCE SOUTH 46 DEGREES 28 MINUTES 03 SECONDS WEST ALONG THE SOUTHERLY LINE OF SAID LOT I, A DISTANCE OF 134.14 FEET; THENCE NORTH 31 DEGREES 48 MINUTES I0 SECONDS EAST 55.98 FEET; THENCE NORTH 01 DEGREES 02 MINUTES 45 SECONDS WEST 66.08 FEET; THENCE NORTH 40 DEGREES 09 MINUTES 19 SECONDS WEST ALONG A LINE THIRTY·NINE FEET SOUTHWESTERLY OF AND PARALLEL WITH SAID WESTERLY LINE OF WAUKEGAN ROAD AS MONUMENTED AND OCCUPIED (66 FEET WIDE) 301.17 FEET; THENCE NORTH 49 DEGREES 5O MINUTES 41 SECONDS EAST 5.00 FEET; THENCE NORTH 40 DEGREES 09 MINUTES 19 SECONDS WEST ALONG A LINE THIRTY·FOUR FEET SOUTHWESTERLY OF AND PARALLEL WITH SAID WESTERLY LINE OF WAUKEGAN ROAD AS MONUMENTED AND OCCUPIED (66 FEET WIDE) 705.IO FEET; THENCE NORTH 43 DEGREES 42 MINUTES 23 SECONDS EAST 34.20 FEET TO THE PLACE OF BEGINNING, ALL IN COOK COUNTY, ILLINOIS.

TRACT 2:
AMENDED AND RESTATED DECLARATION ESTABLISHING COVENANTS, CONDITIONS, RESTRICTIONS, EASEMENT AND RIGHT FOR REAL ESTATE RECORDED SEPTEMBER 19, 2005 AS DOCUMENT NO. 0526227126 AND AMENDED BY A FIRST AMENDMENT RECORDED NOVEMBER 30, 2010 AS DOCUMENT NO. 1033434050 IN THE OFFICE OF THE RECORDER OF COOK COUNTY, ILLINOIS.

PERMANENT INDEX NUMBER: . 04-15-200-020-0000; 04-14-100-032-0000; 04-14-100-033-0000; 04-15-200-021-0000

COMMONLY KNOWN AS 1250 TECHNY ROAD, NORTHBROOK, ILLINOIS 60062

Archived: Wednesday, September 3, 2025 9:29:08 AM
From: [redacted]
Sent: Tuesday, September 2, 2025 3:53:55 PM
To: Pandey, Swati
Subject: Crate and Barrel proposal for childcare services
Response requested: Yes
Sensitivity: Normal

Beware External Email - Think Before You Act

I am a resident at Meadow Ridge on the corner of Founders Drive and Techny. I am curious to know if the Child care services are for Crate and Barrel employees
or if they will be open to others. My concern is the traffic.
Thank you
Patti Helfand

APPROVED
RESOLUTION NO. 25-PC-17

VILLAGE OF NORTHBROOK PLAN COMMISSION
DOCKET NO. PCD-25-11
(1250 TECHNY ROAD)

WHEREAS, an application has been filed by Euromarket Designs Inc. d/b/a Crate & Barrel (the "Applicant") as lessee of the property commonly known as 1250 Techny Road (the "Subject Property), which is owned by Parcel NC-1A/NC-1B LLC (the "Owner"), and

WHEREAS, the Applicant has filed an application (Docket No. PCD-25-11) with the Village of Northbrook requesting:

A. Special Permit for Child Day Care Services (SIC No. 8351.00) in the O-3 General Office/Techny Overlay District; and
B. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

WHEREAS, the Subject Property is designated as appropriate for Professional Office uses in the Village of Northbrook Comprehensive Plan; and

WHEREAS, a public notice for this docket was duly published on August 28, 2025 in the *Northbrook Star* and a public hearing was scheduled for September 16, 2025, but due to a lack of quorum the meeting was continued and held at a special meeting of the Plan Commission on September 30, 2025; and

WHEREAS, the Applicant has submitted evidence that signs were properly posted on the Subject Property, indicating the time and date of the Commission hearing, and that all property owners within 250 feet of the Subject Property were notified of the Commission hearing by certified mail; and

WHEREAS, the Plan Commission has considered all the evidence presented to it, including, but not limited to, the following:

1. Village of Northbrook Plan Commission Application form & attachments received August 5, 2025, and all subsequent additions and revisions to these application materials and attachments.
2. Comments made by the Board of Trustees during its review of the preliminary application regarding this request.
3. All written and oral testimony concerning the application.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the Village of Northbrook, Cook County, Illinois, THAT:

1. Findings:

A. Comprehensive Plan Compliance. The Northbrook Plan Commission does hereby find that with respect to Docket No. PCD-25-11 the proposed application **is in general compliance** with the Northbrook Comprehensive Plan, and specifically in compliance with the Future Land Use Map.

B. Special Permit. With respect to Docket No. PCD-25-11A, the Plan Commission does hereby find that the Special Permit standards established in Paragraph 11-602 E1 of the Zoning Code, for the proposed child daycare facility (the "Facility"), are **satisfied** as follows:

1) The Facility will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the O-3 General Office/ Techny Overlay District were adopted, and with the general purpose and intent of the Official Comprehensive Plan.

2) The Facility will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

3) The Facility will be arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property.

4) The Facility will be served adequately by essential public facilities and services.

5) The Facility will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

6) The Facility will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance.

7) The Facility complies with all additional standards imposed on it by the particular provisions of the Zoning Code authorizing such use.

C. Other Relief. With respect to Docket No. PCD-25-11B, the Plan Commission does hereby find that no other relief is necessary.

2. Recommendations: The Northbrook Plan Commission does hereby recommend to the Board of Trustees of the Village of Northbrook **approval** of Docket No. PCD-25-11 based on the findings established herein, to allow a Special Permit for Child Day Care Services (SIC No. 8351.00) to be issued to the Applicant for the Subject Property.

ADOPTED THIS 30th day of September 2025.

AYES:	(6)	Braiman, Halperin, Morgen, Pipito, Walden, Elisco
NAYS:	(0)	
ABSENT:	(2)	Karavitis, Melnick
ABSTAIN:	(0)	

__/s/ Steven Elisco _____
Steven Elisco, Chairman
Northbrook Plan Commission

ATTEST:
____/s/ Amy McEwan _____
Amy McEwan, Director
Development and Planning Services

MEMORANDUM

To: Plan Commission
From: Swati Pandey, Senior Planner
CC: Michaela Kohlstedt, Deputy Director
Date: September 30, 2025
Subject: PCD-25-11: 1250 Techny Road – Child Day Care Facility with Outdoor Playground

INTRODUCTION

On September 30, 2025 the Plan Commission will conduct a public hearing on an application filed by Euromarket Designs Inc. d/b/a Crate & Barrel (the "Applicant") as lessee of the property commonly known as 1250 Techny Road (the "Subject Property), which is owned by Parcel NC-1A/NC-1B LLC (the "Owner"). The Applicant is proposing to repurpose a portion of their building and operate a child daycare facility with outdoor playground on the Subject Property. The following zoning relief is requested:

A. Special Permit for Child Day Care Services (SIC No. 8351.00) in the O-3 General Office/Techny Overlay District; and

B. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant

A sign has been posted on the Subject Property indicating the time and date of the Plan Commission public hearing. The Applicant has submitted evidence that the mailed notice requirements of the Zoning Code have been satisfied. The Plan Commission hearing was properly noticed in the August 28, 2025 edition of the *Northbrook Star*. Staff has received one general inquiry, and one written comment, which is attached, with concerns for increased traffic.

PROPERTY DESCRIPTION

The Subject Property is identified as being:

- located north of the intersection of Techny Road and Founders Drive;
- approximately 14.6 acres in size;
- improved with an office building (167,000 square feet) for Crate and Barrel corporate office;
- zoned O-3 General Office within the Techny Overlay District;
- designated as appropriate for Professional Office in the Comprehensive Plan's Future Land Use;
- surrounded by properties with land uses as depicted on the attached Application Summary;
- not located within the 100-year flood plain; and
- not located in proximity to any areas identified in the Master Stormwater Management Plan.
- The Village's Bicycle and Pedestrian Plan designates Techny Road and Founders Drive in front of the property as having existing Shared Use Path (facilities separated from roadways for use by bicyclists and pedestrians).

BACKGROUND INFORMATION

- The Subject Property is a Crate and Barrel corporate office with a multi-story office and warehouse building and parking lot. The facility includes offices, merchandise areas, and amenities for employees

inclusive of a café and fitness center. The site is accessible from Techny Road and consists of a parking lot to the northwest and southeast part of the site, which consists of 637 parking spaces.

Preliminary Review

On July 8, 2025, the Board of Trustees conducted a preliminary review of the request for a child daycare facility at the property. The Board found the request to be appropriate but recommended compliance with sustainability requirements. An excerpt of the Board of Trustees minutes is attached for reference, and the meeting can be viewed on the Village website as well to hear the actual commentary from the Trustees.

The proposal and the general layout of the plan presented at preliminary review have not changed with the formal application, however, the scope of minor work on the Subject Property and the level of detail has expanded which is discussed later in the report. The following is a table of the comments made by members of the Board of Trustees:

Trustee	Title	Status	Comments
Kathryn Ciesla	Village President	Present	In favor of request
Robert Israel	Trustee	Present	In favor of request
Heather Ross	Trustee	Present	In favor of the request; address the sustainability recommendations
Johannah Hebl	Trustee	Present	Asked if this is for employees; presence of any heritage trees in outdoor play area; In favor of request
Joy Ebhomielen	Trustee	Present	Asked about the operator; In favor of request
Michelle Kohler	Trustee	Present	In favor of request
Matt Cassidy	Trustee	Present	In favor of request

Staff Review

Prior to scheduling a public hearing the application underwent the standard review process and was reviewed by the following departments/entities:

- Development and Planning Services (Planning & Zoning)
- Sustainability
- Engineering
- Tree Preservation
- Fire
- Police

There were minor comments from the reviewers, and they all approved the application upon review, subject to further review at the time of permitting. The tree preservation officer has stated that there is only one landmark tree within the scope of the project, which will be handled during permitting. It should be noted that there were some additional zoning questions raised and asked of the Applicant. Included with the material submitted by the Applicant are the responses to those questions.

Compliance with Village Plans

- The Comprehensive Plan identifies the property for professional office uses which is intended to accommodate business and professional offices requiring a limited amount of space and moderate intensity of pedestrian and vehicular traffic. Some subordinate uses considered in this classification include business services, educational services, fitness facilities, religious and membership organizations, as well as limited retail uses and restaurants.

- The Village's Bicycle and Pedestrian Plan is applicable and as noted earlier in this memo, it designates Techny Road and Founders Drive in front of the property as having existing Shared Use Path (facilities separated from roadways for use by bicyclists and pedestrians).

PROPOSED PROJECT

- Crate and Barrel, the Applicant, occupies the property with their corporate office eas a single tenant. The Applicant wants to renovate a portion of their office area on the first floor of the building to occupy and operate a child daycare facility. The daycare services would initially be offered to the Crate and Barrel employees and any excess capacity would be available to the general public. The child daycare facility will be operated by Bright Horizons, which will enter into an agreement with Crate and Barrel as operational partner. The Applicant is a subtenant on the property and the property owners have provided consent to the proposal, which is attached. A child daycare facility is a special permit use in the O-3 General Office/Techny Overlay District. Details regarding the proposed request are outlined in the attached material submitted by the Applicant.
- The proposed daycare will occupy 6,200 square feet in the southwest portion of the existing office building. An existing entrance door and path (as shown on the site plan) will be used to access the daycare. Two new egress doors (on the north and south side) will be added to the childcare facility, with access to the existing parking lot and the proposed outdoor play area.
- The applicant will provide designated daycare parking for employees and visitors within the parking lot near the facility. There will be a speed table added within the drive aisle near the facility for safety purposes, including directional signage. The details are shown on the site plan attached. There will be no site or building changes besides noted above.
- The facility shall serve children between the age range of infants to five years old; divided into four classrooms with a total of 63 children within the facility. The class sizes would comply with the student/staff ratio as required by the DCFS guidelines.
- The Applicant has stated that the parents and guardians will park in the parking lot and accompany the children in and out of the facility. Additionally, the applicant will place "No drop-off/pick-up" signage along the fire lane in front of the entrance to avoid queuing along the building.
- The proposed hours of operation are 6:30am – 7:00pm Monday through Friday; closed on weekends. The applicant has stated there will be occasional special events held outdoors on the property in the evening. The facility will be staffed by a total of 14 employees.
- There will be modifications made to a portion of the first floor of the southwest portion of the office building to accommodate the proposed day care, as shown on the floor plan attached.
- There are 637 parking spaces provided on the property. The parking requirement for a day care facility is 1 per employee plus 1 per 10 students. Based on the data provided by the Applicant, a total of 21 spaces would be required for the proposed use. The applicant has provided a parking analysis for the property on the proposed site plan showing compliance with the parking requirements of the Zoning Code.
- No signage information for the proposed use has been submitted. Any new signage on the property will require compliance with the Zoning Code and a sign permit prior to installation.
- The Applicant has proposed a 5,000 square-foot outdoor playground area enclosed with a six-foot tall black metal fence, adjacent to the southwest portion of the building. The play area will be directly accessed through a door to the north side of the fence. The play area will be developed with a wood fiber surface and have play equipment stations for nature-based play.

SUSTAINABILITY

A summary of the Village's Climate Action Plan (CAP) action items as it relates to the development proposal can be found in the attached Sustainability Addendum, which goes into further detail on CAP items that are relevant to the Subject Property and the proposed plan. The Applicant has provided response to each applicable CAP item, which is attached with the material submitted by the Applicant.

ZONING RELIEF

Special Permit

The Applicant is requesting approval for a child daycare facility as a special permit in O-3/Techny Overlay District. The details of the use have been discussed above. The Plan Commission and Board of Trustees must consider the general standards for special permit established in Paragraph 11-602 E1 of the Zoning Code when deciding whether to grant the requested special permit. These standards include the following:

1) Is the proposal in compliance with the Zoning Code and Official Comprehensive Plan?
2) Will there be any adverse impact upon adjacent properties?
3) Will the proposed use interfere with the orderly development of adjacent properties?
4) Are there adequate public facilities to serve the development?
5) Will the use cause undue traffic congestion?
6) Will the development cause loss of significant environmental or historical features?
7) Will the use comply with other applicable Village standards?

Several of the above criteria are of particular importance in considering whether or not a special permit should be granted for the proposed use, specifically standards 2 & 5. The Applicant has included a statement of justification with their application addressing the above points.

The Applicant has stated that their use will support the employees of Crate & Barrel and the surrounding community and will be housed within the existing building with no exterior building alterations. The exterior play area will be graded appropriately to tie into the existing drainage system.

The Applicant has also stated that there will be no traffic congestion since the majority of the parents will remain on campus through-out the day. There will be no drop-off/pick-up allowed curb-side and there will be signage within the fire lane, instead the parents/guardians will be required to park within the parking lot at all times and accompany children, in and out of the facility.

SUMMARY

In reviewing this request, staff suggests the Plan Commission consider the following policy questions:

1) Is the proposed child daycare use appropriate on the Subject Property?
2) Is it acceptable to grant a special permit for a child day care on the Subject Property in the O-3/Techny Overlay District?
    a) If so, should there be any operational limitations?
3) Is the proposed outdoor play area in an appropriate location with acceptable layout and adequate screening?

Upon direction from the Plan Commission, staff has prepared the attached draft resolution for consideration by the Commission. If the Commission should choose to amend and/or take action on this resolution, it would be **Resolution No. 25-PC-17.**

The Applicant and staff will attend the September 30, 2025 Plan Commission meeting to answer any questions.

MEMORANDUM

To: Plan Commission
From: Kate Carney, Sustainability Coordinator
cc: Amy McEwan, DPS Director
Date: September 30, 2025
Subject: PCD-25-11: 1250 Techny – Crate and Barrel – Child Day Care – Sustainability Addendum to Staff Report

Northbrook's Climate Action Plan (CAP) calls to foster sustainability and reduce 80% of community-wide carbon emissions by 2050 through strategic planning and action item implementation. With CAP adoption, development proposals are reviewed with respect to best environmental practices.

Village staff provided Sustainability Comments in response to all submittals for the proposed planned development solely regarding applicable measures from the CAP. Under each section are a list of Climate Action Plan items as they relate to the proposed development. Staff confirms the proposed project partially addresses CAP items requested of the Applicant.

Of the items presented to the Applicant 75% were fully realized according to CAP standards, to the extent detailed *below in italics*.

Transportation and Land Use
In the Transportation and Land Use section of the CAP, recommendations are made to enhance active mobility and fossil fuel-free transit:

TL 5- 8 Consider installing EV charging stations in new designated parking spots. If this will not be realized, consider including capabilities for future electric vehicle charging installation. This could include conduit, wiring, electrical service panels, and power capacity near parking areas, terminated in outlets or junction boxes to meet demand for at least 2 EV charging ports.

Applicant Response: All existing EV charging stations provided on site by Crate and Barrel will remain, no new EV charging stations are planned, but we do have the capabilities to expand.

TL 7- 1 The Village has enacted a ban on gas powered leaf blowers – ensure compliance on site.

Applicant Response: Crate and Barrel complies.

Buildings and Energy
The Building Energy section of the CAP provides the following items pertaining to reducing our community-wide carbon footprint and preserving wildlife:

BE 4- 1 Consider green power purchase options such as those provided by ComEd and Nicor.

Applicant Response: Crate and Barrel currently purchases green-e RECs through a company called 3-degrees, which covers the electrical consumption of all our locations.

BE 5- 1 Explore opportunities for the property to utilize smart lights that can save energy through conservation. Achieve 100% LED installation if possible.

Applicant Response: Any additional lighting will be LED.
BE 5- 4 Require purchase and installation of ENERGY STAR appliances when available.

Applicant Response: Crate and Barrel agrees.

Waste Management
The CAP points to procedures that may facilitate waste reduction (with a goal of at least 50% landfill wasted diverted by 2030) in its Waste Management section:

WM 2- 5 Assure compliance with the Cook County Construction & Demolition Debris Diversion Ordinance and encourage contractors and subcontractors to exceed minimum requirements where applicable.

Applicant Response: Crate and Barrel will comply and will encourage.

Water and Wastewater
In the Water and Wastewater category, the CAP states to prioritize mitigating stormwater before it enters the sewer system through multiple capture techniques:

WW 1- 1 Consider landscaping practices that reduce water consumption and chemical use on site.

Applicant Response: Crate and Barrel will explore.

WW 1- 2 Reduce landscaping water use with water-efficient irrigation systems, grass replacement, and planting native and drought-resistant trees and vegetation in landscaping plans.

Applicant Response: Crate and Barrel plans to plant only native and drought-resistant trees and vegetation in landscaping areas.

WW 3- 3 Reduce or offset impervious surfaces where possible and consider use of lighter colored pavements and building materials to lessen the impact of urban heat island effect.

Applicant Response: Crate and Barrel will take all actions possible to lessen impact of urban heat island effect.

Greenspace and Ecosystem Health
The Plan's Greenspace category includes the following for expansion of tree canopy coverage, transforming beneficial lawns, and mitigation of heat island impacts:

GS 2- 5 Consider including exterior lighting design a policy to protect native plants, species, biodiversity, and improve night sky quality.

Applicant Response: Existing site lighting will remain as-is.

GS 2- 7 Consider eliminating neonicotinoids and reduce use of long-lasting chemical pesticides for landscaping, if applicable.

Applicant Response: We will contact our landscaping provider and ensure we are in compliance.

GS 4- 8 Consider utilizing shade and water absorbing trees and replacing turf landscaping with native prairie, wild flower, and savanna plantings.

Applicant Response: Crate and Barrel agrees and plans to include wildflower areas.

Village Board of Trustees Minutes

Sandra "Sandy" Frum Board Room
1225 Cedar Lane Northbrook, IL 60062
Tuesday, July 8, 2025

Village President Kathryn Ciesla called the meeting to order at 7:30 PM

1. **ROLL CALL**

Attendee Name	Title	Status
Kathryn Ciesla	Village President	Present
Robert Israel	Trustee	Present
Heather Ross	Trustee	Present
Johannah Hebl	Trustee	Present
Joy Ebhomielen	Trustee	Present
Michelle Kohler	Trustee	Present
Matt Cassidy	Trustee	Present

2. **PLEDGE OF ALLEGIANCE**

3. **MINUTES APPROVAL**

A. June 22, 2025 Regular Board Meeting Minutes for Approval

RESULT:	**APPROVED [6 – 0]**
MOVER:	Johannah Hebl, Trustee
SECONDER:	Heather Ross, Trustee
AYES:	Israel, Ross, Hebl, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	None

4. **PUBLIC COMMENT TIME** - None

5. **MANAGER'S REPORT**

Village Manager Pavlicek mentioned that the West Nile virus has been detected in the area, residents are reminded to take precautions like using repellent, wearing protective clothing, and eliminating standing water.

Also, July is the time to renew vehicle stickers and pet tags, residents should renew online, by mail, or in person soon.

C. Preliminary Review of a Request by Crate and Barrel Holdings Inc. for a Special Permit for Child Daycare Facility at 1250 Techny Road (Crate and Barrel Corporate Office)

RESULT:	**MOVED TO REFER TO PLAN COMMISSION [6 – 0]**
MOVER:	Heather Ross, Trustee
SECONDER:	Robert Israel, Trustee
AYES:	Israel, Ross, Hebl, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	None

Amy McEwan, Director of Development and Planning Services, discussed an application submitted by Crate and Barrel Holdings Inc. for the property located at 1250 Techny Road. The applicant is requesting zoning relief to their existing Special Use permit to repurpose existing interior space for childcare purposes and an exterior play area.

She noted the requested relief/primary issues the Village Board should consider.

Trustee Ross asked if the childcare facility would serve non-employees and about impacts to heritage trees.

Director McEwan said both were considered, non-employee access is possible, and no heritage trees are affected.

Trustees Hebl, Israel, Ross, Ebhomielen, Kohler, and Cassidy spoke in support of application.

D. Preliminary Review of a Request by M&D Builders LLC for Annexation and Three-Lot Single-Family Subdivision at 608 - 610 Sanders Road

RESULT:	**MOVED TO REFER TO PLAN COMMISSION [6 – 0]**
MOVER:	Robert Israel, Trustee
SECONDER:	Heather Ross, Trustee
AYES:	Israel, Ross, Hebl, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	None

Amy McEwan, Director of Development and Planning Services, discussed an application submitted by M&D Builders LLC for Annexation and Three-Lot Single-Family Subdivision at 608 – 610 Sanders Road. The applicant is requesting zoning relief: annexation and rezone to R-6 District.

She noted the requested relief/primary issues the Village Board should consider.

Trustee Hebl asked about the detention easement, and Director McEwan confirmed it will be designated for detention only and is not buildable.

Trustee Israel asked about the lot size and previous evaluations of egress to Sanders Road, expressing concerns about traffic generation and access, which led to the original plan not being approved.

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.

Applications for zoning relief from the Zoning Board of Appeals must use a different application form.

The initial submittal MUST contain:

☒ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name _____

_____

Company _____

Address [redacted]

City, State, Zip [redacted]

Phone No. [redacted]

Email [redacted]

Primary Contact Person

Name _____

Company _____

Address [redacted]

City, State, Zip [redacted]

Phone No. [redacted]

Email [redacted]

Consultants *(as applicable)*

Attorney

Name _____

Company _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Architect/Planner

Name Alex Wilkosz

Company _____

Address [redacted]

City, State, Zip [redacted]

Phone No. [redacted]

Email [redacted]

Civil Engineer

Name _____

Company _____

Address [redacted]

City, State, Zip [redacted]

Phone No. [redacted]

Email [redacted]

Other

Name _____

Company _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Property Information *(if more than one parcel is involved in the request please include the information for all parcels)*

Site Location/Address: 1250 Techny Road

Property Index Numbers: 04152000200000, 04141000320000, 04152000210000, 04141000330000

Size of Property: 23.535 acres (square feet/acres)

Size of Building Space, if applicable: 6,200 square feet (square feet)

Comprehensive Plan Land Use Designation[1]: Techny Area/Office - Professional

Current Zoning: O3 General Office

Current Use of the Property: Office

Is any portion of the property within the 100-year floodplain?[1] Yes: _____ No: X

Requested Action(s) *(check all that are applicable)*

- ☐ Comprehensive Plan Amendment
- ☐ Annexation (*separate form required*)
- ☐ Rezoning from _____ to _____
- ☒ Special Permit for a daycare for EDI employees and local community
- ☐ Renewal of Special Permit Ord. No. _____
- ☐ Amendment to Existing Special Permit Ord. No. _____
- ☒ Site Plan Approval
- ☐ Zoning Code Text Amendment
- ☐ Zoning Variation (in conjunction with other relief) for _____
- ☐ Planned Development - Concept Plan
- ☐ Planned Development - Final Plan
- ☐ Subdivision - Tentative Plat
- ☐ Subdivision - Final Plat
- ☐ Subdivision - Variations/Waiver for _____
- ☐ Exception for _____
- ☐ Other _____

☒ **Plat of Survey & Parcel Legal Description(s)**

Attach the most recent plat of survey of the Subject Property, certified by a registered land surveyor, showing existing lot lines and dimensions, lot area, all easements, all public and private rights-of-way, and all streets across and adjacent to the subject property.

☒ **Conformity with Comprehensive Plan**

Include a written statement explaining the conformity, or lack of conformity, of the approval being requested to the Village's Official Comprehensive Plan and Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or Official Map, provide reasons justifying the requested approval.

☒ **Surrounding Property Owners Addresses**

Please attach the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records. See page10 of this document for instructions on how to obtain the addresses.

[1] As found on the Village website www.northbrook.il.us/Government/Departments/Planning/GIS/index.php

Site Ownership and Control

Current Property Owner Information

Legal Name: Euromarket Designs Inc.

Primary Contact:
Address [redacted]
City, State, Zip [redacted]
Phone No. [redacted]
Email [redacted]

Proposed Property Owner Information

Legal Name: No Change

Primary Contact:
Address
City, State, Zip
Phone No.
Email

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- ☐ Deed
- ☐ Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- ☐ Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

☒ **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**

☒ **Complete Attachment B, listing all individuals/entities that have a beneficial interest in the legal entity that is proposed to own the property upon receiving necessary approvals.**

Applicants Involvement with the Property

If the Applicant does not own the property, please also provide documentation showing the applicant's interest in the property *(Check which document is attached. The dollar amounts in documents may be blacked-out)*:

- ☐ Owner (see the previous box)
- ☐ Real Estate Contract
- ☒ Lease
- ☐ Other _____

☐ **Complete Attachment C, listing all individuals/entities that have a beneficial interest in the legal entity that is the Applicant.**

Additional Required Attachment(s)

Submit all relevant attachments specified in the below worksheet(s) that correspond with your application request(s) selected on page two of this application; the worksheets can be found on the Village of Northbrook website www.northbrook.il.us, as well as in the Community Planning Department in the Village Hall. *(Check all that are applicable)*

- ☐ Comprehensive Plan Amendment Worksheet
- ☐ Annexation Worksheet
- ☐ Rezoning Worksheet
- ☒ Special Permit Worksheet
- ☒ Site Plan Approval Worksheet
- ☐ Zoning Code Text Amendment Worksheet
- ☐ Zoning Variation Worksheet
- ☐ Planned Development Worksheet- Concept Plan
- ☐ Planned Development Worksheet- Final Plan
- ☐ Subdivision Worksheet – Tentative Plat
- ☐ Subdivision Worksheet - Final Plat
- ☐ Subdivision Worksheet - Variations/Waiver
- ☐ Zoning Exception Worksheet
- ☐ Condominium Conversion Worksheet
- ☐ Plat of Consolidation Worksheet

Filing Fees

All applications require payment of a non-refundable fee, as well as additional funds that are held in escrow to off-set anticipated recoverable expenses. Please attach a check with your application and indicate below the amount of the fee submitted. A copy of the fee schedule is attached to the application form.

$ 250 Amount of Non-Refundable Fee

$ 4,000 Amount of Escrow

$ 4,250 Total Application Fee (Non-Refundable Fee plus Escrow)

The escrow covers such items as Village attorney time (currently billing at approx. $400.00 per hour), public notice expenses, public meetings ($50.00 per mtg), & staff review time. If these expenses exceed the initial escrow deposit, the applicant is responsible for additional payment to the Village prior to completing approval process. If the expenses are less than the escrow deposit, the applicant will be issued a refund.

Northbrook Ethics Code *(potential conflicts of interest)*
On a separate sheet of paper list the name, address, nature, and extent of any current or potential interest that any Village officer or employee may have in, or with respect to the owner, the applicant, or the property. **If none, check here:** X
(For more information, see Sections 2-71 through 2-85 of the Northbrook Municipal Code located on our website, or pick-up a copy of the Northbrook Ethics Code booklet in the Development & Planning Services Department at the Village Hall)

Repeat Application

Has any other application for this property been submitted to the Village and denied within the last two years?
___ yes _X_ no (check one)
If yes, attach a statement of the grounds justifying reconsideration (See Zoning Code Sec. 11-302).

Applicant/Owner Acknowledgments

By execution of this application in the space provided below, the Applicant and Owner(s) do hereby certify, acknowledge, agree and affirm to the Village of Northbrook that:

1. The Village and its representatives have the right, and are hereby granted permission and license, to enter upon the property, and into any structures located thereon, for purposes of conducting any inspections that may be necessary in connection with this application.

2. I (We) have carefully read this application, the Northbrook Zoning Code and Northbrook Subdivision & Development Code and fully understand the terms and provisions of each.

3. I (We) waive any rights to exemption from disclosure under the Illinois Freedom of Information Act of any and all documents and information submitted in connection with this application.

4. I (We), in accordance with the requirements of the Annual Fee Ordinance, the Northbrook Zoning Code and the Northbrook Subdivision & Development Code, agree to pay all applicable filing fees and be responsible for the payment of all reimbursable expenses associated with the processing of this application.

Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: _____ **Date** 4 AUG 2025
Print Name & Title: ANTHONY J GARIPPO / SVP REAL ESTATE & CONSTRUCTION
Signatures of Property Owner(s): Bro Matthew Zemel, SVP **Date** Aug 4, 2025
Print Name & Title: Br. Matthew Zemel, SVP ~~President~~ **Property Address:** 1250 TECHNY RD
****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

ATTACHMENT A: Current Property Owner – Beneficial Interest

Please check which of the following describes the current property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

❑ Corporation	If **current property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☒ Partnership or LLC	If **current property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
❑ Trust	If **current property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **current property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: _____
_____
Address: _____
_____
Ownership or Trust Interest: _____ %

Name: _____
_____
Address: _____
_____
Ownership or Trust Interest: _____ %

Name: _____
_____
Address: _____
_____
Ownership or Trust Interest: _____ %

Name: _____
_____
Address: _____
_____
Ownership or Trust Interest: _____ %

Name: _____
_____
Address: _____
_____
Ownership or Trust Interest: _____ %

Name: _____
_____
Address: _____
_____
Ownership or Trust Interest: _____ %

ATTACHMENT B - Proposed Property Owner – Beneficial Interest

Please check which of the following describes the proposed property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

❑ Corporation	If the **proposed property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
❑ Partnership or LLC	If **proposed property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
❑ Trust	If **proposed property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **proposed property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: NO CHANGE

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

ATTACHMENT C - Applicant – Beneficial Interest

Please check which of the following describes the beneficial interest in the legal entity that is the applicant and complete this sheet as instructed for each type of beneficial interest:

☒ Corporation	If **applicant** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☐ Partnership or LLC	If **applicant** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If the **applicant** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **applicant** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: _____

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: [redacted]

Ownership or Trust Interest: 100 %

SPECIAL PERMIT WORKSHEET

In addition to submitting the *Formal Application* form for a special permit application, the Applicant must include the following information with your application. A public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

- **Written Explanation of Application Request**
  Attach a written statement explaining the proposed application. This letter should include the following applicable items, as well as any other pertinent detailed information pertaining to the request: hours of operation, number of employees, number of existing parking spaces on site, if the building has multiple tenants please list what the other tenant businesses are, if any existing buildings are being demolished, will the site be reconfigured, and if there will there be any included outdoor activity or uses.

- **Standard Industrial Classification Number & Description**
  Include on the line provided below the SIC (Standard Industrial Classification) number and description for the requested Special Permit Use. This number and description can be found in the Village of Northbrook Zoning Code or by contacting the Development & Planning Department. Every use contains a related SIC number and description.
  SIC Number & Description: 8351.00 Child Day Care Services, ICS: S

- **Visual Representation of Special Permit Request**

  ❑ **Applications without Site Improvements Include: Graphic Depiction of Application Request**
  Attach a graphic depiction of the following, as appropriate, to illustrate the proposed special permit being requested:
    - parking information (location of spaces in relation to use;)
    - general floor plan;
    - building elevations (if the exterior is to be modified);
    - proposed exterior signs.

  -or-

  ☒ **Applications with Site Improvements Include: Site Plan Approval Worksheet Requirements**
  If the requested Special Use Permit application involves any site modifications (i.e. construction or renovation of any structure(s), addition or expansion of a parking lot, relocation of driveway(s), removal or addition of trees, etc.) the Applicant must also submit a **Site Plan Approval Worksheet**.

REQUIRED MATERIALS FOR SUBMISSION *(continued)*

- **Statement of Justification**

A written statement of need for the requested special permit is required. The statement should address each of the below Standards for Special Permit Applications established in Subsection 11-602 E of the Zoning Code and listed below. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed activity is appropriate. ***Please complete the below form (use additional paper if needed) and submit this form with the Formal Application. Please provide detailed responses for each item. Do not merely state for instance for Item (b) that "Our proposed project will not have substantial or undue adverse effect……" You must state what specifically about your project will not have undue adverse effect.***

(a) Code and Plan Purposes. The proposed use and development will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the district in question were established and with the general purpose and intent of the Official Comprehensive Plan.

The child daycare center will support the community and provide an exterior play area that respects the existing landscape by utilizing native plat species and a muted color palette for furnishings.

(b) No Undue Adverse Impact. The proposed use, drainage and development will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

The exterior play area was be graded to tie into the existing drainage system. It will be fenced and will use plantings and rock outcroppings to serve as a barrier from vehicular traffic. A speed table crosswalk will be provided between the parking lot and sidewalk.

(c) No Interference with Surrounding Development. The proposed use and development will be constructed, arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property in accordance with the applicable district regulations.

The child daycare center will be housed within the existing building with no exterior building alterations. Landscape and site furnishings will match and compliment those of the existing area.

(d) Adequate Public Facilities. The proposed use and development will be served adequately by essential public facilities and services such as streets, public utilities, drainage structures, police and fire protection, refuse disposal, parks, libraries, and schools, or the applicant will provide adequately for such services.

The child daycare center will not impact essential public facilities and services.

(e) No Traffic Congestion. The proposed use and development will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

The child daycare center will support the employees of Crate&Barrel and the surrounding community. The majority of parents using the facility will remain on the campus throughout the day.

(f) No Destruction of Significant Features. The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic feature of significant importance.

There will be no destruction to any significant features. All landscape modifications will comply with the village's tree preservation ordinances.

(g) Compliance with Standards. The proposed use and development complies with all additional standards imposed on it by the particular provision of this Code authorizing such use.

The child daycare center is in compliance with standards.

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

- Zoning Code
- Subdivision & Development Code
- Standards and Specifications Manual
- Tree Protection and Tree Preservation Ordinance
- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Development & Planning Services
- Fire
- Police
- Public Works and Engineering
- Village Attorney

SOCIETY OF THE DIVINE WORD
TECHNY LAND CORPORATION NFP
[redacted]
RESIDENTIAL MIXED-USE RETAIL COMMERCIAL OFFICE OPEN SPACE

June 10, 2025

Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062
Attn: Amy McEwan, Director

Re: Approval for Text Amendment to Zoning Code – Crate & Barrel

To whom it may concern:

As you may know, Parcel NC-1A/NC-1B LLC ("**Ground Lessor**") is the owner of the real property commonly known as Techny Parcel NC-1A and Parcel NC-1B, which has a street address of 1250 Techny Road, Northbrook, Illinois 60062 (the "**Property**"). Techny Land Corporation, NFP ("**TLC, NFP**") is the sole member of the Fee Owner.

The Ground Lessor has ground leased the Property to Feiga/Cimmaron Northbrook, LLC ("**Ground Lessee**") pursuant to a ground lease dated as of April 10, 2000 (as amended, the "**Ground Lease**"). Ground Lessee has in turn subleased the Property to Euromarket Designs, Inc. (doing business as Crate & Barrel) ("**Subtenant**") pursuant to a Lease Agreement dated November 11, 2005.

Subtenant uses the Property as its corporate headquarters. We understand that Subtenant would like to renovate a portion of its headquarters building to construct a day care facility to serve the needs of its employees and other members of the public (the "**Day Care Center Initiative**"). Ground Lessor and TLC, NFP support the Day Care Center Initiative. Without waiving any of its rights under the Ground Lease, Ground Lessor hereby approves Subtenant's request for a Zoning relief request for SIC No. 8351.00 Child Day Care Services in the O-3 General Office/Techny Overlay District.

Please let us know if there are any questions or if additional information is needed.

Sincerely,

PARCEL NC-1A/NC-1B LLC,
an Illinois limited liability company

By: Br. Mathew Zemel, SVD
Br. Mathew Zemel, S.V.D., President

Doc ID

FEIGA/CIMARRON NORTHBROOK, LLC
C/O BLDG Management Co., Inc.
[redacted]

May 6, 2025

Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062
Attn: Amy McEwan, Director

Re: Approval for Text Amendment to Zoning Code

To whom it may concern:

The undersigned ("Sublessor") owns a ground leasehold interest in the property located 1250 Techny Road, Northbrook, Illinois 60062 (the "Property") and has sub-leased the entirety of the Property to Euromarket Designs, Inc. doing business as Crate and Barrel ("Subtenant") pursuant to a Lease Agreement dated November 11, 2005 (as amended, the "Sublease"). Subtenant uses the Property as its corporate headquarters and would like to renovate a portion of the building to construct a day care facility to serve the needs of its employees and other members of the public (the "Day Care Center Initiative"). Without waiving any of Sublessor's rights under the Sublease, Sublessor supports the Day Care Center Initiative and hereby approves Subtenant's request for Zoning relief request for SIC No. 8351.00 Child Day Care Services in O-3 General Office/Techny Overlay District.

Please let us know if there are any questions or additional information needed.

Sincerely,

FEIGA/CIMARRON NORTHBROOK, LLC,
a Delaware limited liability company

By: _____
Name: Justin B. Kleinman
Title: Authorized signatory

July 23, 2025

Euromarket Designs, Inc. d/b/a Crate & Barrel, Crate&kids, CB2, and Hudson Grace
1250 Techny Road
Northbrook, IL 60062
Attention: Anthony Garippo, SVP

VIA EMAIL: agarippo@crateandbarrel.com

RE: Child Care Center Development and Management Agreement

Mr. Garippo:

The purpose of this letter of intent (this "LOI") is to acknowledge and agree that Bright Horizons Children's Centers LLC ("Bright Horizons") and Euromarket Designs, Inc. ("Euromarket") are in the process of negotiating a Child Care Center Development and Management Agreement ("Agreement") for the development and operation of a child care center at Euromarket's location in Northbrook, Illinois (the "Center").

The parties anticipate finalizing the Agreement in the coming weeks. To signify your acknowledgement of the project and the continuing negotiations of the Agreement, please sign below and return one copy to my attention at: diane.mills@brighthorizons.com. We look forward to serving Euromarket's families for many years to come.

Sincerely,

/s/

Diane S. Mills
Managing Senior Counsel

AGREED AND ACKNOWLEDGED

By: _____
Name: _____
Title: _____
Date: _____

Cc: Christine DeLair
Director, Client Services

Final Application
Zoning & Subdivision Relief
Narrative Explaining Request
Crate and Barrel Daycare

Crate and Barrel Holdings, Inc, dba Crate and Barrel proposes to include a Daycare Center for our associates within its global headquarters located at 1250 Techny Road, Northbrook IL. Our HQ building is 167,000 sf and includes offices, merchandise areas as well as the amenities of a cafe and fitness center. The Daycare Center would displace a small portion of our office area.

The purpose of the Daycare Center is to enhance our culture and ease the difficult burden of finding safe, affordable daycare with open capacity close to work in the Northbrook community. Given the current constraints on daycare availability in the surrounding area, we are at risk of employees not returning back to work.

Our aim is to create a facility of approximately 6200 sf to accommodate up to 62 children on the Garden Level of our building, with access from the southwestern entrance. We plan to enter into an agreement with Bright Horizons as the operational partner, which also manages the Northbrook Child Care Center (NCCC) at Techny. The daycare center will comply with all DCFS requirements.

Initially, the daycare will be offered exclusively to our associates. If space permits, we will extend the option to families outside of CBH.

We have submitted letters of approval from BLDG Management Company, Inc, the holder of our lease and The Society of the Divine Word, the owner of the property upon which our building sits.

We have included floor plans and a site plan indicating the required outdoor play area as well as a parking analysis demonstrating that we have adequate parking for the use. Additional features include:

- A warming and food prep kitchen that will be serviced by our existing cafe operated by a third party
- Dedicated parking within the existing parking field with either a crosswalk table or change of material for safety to the sidewalk leading to the entrance for parents to park and accompany children into the center
    - 15 stalls for staff
    - 7 stalls for parents or guardians
- We will place “No Drop-off/Pick-up” signage along the fire lane

- A small wooded area will be cleared to accommodate the play area with the goal to save as many healthy trees as possible. Any healthy trees removed with a caliper of 6” or more will be replaced with new trees.

Operational details include:

- Hours of operation will be at maximum from 6:30am to 7:00pm
- Bright Horizons will have a staff of 10-12 teachers, a director and a receptionist
- The age range for children will be from infants to 5 year olds
- The play area will be surrounded by a 6 foot tall black metal fence matching the style of the daycare across the street with possible brick wall elements to match Crate & Barrel’s corporate headquarters. All entries and egress will be accessible by key card only.
- Special events to occasionally be held outdoors (weather permitting) immediately after the center would close during weekdays only

Sustainability Memo Response
Crate and Barrel Daycare

Transportation and Land Use

TL 5- 8 Consider installing EV charging stations in new designated parking spots. If this will not be realized, consider including capabilities for future electric vehicle charging installation. This could include conduit, wiring, electrical service panels, and power capacity near parking areas, terminated in outlets or junction boxes to meet demand for at least 2 EV charging ports.

- *All existing EV charging stations provided on site by Crate&Barrel will remain, no new EV charging stations are planned, but we do have the capabilities to expand.*

TL 7- 1 The Village has enacted a ban on gas powered leaf blowers – ensure compliance on site.

- *Crate&Barrel complies*

Buildings and Energy

BE 4- 1 Consider green power purchase options such as those provided by ComEd and Nicor.

- *Crate and Barrel currently purchases green-e RECs through a company called 3-degrees, which covers the electrical consumption of all our locations.*

BE 5- 1 Explore opportunities for the property to utilize smart lights that can save energy through conservation. Achieve 100% LED installation if possible.

- *Any additional lighting will be LED*

BE 5- 4 Require purchase and installation of ENERGY STAR appliances when available.

- *Crate&Barrel agrees*

Waste Management

WM 2- 5 Assure compliance with the Cook County Construction & Demolition Debris Diversion Ordinance and encourage contractors and subcontractors to exceed minimum requirements where applicable.

- *Crate&Barrel will comply and will encourage*

Water and Wastewater

WW 1- 1 Consider landscaping practices that reduce water consumption and chemical use on site.

- *Crate&Barrel will explore*

WW 1- 2 Reduce landscaping water use with water-efficient irrigation systems, grass replacement, and

planting native and drought-resistant trees and vegetation in landscaping plans.

- *Crate&Barrel plans to plant only native and drought-resistant trees and vegetation in landscaping areas*

WW 3- 3 Reduce or offset impervious surfaces where possible and consider use of lighter colored pavements and building materials to lessen the impact of urban heat island effect.

- *Crate&Barrel will take all actions possible to lessen impact of urban heat island effect*

Greenspace and Ecosystem Health

GS 2- 5 Consider including exterior lighting design a policy to protect native plants, species, biodiversity, and improve night sky quality.

- *Existing site lighting will remain as-is*

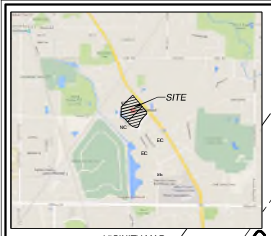
GS 2- 7 Consider eliminating neonicotinoids and reduce use of long-lasting chemical pesticides for landscaping, if applicable.

- *We will contact our landscaping provider and ensure we are in compliance.*

GS 4- 8 Consider utilizing shade and water absorbing trees and replacing turf landscaping with native prairie, wild flower, and savanna plantings.

- *Crate&Barrel agrees and plans to include wildflower areas*

ALTA/NSPS LAND TITLE SURVEY
OF
TECHNY - CRATE & BARREL
1250 TECHNY ROAD, 1839 & 1842 WAUKEGAN ROAD
NORTHBROOK, ILLINOIS



VICINITY MAP
NOT TO SCALE

FLOOD HAZARD NOTE

THIS PROPERTY IS IN AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN (ZONE X) AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY'S FLOOD INSURANCE RATE MAP OF COOK COUNTY, ILLINOIS & INCORPORATED AREAS, MAP NO. 17031C0231J, EFFECTIVE DATE AUGUST 19, 2008.

CHICAGO & NORTH WESTERN RAILROAD
(LESSEE LINE OF CHICAGO & NORTHWESTERN RAILROAD, PART OF WAY NOT AS MONUMENTED AND OCCUPIED)
N 35°07'31" E
724.19'
LOT 3
592.66'
N90°00'00"E
P.O.C. EXCEPTION
RIGHT-OF-WAY LINE OF WAUKEGAN ROAD PER PLAT OF HIGHWAYS RECORDED MARCH 9, 1993 AS DOC. 93174460
CB= S 39°58'01" E
R = 1024.58'
ARC = 8.15'
S 40°04'57" E
14.45'
N 49°55'03" E
19.69'
(13) PUBLIC UTILITY EASEMENT HEREINAFTER GRANTED BY PLAT OF SUBDIVISION OF TECHNY PARCEL NC-1 RECORDED NOV. 21, 1999 AS DOC. NO. 09067611
P.O.B. PARCEL NC-1A
P.O.B. EXCEPTION
NOT INCLUDED
PARCEL NC-1C
17.680 AC.
LOT 1
(FIVE SEASONS RESORT/ SOCIETY OF THE DIVINE WORD)
PROPERTY IS ZONED TECHNY OVERLAY DISTRICT "O-3" (As taken from Annexation Agreement Doc. No. 88287079)
PROPERTY IS ZONED "O-3" GENERAL OFFICE PER VILLAGE OF NORTHBROOK
BULK, SPACE &YARD REQUIREMENTS
P.I.N.: 04-15-200-022
OWNER: PARCEL NC-1C, LLC
T.D. #1403017032
(A.K.A.)
FIVE SEASONS
100 E CENTER BLVD
COVINGTON, KY 41011
N 43°42'23" E
758.07'
792.27'
N 54°02'09" W
364.01'
(PART OF LOT 1)
PARCEL NC-1A
(LESS TAKING = 11.600 AC.)
(INCL. R.O.W. = 1.337 AC.)
WAUKEGAN ROAD
ROUTE 43
P.O.B. PARCEL NC-1B
FIP 1" ∅ 0.03'SW & 0.40'NE
FIP 1" AT CORNER
FIP 1" ∅ 0.22'W
N 43°42'23" E
968.72'
1002.92'
N 00°57'37" E
1410.97'
306.23'
266.23'
POND
STONE RIP-RAP
SQUARE FOOTAGE OF BUILDING EXCLUDES CANOPIES
EXISTING CRATE & BARREL BUILDING 9-STORY, BRICK AND GLASS BUILDING WITH CONCRETE FOUNDATION
SOUTH LINE OF THE NORTHEAST QUARTER OF SECTION 15-42-12
CENTERLINE OF THE NORTHEAST QUARTER
(PART OF LOT 1)
PARCEL NC-1B
(LESS TAKING = = 8.935 AC.)
(INCL. R.O.W. = 9.331 AC.)
"NO BUILDINGS" ON THIS PARCEL "HEAVILY WOODED"
P.O.C. SW. CORNER OF THE NE. 1/4 SEC. 15-42-12
N 89°02'23" W
58.81'
S 89°02'23" E
1710.55'
ASPHALT PAVEMENT
CB=N54°58'43"W
L=198.82'
CB=N 64°00'00" W
L=490.00'
CB=N 64°41'48" W
L=400.00'
TECHNY ROAD
N 43°01'43" W
375.86'
197.40'
176.46'
LOT 1
RECORDED NOV. 21, 1999 AS DOC. NO. 09067611
LOT 4
LOT EC-1
NOT INCLUDED
TECHNY PARCELS EC-1 AND EC-2 SUBDIVISION RECORDED 04/04/2005 AS DOC. NO. 0405044049
FOUNDERS DRIVE
A=491.10'
R=880.00'
28°39'49" W
S 50°43'28" W
73.93'
N86°15'54"W
54.39'
LOT EC-2
TECHNY PARCELS EC-1 AND EC-2 SUBDIVISION RECORDED 04/27/05 AS DOC. NO. 0405044049
NOT INCLUDED
NOT INCLUDED
PARCEL NC-1F
LOT 2
7.675 AC.
TECHNY NC-1 SUBDIVISION RECORDED 11/12/99 AS DOC. NO. 09067611
(13) PUBLIC UTILITY EASEMENT HEREINAFTER GRANTED BY PLAT OF SUBDIVISION OF TECHNY PARCEL NC-1 RECORDED NOV. 21, 1999 AS DOC. NO. 09067611
(10 FEET WIDE – HATCHED AREA) APPROXIMATE LOCATION OF NORTHERN ILLINOIS GAS EASEMENT (TO BE TAKEN FROM PARTIALLY LEGIBLE "EXHIBIT 2" SKETCH FOR DOC. NO. 88169545 RECD. 03-13-1998)
(TYPICAL SHADE)
APPROXIMATE LOCATION OF THE WEST FORK OF THE NORTH BRANCH OF THE CHICAGO RIVER
EASTERLY LINE OF EASEMENT PER AGREEMENT RECORDED AS DOC. NO. 0020731 EASEMENT
LIMITS OF FLOOD HAZARD AREA
UNSUBDIVIDED
601
SIR W/ V3 CAP AT CORNER
SIR W/ V3 CAP
SIR W/ V3 CAP AT CORNER
SIR W/ V3 CAP AT CORNER
SIR W/ V3 CAP AT CORNER

APPLICABLE CODES

2018 - INTERNATIONAL BUILDING CODE (IBC) W/ NORTHBROOK AMENDMENTS
2021 - INTERNATIONAL ENERGY CONSERVATION CODE (IECC) W/ NORTHBROOK & IL AMENDMENTS
2018 - INTERNATIONAL FUEL GAS CODE W/ NORTHBROOK AMENDMENTS
2018 - INTERNATIONAL FIRE CODE W/ NORTHBROOK AMENDMENTS
2018 - INTERNATIONAL MECHANICAL CODE (IMC) W/ NORTHBROOK AMENDMENTS
2017 - NATIONAL ELECTRIC CODE (NEC) W/ NORTHBROOK AMENDMENTS
2014 - ILLINOIS PLUMBING CODE W/ NORTHBROOK AMENDMENTS
2015 - LIFE SAFETY CODE (NFPA 101)
CURRENT VILLAGE OF NORTH CHICAGO ZONING ORDINANCE
CURRENT ILLINOIS ACCESSIBILITY CODE
2017 ICC/ANSI A117.1
2010 AMERICANS WITH DISABILITIES ACT (ADA)

ABBREVIATIONS

ACOUS	ACOUSTICAL	FHC	FIRE HOSE CABINET	PLAM	PLASTIC LAMINATE
ACT	ACOUSTICAL CEILING TILE	FIN	FINISH	PT	POST TENSIONED
ADJ	ADJUSTABLE	FIN FL	FINISH FLOOR	PTD	PAINTED
AFF	ABOVE FINISHED FLOOR	FOG	FACE OF GLAZING	RCP	REFLECTED CEILING PLAN
AL	ALUMINUM	FOF	FACE OF FOUNDATION	RD	ROOF DRAIN
ALT	ALTERNATE	FOP	FACE OF PRECAST	REINF	REINFORCE (D) (ING) (MENT)
AP	ACCESS PANEL	GA	GAUGE	REQD	REQUIRED
B/	BOTTOM OF	GALV	GALVANIZED	RO	ROUGH OPENING
BLDG	BUILDING	GEN	GENERAL	SC	SOLID CORE
BLKG	BLOCKING	GL	GLASS	SM	SHEET METAL
BTN	BETWEEN	GYP BD	GYPSUM BOARD	SIM	SIMILAR
CL	CENTER LINE	HC	HOLLOW CORE	SST	STAINLESS STEEL
CIP	CAST IN PLACE CONCRETE	HDW	HARDWARE	ST	STONE
CJ	CONTROL JOINT	HM	HOLLOW METAL	STL	STEEL
CLG	CEILING	HORIZ	HORIZONTAL	STRUCT	STRUCTURAL
CMU	CONCRETE MASONRY UNIT	HP	HIGH POINT	SUSP	SUSPENDED
COL	COLUMN	HT	HEIGHT	T/	TOP OF
CONC	CONCRETE	HVAC	HEATING VENTILATION AND AIR	TEL	TELEPHONE
CONST	CONSTRUCTION	H/EP	CONDITIONING	TYP	TYPICAL
CONT	CONTINUOUS (ATION)		HEATING VENTILATION ELECTRICAL	UNO	UNLESS NOTED OTHERWISE
CONTR	CONTRACT (OR)		AND PLUMBING	VERT	VERTICAL
DEMO	DEMOLITION (ISH) (ISHED)	ID	INSIDE DIAMETER	VIF	VERIFY IN FIELD
DET	DETAIL	INTR	INTERIOR	W/	WITH
DIM	DIMENSION	INSUL	INSULATION	W/O	WITHOUT
DWG	DRAWING	JAN	JANITOR	WD	WOOD
EF	EXHAUST FAN	JC	JANITORS CLOSET	WP	WORKING POINT
EL	ELEVATION	JT	JOINT		
ELEC	ELECTRICAL	LP	LOW POINT		
ELEV; EVTR	ELEVATOR	MAX	MAXIMUM		
EOD	EDGE OF DECK	MECH	MECHANICAL		
EOS	EDGE OF SLAB	MEP	REFER TO HVAC, H/EP		
EP	ELECTRICAL PANEL	MET	METAL		
EQ	EQUAL	MFR	MANUFACTURER		
EQUIP	EQUIPMENT	MIN	MINIMUM		
EQUIV	EQUIVALENT	MISC	MISCELLANEOUS		
ETR	EXISTING TO REMAIN	MO	MASONRY OPENING		
EWC	ELECTRIC WATER COOLER	MOD	MODULE		
EXP	EXPANSION	MULL	MULLION		
EXP JT; EJ	EXPANSION JOINT	NIC	NOT IN CONTRACT		
EXPO	EXPOSED	NO	NUMBER		
EXST	EXISTING	NTS	NOT TO SCALE		
EXT	EXTERIOR	OC	ON CENTER		
F	FACE OF	OFD	OVERFLOW DRAIN		
FD	FLOOR DRAIN	OD	OUTSIDE DIAMETER		
FEC	FIRE EXTINGUISHER CABINET	OH	OVERHEAD		
FF	FINISH FLOOR	OPNG	OPENING		

GRAPHIC SYMBOLS

ENLARGED PLAN SYMBOL — AREA OF DETAIL; DETAIL NUMBER; SIMILAR OR OPPOSITE; SHEET NUMBER

DOOR TAG SYMBOL — DOOR NUMBER; HARDWARE SET (OPTIONAL SEE SPECS.)

WINDOW TAG SYMBOL — WINDOW NUMBER

INTERIOR ELEVATION SYMBOL — ELEVATION NUMBER; SHEET NUMBER

KEYNOTE TAG SYMBOL — KEYNOTE NUMBER

COLUMN GRID SYMBOL — COLUMN NUMBER

EXTERIOR ELEVATION SYMBOL — ELEVATION NUMBER; SHEET NUMBER

PARTITION TYPE SYMBOL — PARTITION TYPE

HEIGHT ELEVATION SYMBOL — LOCATION; HEIGHT

ROOM TAG SYMBOL — ROOM NAME; ROOM NUMBER; ROOM AREA

BUILDING SECTION SYMBOL — DIRECTION OF VIEW; DETAIL NUMBER; SHEET NUMBER

REVISION SYMBOL — REVISION NUMBER; REVISED AREA

WALL SECTION SYMBOL — DIRECTION OF VIEW; DETAIL NUMBER; SHEET NUMBER

NORTH ARROW

MATERIALS LEGEND

GYPSUM BOARD; PLYWOOD; RIGID INSULATION; BATT INSULATION; STEEL; FACE BRICK; CONCRETE MASONRY UNITS; COMPRESSIBLE FILLER; EARTH/TOPSOIL; COMPACTED FILL; ROUGH LUMBER / WOOD BLOCKING; FINISH WOOD; CAST-IN-PLACE CONCRETE; PRE-CAST CONCRETE

BUILDING AREA (USABLE SQUARE FOOTAGE)

DESCRIPTION	EXISTING				PROPOSED
	BLDG A.	BLDG B.	BLDG C.	TOTALS	
LOWER LEVEL	21,353 S.F.	-	-	21,353 S.F.	NO CHANGE
ENTRY LEVEL	43,313 S.F.	22,260 S.F.	3,986 S.F.	69,558 S.F.	
UPPER LEVEL	42,230 S.F.	21,379 S.F.	4,536 S.F.	68,145 S.F.	
PENTHOUSE LEVEL		8,227 S.F.		8,227 S.F.	
EXISTING FLOOR TOTAL:	106,896 S.F.	51,866 S.F.	8,522 S.F.	167,303 S.F.	

NOTE: EXISTING TOTALS BASED ON ORIGINAL BUILDING DRAWING DOCUMENTATION DATED 8/27/1998 PROVIDED BY CRATE & BARREL

TOTAL FLOOR AREA:	167,303 S.F.	NO CHANGE
OFFICE USE:	143,898 S.F.	137,948 S.F.
ACCESSORY STO./MECH. USE:	23,405 S.F.	23,405 S.F.
DAY CARE USE:	N/A	6,050 S.F.

ZONING DATA

DESCRIPTION	CODE REQUIREMENT:	PROPOSED:
ZONING CATEGORY (ARTICLE V)	O-3: GENERAL OFFICE DISTRICT TECHNY OVERLAY DISTRICT	O-3: GENERAL OFFICE DISTRICT TECHNY OVERLAY DISTRICT
USE (TABLE 1)	PROFESSIONAL OFFICES	PROFESSIONAL OFFICES (EXISTING) CHILD DAY CARE SERVICES (SPECIAL USE)
GROSS SITE AREA	3.66 ACRES (160,187 S.F.)	EXISTING - NO CHANGE
MINIMUM TOTAL LOT AREA (6-604.A)	150,00 S.F.	EXISTING - NO CHANGE
MAX LOT COVERAGE (% OF LOT) (6-604.A)	60%	EXISTING - NO CHANGE
FLOOR AREA RATIO (F.A.R.) (6-110)	.2 W/S TDR & .4 W TDR	EXISTING - NO CHANGE
BUILDING SETBACKS:		
FRONT YARD &SETBACKS (6-110)	50'-0" MINIMUM YARD 80'-0" MINIMUM SETBACK	EXISTING - NO CHANGE
REAR YARD & SETBACKS (6-110)	5'-0" MINIMUM YARD 30'-0" MINIMUM SETBACK	EXISTING - NO CHANGE
SIDE YARD & SETBACKS (6-110)	50'-0" MINIMUM YARD 80'-0" MINIMUM SETBACK	EXISTING - NO CHANGE
BUILDING HEIGHT (6-604.A)	75'-0" MAXIMUM HEIGHT; BUILDING CODE MORE STRINGENT - SEE CODE STUDY	+/-50'-0" EXISTING - NO CHANGE
STORIES (6-110)	5 STORIES MAXIMUM ; BUILDING CODE MORE STRINGENT - SEE CODE STUDY	3 STORIES EXISTING - NO CHANGE
PARKING REQUIREMENTS	SEE PARKING CALCULATION	SEE PARKING CALCULATION

PARKING CALCULATIONS

BASED ON ZONING CODE TABLE 6-104 F & 6-103D
- REFER TO SITE PLAN FOR DAY CARE PARKING SPACE ALLOCATIONS

	DESCRIPTION	ZONING REQUIREMENTS (FOR PROPOSED USE)	EXISTING	PROPOSED
CIVIL & BARRIER/ CORPORATE OFFICES	PER SQ. FT. REQUIREMENT	1 PER 250 SQ. FT. NET; FLOOR AREA = 650 REQUIRED SPACES	637 SPACES	614 SPACES (REALLOCATED BELOW)
	ACCESSIBLE SPACES (PER IBC 2018 & IAC)	2% OF TOTAL (500-1000 SPACES) = 13 REQUIRED ACCESSIBLE SPACES	13 SPACES	13 SPACES (EXISTING - NO CHANGE)
	LOADING BERTHS:	1 PER FIRST 150,000 SQ. FT.	4 LOADING BERTHS	4 LOADING BERTHS (EXISTING - NO CHANGE)
	OFFICE TOTAL:	650 TOTAL SPACES (13 HC) 2 LOADING BERTHS	637 TOTAL SPACES (13 HC) 4 LOADING BERTHS	614 SPACES (13 HC) 4 LOADING BERTHS
CHILD DAY CARE (PER IDPH) VICES	PER EMPLOYEE REQ.	1 PER EMPLOYEE = 15 PARKING SPACES	N/A	15 SPACES (REALLOCATED EXISTING)
	PER CHILD REQ.	1 PER 10 CHILDREN (50 CHILDREN MAX) = 7 REQUIRED SPACES	N/A	7 SPACES (REALLOCATED EXISTING)
	ACCESSIBLE SPACES (PER IBC 2018 & IAC)	1 SPACE (1 TO 25 SPACE)	N/A	1 SPACE (REALLOCATED EXISTING)
	LOADING BERTHS:	N/A	N/A	N/A
	CHILD DAY CARE TOTAL:	22 SPACES (1 HC)	N/A	22 SPACES (1 HC)
	TOTAL SURFACE PARKING:	574 TOTAL SPACES (14 HC) 2 LOADING BERTH	637 TOTAL SPACES (13 HC) 4 LOADING BERTH	636 SPACES (14 HC) 4 LOADING BERTH

NOTE: ACCESSIBLE SPACES ARE COUNTED IN THE REQUIRED TOTAL, NOT IN ADDITION TO PER IBC 2018

* TOTAL CALCULATED FLOOR AREA FOR REQUIRED PARKING IS CALCULATED AS NET PER NORTHBROOK ZONING CODE, AND HAS EXCLUDED THE ACCESSORY STORAGE AND MECHANICAL SPACES FROM THE CALCULATION THAT DO NOT CREATE DEMAND FOR PARKING. TOTAL GROSS FLOOR AREA IS 137,948 S.F. AS SHOWN IN SQUARE FOOTAGE TABLE ABOVE.

- CORRIDORS, STAIRS, SHAFTS, RESTROOMS HAVE NOT BEEN EXCLUDED BUT COULD BE TO FURTHER REDUCE THE REQUIRED PARKING AS THESE AREAS ALSO DO NOT CREATE A DEMAND FOR PARKING PER NET CALCULATIONS AS DEFINED BY BOMA.

- CALCULATIONS AS SHOWN COMPLY WITH ZONING REQUIREMENTS WITHOUT REMOVING AND RECALCULATING WITH THESE SPACES EXCLUDED.

CODE STUDY - BUSINESS (B) & DAY CARE (I-4) OCCUPANCY

PROJECT SCOPE IS WITHIN AN EXISTING BUILDING, STUDY BELOW IS ONLY APPLICABLE TO AREA OF WORK.

BUILDING ELEMENT	EXISTING	CODE REQUIREMENT IBC REQ	CODE REQUIREMENT NFPA REQ	BOLD = MOST RESTRICTIVE	CODE REFERENCE IBC REQ	CODE REFERENCE NFPA REQ
BUILDING CLASSIFICATION:	B - BUSINESS OCCUPANCY (EXISTING) / I-4 DAYCARE (NEW USE)				IBC 2021 CLASSIFICATION - SECTION 304 / 308.5	
BUILDING CLASSIFICATION (NFPA):	BUSINESS (EXISTING) / NEW DAY CARE (NEW USE)				NFPA 2015 CLASSIFICATION - SECTIONS 6.1 / 39	
CONSTRUCTION TYPE	TYPE IIB - (EXISTING)		TYPE II (000) - (EXISTING)		TABLE 601	TABLE A.8.2.1.2 (NFPA 220)
MAX ALLOWABLE FLOOR AREA	EXISTING (NO CHANGE)	39,000 S.F. (EXISTING COMPLIES)	-		TABLE 504.3	-
MAXIMUM STORIES	3 STORIES (NO CHANGE)	3 STORIES (EXISTING COMPLIES)	3 STORIES (EXISTING COMPLIES)		TABLE 504.4	TABLE 16.1.6.1
MAXIMUM HEIGHT	+/- 64'-0" (NO CHANGE)	75' (EXISTING COMPLIES)	-		TABLE 504.3	-

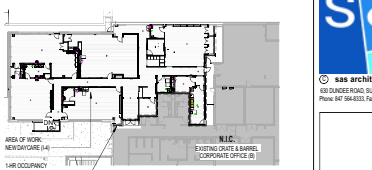
FIRE RESISTANCE RATING REQUIREMENTS FOR BUILDING ELEMENTS (HOURS)

WALLS:	EXISTING	CODE REQUIREMENT IBC REQ	CODE REQUIREMENT NFPA REQ	BOLD = MOST RESTRICTIVE	CODE REFERENCE IBC REQ	CODE REFERENCE NFPA REQ
EXTERIOR BEARING	0-HR (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
EXTERIOR NON-BEARING	0-HR (NO CHANGE)	0 - HR	0 - HR		TABLE 602	TABLE A.11.NFPA 220
INTERIOR BEARING	0-HR (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
INTERIOR NON-BEARING (PARTITIONS)	0-HR (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
ELEVATOR LOBBY ENCLOSURE	N/A SCOPE OF WORK	ALL EXISTING TO REMAIN - NO WORK				
EXIT STAIR ENCLOSURES	N/A SCOPE OF WORK	ALL EXISTING TO REMAIN - NO WORK				
EXIT PASSAGEWAYS	N/A SCOPE OF WORK	ALL EXISTING TO REMAIN - NO WORK				
CORRIDOR WALLS	SMOKE PARTITION	0 - HR	SMOKE PARTITION		708.3 / TABLE 1020.1	16.4.6(2)
HORIZONTAL EXIT	N/A SCOPE OF WORK	ALL EXISTING TO REMAIN - NO WORK				
SMOKE BARRIER	N/A SCOPE OF WORK	ALL EXISTING TO REMAIN - NO WORK				
SMOKE PARTITION	0-HR SMOKE PARTITION	0 - HR	0-HR SMOKE PARTITION		710.3	8.4
VERTICAL SHAFTS	N/A SCOPE OF WORK	ALL EXISTING TO REMAIN - NO WORK				
FLOORS:						
MIN FIRE RESISTANCE	EXISTING (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
PROTECTION OF VERTICAL	EXISTING (NO CHANGE)	ALL EXISTING TO REMAIN - NO WORK				
ACTING AS REQUIRED SEPARATION:	1-HR	1 - HR (NOT LESS THAN THE SEPARATION REQUIREMENT)	-		704.1	-
ROOF:						
ROOF	EXISTING (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
ROOF SUPPORTING MEMBER	EXISTING (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
ROOF COVERING MATERIAL	EXISTING (NO CHANGE)	CLASS C	-		TABLE 1505.1	-
BEAMS:						
SUPPORTING ONE FLOOR OR ROOF	EXISTING (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
SUPPORTING MORE THAN ONE FLOOR OR ROOF	EXISTING (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
SUPPORTING REQUIRED SEPARATIONS:	1-HR	1 - HR (NOT LESS THAN THE SEPARATION REQUIREMENT)	-		704.1	-
COLUMNS:						
SUPPORTING ONE FLOOR OR ROOF	EXISTING (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
SUPPORTING MORE THAN ONE FLOOR OR ROOF	EXISTING (NO CHANGE)	0 - HR	0 - HR		TABLE 601	TABLE A.11.NFPA 220
SUPPORTING REQUIRED SEPARATIONS:	1-HR	1 - HR (NOT LESS THAN THE SEPARATION REQUIREMENT)	-		704.1	-

CODE STUDY GENERAL NOTES

1. BUILDING SEPARATION OF INCIDENTAL USES ARE REQUIRED TO BE FIRE BARRIERS, UNLESS NOTED OTHERWISE. IF TABLE 509 PERMITS AN AUTOMATIC SPRINKLER SYSTEM WITHOUT A FIRE BARRIER, WALLS ARE REQUIRED TO BE NON-RATED SMOKE PARTITIONS WITH SELF-AUTO-CLOSING DOORS, AND NO AIR TRANSFER OPENINGS (WITHOUT DAMPERS).
2. COLUMNS AND PRIMARY STRUCTURAL FRAME REQUIRED TO BE PROTECTED AS NECESSARY TO MAINTAIN RATINGS OF ANY OCCUPANCY SEPARATION AND AT MINIMUM MAINTAIN THE SAME RATING AS THE OCCUPANCY SEPARATION IT IS SUPPORTING. LIGHT GAUGE CONSTRUCTION IN LOAD BEARING WALLS ARE PERMITTED TO BE PROTECTED BY MEMBRANE PROTECTION.
3. FIRE PROTECTION IS NOT REQUIRED FOR THE BOTTOM FLANGE OF LINTELS, SHELF ANGLES AND PLATES NOT PART OF THE STRUCTURAL FRAME, REGARDLESS OF SPAN.
4. DOORS IN SMOKE PARTITIONS SHALL BE SELF-CLOSING (NFPA 101, 8.4.3.5). SMOKE DAMPERS ARE REQUIRED IN SMOKE PARTITIONS (NFPA 8.4.5.2)

CODE STUDY - KEY PLAN



OCCUPANCY CLASS: DAY CARE (I-4)
AREA OF NEW WORK
LOWER LEVEL +/- 6,500 S.F.
CONSTRUCTION TYPE: TYPE IIB (TYPE II (000)

OCCUPANCY CLASS: BUSINESS (B)
CRATE & BARREL CORPORATE OFFICE: NO WORK
EXISTING 3 STORY BUILDING
CONSTRUCTION TYPE: TYPE IIB (TYPE II (000)

SEPARATIONS BETWEEN BUILDING OCCUPANCIES

SEPARATION BETWEEN B (BUSINESS AND I-4 DAY CARE) IF NOT AN ACCESSORY USE	1 HR FIRE BARRIER	2 HR FIRE BARRIER (1 HR REDUCTION W/ SPRINKLER SYSTEM	TABLE 508.4	TABLE 6.1.14.4.1 & 6.1.14.4.3	
ACCESSORY USE OF B (BUSINESS) OCCUPANCY	NO SEPARATION REQUIRED	-	508.2 / 508.2.4	-	
LAVATORY FROM CORRIDORS (IN DAYCARE SPACE)	-	SMOKE PARTITION	-	16.3.6(5)	

SEPARATIONS AT INCIDENTAL USES - DAY CARE (AREA OF WORK)

FURNACE ROOMS WHERE ANY EQUIPMENT > 400,000 BTU/HR	1 HR OR AUTO SPRINKLER SYSTEM	1 HR FIRE BARRIER OR AUTO SPRINKLER SYSTEM	TABLE 509	16.3.2.1(1)(a)
BOILER ROOMS WHERE LARGEST PIECE > 15 PSI AND 10 HP	1 HR OR AUTO SPRINKLER SYSTEM	1 HR FIRE BARRIER OR AUTO SPRINKLER SYSTEM	TABLE 509	16.3.2.1(1)(a)
LAUNDRY ROOMS > 100 S.F.	1 HR OR AUTO SPRINKLER SYSTEM	1 HR FIRE BARRIER OR AUTO SPRINKLER SYSTEM (NO SIZE QUALIFIER)	TABLE 509	16.3.2.1(2)(a)
JANITOR CLOSETS	-	1 HR FIRE BARRIER OR AUTO SPRINKLER SYSTEM	-	16.3.2.1(2)(d)
STORAGE ROOM > 100 S.F.	-	1 HR FIRE BARRIER OR AUTO SPRINKLER SYSTEM	-	16.3.2.1(2)(b)
ELECTRICAL ROOMS	PER NEC AND NFPA 70	-	TABLE 509	-

CODE STUDY - TRAVEL DISTANCES: DAYCARE (I-4)

BUILDING ELEMENT:	CODE REQUIREMENT IBC REQ	CODE REQUIREMENT NFPA REQ	BOLD = MOST RESTRICTIVE	CODE REFERENCE IBC REQ	CODE REFERENCE NFPA REQ
MAX TRAVEL DISTANCE TO EXITS	200'-0"	150'-0"*		TABLE 1017.2	16.2.6.3
A ROOM WITH SLEEPING TO EXIT ACCESS DOOR	-	50'-0"		-	16.2.6.2(3)
MAX DEAD END CORRIDOR	20'-0"	50'-0"		1020.5	16.2.5.2

*STATE OF ILLINOIS DOCS STATES 150'-0" FOR INFANT AND TODDLERS ROOMS TO A DOOR LEADING DIRECTLY OUTSIDE (SECTION 406.370(c))

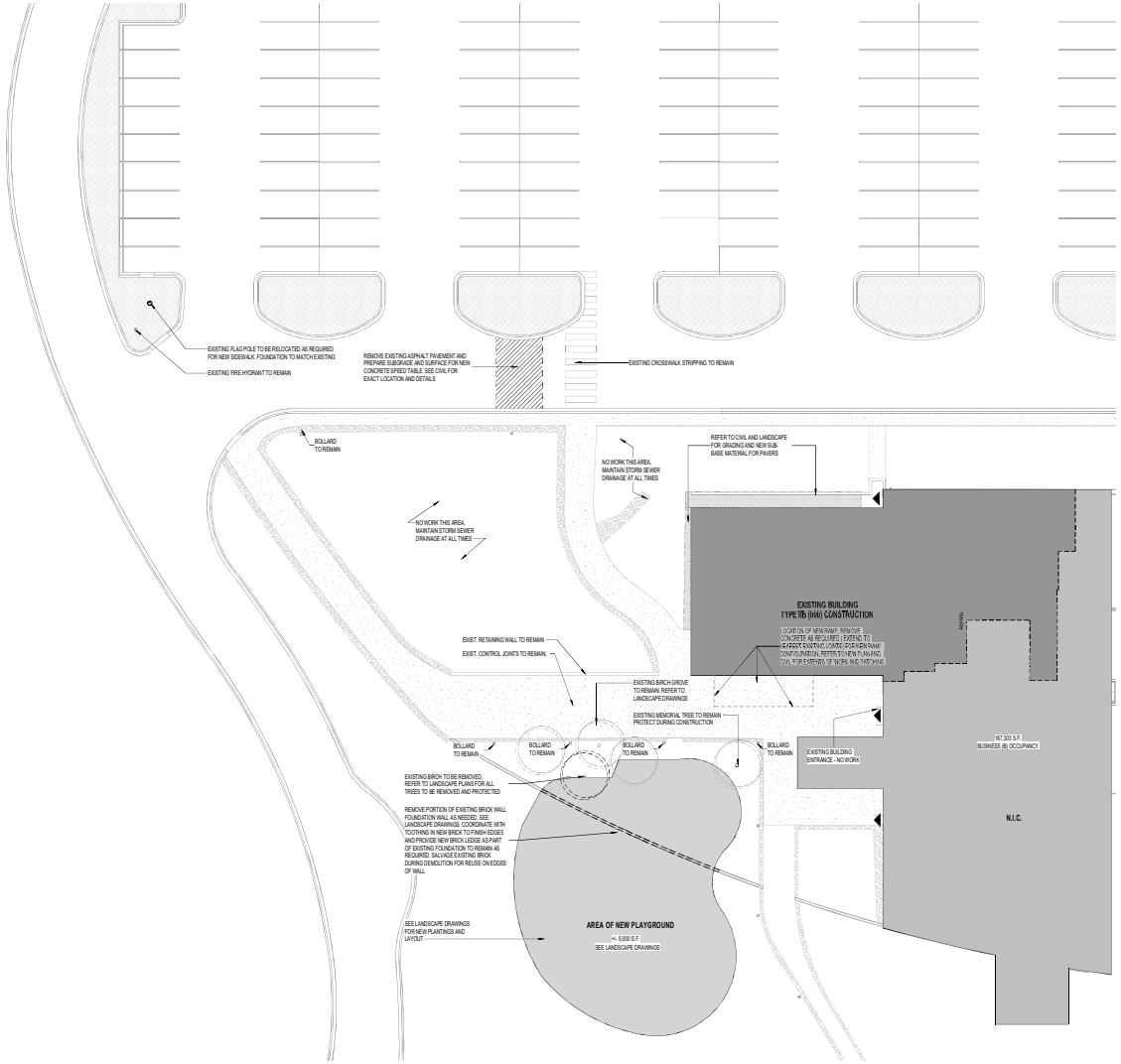
GENERAL NOTES

I. GENERAL NOTES

1. THE GENERAL CONTRACTOR SHALL LAY OUT AND VERIFY ALL INTERIOR AND EXTERIOR EXISTING CONDITIONS AND OVERALL DIMENSIONS OF BUILDING IN SITE, PRIOR TO COMMENCING CONSTRUCTION AND PROMPTLY INFORM ARCHITECT IN WRITING OF ANY DISCREPANCY IN THE CONTRACTOR DOCUMENTS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURATE PLACEMENT OF NEW WALLS, PARTITIONS, ETC. CONTRACTOR SHALL VERIFY ALL EXISTING AND ANY PROPOSED WORK PRIOR TO COMMENCING CONSTRUCTION. PROMPTLY INFORM THE ARCHITECT IN WRITING OF ANY DISCREPANCIES SURVEYED AND REQUESTED CONDITIONS ON THE PLAN.
3. CONTRACTOR AND SUBCONTRACTORS SHALL VISIT JOB SITE TO THOROUGHLY EXAMINE EXISTING CONDITIONS. FAILURE TO MEET THIS REQUIREMENT SHALL NOT ENTITLE THE CONTRACTOR SUBCONTRACTORS TO ADDITIONAL COMPENSATION AFTER PROPOSALS ARE ACCEPTED.
4. ANY DISCREPANCY IN THE CONTRACT DOCUMENTS OR BETWEEN DRAWINGS AND THE JOB SITE CONDITIONS SHALL BE PROMPTLY REPORTED TO ARCHITECT IN WRITING FOR CLARIFICATION PRIOR TO COMMENCEMENT OF THE WORK.
5. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE APPLICABLE CODES. ENGINEERING SHALL CONFORM WITH ALL APPLICABLE MUNICIPAL STATE AND FEDERAL REGULATIONS HAVING JURISDICTION INCLUDING ACCESSIBILITY STANDARDS AND ADA REQUIREMENTS.
6. DO NOT SCALE THE DRAWINGS. THE DRAWINGS ARE NOT NECESSARILY TO SCALE. THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOB SITE PRIOR TO THE START OF CONSTRUCTION AND SHALL NOTIFY THE ARCHITECT SHALL BE NOTIFIED FOR CLARIFICATION BEFORE COMMENCING THE WORK. EXPLICIT DIMENSIONS SHALL HAVE PRECEDENCE OVER SCALE.
7. TOP OF ARCHITECTURAL FINISH IS NOTED ON CIVIL DOCUMENTS. THE CONTRACTOR SHALL VISIT THE SITE AND BE KNOWLEDGEABLE OF CONDITIONS. THE CONTRACTOR SHALL ROUGH GRADE, VERIFY AND ADJUST ALL CONDITIONS OF THE PROJECT AND SHALL NOTIFY THE OWNER OF ANY CONDITIONS REQUIRING MODIFICATION BEFORE PROCEEDING WITH THE WORK.
8. CONTRACTOR SHALL COORDINATE THE WORK WITH ALL PARTIES INVOLVED SO THAT CONSTRUCTION CAN PROCEED SMOOTHLY, WITHOUT TRADE INTERFERENCE OR WASTE OF TIME AND MATERIALS.
9. SUBCONTRACTORS FOR EACH TRADE ARE INFORMED THAT INFORMATION PERTINENT TO THEIR WORK MAY OCCUR IN OTHER PORTIONS OF THE CONTRACT DOCUMENTS. REFER TO CIVIL, STRUCTURAL, MECHANICAL, ELECTRICAL AND PLUMBING DRAWINGS FOR ADDITIONAL GENERAL NOTES, ABBREVIATIONS AND SYMBOLS. ALL NOTES ARE TO BE REVIEWED AND APPLIED TO RELATED BUILDING COMPONENTS. NOTES APPEAR ON VARIOUS SHEETS FOR DIFFERENT SYSTEMS AND MATERIALS. SHEETS ARE TO BE REVIEWED AND NOTES ON ANY ONE SHEET ARE TO BE APPLIED ON RELATED DRAWINGS AND DETAILS.
10. CONTRACTOR SHALL PROVIDE ADEQUATE BRACING, SHORING, PROTECTIVE COVERING, DUST PROTECTION AND ALL NECESSARY PREVENTIVE MEASURES AGAINST FIRE, INJURY TO ALL PEOPLE AT JOB SITE AND DAMAGE TO PROPERTY ON THE PREMISES. CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR JOB SITE SAFETY.
11. CONTRACTOR SHALL REMOVE ALL DEBRIS AND TRASH RESULTING FROM CONSTRUCTION ON A DAILY BASIS.
12. PROVIDE 2x8 FIRE TREATED WOOD BLOCKING IN WALLS FOR ALL GRAB BARS, LAVATORIES, CORRIDOR/LEAN ROLLS, TOWEL BARS, SHOWER CURTAIN RODS, SURFACE MOUNTED TELEVISIONS AND ELECTRONICS, ELECTRO-MAGNETIC HOLD-OPEN DEVICES AND WALL MOUNTED DOOR STOPS. TOWEL BARS, GRAB BARS AND HANDRAILS TO SUSTAIN A PULL OF 250 LBS., FOR 5 MINUTES. PROVIDE TWO ROWS OF 2x10 FIRE-TREATED BLOCKING FOR ALL-MOUNTED CABINETS. CONTRACTOR TO PROVIDE PROPER FRAMING/BLOCKING FOR ALL TOILET ACCESSORIES, LIGHT AND PLUMBING FIXTURES, AND FIRE PROTECTION SPECIALTIES AS REQUIRED.
13. ALL CORRIDOR DOORS SHALL HAVE DOOR CLOSERS INSTALLED ON ROOM SIDE, WHETHER SCHEDULED OR NOT.
14. ALL DRYWALL WHICH BUTTS PRECAST CONCRETE, MASONRY OR CONCRETE SHALL HAVE J-BEADS AND BE CAULKED.
15. ALL FINISHES SHALL BE CLASS 'A' UL APPROVED 0-25 FLAME SPREAD.
16. CAULK ALL TOILETS TO FLOORS OR WALLS, LAVATORIES TO WALLS, COUNTERTOPS TO WALLS, BATHROOM VANITY TOPS AND KITCHEN COUNTER TOPS TO WALLS. USE SILICONE SEALANT, COLOR WHITE U.N.O. VERIFY WITH INTERIOR DESIGNER AND OWNER.
17. ALL WOOD BLOCKING IN CONTACT WITH MASONRY OR CONCRETE SHALL BE PRESSURE-TREATED TYPE.
18. FIRE RATED WALLS SHALL EXTEND UPTIGHT TO THE UNDERSIDE OF THE FLOOR/ROOF DECK ABOVE, INCLUDING DRYWALL ON BOTH SIDES OF METAL STUDS. ALL DRYWALL JOINTS SHALL BE FIRE TAPED. SEE SHEETS IN A900 SERIES FOR ADDITIONAL NOTES AND DETAILS PERTAINING TO PENETRATION OF THESE WALLS BY DUCTS, PIPES, CONDUIT, WIRE, ETC.
19. ALL FIRE RATED SEALING SYSTEMS SHALL BE UL-RATED WITH RATING EQUAL TO OR GREATER THAN THE WALL PENETRATED. SUBMIT SEALING SYSTEMS TO ARCHITECT FOR REVIEW. CONTRACTOR RESPONSIBLE FOR PROVIDING ALL FIRE SEALING SYSTEMS FROM A SINGLE PROVIDER, PER SPECIFICATIONS. CONTRACTOR REQUIRED TO PROVIDE UL-RATED FIRE SEALING SYSTEMS COMPLYING WITH WALL RATING, DEFLECTION AND PENETRATION REQUIREMENTS TO ARCHITECT FOR APPROVAL PRIOR TO INSTALLATION. CONTRACTOR RESPONSIBLE FOR ALL REQUIRED SEALING JUDGEMENTS FROM A THIRD PARTY.
20. PROVIDE CONTROL JOINTS ABOVE ALL DOOR JAMBS WHICH ARE LOCATED IN DRYWALL OR MASONRY CORRIDORS WALLS. CONTRACTOR TO PROVIDE CONTROL JOINTS AT 30'-0" MAXIMUM INCREMENTS AND VERIFY FINAL LOCATIONS WITH ARCHITECT.

II. FIRE RESISTANCE RATINGS

1. THE BUILDING SHALL BE OF THE FIRE RESISTIVE CONSTRUCTION, AS NOTED ON THE CODE DATA FOR EACH BUILDING.
2. REFER TO FIRE RATING ON ARCHITECTURAL DRAWINGS FOR REQUIRED FIRE RATING OF VARIOUS STRUCTURAL ELEMENTS AND THE REQUIRED FIRE RATING OF VARIOUS STRUCTURAL ELEMENTS AND THE REQUIRED UL DESIGN NUMBER FOR REQUIREMENTS ON DOOR RATINGS, THROUGH PENETRATIONS, ETC. PERTAINING TO LIFE SAFETY REQUIREMENTS OF JOB, REFER TO LIFE SAFETY PLANS WHICH INDICATE PROPER RATINGS OF WALLS.
3. ALL OPENINGS IN THE FLOOR SLABS, INCLUDING SPACES BETWEEN CONDUITS, PIPING, ETC. (EXCEPT WHEN COMPLETELY ENCLOSED WITHIN FIRE RATED CONSTRUCTION), SHALL BE SEALED OFF WITH APPROVED FIRE RATED PENETRATION SEALANT SYSTEMS TO MAINTAIN FIRE RATING/ CONTINUITY OF THE FLOOR CONSTRUCTION.
4. ALL FIRE RESISTIVE (LABELED) DOORS SHALL HAVE THE APPROPRIATE UL OR OTHER RATING AGENCY LABEL ACCEPTABLE TO GOVERNMENT AUTHORITIES AFFIXED TO BOTH DOOR AND FRAME.
5. FIRE RATING INDICATION ON WALL SHALL MEAN THE ENTIRE LENGTH OF WALL IS FIRE RATED.
6. ALL PIPING DUCTS, ETC., THAT PENETRATE FLOOR SLABS SHALL BE INSTALLED IN A MANNER THAT WILL PRESERVE THE FIRE RESISTIVE AND STRUCTURAL INTEGRITY.
7. ALL RATINGS TO COMPLY WITH UNDERWRITERS LABORATORIES (UL) TEST RATINGS. IN THE ABSENCE OF TESTED ASSEMBLY, PROVIDE CERTIFICATE OF EQUIVALENCY FROM UL MEET ALL THE REQUIREMENTS OF FACTORY MUTUAL ENGINEERING OF BOTH CONSTRUCTION AND FIRE PROTECTION.
8. SEE DRAWINGS FOR OCCUPANCY FIRE SEPARATION REQUIREMENTS ON THE LIFE SAFETY DRAWINGS.
9. INTERIOR FINISH MATERIALS USED FOR FLOORS, WALLS AND CEILINGS SHALL BE CLASS 1 WITH A FLAME SPREAD/SMOKE DEVELOPED LIMITS BASED ON ASTM E-84 TEST METHOD:
   FLAME SPREAD RATING (ASTM E-84): LESS THAN 25
   SMOKE DEVELOPED (ASTM E-84): LESS THAN 200
   CRITICAL RADIANT FLUX (ASTM E-648)
   AVERAGE RADIANT FLUX GREATER THAN .45 WATTS/CM2
10. ALL MATERIALS USED FOR DECORATING, DRAPERIES, CURTAINS AND HANGINGS SHALL COMPLY WITH NFPA 701. FOAMED PLASTIC INSULATION (URETHANE, POLYSTYRENE, POLYISOCYANURATE OR OTHER) SHALL 1" INCH THICKNESS OF BE USED ONLY WHEN COMPLETELY COVERED BY A MINIMUM 1/2" GYPSUM WALLBOARD OR THE EQUIVALENT AND HAVING A FLAME SPREAD OF 25 OR LESS.
11. AUTOMATIC SPRINKLER PROTECTION SHALL BE INSTALLED THROUGHOUT THE BUILDING AND RECONFIGURED TO MEET ALL CODE REQUIREMENTS OF THE RENOVATED SPACE.
12. CONTRACTOR TO VERIFY THAT SMOKE/FIRE DAMPERS ARE PROVIDED IN ALL RATED WALLS/SHAFTS AS REQUIRED BY CODE WHETHER OR NOT THEY ARE SHOWN ON MECHANICAL DRAWINGS. ANY DISCREPANCIES IN LOCATIONS OF DAMPERS SHALL BE VERIFIED WITH ARCHITECT/ENG



1 DAYCARE - DEMO SITE PLAN
1/16" = 1'-0"

SITE PLAN DEMOLITION NOTES

1. GC SHALL CONFORM TO ALL BUILDING CODE REGULATIONS PERTAINING TO DEMOLITION, INCLUDING PAYMENT FOR ANY SPECIAL PERMITS. PERFORM WRECKING AND REMOVAL OPERATIONS IN SUCH A MANNER AS TO ENSURE THE LEAST POSSIBILITY OF DAMAGE TO ADJOINING AREAS. BE LIABLE FOR, AND REPAIR DAMAGE TO STRUCTURES, MATERIALS OR EQUIPMENT CAUSED BY WRECKING OPERATIONS. USE OF EXPLOSIVES WILL NOT BE PERMITTED.
2. GC SHALL CONDUCT DEMOLITION OPERATIONS AND REMOVAL OF DEBRIS TO ENSURE MINIMUM INTERFERENCE WITH ROADS, STREETS, WALKS, AND OTHER ADJACENT OCCUPIED OR USED FACILITIES. ENSURE SAFE PASSAGE OF PERSONS AROUND AREA OF DEMOLITION. CONDUCT OPERATIONS TO PREVENT INJURY TO ADJACENT STRUCTURES, OTHER FACILITIES AND PERSONS. PROMPTLY REPAIR DAMAGES CAUSED TO ADJACENT FACILITIES BY DEMOLITION OPERATIONS AT NO COST TO OWNER.
3. UNLESS OTHERWISE SPECIFIED OR INDICATED ON THE DRAWINGS, ALL SALVAGE AND PRODUCTS OF DEMOLITION AND REMOVAL SHALL BECOME THE PROPERTY OF THIS CONTRACTOR. COMPLY WITH GOVERNING REGULATIONS PERTAINING TO ENVIRONMENTAL PROTECTION. DEMOLISH MASONRY IN SMALL SECTIONS. WORK SHALL BE EXECUTED IN AN ORDERLY AND CAREFUL MANNER WITH DUE CONSIDERATION FOR THE PUBLIC.
4. CONTRACTOR SHALL REMOVE ALL ITEMS OF SALVAGE AND ALL RUBBISH AND DEBRIS FROM THE SITE AS QUICKLY AS IT ACCUMULATES, SO AS TO PREVENT ANY FIRE HAZARDS OR UNDUE HARDSHIPS IN UNLOADING OF NEW MATERIALS. STREETS AND DRIVES SHALL BE KEPT REASONABLY CLEAN AND SHALL BE SWEPT WHEN NECESSARY TO REMOVE SPILLED DEBRIS. BURNING OF REMOVED MATERIALS FROM DEMOLISHED STRUCTURES WILL NOT BE PERMITTED ON SITE. CONTRACTOR SHALL MAKE ALL NECESSARY ARRANGEMENTS FOR TIMES OF ACTUAL TRUCKING AWAY OF DEBRIS. TRANSPORT MATERIALS REMOVED FROM STRUCTURES AND LEGALLY DISPOSED OF OFF SITE.
5. SEE GENERAL NOTES ON SHEET T003 REGARDING HAZARDOUS MATERIAL REMOVAL AND THE INTEGRITY OF EXISTING RATED COLUMN ENCLOSURES AND FIRE RATINGS.
6. SEE CIVIL DEMOLITION DRAWINGS FOR UTILITY COVER DEMOLITION / RELOCATION.
7. SEE CIVIL DEMOLITION DRAWINGS FOR STORM MANHOLE DEMOLITION / RELOCATION.
8. ALL BUILDING DEMOLITION MUST INCLUDE REMOVAL OF ANY INFRASTRUCTURE, FOUNDATIONS, UTILITY LINES, ETC.
9. IT IS EXCAVATOR'S RESPONSIBILITY TO TEST SOIL AND OBTAIN NECESSARY DOCUMENTS FOR REMOVAL AND HAULING AWAY AND DEMOLITION ITEMS.
10. FOR DEMOLITION AND/OR CONSTRUCTION AN EIGHT (8) FOOT HIGH TEMPORARY CHAIN LINK CONSTRUCTION FENCE WITH DRIVEN POSTS AROUND THE PERIMETER OF THE LOT ALL CONSTRUCTION. THE FENCING MUST HAVE A GATED OPENING WHICH SHALL BE CLOSED WHEN NO CONSTRUCTION OR DEMOLITION ACTIVITY IS BEING PERFORMED ON THE SITE. FENCING MUST BE INSTALLED PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR DEMOLITION ON THE SITE AND MUST REMAIN IN PLACE UNTIL THE FINAL GRADING OF THE PROPERTY COMMENCES.
11. PROVIDE THE LOCKBOX AT THE CONSTRUCTION GATE FOR FIRE DEPARTMENT USE.
12. EROSION CONTROL MEASURES (SILT FENCING) MUST BE INSTALLED AND MAINTAINED ON THE INSIDE OF THE PERIMETER FENCE.
13. EACH TREE ON THE PROPERTY, INCLUDING THE PARKWAY TREES, MUST BE PROTECTED WITH FENCING, SEE LANDSCAPE TREE PRESERVATION PLAN AND CIVIL DEMOLITION PLANS.
14. SEE LANDSCAPE DRAWINGS FOR TREE REMOVAL SCOPE OF WORK.
15. CONSTRUCTION / DEMOLITION DEBRIS AND REFUSE CONTAINMENT SHALL BE REQUIRED FOR ALL JOB SITES. ALL SUCH DUMPSTERS OR CONTAINERS SHALL BE SET BACK A MINIMUM OF FIVE (5) FEET FROM THE SIDE LOT LINE. THEY SHALL BE COVERED AT ALL TIMES WHEN NO WORK IS BEING PERFORMED ON THE PROPERTY.
16. CONSTRUCTION SITES SHALL BE PROVIDED WITH A PORTABLE TOILET. THE LOCATION SHALL BE SET BACK AS FAR AS POSSIBLE FROM ALL PROPERTY LINES TO WITHIN THREE TO FOUR FEET FROM THE EXCAVATION BUT NO LESS THAN A MINIMUM OF FIVE FEET FROM THE FRONT LOT LINE AND A MIN. FIVE FEET FROM THE SIDE LOT LINE, AND WHENEVER POSSIBLE THE PORTABLE TOILET SHALL BE LOCATED IN THE REAR YARD.
17. THE HOURS OF CONSTRUCTION / DEMOLITION ARE AS FOLLOWS: 7:00 A.M. TO 7:00 P.M. MONDAY - SATURDAY, NO WORK ON SUNDAY.

SITE SALVAGE AND REUSE NOTES

1. DECORATIVE METAL RAILINGS: GENERAL CONTRACTOR TO SALVAGE AND STORE DECORATIVE RAILINGS TO BE REUSED AND REINSTALLED FOR PORTIONS OF THE NEW RETAINING WALLS, AS INDICATED ON GH12. CONTRACTOR TO REFINISH RAILINGS PRIOR TO REINSTALLATION.
2. RETAINING WALL STONE: GENERAL CONTRACTOR TO REMOVE ALL STONE AND STORE AND PROTECT DURING CONSTRUCTION FOR REUSE IN EXISTING RETAINING WALLS. SEE SITE PLANS FOR NEW LOCATIONS. TURN UNUSED MATERIALS OVER TO OWNER UPON COMPLETION
3. DRY STACKED STONE: SALVAGE AND STORE FOR REUSE.

SITE PLAN DEMOLITION LEGEND

- AREA NOT IN CONTRACT - SEE LANDSCAPE AND CIVIL DRAWINGS
- AREA IN CONTRACT
- EXIST. CONCRETE SIDEWALK TO REMAIN
- EXIST. CONCRETE SLAB TO REMAIN
- EXIST. SITE LIGHT FIXTURE TO REMAIN, SEE LANDSCAPE AND ELECTRICAL DRAWINGS
- EXIST. SITE LIGHT FIXTURE TO BE REMOVED, SEE LANDSCAPE AND ELECTRICAL DRAWINGS
- EXIST. FIRE HYDRANT TO REMAIN

SITE DEMOLITION KEYNOTES

sas architects + planners, llc.
630 DUNDEE ROAD, SUITE 110 NORTHBROOK, IL 60062
Phone: 847 564-8333, Fax: 847 564-8866, www.sasarch.com

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK, IL. 60062

DEMOLITION SITE PLAN

REVISIONS

NO	DESCRIPTION	DATE
	BID & PERMIT	05/01/25

KEY PLAN:

True North / Project North

SIGNATURE:

STATE OF ILLINOIS
DARIUSZ A. ZARNOWSKI
001-015449
LICENSED ARCHITECT

PROFESSIONAL DESIGN FIRM REGISTRATION NUMBER: 184.007199
STATE OF ILLINOIS LICENSE EXPIRES: APRIL 30, 2027
DRAWN BY: AW/MD
APPROVED BY: DAZ
DATE: 05/23/25
25010
SHEET NO.: A-001

GRAPHIC SCALES:
SCALE: 0'-0 1/16" = 1'-0" (16'-0" 32'-0" 64'-0")
SCALE: 0'-0 1/16" = 1'-0" (0' 8'-0" 16'-0" 32'-0")
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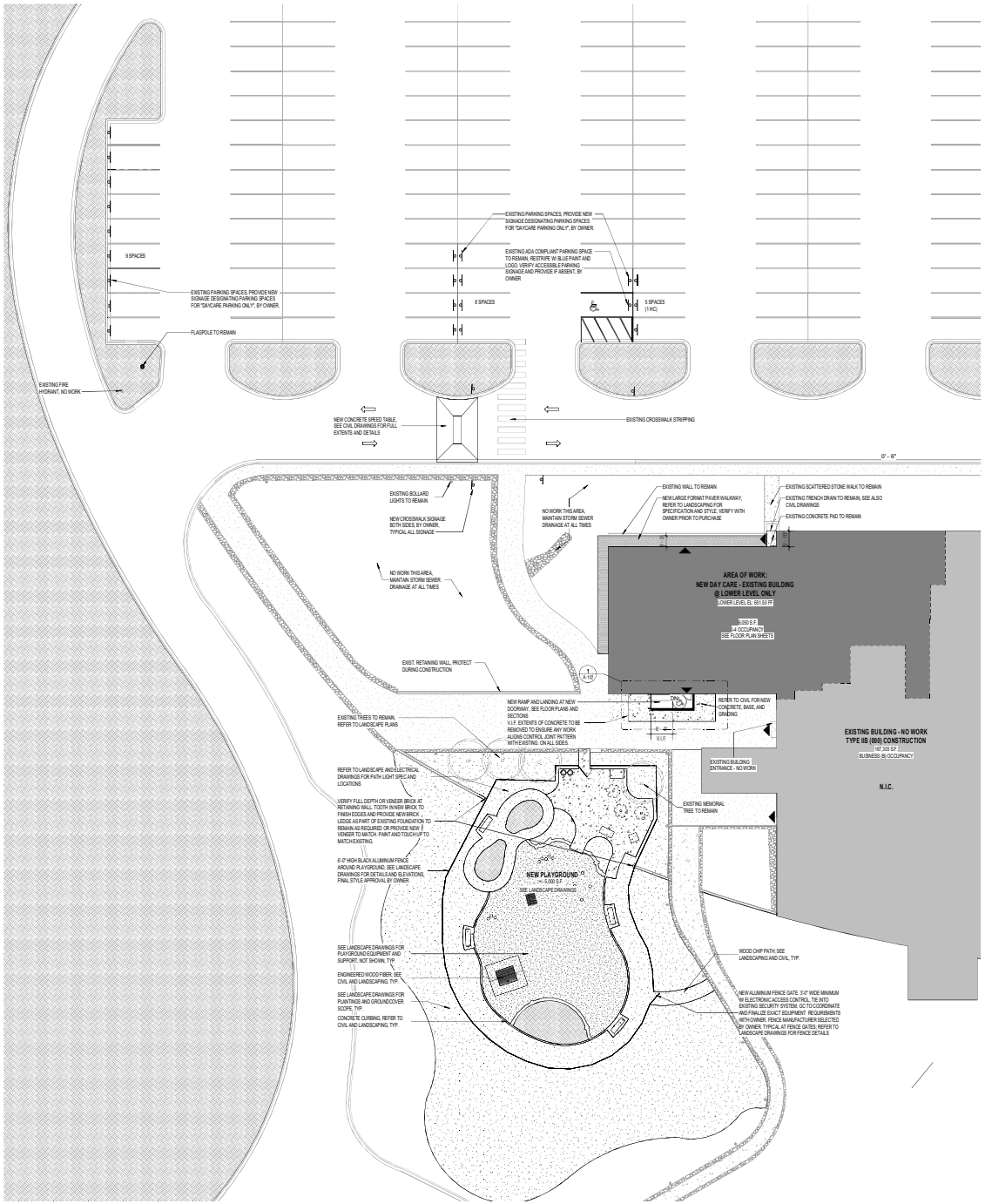

1 DAYCARE - PROPOSED SITE PLAN
1/16" = 1'-0"

SITE PLAN NOTES

1. MAINTAIN EXISTING EXITS FROM OFFICE BUILDING AND DO NOT BLOCK.
2. MAINTAIN ALL EMERGENCY VEHICLE ACCESS AND TEMPORARY LOADING DURING CONSTRUCTION. G.C. TO COORDINATE WITH THE AHJ, CRATE & BARREL, AND PROPERTY OWNER/LANDLORD TO KEEP ACCESS OPEN AT ALL TIMES.
3. SEE CIVIL DRAWINGS FOR ALL SITE GRADING. GC TO INFORM ARCHITECT OF ANY FIELD DISCREPANCIES PRIOR TO FINAL GRADING.
4. ENSURE DETECTABLE WARNINGS AT ALL DEPRESSED CURBS AND PEDESTRIAN SIDEWALKS. REFER TO CIVIL DRAWINGS FOR DETAILS.
5. ALL SIGNAGE TO BE PROVIDED BY OWNER. GC TO COORDINATE INSTALLATION.
6. ANY SOIL SURVEY TO BE PROVIDED FOR THE LANDSCAPE AREA IS THE DISCRETION OF OWNER RELATED TO UNFIT OR CONTAMINATED SOILS. ANY SOILS FOUND UNFIT FOR USE SHALL BE REMOVED AND REPLACE WITH THOSE NECESSARY FOR THE REQUIREMENTS OF THE EQUIPMENT. GC TO VERIFY AND COORDINATE. ADVISE ARCHITECT AND CIVIL ENGINEER AS SOON AS REQUIRED.

SITE PLAN DEMOLITION LEGEND

- AREA NOT IN CONTRACT - SEE LANDSCAPE AND CIVIL DRAWINGS
- AREA IN CONTRACT
- EXIST. CONCRETE SIDEWALK TO REMAIN
- EXIST. CONCRETE SLAB TO REMAIN
- EXIST. SITE LIGHT FIXTURE TO REMAIN. SEE LANDSCAPE AND ELECTRICAL DRAWINGS
- EXIST. SITE LIGHT FIXTURE TO BE REMOVED. SEE LANDSCAPE AND ELECTRICAL DRAWINGS
- EXIST. FIRE HYDRANT TO REMAIN

GRAPHIC SCALES

SCALE: 0' - 0 1/16" = 1' - 0"
SCALE: 0' - 0 1/16" = 1' - 0"
SCALE: 0' - 0 1/8" = 1' - 0"
SCALE: 0' - 0 1/4" = 1' - 0"
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DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK, IL 60062

SITE PLAN

REVISIONS

NO.	DESCRIPTION	DATE
	100% SD SUBMITTAL	05/22/25
	BID & PERMIT	08/01/25

KEY PLAN:

True North | Project North

SIGNATURE:

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STATE OF ILLINOIS LICENSE EXPIRES: APRIL 30, 2027
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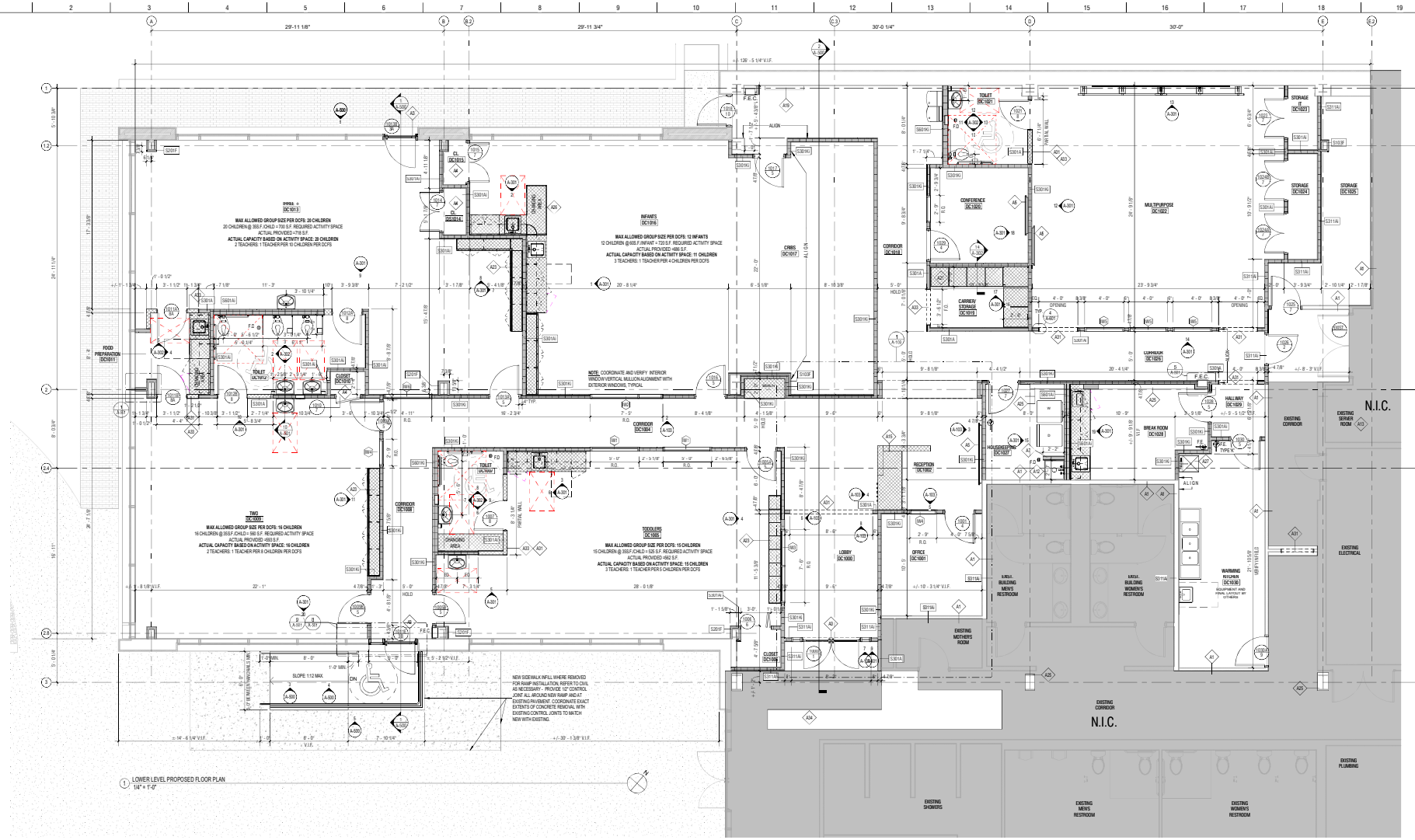

1 LOWER LEVEL PROPOSED FLOOR PLAN
1/4" = 1'-0"

KEY NOTES

A1	EXISTING WALLS, EXTEND CONTINUOUSLY TO BOTTOM OF DECK ABOVE TO COMPLY AS 1-HR OCCUPANCY SEPARATION WALL SEAL ALL PENETRATIONS PROVIDE ALL ASSEMBLIES TO OWNER AND ARCHITECT FOR REVIEW.
A2	FRP ON WALL BEHIND SINK, TYP. ALIGN TOP WITH ADJACENT HALF HEIGHT WALL
A3	STOREFRONT DOOR, SEE PLANS AND DOOR SCHEDULE
A4	18" DEEP SHELVING, (5) SHELVES, EQUALLY SPACES, WIRE COATED WHITE, ADJUSTABLE ON SHELF TRACK SYSTEM, TYP. ALL CLOSETS
A5	WALL MOUNTED T.V. AND MOUNT, O.F.C.I. PROVIDE IN WALL BLOCKING AS REQUIRED. REFER TO ELECTRICAL/TECH. DRAWINGS FOR ALL AV CONNECTIONS. GC TO VERIFY W/ OWNER PRIOR TO INSTALLATION.
A7	48" HIGH PARTIAL WALL W/ FRP ON MOP SINK SIDE, EXTEND FRP LINER TO WALLS ADJACENT TO SINK
A8	PLUMBING FIXTURES; FINAL PRODUCTS, TRIM, AND FINISH TO BE SELECTED BY OWNER. REFER TO PLUBING DRAWINGS, TYP.
A9	ADA HEIGHT DISHWASHER, O.F.C.I., REFER TO PLUMBING DRAWINGS FOR ROUGH-INS
A10	ADA HEIGHT UC REFRIGERATOR, O.F.C.I.
A11	WASHER AND DRYER, O.F.C.I. SEE MEP DRAWINGS FOR CONNECTION REQUIREMENTS
A12	MOP SINK, REFER TO PLUMBING DRAWINGS
A13	EXISTING SERVER ROOM TO REMAIN. PROTECT DURING CONSTRUCTION. GC TO ENSURE NO DEMOLITION OR WORK INTERFERS WITH OPERATION OF SERVER ROOM AT ANY TIME. GC TO COORDINATE WITH OWNER FOR ANY REQUIRED SHUT DOWNS OR NIGHT WORK TO COMPLETE SCOPE AS REQUIRED WITHOUT DISRUPTING OWNER OPERATIONS - NO WORK
A14	DECORATIVE FIXTURES BY OWNER, GC TO COORDINATE J-BOX LOCATIONS
A15	NEW FRONT DESK FURNITURE/MILLWORK BY OWNER, GC TO PROVIDE UTILITY CONNECTIONS, REFER TO ELECTRICAL/TECH PLANS
A16	EXISTING MECHO SHADES IN NEW LOCATION
A17	NEW FEATURE WALL - TBD
A18	FLOOR MOUNTED BALLET BAR, O.F.C.I.
A19	EXISTING HEATER CABINET UNIT TO REMAIN, SEE MECHANICAL
A20	NEW MIRROR BY OWNER, GC TO INSTALL AND COORDINATE WITH BALLET BAR, COORDINATE WITH I.D. FOR SPECIFICATION
A21	CUSTOM SHELVES FOR CARRIERS - SEE ELEVATIONS AND DETAILS
A22	MIRROR, REFER TO I.D. SCHEDULE O.F.C.I.
A23	NEW CUBBIES BY OTHERS, PROVIDE MINIMUM ONE (1) PER CHILD IN EACH ROOM.
A24	NEW CABINETRY AND HARDWARE BY OWNER, GC TO COORDINATE WITH OWNER FOR SIZING, PRODUCT, AND FINISH SELECTIONS. ENSURE ADA REQUIRED REACH FOR UPPER CABINET IS PROVIDED AS SHOWN ON THE ELEVATIONS - O.F.O.I.
A25	EXISTING STEEL TUBE TO REMAIN, COAT WITH INTUMESCENT PAINT TO UL#0849
A26	NEW OPEN CABINETS BY OWNER
A27	NEW UTILITY SINK, REFER TO PLUMBING DRAWINGS
A28	NEW SIGNAGE BY OWNER, GC TO VERIFY REQUIREMENTS W/ OWNER.
A29	1/2" REVEAL PROFILE TO MATCH EXISTING, REFER TO DOOR AND WINDOW DETAILS
A30	WALL BASE, REFER TO I.D. SHEETS FOR DETAILS AND MORE INFORMATION, TYPICAL
A31	3/4" WHITE OAK WOOD CAP AND CASING WITH 1/4"x1/4" REVEAL (WIDTH VARIES COORDINATE WITH PLAN), REFER TO DOOR, WINDOW, AND OPENING DETAILS, TYPICAL
A32	1/2" WALL REVEAL "Z" TYPE 1HR FIRE RATED P/ FRY RESUET
A33	NEW HALF HEIGHT WALL
A34	PATCH AND REPAIR SLAB AS REQUIRED TO LINE NEW CONDITIONS

FLOOR PLAN LEGEND

- Room name / 101 — ROOM TAG: TOP = ROOM NAME; MIDDLE = ROOM NUMBER
- 1:1 — WALL TAG: DENOTES WALL TYPE REFERENCE TO WALL LEGEND
- XXX/X — DOOR TAG: TOP = DOOR NUMBER - REFERENCE TO DOOR SCHEDULE; BOTTOM = HARDWARE SET NUMBER
- 1 — REVISION TAG: DENOTES SEQUENTIAL REVISION NUMBER
- X / A.XX / 3 — ELEVATION TAG: TOP = VIEW NUMBER; BOTTOM=SHEET NUMBER; SIDE=INT. ELEVATION NUMBER
- X — KEYNOTE NUMBER
- CASEWORK
- CONCRETE WALL, SEE STRUCTURAL
- EXISTING WALLS TO REMAIN, APPLY NEW WALL FINISHES, TYP. (U/ ALL AREAS INCLUDED IN CONTRACT. SEE ID DWGS FOR DETAILS
- NEW WALLS PER WALL SCHEDULE, SEE FINISH DWGS FOR FINISHES
- X / A.XX — DETAIL TAG: TOP = VIEW NUMBER; BOTTOM=SHEET NUMBER
- X — COLUMN TAG & GRID: NUMBER DENOTES COLUMN DESIGNATION
- NORTH ARROW
- 1 — WINDOW TAG: NUMBER DENOTES WINDOW TYPE AND REFERENCE TO WINDOW SCHEDULE
- NEW DOOR, SEE DOOR SCHEDULE FOR DETAILS
- EXISTING DOOR TO REMAIN. REFER TO DOOR SCHEDULE FOR REQUIRED MODIFICATIONS
- AREA - NOT IN CONTRACT

GRAPHIC SCALES

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SCALE: 0'-0 1/4" = 1'-0" (0' 2'-0" 4'-0" 8'-0")
SCALE: 0'-0 1/2" = 1'-0" (0' 1'-0" 2'-0" 4'-0")
SCALE: 0'-0 3/4" = 1'-0" (0' 1'-0" 2'-0" 4'-0")
SCALE: 0'-1" = 1'-0" (0' 0'-6" 1'-0" 2'-0")
SCALE: 0'-1 1/2" = 1'-0" (0' 0'-6" 1'-0" 2'-0")
SCALE: 0'-3" = 1'-0" (0' 0'-3" 0'-6" 1'-0")

sas architects + planners, llc.
630 DUNDEE ROAD, SUITE 110 NORTHBROOK, IL 60062
Phone: 847 564-8333, Fax: 847 564-8866, www.sasarch.com

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CRATE & BARREL
1250 TECHNY RD., NORTHBROOK, IL 60062

LOWER LEVEL PROPOSED OVERALL FLOOR PLAN

REVISIONS

NO.	DESCRIPTION	DATE
	100% SD SUBMITTAL	05/22/23
	BID & PERMIT	08/01/23

KEY PLAN:

True North / Project North

SIGNATURE:

STATE OF ILLINOIS — DARIUSZ A ZARNOWSKI — 001-015449 — LICENSED ARCHITECT

PROFESSIONAL DESIGN FIRM REGISTRATION NUMBER: 184.007199
STATE OF ILLINOIS LICENSE EXPIRES: APRIL 30, 2027
DRAWN BY: MD
APPROVED BY: AW/DAZ
DATE: 05/23/25
25010
SHEET NO.: A-102

PRINTED: 8/1/2023 3:42:07 PM
FILE LOCATION: I:\25010_C&B_Daycare_Central-IS_mgg\Architects\.rvt

PLAY SURFACING MATERIALS SCHEDULE				
QTY	ITEM	MANUFACTURER	DESCRIPTION	DETAIL LOCATION
EST 2,425 SF @ 12" DEPTH EST 125 CY	ENGINEERED WOOD FIBER SURFACING	FIBAR	SAFETY PLAY SURFACE	DETAIL 1 L-5.0
EST 145 SF @4" DEPTH EST 2 CY	WOOD CHIP PATH	THE MULCH CENTER	MAINTENANCE ACCESS PATH	DETAIL 2 L-5.0

FENCE SCHEDULE				
QTY	ITEM	MANUFACTURER	DESCRIPTION	DETAIL LOCATION
EST. 345 LN.FT.	FENCE	AMERISTAR	6' TALL BLACK STEEL PICKET FENCE	DETAIL 1 L-5.1
2	GATE	AMERISTAR	6' TALL, 5' WIDE BLACK STEEL PICKET GATE, SELF CLOSING, LATCHING, AND LOCKING GATE HARDWARE	DETAIL 2 L-5.1

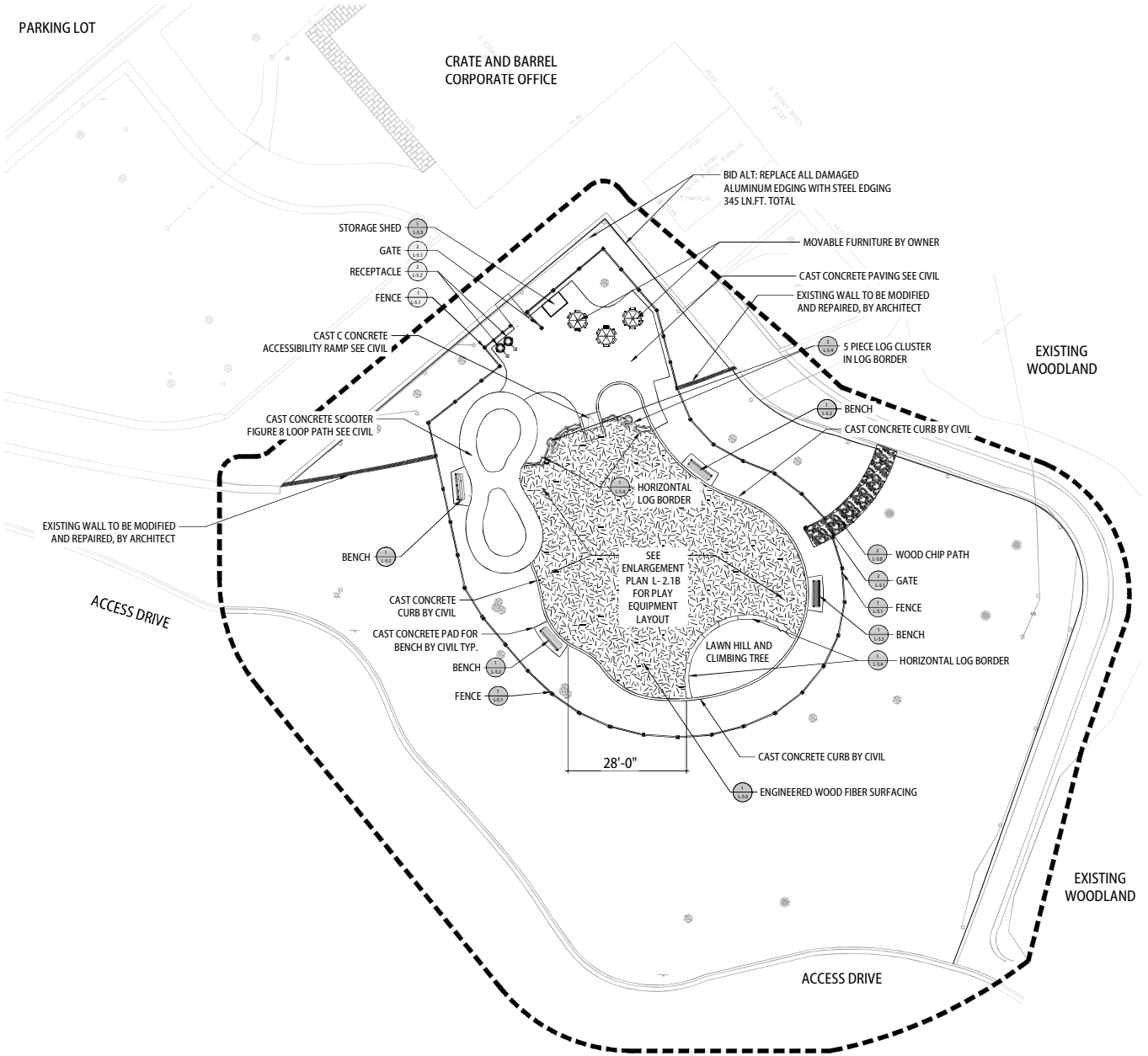
FURNISHINGS SCHEDULE				
QTY	ITEM	MANUFACTURER	DESCRIPTION	DETAIL LOCATION
4	BENCH	VICTOR STANLEY	BENCHES ALONG PATH, SURFACE MOUNT TO CONCRETE	DETAIL 1 L-5.2
2	RECEPTACLE	VICTOR STANLEY	WASTE AND RECYCLE RECEPTACLE SURFACE MOUNT TO CONCRETE	DETAIL 2 L-5.2
1	STORAGE SHED	COMMUNITY PLAY THINGS	TOY AND EQUIPMENT STORAGE SHED	DETAIL 1 L-5.3
75 LN.FT	HORIZONTAL LOG BORDER	NATURES INSTRUMENTS	GARDEN BORDER AND EDGE RESTRAINT BETWEEN GARDEN /LAWN BED AND EWF	DETAIL 1 L-5.4
2	5 PIECE LOG CLUSTER IN LOG BORDER	NATURES INSTRUMENTS	GARDEN BORDER AND EDGE RESTRAINT BETWEEN GARDEN /LAWN BED AND EWF	DETAIL 2 L-5.4

GENERAL NOTES:

SITE FURNISHINGS ARE AS SHOWN ARE "BASIS OF DESIGN" ALL EQUIPMENT AND FEATURES TO BE CONFIRMED WITH OWNER AND THEY ARE A BASIS OF DESIGN AND ARE SUBJECT TO CHANGE.

SITE FURNISHINGS, SURFACING, AND MATERIALS SHOWN ON PLAN ARE NOT CONSIDERED SPECIFIC PLAY ELEMENTS.

OWNER IS REQUIRED TO MAINTAIN 12" DEPTH ENGINEERED WOOD FIBER PLAY SURFACE



1 PLAY AREA SITE FURNISHING, SURFACING, AND MATERIALS PLAN

SCALE: 1"=10'- 0"

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Evanston, Illinois

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CRATE & BARREL
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PLAY AREA SITE FURNISHING, SURFACING, AND MATERIALS PLAN

REVISIONS		
NO	DESCRIPTION	DATE
	ISSUED FOR BID (PERMIT	5/1/23

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 15-000806
EXPIRES 11/30/24
5/26/2023
STATE OF ILLINOIS

DRAWN BY	APPROVED BY
DJO	DJO
DATE	
25010	05/23/23

SHEET NO

L-2.1A

PLAY EQUIPMENT SCHEDULE				
QTY	ITEM	MANUFACTURER	DESCRIPTION	DETAIL LOCATION
1	OUTLAST EASEL ISLAND	COMMUNITY PLAY THINGS	4 SIDED OUTDOOR ART EASEL	DETAIL 2 L-5.3
1	OUTLAST STAGE	COMMUNITY PLAY THINGS	WOOD STAGE	DETAIL 3 L-5.3
4	WACKY POST	NATURES INSTRUMENTS	NATURE BASED PLAY EQUIPMENT	DETAIL1 L-5.5
8	LOG STEPPING ROUNDS	NATURES INSTRUMENTS	NATURE BASED PLAY EQUIPMENT	DETAIL 2 L-5.5
1	9 PIECE LOG OBSTACLE COURSE	NATURES INSTRUMENTS	NATURE BASED PLAY EQUIPMENT	DETAIL 1 L-5.6
1 +8	DISCOVERY WHEEL AND DISCOVERY WHEEL MEDALLIONS AND POST	EARTHSCAPE	NATURE BASED PLAY EQUIPMENT	DETAIL1 L-5.7
1	ALPINE PLAY HUT	EARTHSCAPE	NATURE BASED PLAY EQUIPMENT PLAY HOUSE	DETAIL1 L-5.8
1	PINE SMALL	EARTHSCAPE	NATURE BASED PLAY EQUIPMENT CLIMBER	DETAIL 1 L-5.9

GENERAL NOTES:

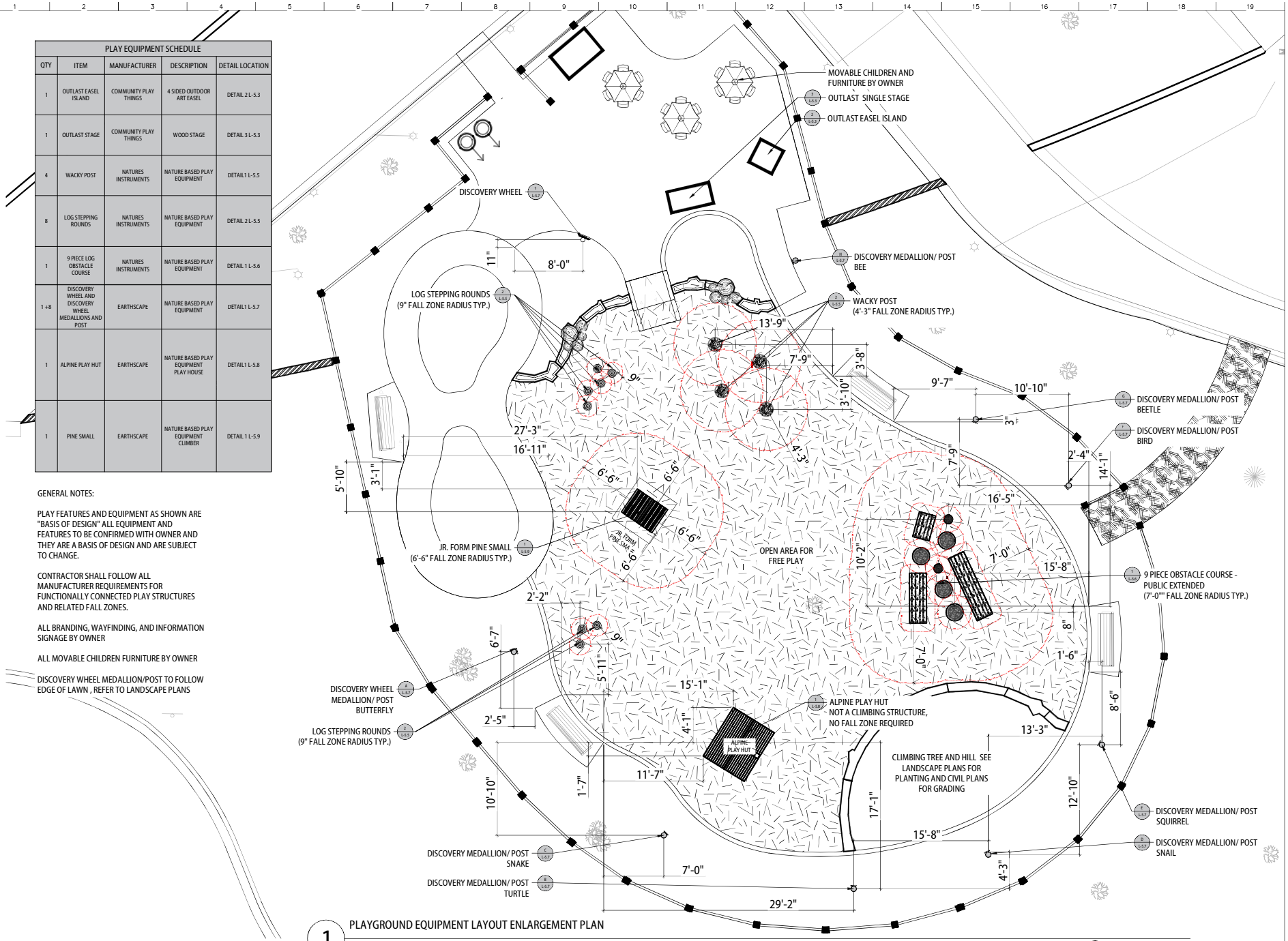
PLAY FEATURES AND EQUIPMENT AS SHOWN ARE "BASIS OF DESIGN" ALL EQUIPMENT AND FEATURES TO BE CONFIRMED WITH OWNER AND THEY ARE A BASIS OF DESIGN AND ARE SUBJECT TO CHANGE.

CONTRACTOR SHALL FOLLOW ALL MANUFACTURER REQUIREMENTS FOR FUNCTIONALLY CONNECTED PLAY STRUCTURES AND RELATED FALL ZONES.

ALL BRANDING, WAYFINDING, AND INFORMATION SIGNAGE BY OWNER

ALL MOVABLE CHILDREN FURNITURE BY OWNER

DISCOVERY WHEEL MEDALLION/POST TO FOLLOW EDGE OF LAWN , REFER TO LANDSCAPE PLANS



1 PLAYGROUND EQUIPMENT LAYOUT ENLARGEMENT PLAN

SCALE: 1/4"=1'- 0"

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CRATE & BARREL
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PLAYGROUND EQUIPMENT LAYOUT ENLARGEMENT PLAN

REVISIONS		
NO	DESCRIPTION	DATE
	ISSUED FOR BID / PERMIT	5/1/25

SIGNATURE

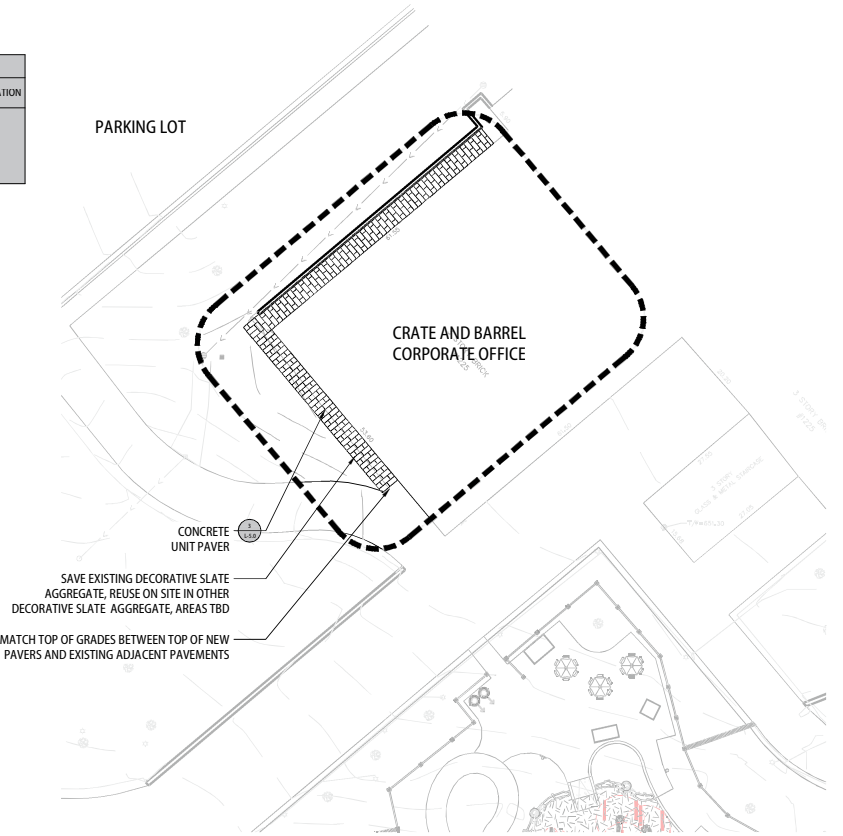
DANIEL JEFFREY O'BRIAN, LIC. NO. 157-001305, 05/23/25, REGISTERED LANDSCAPE ARCHITECT, STATE OF ILLINOIS

DRAWN BY:	APPROVED BY:
DJO	DJO
25010	DATE: 05/23/25

SHEET NO.

L-2.1B

MATERIALS SCHEDULE				
QTY	ITEM	MANUFACTURER	DESCRIPTION	DETAIL LOCATION
405 SF	CONCRETE UNIT PAVER	UNILOCK	DRY SET 4' WIDE EMERGENCY ACCESS PATH	3-L-5.0



1 NORTH AREA MATERIALS AND FURNISHING PLAN

SCALE: 1"=10- 0"

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CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

NORTH AREA MATERIALS AND FURNISHING PLAN

REVISIONS		
NO	DESCRIPTION	DATE
	ISSUED FOR BID/PERMIT	5/1/23

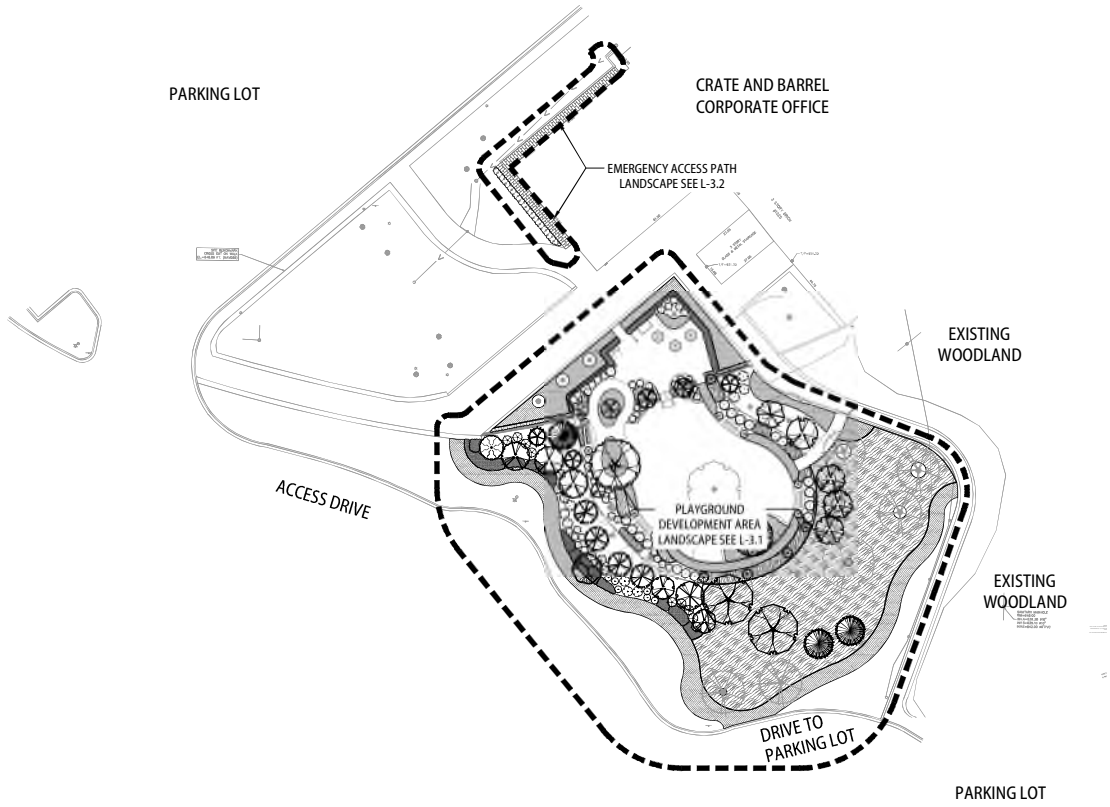
SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 156-001408
EXPIRES 11/30/2024
STATE OF ILLINOIS

DRAWN BY	APPROVED BY
DJO	DJO
DATE	
25010	05/23/23

SHEET NO

L-2.2



1 LANDSCAPE KEY PLAN

SCALE: 1"=20'-0"

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LANDSCAPE KEY PLAN

NO.	DESCRIPTION	DATE
	ISSUED FOR B/D PERMIT	8/1/25

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REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 15-000808
EXP. 11/30/2025
STATE OF ILLINOIS

DRAWN BY:	APPROVED BY:
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DATE:	
25010	05/23/25

SHEET NO.

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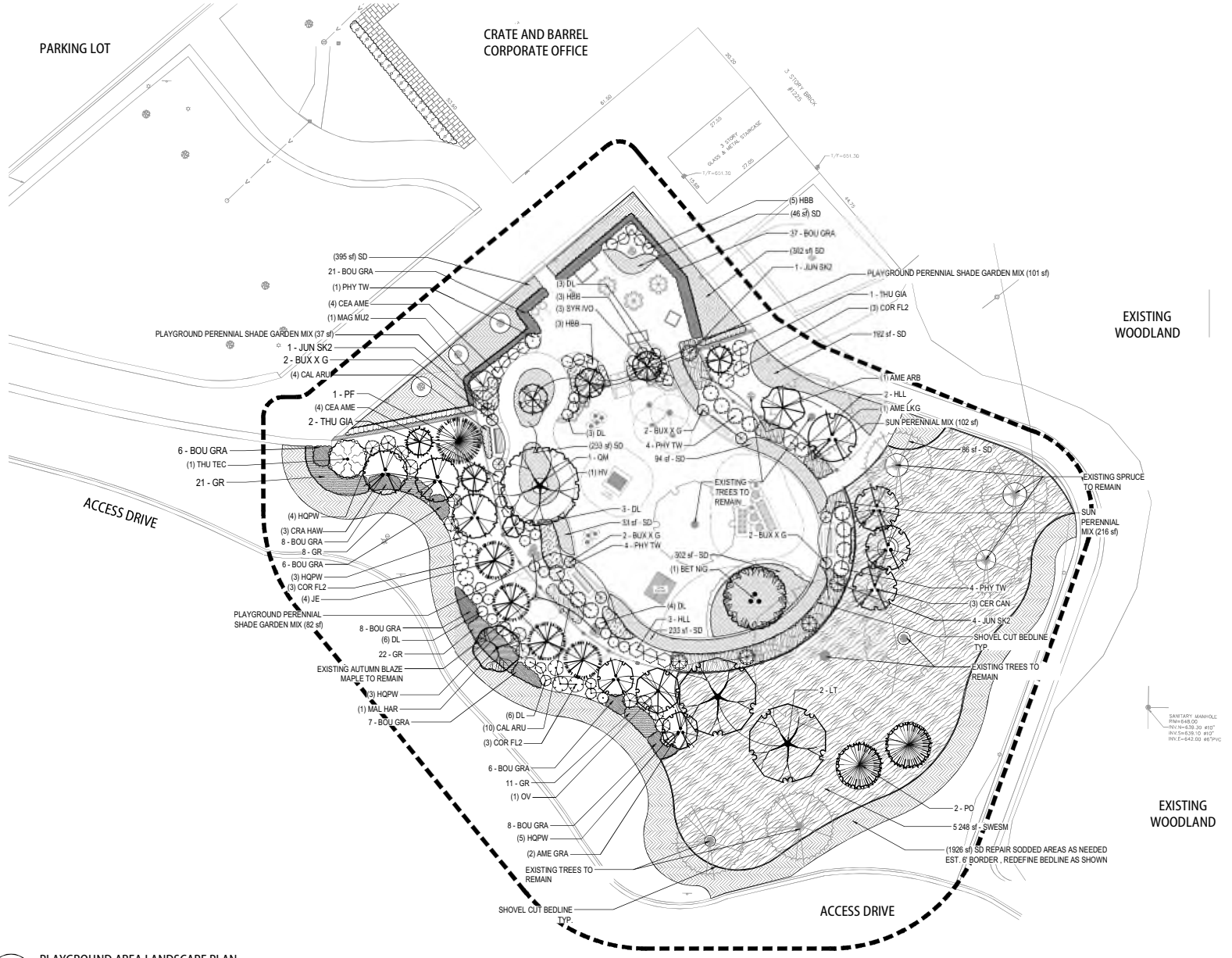

1 PLAYGROUND AREA LANDSCAPE PLAN

SCALE: 1"=10'- 0"

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PLAYGROUND AREA LANDSCAPE PLAN

NO.	DESCRIPTION	DATE
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SIGNATURE

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DANIEL JEFFREY O'BRIAN
LIC. NO. 15-[illegible]
EXPIRES 11/30/2026
STATE OF ILLINOIS

DRAWN BY:	APPROVED BY:
DJO	DJO
25010	DATE: 05/23/25

SHEET NO.

L-3.1

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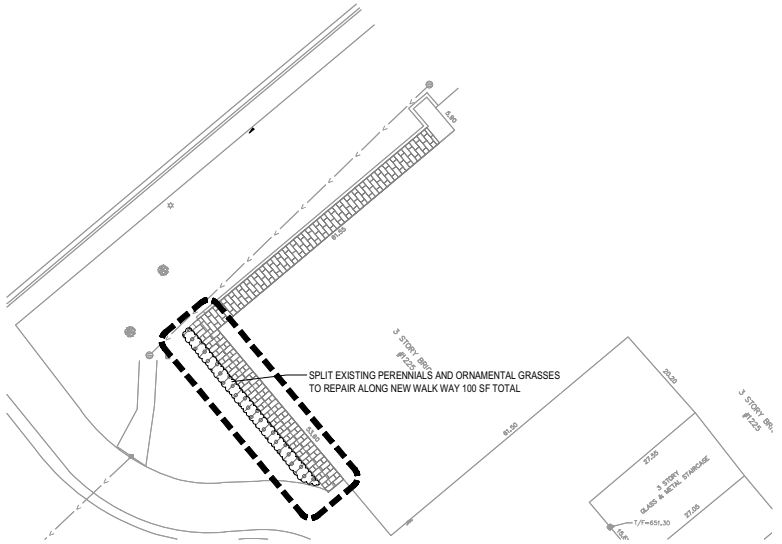

1 EMERGENCY ACCESS PATH LANDSCAPE REPAIR AREAS

SCALE: 1"=10'- 0"

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NORTH AREAS LANDSCAPE PLAN

REVISIONS

NO.	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	5/1/25

SIGNATURE

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DANIEL JEFFREY O'BRIAN
LIC. NO. 156-001808
EXPIRES 11/30/2026
STATE OF ILLINOIS

DRAWN BY: DJO
APPROVED BY: DJO
DATE: 05/23/25
25010
SHEET NO.
L-3.2

Savanna & Woodland Edge

Savannas are partially shaded plant communities found in the transitional zone between forest and grassland. These shade tolerant plants grow best with a few hours of direct sunlight each day.

WSWE Mesic to Dry | Part Sun to Full Shade | 14.50 PLS LBS/Acre | 80.00 Seeds/ Sq. Ft

Wildflowers		Oz/Acre
Agastache scrophulariaefolia	Purple Giant Hyssop	1.00
Allium cernuum	Nodding Onion	8.00
Anemone virginiana	Tall Anemone	0.50
Aquilegia canadensis	Wild Columbine	1.50
Aster sagittifolius	Arrow-Leaved Aster	1.00
Chamaecrista fasciculata	Partridge Pea	13.00
Coreopsis lanceolata	Lance-Leaf (Sand) Coreopsis	2.00
Coreopsis palmata	Prairie Coreopsis	1.50
Echinacea pallida	Pale Purple Coneflower	4.00
Eupatorium purpureum	Purple Joe Pye Weed	0.75
Helianthus strumosus	Pale-Leaved Sunflower	2.00
Heliopsis helianthoides	Early Sunflower	10.00
Hypericum pyramidatum	Great St. John's Wort	0.25
Kuhnia eupatorioides	False Boneset	2.00
Liatris pycnostachya	Prairie Blazing Star	1.50
Monarda fistulosa	Wild Bergamot	1.50
Penstemon digitalis	Foxglove Beard Tongue	1.00
Ratibida pinnata	Yellow Coneflower	2.00
Rudbeckia hirta	Black-Eyed Susan	4.00
Rudbeckia subtomentosa	Sweet Black-Eyed Susan	2.00
Scrophularia lanceolata	Early Figwort	0.25
Solidago speciosa	Showy Goldenrod	0.75
Tradescantia ohiensis	Ohio Spiderwort	3.00
Veronicastrum virginicum	Culver's Root	0.50
Zizia aurea	Golden Alexanders	8.00
Grasses, Sedges, & Rushes		**Oz/Acre**
Andropogon gerardii	Big Bluestem	8.00
Bouteloua curtipendula	Side Oats Grama	16.00
Bromus ciliatus	Fringed Brome	6.00
Bromus kalmii	Prairie Brome	10.00
Carex bicknellii	Copper-Shouldered Oval Sedge	2.00
Diarrhena americana	Beak Grass	4.00
Elymus canadensis	Canada Wild Rye	64.00

Elymus villosus	Silky Wild Rye	16.00
Hystrix patula	Bottlebrush Grass	16.00
Schizachyrium scoparium	Little Bluestem	8.00
Sorghastrum nutans	Indian Grass	10.00

*Note: Seed mix compositions are subject to change depending on seasonal availability.

SAVANNA AND WOODLAND EDGE SEED MIX PROFILE SPEC

TREE REPLACEMENT NOTES

PER VILLAGE OF NORTHBROOK ORDINANCE:

TREE SIZE REQUIREMENTS
SINGLE STEM TREES SHOULD BE 21⁄2 TO 3 INCHES IN CALIPER. CONIFERS AND MULTI-STEMMED ORNAMENTALS THAT MEASURE 8-10 FEET TALL WILL COUNT AS 21⁄2 CALIPER INCHES, 10-12 FEET TALL AS 3 CALIPER INCHES, 12-14 FEET TALL AS 3.5 CALIPER INCHES, 14-16 FEET TALL AS 4.0 CALIPER INCHES.

28 TREES REQUIRED FOR FOR REPLACEMENT VALUE, SEE TREE PRESERVATION L-1.1

28 TREES PROVIDED TO BE REPLACEMENT VALUE, PER VILLAGE OF NORTHBROOK SIZE AND SPECIES STANDARDS

ARBORVITAE SPECIES DO NOT QUALIFY FOR REPLACEMENT FACTOR

PLANT REMARKS	
PLANT CATEGORY	ALL PLANT MATERIAL TO BE SELECTED AS SHOWN BELOW.
SHADE TREES	STRAIGHT CENTRAL LEADER, FULL EVEN CROWN, PRUNE ONLY AFTER PLANTING
EVERGREEN TREES	FULL, EVENLY SHAPED WITH BRANCHING TO GROUND
ORNAMENTAL TREES	FULL, WELL BALANCED WITH FULL APPEARANCE
SHRUBS	FULL, WELL ROOTED, EVENLY SHAPED
ORNAMENTAL GRASSES	FULL, WELL ROOTED, EVENLY SHAPED
PERENNIALS	FULL, WELL ROOTED, EVENLY SHAPED
GROUNDCOVERS	FULL, WELL ROOTED, EVENLY SHAPED

PERENNIAL MIX AREA NOTES:
PERENNIALS TO BE INTER-PLANTED EVENLY AND BLENDED THROUGHOUT BEDS. FOLLOW PERCENT, SPACING, AND QUANTITIES AS SHOWN

PLANT REMARKS
SCALE: NTS

PLANT SCHEDULE PLAYGROUND DEVELOPMENT PLANTING

SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	CONTAINER	
SHADE TREES						
	LT	2	LIRIODENDRON TULIPIFERA / TULIP TREE QUALIFIES FOR TREE REPLACEMENT	2.5" CAL.	B&B	
	OV	1	OSTRYA VIRGINIANA / AMERICAN HOPHORNBEAM QUALIFIES FOR TREE REPLACEMENT	2.5" CAL.	B&B	
	QM	1	QUERCUS MACROCARPA / BURR OAK QUALIFIES FOR TREE REPLACEMENT	2.5" CAL.	B&B	
EVERGREEN TREES						
	JE	4	JUNIPERUS VIRGINIANA / EASTERN RED CEDAR QUALIFIES FOR TREE REPLACEMENT	8' HT.	B&B	
	PO	2	PICEA OMORIKA / SERBIAN SPRUCE QUALIFIES FOR TREE REPLACEMENT	8' HT.	B&B	
	PF	1	PINUS FLEXILIS `VANDERWOLF`S PYRAMID` / VANDERWOLF`S PYRAMID PINE QUALIFIES FOR TREE REPLACEMENT	8' HT.	B&B	
	THU TEC	1	THUJA OCCIDENTALIS 'TECHNY' / TECHNY ARBORVITAE DOES NOT QUALIFY FOR TREE REPLACEMENT	8' HT.	B&B	
	THU GIA	3	THUJA PLICATA `GREEN GIANT` / `GREEN GIANT` ARBORVITAE DOES NOT QUALIFY FOR TREE REPLACEMENT	8' HT.	B&B	
ORNAMENTAL						
	AME ARB	1	AMELANCHIER ARBOREA / DOWNY SERVICEBERRY QUALIFIES FOR TREE REPLACEMENT	8' HT., MULTI-STEM	B&B	
	AME LKG	1	AMELANCHIER LAEVIS / ALLEGHENY SERVICEBERRY MULTI-TRUNK QUALIFIES FOR TREE REPLACEMENT	8' HT., MULTI-STEM	B&B	
	AME GRA	2	AMELANCHIER X GRANDIFLORA `AUTUMN BRILLIANCE` / `AUTUMN BRILLIANCE` SERVICEBERRY QUALIFIES FOR TREE REPLACEMENT	8' HT., MULTI-STEM	B&B	
	BET NIG	1	BETULA NIGRA / RIVER BIRCH MULTI-TRUNK QUALIFIES FOR TREE REPLACEMENT	8' HT., MULTI-STEM	B&B	
	CER CAN	3	CERCIS CANADENSIS / EASTERN REDBUD QUALIFIES FOR TREE REPLACEMENT	8' HT., MULTI-STEM	B&B	
	CRA HAW	3	CRATAEGUS CRUSGALLI `CRUZAM` / CRUZAM THORNLESS COCKSPUR HAWTHORN QUALIFIES FOR TREE REPLACEMENT	8' HT.	B&B	
	HV	1	HAMAMELIS VIRGINIANA / COMMON WITCH HAZEL QUALIFIES FOR TREE REPLACEMENT	8' LOW BRANCH / MULTI-STEM	B&B	
	MAG MU2	1	MAGNOLIA STELLATA / STAR MAGNOLIA MULTI-TRUNK QUALIFIES FOR TREE REPLACEMENT	8' HT LOW BRANCHING	B&B	
	MAL HAR	1	MALUS X 'HARGOZAM' / HARVEST GOLD CRAB APPLE QUALIFIES FOR TREE REPLACEMENT	8' HT LOW BRANCHING	B&B	
	SYR IVO	3	SYRINGA RETICULATA `IVORY SILK` SINGLE STEM / IVORY SILK JAPANESE TREE LILAC QUALIFIES FOR TREE REPLACEMENT	2.5" CAL.	B&B	
SHRUBS						
	BUX X G	8	BUXUS X `GREEN GEM` / GREEN GEM BOXWOOD	30"	B&B/CG	
	CEA AME	8	CEANOTHUS AMERICANUS / NEW JERSEY TEA	24"	CG	
	COR FL2	9	CORNUS SERICEA 'FLAVIRAMEA' / YELLOW TWIG DOGWOOD	24"	CG	
	DL	27	DIERVILLA LONICERA / DWARF BUSH HONEYSUCKLE	24"	CG	
	HLL	5	HYDRANGEA PANICULATA `LITTLE LIME` / LITTLE LIME HYDRANGEA	36"	CG	
	HBB	11	HYDRANGEA PANICULATA 'BOBO' / PANICLE HYDRANGEA	24"	CG	
	HQPW	15	HYDRANGEA QUERCIFOLIA `PEE WEE` / PEE WEE OAKLEAF HYDRANGEA	36"	CG	
	JUN SK2	6	JUNIPERUS SCOPULORUM 'SKYROCKET' / SKYROCKET JUNIPER	48"		
	PHY TW	13	PHYSOCARPUS OPULIFOLIUS 'SMPOTW' TM / TINY WINE NINEBARK	24"	CG	
SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	CONTAINER	SPACING
GROUND COVERS						
		318 SF	SUN PERENNIAL MIX			
	ECH P56	36	ECHINACEA PURPUREA 'PRAIRIE SPLENDOR' / PRAIRIE SPLENDOR CONEFLOWER	1 GAL.	POT	25% @ 18" o.c.
	RF	36	RUDBECKIA FULGIDA `GOLDSTURM` / GOLDSTURM BLACK-EYED SUSAN	1 GAL.	POT	25% @ 18" o.c.
	SAL WEW	36	SALVIA NEMOROSA 'WESUWE' / WESUWE MEADOW SAGE	1 GAL.	POT	25% @ 18" o.c.
	SPO HET	36	SPOROBOLUS HETEROLEPIS / PRAIRIE DROPSEED	1 GAL.	POT	25% @ 18" o.c.
		220 SF	PLAYGROUND PERENNIAL SHADE GARDEN MIX			
	CAR PYL	25	CAREX PENSYLVANICA / PENNSYLVANIA SEDGE	1 GAL.	POT	25% @ 18" o.c.
	HOS XFR	25	HOSTA X 'FRAGRANT DREAM' / FRAGRANT DREAM HOSTA	1 GAL.	POT	25% @ 18" o.c.
	PHL WIL	25	PHLOX DIVARICATA / WOODLAND PHLOX	1 GAL.	POT	25% @ 18" o.c.
	TIA COR	25	TIARELLA CORDIFOLIA / FOAMFLOWER	1 GAL.	POT	25% @ 18" o.c.
PERENNIALS						
	GR	62	GERANIUM X `ROZANNE` / ROZANNE CRANESBILL	1 GAL.	POT	24" o.c.
ORNAMENTAL GRASS						
	BOU GRA	107	BOUTELOUA GRACILIS / BLUE GRAMA GRASS	1 GAL.	POT	24" o.c.
	CAL ARU	37	CALAMAGROSTIS ARUNDINACEA `KARL FOERSTER` / FOERSTER`S FEATHER GRASS	1 GAL.	POT	24" o.c.
SEED MIX						
	SWESM	5,248 SF	AGRECOL SAVANNA/WOODLAND EDGE SEED MIX / SAVANNA/WOODLAND EDGE SEED MIX	SEED	14.5#/AC	
SOD/SEED						
	SD	3,865 SF	SOD DROUGHT TOLERANT LAWN / SODDED LAWN TURF	SOD		

PLANT SCHEDULE NORTH AREA

SYMBOL	CODE	QTY	BOTANICAL / COMMON NAME	SIZE	SPACING
GROUND COVERS					
		95 SF	SPLIT EXISTING PERENNIALS AND ORNAMENTAL GRASSES		

1 PLANT SCHEDULES
NTS

teska associates
627 Grove Street
Evanston, Illinois

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1250 TECHNY RD., NORTHBROOK , IL. 60062

PLANT SCHEDULES

REVISIONS

NO	DESCRIPTION	DATE
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SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 156-001805
EXPIRES: 11/30/2026
STATE OF ILLINOIS

DRAWN BY: DJO
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SHEET NO. L-4.0

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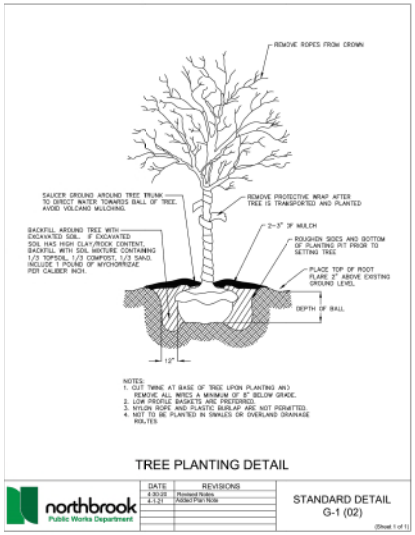
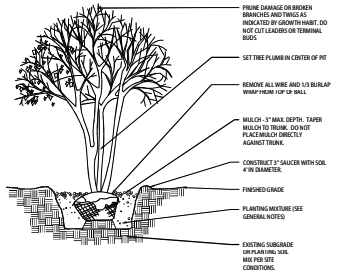
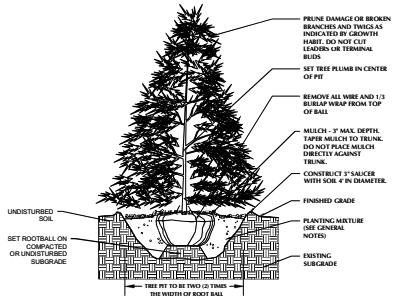


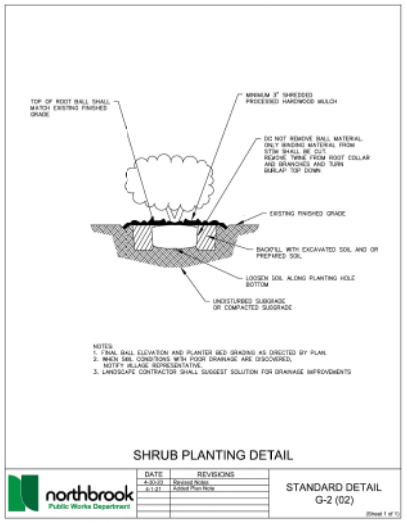
1 TYP. DECIDUOUS TREE PLANTING DETAIL
SCALE: NTS



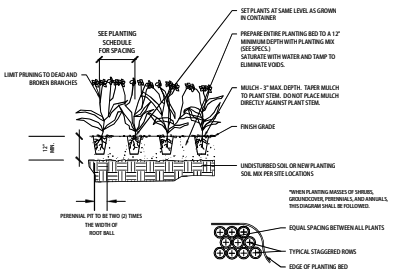
2 TYP. ORNAMENTAL TREE PLANTING DETAIL
SCALE: NTS



3 TYP. EVERGREEN TREE PLANTING DETAIL
SCALE: NTS



4 TYP. SHRUB PLANTING DETAIL
SCALE: NTS



5 TYP. PERENNIAL PLANTING DETAIL
SCALE: NTS

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK, IL. 60062

PLANTING DETAILS

REVISIONS

NO	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	8/1/25

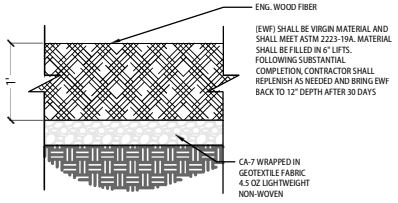
SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 001808
EXPIRES 11/30/2026
STATE OF ILLINOIS
05/23/25

DRAWN BY: DJO
APPROVED BY: DJO
DATE: 05/23/25
25010
SHEET NO.
L-4.1

SITE FURNISHINGS, SURFACING, AND MATERIALS ARE AS SHOWN ARE "BASIS OF DESIGN" TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.

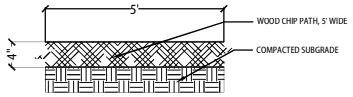
ENGINEERED WOOD FIBER SAFETY SURFACE SYSTEM.
BASIS OF DESIGN:
MANUFACTURER:
FIBAR PLAYGROUND SURFACES OR EQUAL
THE FIBAR GROUP, LLC
80 BUSINESS PARK DRIVE, SUITE 300
ARMONK, NY 10504–1705
p. 800–342–2721
www.fibar.com



INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

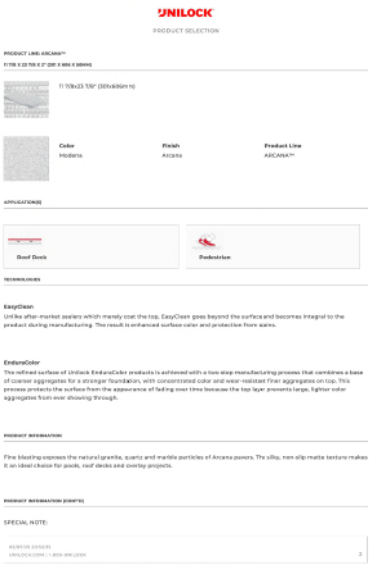
PRODUCT INFO:	
PRODUCT NAME:	ENGINEERED WOOD FIBER SAFETY SURFACE SYSTEM
MANUFACTURER:	FIBAR
QTY	95 CY FINAL TBD
COLOR/FINISH:	NATURAL
EDGE RESTRAINT	CAST CONCRETE CURB BY CIVIL OR NATURAL LOG EDGE BORDER

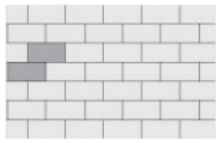
1 ENGINEERED WOOD FIBER SAFETY SURFACE SYSTEM
SCALE: NTS



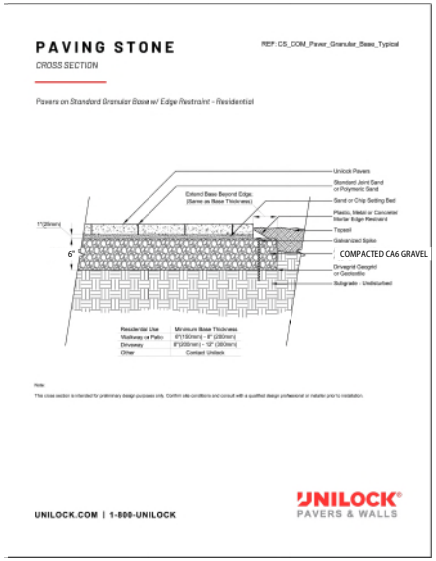
PRODUCT INFO:	
PRODUCT NAME:	WOOD CHIPS
MANUFACTURER:	THE MULCH CENTER
QTY	2 CU/YD
COLOR/FINISH:	NATURAL
EDGE RETRAINT	BLACK STEEL EDGING

2 WOOD CHIP PATH
SCALE: NTS





ARCANA 12X24 RB 1



INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	ARCANA
MANUFACTURER:	UNILOCK
SIZE	12X24
PATTERN	ARCANA RB 1
COLOR	MODENA
FINISH	ARCANA
EDGE RESTRAINT	PLASTIC EDGE RESTRAINT WITH GALVANIZED STAKE
QTY	400 SF

3 CONCRETE UNIT PAVER
SCALE: NTS

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

SITE SURFACING

REVISIONS

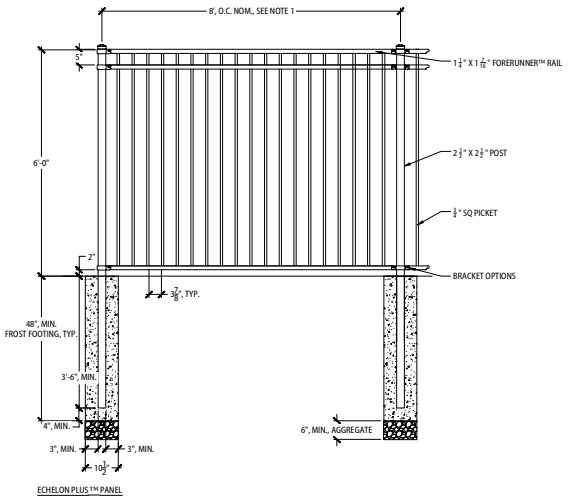
NO	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	8/1/25

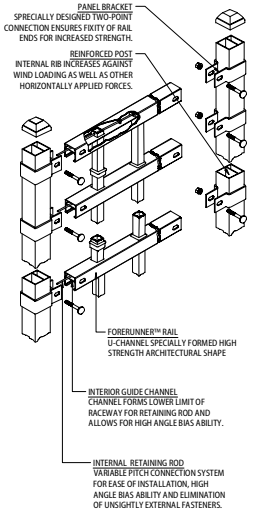
SIGNATURE

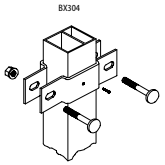
REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 157-001808
EXPIRES 11/30/26
STATE OF ILLINOIS

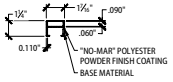
DRAWN BY: DJO
APPROVED BY: DJO
DATE: 05/23/25
25010
SHEET NO.
L-5.0

SITE FURNISHINGS, SURFACING, AND MATERIALS ARE AS SHOWN ARE "BASIS OF DESIGN" TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.









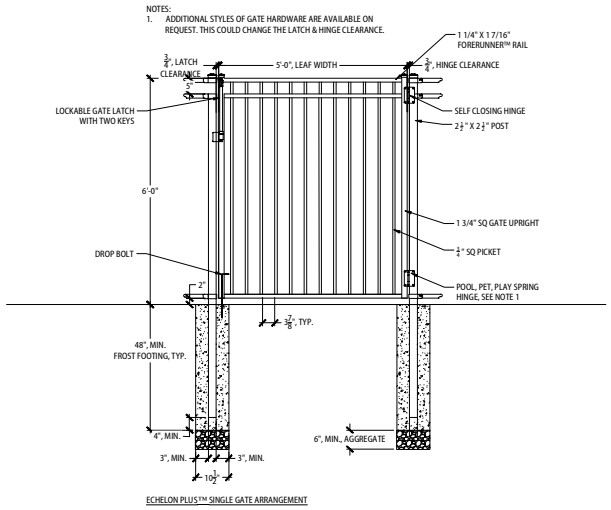
NOTES:
1. VALUES SHOWN ARE NOMINAL AND NOT TO BE USED FOR INSTALLATION PURPOSES. SEE PRODUCT SPECIFICATION FOR INSTALLATION REQUIREMENTS.

IBC COMPLIANCE
MAJESTIC STYLE WITH 3-RAIL CONFIGURATIONS SHALL MEET IBC COMPLIANCE. PANEL, POST AND BRACKET ASSEMBLIES SHALL BE SUBJECTED TO STRUCTURAL PERFORMANCE TESTING ACCORDING TO CHAPTER 17 - STRUCTURAL TESTS AND SPECIAL INSPECTIONS - INTERNATIONAL BUILDING CODE (IBC) 2018. PHYSICAL TESTING TO BE COMPLETED BY ACCREDITED THIRD PARTY TESTING FACILITY. COMPLETED ASSEMBLY SHALL DEMONSTRATE LOADING CAPACITY OF 2.5 TIMES PRESCRIBED DESIGN LOADS FOUND IN SECTION 1607.8.1, 1607.8.1.1 AND 1607.8.1.2 OF IBC 2018 FOR HANDRAILS AND GUARDS.

INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	ECHELON PLUS
MANUFACTURER:	AMERISTAR
STYLES:	MAJESTIC
NUMBER OF RAILS:	3
MATERIAL	STEEL
COLOR/FINISH:	POWDERCOATED BLACK
MOUNTING:	EMBEDDED

1 FENCE
SCALE: 3/4" = 1'-0"





INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	ECHELON PLUS
MANUFACTURER:	AMERISTAR
STYLES:	MAJESTIC
NUMBER OF RAILS:	3
HINGE	TRUE CLOSE HINGE, 8000-2112
DROP BOLT	DLB 100
LATCH	TOP PULL MAGNA LATCH, ML3TPKA , FINAL LATCH TO BE APPROVED BY OWNER
COLOR/FINISH:	POWDER COATED BLACK
MOUNTING:	EMBEDDED

NOTES:
1. ASSEMBLE ACCORDING TO MANUFACTURER INSTALLATION INSTRUCTIONS.
2. CONTRACTOR SHALL PROVIDE (2) KEYS PER GATE TO CRATE AND BARREL AND DAYCARE OPERATOR
3. GC TO VERIFY ALL FINAL FINISHES AND HARDWARE WITH CRATE AND BARREL
4. ALL ACCESS CONTROL INTERGATION AT GATES IS BY OWNER AND REQUIRED, GC TO COORDINATE FINAL SELECTIONS

2 GATE
SCALE: 3/4" = 1'-0"

tieska
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

SITE FENCE AND GATE DETAILS

REVISIONS

NO.	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	8/1/25

SIGNATURE

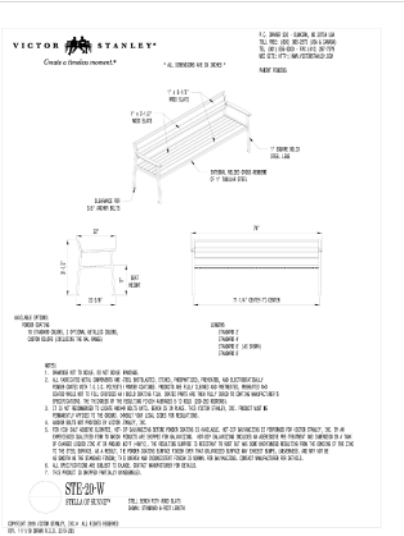
REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIEN
LIC. NO. 156-001808
EXPIRES 11/30/2026
STATE OF ILLINOIS

DRAWN BY:	APPROVED BY:
DJO	DJO
DATE:	
25010	05/23/25

SHEET NO.
L-5.1

PRODUCT INFO:	
PRODUCT NAME:	STE-20-W
MANUFACTURER:	VICTOR STANLEY
STYLES:	MAJESTIC
QTY	4
COLOR/FINISH:	WHITE
WOOD SLATS	KEBONY
MOUNTING:	SURFACE MOUNT WITH ANCHOR BOLTS TO CAST CONCRETE PADS





1 BENCH
SCALE: NTS

PRODUCT INFO:	
PRODUCT NAME:	REN-45TD-W
MANUFACTURER:	VICTOR STANLEY
QTY	2 TOTAL (LITTER AND RECYCLE DELINEATE WITH DECAL)
COLOR/FINISH:	WHITE
WOOD SLATS	KEBONY
LID	DOME
MOUNTING:	SURFACE MOUNT WITH ANCHOR BOLTS TO CAST CONCRETE PADS





2 RECEPTACLE (LITTER AND RECYCLE)
SCALE: NTS

SITE FURNISHINGS, SURFACING, AND MATERIALS ARE AS SHOWN ARE "BASIS OF DESIGN" TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

SITE FURNISHINGS DETAILS

REVISIONS

NO	DESCRIPTION	DATE
	ISSUED FOR BID /PERMIT	8/1/25

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 157-001806
EXPIRES: 11/30/2026
STATE OF ILLINOIS

DRAWN BY:	APPROVED BY:
DJO	DJO
	DATE:
25010	05/23/25

SHEET NO.
L-5.2

SITE FURNISHINGS, SURFACING, AND MATERIALS ARE AS SHOWN ARE "BASIS OF DESIGN" TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.



PRODUCT INFO:	
PRODUCT NAME:	W301 OUTLAST SHED
MANUFACTURER:	COMMUNITY PLAYTHINGS
DIMENSIONS (HXWXL):	62" X 40 3/4" X 60"
QTY	1
MOUNTING:	FREESTANDING

1 STORAGE SHED
SCALE: NTS

PRODUCT INFO:	
PRODUCT NAME:	W503 OUTLAST EASLE ISLAND
MANUFACTURER:	COMMUNITY PLAYTHINGS
DIMENSIONS (HXWXL):	35" W x 35"D x 53 3/4"t
QTY	1
MOUNTING:	FREESTANDING



2 EASEL ISLAND
SCALE: NTS

PRODUCT INFO:	
PRODUCT NAME:	W531 SINGLE OUTLAST STAGE
MANUFACTURER:	COMMUNITY PLAYTHINGS
DIMENSIONS (HXWXL):	30"D x 60"W
QTY	1
MOUNTING:	FREESTANDING



3 STAGE
SCALE: NTS

teska
architects
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

SITE FURNISHINGS

REVISIONS

NO	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	5/1/25

SIGNATURE:

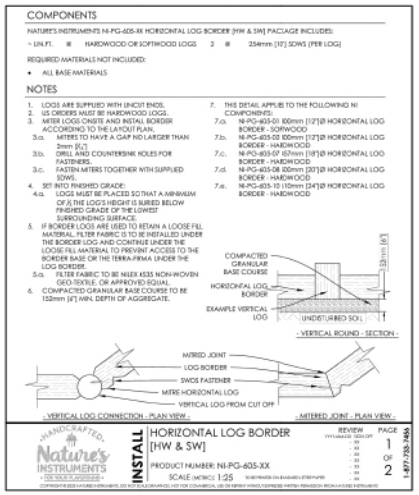
REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIEN
LIC. NO. 157-001304
EXPIRES 11/30/26
STATE OF ILLINOIS

DRAWN BY: DJO
APPROVED BY: DJO
DATE: 05/23/25
25010
SHEET NO.: L-5.3

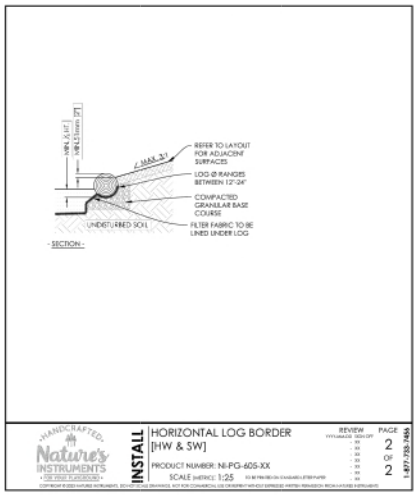
SITE FURNISHINGS, SURFACING, AND MATERIALS ARE AS SHOWN ARE "BASIS OF DESIGN" TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.



STYLE IMAGE



PLAN VIEW



SECTION

HORIZONTAL LOG BORDER

1 NTS

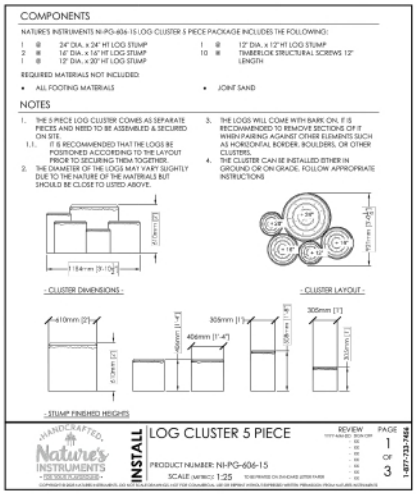
INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	HORIZONTAL LOG BORDER
MANUFACTURER:	NATURES INSTRUMENTS OR APPROVED ALTERNATE
STYLES:	NATURAL LOG
LN.FT.	75 LN.FT. OR BORDER, THREE AREAS TOTAL
COLOR/FINISH:	NATURAL LOG, BARK ON

NOTE:
LANDSCAPE LOG BORDERS ARE NOT CONSIDERED SPECIFIC PLAY ELEMENTS.



STYLE IMAGE



PLAN VIEW / SECTION

5 PIECE LOG CLUSTER

2 NTS

INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	LOG CLUSTER 5 PIECE
MANUFACTURER:	NATURES INSTRUMENTS OR APPROVED ALTERNATE
STYLES:	NATURAL LOG
QTY	2 AREAS
COLOR/FINISH:	NATURAL LOG, BARK ON

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

LOG BORDER DETAILS

REVISIONS

NO	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	5/1/23

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 15-006808
EXPIRES 11/30/2023
STATE OF ILLINOIS

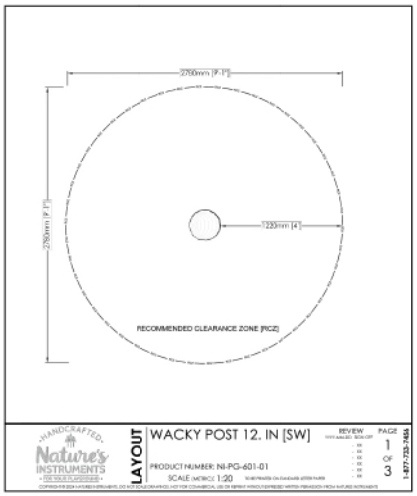
DRAWN BY: DJO
APPROVED BY: DJO
DATE:
25010
05/23.0.5
SHEET NO
L-5.4

PLAY FEATURES AND EQUIPMENT AS SHOWN ARE "BASIS OF DESIGN" ALL EQUIPMENT AND FEATURES TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.

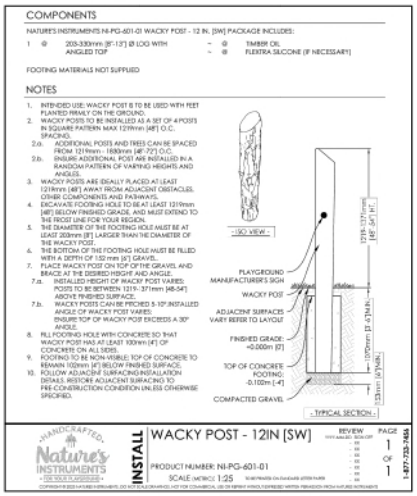


STYLE IMAGE





PLAN VIEW



SECTION

INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

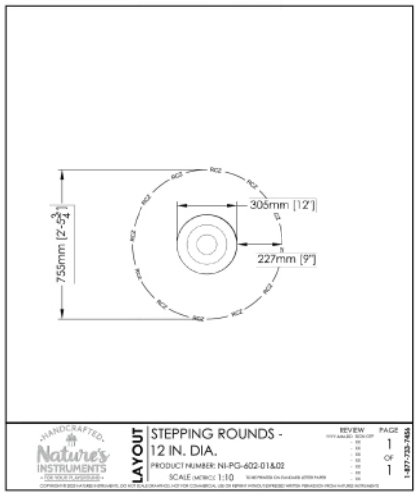
PRODUCT INFO:	
PRODUCT NAME:	WACKY POST
MANUFACTURER:	NATURES INSTRUMENTS
STYLES:	NATURAL LOG
QTY	4
COLOR/FINISH:	BARK OFF

1 WACKY POSTS

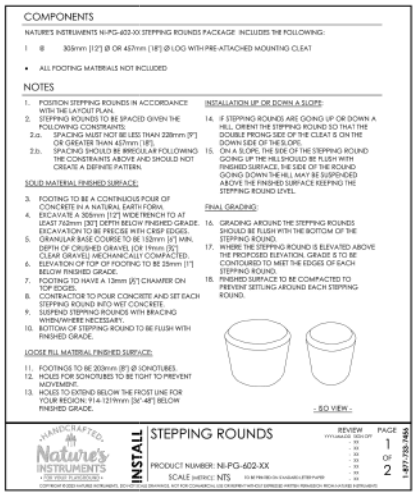
NTS



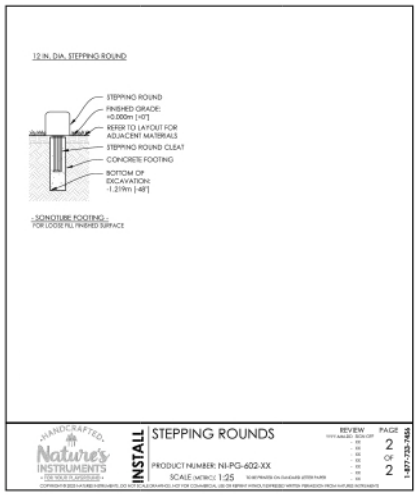
STYLE IMAGE



PLAN VIEW



SECTION



INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	LOG STEPPING ROUNDS 12"X12"
MANUFACTURER:	NATURES INSTRUMENTS
STYLES:	NATURAL LOG
QTY	8 TOTAL
COLOR/FINISH:	BARK OFF

2 LOG STEPPING ROUNDS

NTS

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

LOG CLIMBER DETAILS

REVISIONS		
NO	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	5/1/23

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 156-001808
MY LICENSE EXPIRES 11/30/2024
STATE OF ILLINOIS

DRAWN BY	APPROVED BY
DJO	DJO
	DATE
25010	05/23/23

SHEET NO

L-5.5

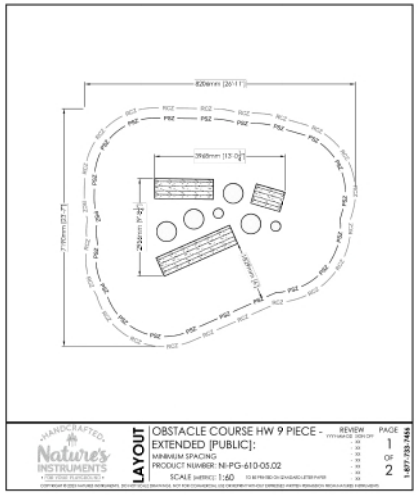
PLAY FEATURES AND EQUIPMENT AS SHOWN ARE "BASIS OF DESIGN" ALL EQUIPMENT AND FEATURES TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.



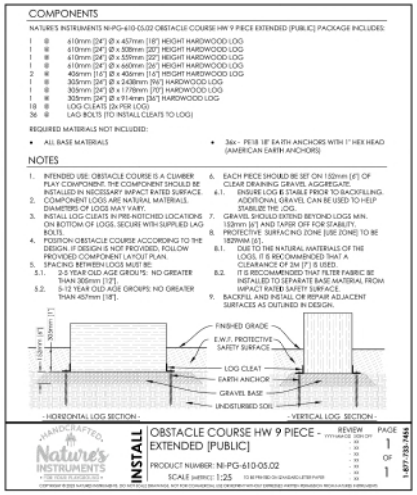
STYLE IMAGE

9 PIECE OBSTACLE COURSE- PUBLIC EXTENDED

1 NTS



PLAN VIEW



SECTION

PRODUCT INFO:	
PRODUCT NAME:	9 PIECE OBSTACLE COURSE- PUBLIC EXTENDED
MANUFACTURER:	NATURES INSTRUMENTS
STYLES:	NATURAL LOG
QTY	1 UNIT OF 9
COLOR/FINISH:	BARK OFF

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

LOG OBSTACLE COURSE DETAILS

REVISIONS		
NO.	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	6/1/25

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 15-001909
EXPIRES 11/30/2026
06/01/25
STATE OF ILLINOIS

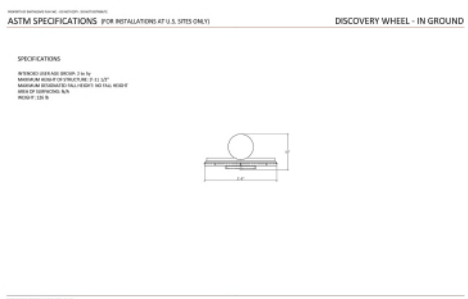
DRAWN BY:	APPROVED BY:
DJO	DJO
DATE:	
25010	05/23/25

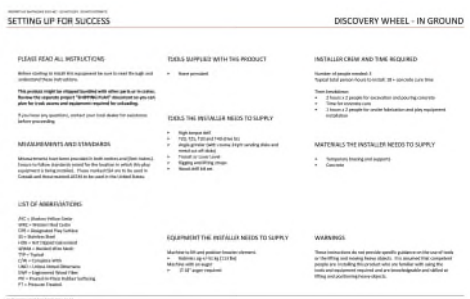
SHEET NO.

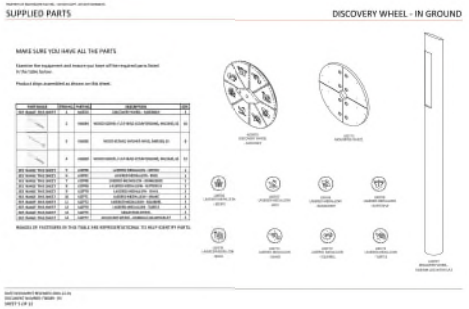
L-5.6

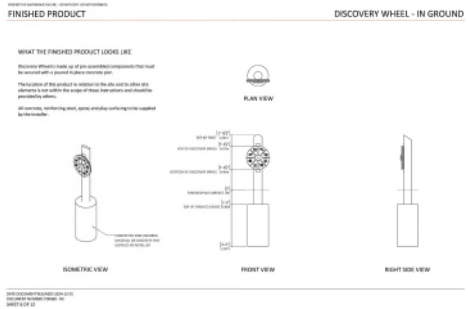
620

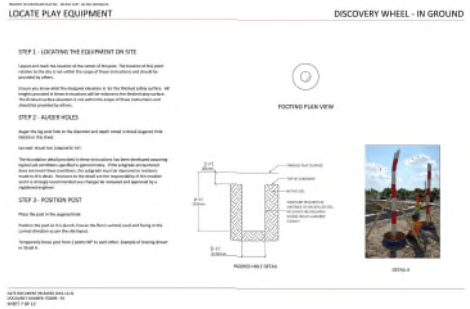


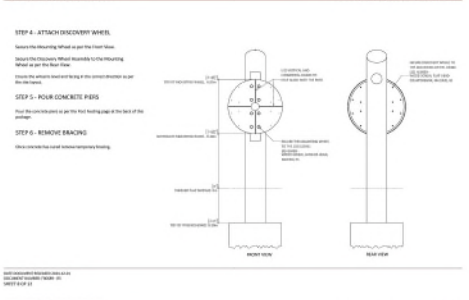


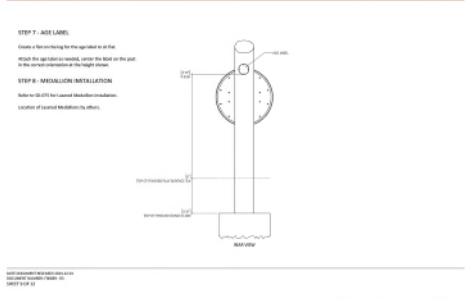


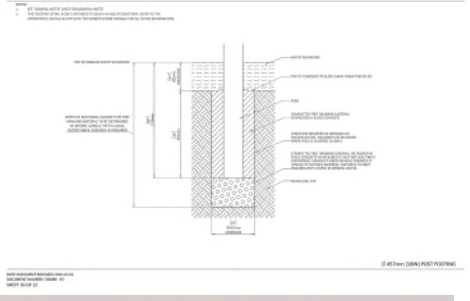


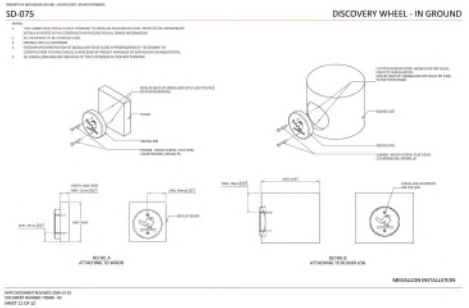




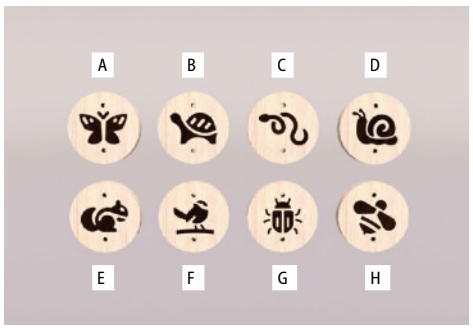












PLAY FEATURES AND EQUIPMENT AS SHOWN ARE "BASIS OF DESIGN" ALL EQUIPMENT AND FEATURES TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.

INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	DISCOVERY WHEEL
MANUFACTURER:	EARTHSCAPE
SIZE	SEE DETAIL
QTY	1 DISCOVERY WHEEL AND POST, 8 ANIMAL MEDALLIONS MOUNTED ON POST ALONG JOURNEY WALKING PATH

MEDALLION POSTS:

- MEDALLIONS MOUNTED ON 4" DIA ROUND BLACK LOCUST POST (DEBARKED NATURAL FINISH) TO MATCH DISCOVER WHEEL POST
- 4' HT ABOVE FINISHED GRADE
- CENTER OF MEDALLION 30" ABOVE FINISHED GRADE
- MATCH TOP EDGE BEVEL OF DISCOVER WHEEL
- POST SET IN CONCRETE BASE TO FROST FREE ZONE
- MEDALLIONS TO BE MOUNTED ON POST WITH WOOD SCREWS, PARALLEL TO JOURNEY WALKING PATH FOR VISIBILITY
- 8 LOCATIONS TOTAL SEE L-2.11 FOR LOCATION
- SUPPLIER EARTHSCAPE

LAYOUT SEE PLAN L-2.1B

DISCOVERY WHEEL

DISCOVERY MEDALIONS, MOUNTED ON ROUND BLACK LOCUST POSTS, SEE PLAN FOR LOCATION.

1 DISCOVERY WHEEL AND DISCOVERY MEDALLIONS/POST DETAILS

NTS

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

DISCOVERY WHEEL DETAILS

REVISIONS

NO	DESCRIPTION	DATE
	ISSUED FOR BID PERMIT	5/3/23

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 156-001468
EXPIRES 11/30/2024
STATE OF ILLINOIS

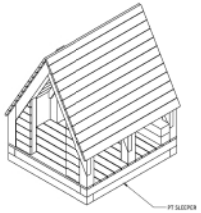
DRAWN BY: DJO
APPROVED BY: DJO
DATE: 05/23.05
25010
SHEET NO: L-5.7

PLAY FEATURES AND EQUIPMENT AS SHOWN ARE "BASIS OF DESIGN" ALL EQUIPMENT AND FEATURES TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.

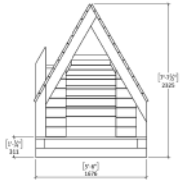
PROPERTY OF EARTHSCAPE PLAY INC. - DO NOT COPY. DO NOT DISTRIBUTE.

FINISHED PRODUCT — ALPINE HUT

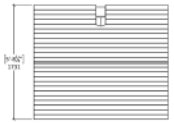
WHAT THE FINISHED PRODUCT LOOKS LIKE



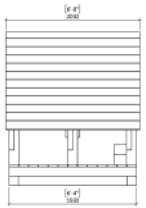
ISOMETRIC VIEW



FRONT VIEW



PLAN VIEW



RIGHT SIDE VIEW

DATE DOCUMENT RELEASED 2021-03-16
DOCUMENT NUMBER: 1048998 - R2
SHEET 7 OF 10

PROPERTY OF EARTHSCAPE PLAY INC. - DO NOT COPY. DO NOT DISTRIBUTE.

SECURING HUT — ALPINE HUT

STEP 3 - SECURING HUT

Drill 1/2" holes at an angle through PT Sleepers into subgrade in 4 locations as specified in Figure 3.

Drive 1500mm (59") pieces of rebar, through the holed drilled in the PT Sleepers, into the subgrade to prevent the hut from moving. Figure 4

STEP 4 - BACKFILL

Backfill and compact around hut to make level with surrounding surface, keep the future finished grade in mind. (Figure 4)

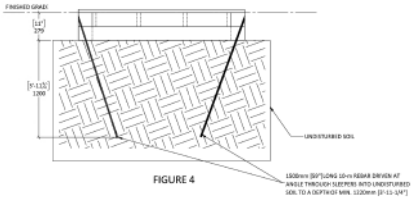


FIGURE 4

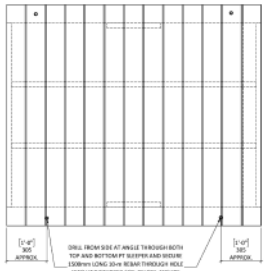


FIGURE 3

DATE DOCUMENT RELEASED 2021-03-16
DOCUMENT NUMBER: 1048998 - R2
SHEET 9 OF 10

earthscape

ALPINE PLAY HUT
Intended user age: 2-5

PRODUCT INFORMATION — **ASTM F1487**

The tall peaked roof of the Alpine Hut is a clean and modern design that could fit into a range of playground themes and styles. A-Frame in style, the small house is finished with a chimney. It is fully enclosed on one side but open at the bottom on two sides providing visibility for caregivers but giving children a sense of privacy.

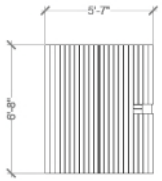


Maximum height: 6'-8"
Fall height: N/A
Area of Safety Surfacing: N/A

The highest designated play surface and space required are according to ASTM F1487.

Resilient safety surfacing is required within the fall zone of equipment.

If you have questions about the equipment or require changes, please contact Earthscape at 1-877-269-2972.



GENERAL NOTES — ALPINE HUT

PROPERTY OF EARTHSCAPE PLAY INC. - DO NOT COPY. DO NOT DISTRIBUTE.

INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	ALPINE PLAY HUT
MANUFACTURER:	EARTHSCAPE
SIZE	SEE DETAIL
STAIN COLOR	CONTRACTOR SHALL PROVIDE SAMPLES FOR OWNER REVIEW AND SELECTION
WOOD FINISH	NATURAL AND STAIN
QTY	1

FOR U.S. INSTALLATION SITES USE THESE NOTES



DATE DOCUMENT RELEASED 2021-03-16
DOCUMENT NUMBER: 1048998 - R2
SHEET 10 OF 10

1 ALPINE PLAY HUT
NTS

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

ALPINE HUT DETAILS

REVISIONS		
NO.	DESCRIPTION	DATE
	ISSUED FOR BD. PERMIT	9/1/25

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 156-001808
EXPIRES 11/30/2026
STATE OF ILLINOIS

DRAWN BY:	APPROVED BY:
DJO	DJO
DATE:	
25010	05/23/25

SHEET NO.
L-5.8

622

PLAY FEATURES AND EQUIPMENT AS SHOWN ARE "BASIS OF DESIGN" ALL EQUIPMENT AND FEATURES TO BE CONFIRMED WITH OWNER AND ARE SUBJECT TO CHANGE.

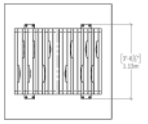
PROPERTY OF EARTHSCAPE PLAY INC. - DO NOT COPY. DO NOT DISTRIBUTE.

FINISHED PRODUCT

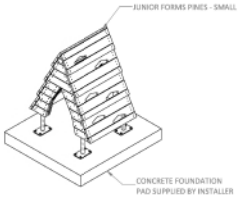
JUNIOR FORMS - PINES - SMALL

WHAT THE FINISHED PRODUCT LOOKS LIKE

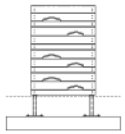
The Junior Form - Pines - Small comes pre-assembled. The installed needs to provide the concrete foundation pad as detailed in these instructions.



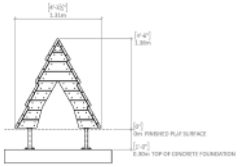
PLAN VIEW



ISOMETRIC VIEW



FRONT VIEW



RIGHT SIDE VIEW

DATE DOCUMENT RELEASED 2023-06-26
DOCUMENT NUMBER: 1072826 - R3
SHEET 6 OF 9

PROPERTY OF EARTHSCAPE PLAY INC. - DO NOT COPY. DO NOT DISTRIBUTE.

LOCATE AND POUR FOUNDATION

JUNIOR FORMS - PINES - SMALL

STEP 1 - LOCATING THE EQUIPMENT ON SITE

Layout and mark the location of the 2 equipment Reference Points on your site. The location of these points relative to the site is not within the scope of these instructions and should be provided by others.

Ensure you know what the designed elevation is for the finished safety surface. All heights provided in these instructions will be relative to the finished play surface. The finished surface elevation is not within the scope of these instructions and should be provided by others.

STEP 2 - LAYOUT CONCRETE PAD

Layout and mark the outer edge of concrete pad based off the 2 Reference Points. Refer to Footing Plan View on this sheet for details

STEP 3 - EXCAVATE FOR CONCRETE PAD

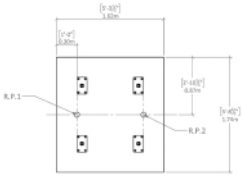
Excavate area and prep as per Concrete Placement Detail SD-001E on this sheet.

The foundation detail provided in these instructions has been developed assuming typical soil conditions specified in general notes. If the subgrade encountered does not meet these conditions, the subgrade must be improved or revisions made to this detail. Revisions to the detail are the responsibility of the installer and it is strongly recommended any changes be reviewed and approved by a registered engineer.

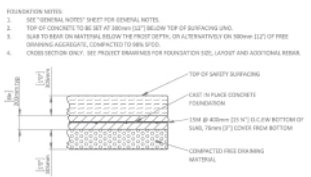
STEP 4 - POUR CONCRETE PAD

Pour concrete pad as per Concrete Placement Detail SD-001E on this sheet. Ensure top of concrete is 305mm [12"] below finished play surface.

Allow concrete to cure prior to proceeding to Step 5.



FOOTING PLAN VIEW



CONCRETE FOUNDATION DETAIL SD-001E

DATE DOCUMENT RELEASED 2023-06-26
DOCUMENT NUMBER: 1072826 - R3
SHEET 7 OF 9

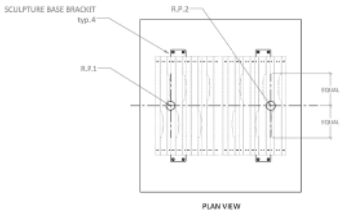
PROPERTY OF EARTHSCAPE PLAY INC. - DO NOT COPY. DO NOT DISTRIBUTE.

SECURE EQUIPMENT TO FOUNDATION

JUNIOR FORMS - PINES - SMALL

STEP 5 - POSITION JUNIOR FORM

Align the Junior Form sculpture base brackets with the 2 reference points as shown in the Plan View this sheet.

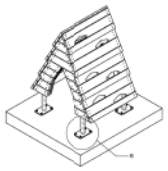


PLAN VIEW

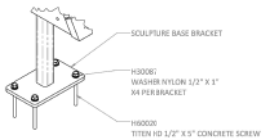
STEP 6 - SECURE JUNIOR FORM TO CONCRETE PAD

Secure the Junior Form sculpture base brackets to the concrete pad as per Detail B this sheet. Pre-drill for all anchor screws as per manufacturer's instructions.

Repeat for all 4 sculpture base brackets.



ISOMETRIC VIEW



DETAIL B

DATE DOCUMENT RELEASED 2023-06-26
DOCUMENT NUMBER: 1072826 - R3
SHEET 8 OF 9

PROPERTY OF EARTHSCAPE PLAY INC. - DO NOT COPY. DO NOT DISTRIBUTE.

GENERAL NOTES

JUNIOR FORMS - PINES - SMALL

INSTALL PER MANUFACTURERS SPECIFICATIONS AND REQUIREMENTS

PRODUCT INFO:	
PRODUCT NAME:	PINE SMALL
MANUFACTURER:	EARTHSCAPE
SIZE	SEE DETAIL
STAIN COLOR	CONTRACTOR SHALL PROVIDE SAMPLES FOR OWNER REVIEW AND SELECTION
WOOD FINISH	NATURAL AND STAIN
QTY	1

FOR U.S. INSTALLATION SITES USE THESE NOTES



DATE DOCUMENT RELEASED 2023-06-26
DOCUMENT NUMBER: 1072826 - R3
SHEET 9 OF 9

1 PINE SMALL
NTS

teska associates
627 Grove Street
Evanston, Illinois

DAYCARE INTERIOR RENOVATION
CRATE & BARREL
1250 TECHNY RD., NORTHBROOK , IL. 60062

PINE SMALL DETAILS

REVISIONS		
NO.	DESCRIPTION	DATE
	ISSUED FOR SD PERMIT	6/1/25

SIGNATURE

REGISTERED LANDSCAPE ARCHITECT
DANIEL JEFFREY O'BRIAN
LIC. NO. 157-001806
EXPIRES 11/30/2025
STATE OF ILLINOIS

DRAWN BY:	APPROVED BY:
DJO	DJO
	DATE:
25010	05/23/25

SHEET NO.
L-5.9

623



BUILDING AREA (USABLE SQUARE FOOTAGE)

DESCRIPTION	EXISTING				PROPOSED
	BLDG A.	BLDG B.	BLDG C.	TOTALS	
LOWER LEVEL	21,353 S.F.	-	-	21,353 S.F.	NO CHANGE
ENTRY LEVEL	43,212 S.F.	22,260 S.F.	3,306 S.F.	68,958 S.F.	
UPPER LEVEL	42,239 S.F.	21,379 S.F.	4,526 S.F.	68,145 S.F.	
PENTHOUSE LEVEL	-	8,227 S.F.	-	8,227 S.F.	
EXISTING FLOOR TOTAL	106,805 S.F.	51,866 S.F.	8,522 S.F.	167,303 S.F.	
NOTE: EXISTING TOTALS BASED ON ORIGINAL BUILDING DRAWING/DOCUMENTATION DATED 9/27/1995 PROVIDED BY CRATE & BARREL.	TOTAL FLOOR AREA:			167,303 S.F.	NO CHANGE
	OFFICE USE:			143,890 S.F.	137,849 S.F.
	ACCESSORY STG/MECH. USE:			23,413 S.F.	29,454 S.F.
	DAY CARE USE:			N/A	4,050 S.F.

PARKING CALCULATIONS

BASED ON ZONING CODE TABLE 9-104 F & 9-105D
REFER TO SITE PLAN FOR DAY CARE PARKING SPACE ALLOCATIONS

	DESCRIPTION	ZONING REQUIREMENTS (FOR PROPOSED USE)	EXISTING	PROPOSED
CRATE & BARREL CORPORATE OFFICES	PER SQ. FT. REQUIREMENT	1 PER 250 SQ. FT. NET* FLOOR AREA = 552 REQUIRED SPACES	637 SPACES	614 SPACES (REALLOCATED BELOW)
	ACCESSIBLE SPACES (PER IBC 2018)	2% OF TOTAL (500-1000 SPACES) = 13 REQUIRED ACCESSIBLE SPACES	13 SPACES	13 SPACES (EXISTING - NO CHANGE)
	LOADING BERTHS	1 PER FIRST 150,000 SQ. FT.	4 LOADING BERTHS	4 LOADING BERTHS (EXISTING - NO CHANGE)
	OFFICE TOTAL	552 TOTAL SPACES (13 HC) 2 LOADING BERTHS	637 TOTAL SPACES (13 HC) 4 LOADING BERTHS	614 SPACES (13 HC) 4 LOADING BERTHS
CHILD DAY CARE SERVICES	PER EMPLOYEE REQ.	1 PER EMPLOYEE = 15 PARKING SPACES	N/A	15 SPACES (REALLOCATED EXISTING)
	PER CHILD REQ.	1 PER 10 CHILDREN (62 CHILDREN ARAY) = 7 REQUIRED SPACES	N/A	7 SPACES (REALLOCATED EXISTING)
	ACCESSIBLE SPACES (PER IBC 2018)	1 SPACE (1 TO 25 SPACES)	N/A	1 SPACE (REALLOCATED EXISTING)
	LOADING BERTHS	N/A	N/A	N/A
	CHILD DAY CARE TOTAL	22 SPACES (1 HC)	N/A	22 SPACES (1 HC)
	TOTAL SURFACE PARKING:	574 TOTAL SPACES (14 HC) 2 LOADING BERTH	637 TOTAL SPACES (13 HC) 4 LOADING BERTHS	636 SPACES (14 HC) 4 LOADING BERTHS

NOTE: ACCESSIBLE SPACES ARE COUNTED IN THE REQUIRED TOTAL, NOT IN ADDITION TO PER IBC 2018.

* TOTAL CALCULATED FLOOR AREA FOR REQUIRED PARKING IS CALCULATED AS NET PER NORTHBROOK ZONING CODE AND HAS EXCLUDED THE ACCESSORY STORAGE AND MECHANICAL SPACES FROM THE CALCULATION THAT DO NOT CREATE DEMAND FOR PARKING. TOTAL OFFICE NUMBER USED IS 137,849 S.F. AS SHOWN IN SQUARE FOOTAGE TABLE ABOVE.

- CORRIDORS, STAIRS, SHAFTS, RESTROOMS HAVE NOT BEEN EXCLUDED BUT COULD BE TO FURTHER REDUCE THE REQUIRED PARKING AS THESE AREAS ALSO DO NOT CREATE A DEMAND FOR PARKING IN NET CALCULATIONS AS DEFINED BY BOMA.

- CALCULATIONS AS SHOWN COMPLY WITH ZONING REQUIREMENTS WITHOUT REMOVING AND RECALCULATING WITH THESE SPACES EXCLUDED.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Amending the Comprehensive Plan of the Village of Northbrook (820 Dundee Road) (Plan Commission Docket No. PCD-25-12)

Overview

The Village of Northbrook proposes to construct a new fire station on the Subject Property to replace the existing Fire Station 11 built in 1971 at 740 Dundee.

Fiscal Impact

N/A.

Recommendation

Approval.

Background

The applicant, Village of Northbrook, is the owner of the property commonly known as 820 Dundee Road. The applicant has requested the following zoning relief to allow construction of a fire station on the property:

a. Comprehensive Plan Map Amendment from Multi-Family 6-9 DUA to Government Facility;
b. Rezoning from R-2 Single-Family Residential District to IB Institutional Building District;
c. Special Permit to Allow one wall sign in excess of District Height Limitation (SIC No. 9966.00) in IB District;
d. Variation to reduce the required lot width from 300’ to 167.54’ in IB District;
e. Variation to reduce the required yard (west) from 20’ to 0’;
f. Variation to reduce the required yard (east) from 40’ to 20’;
g. Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40’ to 20’;
h. Variation to reduce the required number of loading spaces from 1 to 0;
i. Site Plan Approval; and
j. Approval of any such variations, waivers, and zoning relief as may be necessary to

accomplish development and use of the Subject Property as requested by the Applicant.

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

On October 14, 2025, the Board is scheduled to consider the following approval documents for a fire station on the property. Consistent with the policies endorsed by the Board, as this was a unanimous recommendation from the Plan Commission, it will be placed on the Board of Trustees consent agenda.

1. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook;
2. An Ordinance Rezoning the Property at 820 Dundee Road and Amending the District Zoning Map;
3. An Ordinance Granting a Special Permit for A Wall Sign In Excess of Maximum Height From Grade; Variations; and Site Plan Approval for a Village Fire Station.

The Village Board conducted the preliminary review for this request on June 10, 2025, and the minutes are attached. The primary details of the request presented at preliminary review remained the same through the public hearing process.

A public notice for September 16, 2025 Plan Commission meeting was provided, due to lack of a quorum. The Village followed the required legal procedures to continue the public hearing to a date certain, September 30, 2025, by posting notice on the website, posting notices on the doors to Village Hall and the anyone present on September 16, 2025 heard that the public hearing had been continued. On September 30, 2025 following presentation from staff, the Commission asked questions about the fence along the east property line, and capacity of the facility for the future. The applicant responded and explained their operations, and plans for the proposed facility. There was no public comment received for this application. The Commission closed the public hearing, discussed briefly, and found the proposal acceptable.

On September 30, 2025, the Plan Commission adopted, by a vote of 6-0 (two absent members and there is a vacancy on the commission), Resolution No. 25-PC-18 recommends approval of the Zoning relief noted above. The minutes from the meeting were not available at the time of writing this report.

Comprehensive Plan Ordinance - 820 Dundee
Comprehensive Plan Ordinance Exhibits A-B - 820 Dundee
Supplemental - Formal Application - 820 Dundee
Supplemental - Narrative & Plans - 820 Dundee
Supplemental - BOT Minutes - 6-10-25 - 820 Dundee.pdf
Supplemental - PC Resolution & Staff Report - 820 Dundee

Supplemental - Sustainability Addendum - 820 Dundee

Ordinance 2025-

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Amending the Comprehensive Plan of the Village of Northbrook

(820 Dundee Road)
(Plan Commission Docket No. PCD-25-12)

shall be and is hereby adopted as follows:

Section 1. BACKGROUND.

The Village of Northbrook ("***Applicant***"), as owner, has submitted an application requesting a comprehensive plan amendment relating to the parcel located at 820 Dundee Road in the Village ("***Property***").

The Property is currently designated as Multi-Family 6-9 DUA use in the Village of Northbrook Comprehensive Plan (2010), as amended ("***Comprehensive Plan***"), and the Applicant has requested an amendment to the Comprehensive Plan to re-designate the Property as appropriate for Government Facility ("***Amendment***").

The Board of Trustees hereby find that it is in the best interest of the Village and the public to adopt the Amendment in accordance with the Northbrook Zoning Code (1988), as amended ("***Zoning Code***"), and pursuant to the Village's home rule powers

Section 2. PUBLIC HEARING.

A public hearing to consider the Amendment was duly advertised on August 28, 2025, in the *Northbrook Star* and was held at the Plan Commission's special meeting on September 30, 2025. On September 30, 2025, the Plan Commission formally adopted Resolution No. 25-PC-18 recommending approval of the Amendment to the Comprehensive Plan.

Section 3. AMENDMENT OF THE COMPREHENSIVE PLAN.

The Comprehensive Plan shall be, and is hereby, amended by re-designating the Property, as legally described in ***Exhibit A***, and as depicted in ***Exhibit B***, attached to and by this reference incorporated into this Ordinance, as appropriate for "Government Facility", in accordance with Section 11-201 E3 of the Zoning Code and pursuant to the home rule powers of the Village of Northbrook.

Section 4. CERTIFICATE OF NOTICE

The Village Manager is hereby authorized and directed to file a Certificate of Notice of Adoption of this Amendment to the Comprehensive Plan with the Office of the Cook County Clerk in accordance with and pursuant to Paragraph 11-201 E4 of the Zoning Code.

Section 5. EFFECTIVE DATE.

This Ordinance shall be in full force and effect only upon the occurrence of all of the following events:

A. passage by the Board of Trustees by a majority vote in the manner required by law;

B. publication in pamphlet form in the manner required by law.

PASSED: This __ day of October, 2025.

AYES: ( )

NAYS: ( )

ABSENT: ( )

ABSTAIN: ( )

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

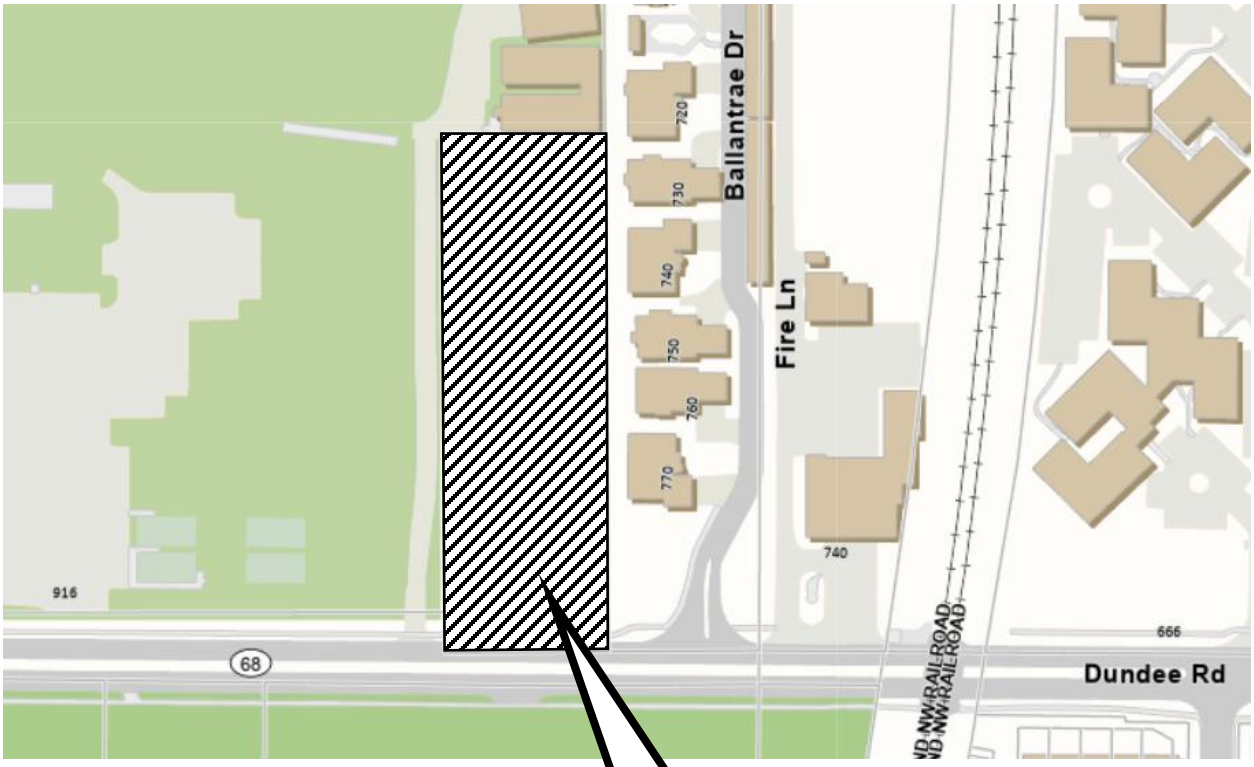
THE EAST 2 ACRES OF THE FOLLOWING DESCRIBED TRACT OF LAND: BEGINNING AT A POINT IN THE SOUTH LINE OF THE SOUTHWEST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, 165 FEET WEST OF THE SOUTHEAST CORNER OF SAID SOUTHWEST ¼, THENCE NORTH 00 DEGREES 29 MINUTES WEST 520 FEET ALONG A LINE PARALLEL TO THE EAST LINE OF SAID SOUTHWEST ¼; THENCE NORTH 89 DEGREES 59 MINUTES WEST 507.80 FEET; THENCE SOUTH 00 DEGREES 1 MINUTE WEST 520 FEET TO A POINT ON THE SOUTH LINE OF SAID SOUTHWEST ¼ 512 FEET WEST ALONG SAID SOUTH LINE FROM THE PLACE OF BEGINNING; THENCE SOUTH 89 DEGREES 59 MINUTES EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST ¼ 512 FEET TO THE PLACE OF BEGINNING IN VILLAGE OF NORTHBROOK, IN COOK COUNTY, ILLINOIS.

PERMANENT INDEX NUMBER: . 04-02-301-010-0000

Commonly known as 820 Dundee Road, Northbrook, Illinois 60062

EXHIBIT B

DEPICTION OF PROPERTY



820 Dundee Road redesignated from the Multi-Family 6-9 DUA to Government Facility

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.
Applications for zoning relief from the Zoning Board of Appeals must use a different application form.

The initial submittal MUST contain:

☒ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name Village of Northbrook

Company

Address 1225 Cedar Lane

City, State, Zip Northbrook, IL. 60062

[redacted]

Primary Contact Person

Name Cara Pavlicek

Company Village of Northbrook

Address 1225 Cedar Lane

City, State, Zip 60062

[redacted]

Consultants *(as applicable)*

Attorney

Name

Company

Address

City, State, Zip

Phone No.

Email

Architect/Planner

Name Ray Lee

Company FGM Architect

[redacted]

Civil Engineer

Name

Company Eriksson Engineering Associates, Ltd.

[redacted]

Email

Other

Name

Company

Address

City, State, Zip

Phone No.

Email

Property Information *(if more than one parcel is involved in the request please include the information for all parcels)*

Site Location/Address: 820 Dundee Road, Northbrook, IL. 60062

Property Index Numbers: 04-02-301-010-0000

Size of Property: 87,117 (square feet/acres)

Size of Building Space, if applicable: 3000 (square feet)

Comprehensive Plan Land Use Designation[1]: Single Family - Large Lot

Current Zoning: R-2

Current Use of the Property: Residential

Is any portion of the property within the 100-year floodplain?[1] Yes: _____ No: X

Requested Action(s) *(check all that are applicable)*

- [x] Comprehensive Plan Amendment
- [ ] Annexation (*separate form required*)
- [x] Rezoning from R-2 to IB
- [ ] Special Permit for _____
- [ ] Renewal of Special Permit Ord. No. _____
- [ ] Amendment to Existing Special Permit
  Ord. No. _____
- [x] Site Plan Approval
- [ ] Zoning Code Text Amendment
- [x] Zoning Variation (in conjunction with other relief)
  for Reduced Require Lot Width 300' to 167.54'
  Reduced Required Yard (west) 20' to 0'
- [ ] Planned Development - Concept Plan
- [ ] Planned Development - Final Plan
- [ ] Subdivision - Tentative Plat
- [ ] Subdivision - Final Plat
- [ ] Subdivision - Variations/Waiver for _____
- [ ] Exception for _____
- [ ] Other _____

[x] Plat of Survey & Parcel Legal Description(s)

Attach the most recent plat of survey of the Subject Property, certified by a registered land surveyor, showing existing lot lines and dimensions, lot area, all easements, all public and private rights-of-way, and all streets across and adjacent to the subject property.

[x] Conformity with Comprehensive Plan

Include a written statement explaining the conformity, or lack of conformity, of the approval being requested to the Village's Official Comprehensive Plan and Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or Official Map, provide reasons justifying the requested approval.

[x] Surrounding Property Owners Addresses

Please attach the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records. See page10 of this document for instructions on how to obtain the addresses.

[1] As found on the Village website www.northbrook.il.us/Government/Departments/Planning/GIS/index.php

Site Ownership and Control

Current Property Owner Information

Legal Name: Village of Northbrook

Primary Contact: Cara Pavlicek

Address 1225 Cedar Lane

City, State, Zip Northbrook, IL. 60062

[redacted]

Proposed Property Owner Information

Legal Name: _____

Primary Contact: _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- ☒ Deed
- ☐ Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- ☐ Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

☐ **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**

☐ **Complete Attachment B, listing all individuals/entities that have a beneficial interest in the legal entity that is proposed to own the property upon receiving necessary approvals.**

Applicants Involvement with the Property

If the Applicant does not own the property, please also provide documentation showing the applicant's interest in the property *(Check which document is attached. The dollar amounts in documents may be blacked-out)*:

- ☐ Owner (see the previous box)
- ☐ Real Estate Contract
- ☐ Lease
- ☐ Other _____

☐ **Complete Attachment C, listing all individuals/entities that have a beneficial interest in the legal entity that is the Applicant.**

Additional Required Attachment(s)

Submit all relevant attachments specified in the below worksheet(s) that correspond with your application request(s) selected on page two of this application; the worksheets can be found on the Village of Northbrook website www.northbrook.il.us, as well as in the Community Planning Department in the Village Hall. *(Check all that are applicable)*

- ☒ Comprehensive Plan Amendment Worksheet
- ☐ Annexation Worksheet
- ☒ Rezoning Worksheet
- ☐ Special Permit Worksheet
- ☐ Site Plan Approval Worksheet
- ☐ Zoning Code Text Amendment Worksheet
- ☒ Zoning Variation Worksheet
- ☐ Planned Development Worksheet- Concept Plan
- ☐ Planned Development Worksheet- Final Plan
- ☐ Subdivision Worksheet – Tentative Plat
- ☐ Subdivision Worksheet - Final Plat
- ☐ Subdivision Worksheet - Variations/Waiver
- ☐ Zoning Exception Worksheet
- ☐ Condominium Conversion Worksheet
- ☐ Plat of Consolidation Worksheet

Filing Fees

All applications require payment of a non-refundable fee, as well as additional funds that are held in escrow to off-set anticipated recoverable expenses. Please attach a check with your application and indicate below the amount of the fee submitted. A copy of the fee schedule is attached to the application form.

$_____ Amount of Non-Refundable Fee

$_____ Amount of Escrow

$_____ Total Application Fee (Non-Refundable Fee plus Escrow)

The escrow covers such items as Village attorney time (currently billing at approx. $400.00 per hour), public notice expenses, public meetings ($50.00 per mtg), & staff review time. If these expenses exceed the initial escrow deposit, the applicant is responsible for additional payment to the Village prior to completing approval process. If the expenses are less than the escrow deposit, the applicant will be issued a refund.

Northbrook Ethics Code *(potential conflicts of interest)*
On a separate sheet of paper list the name, address, nature, and extent of any current or potential interest that any Village officer or employee may have in, or with respect to the owner, the applicant, or the property. **If none, check here:** _____
(For more information, see Sections 2-71 through 2-85 of the Northbrook Municipal Code located on our website, or pick-up a copy of the Northbrook Ethics Code booklet in the Development & Planning Services Department at the Village Hall)

Repeat Application

Has any other application for this property been submitted to the Village and denied within the last two years?
____ yes __X__ no (check one)
If yes, attach a statement of the grounds justifying reconsideration (See Zoning Code Sec. 11-302).

Applicant/Owner Acknowledgments

By execution of this application in the space provided below, the Applicant and Owner(s) do hereby certify, acknowledge, agree and affirm to the Village of Northbrook that:

1. The Village and its representatives have the right, and are hereby granted permission and license, to enter upon the property, and into any structures located thereon, for purposes of conducting any inspections that may be necessary in connection with this application.

2. I (We) have carefully read this application, the Northbrook Zoning Code and Northbrook Subdivision & Development Code and fully understand the terms and provisions of each.

3. I (We) waive any rights to exemption from disclosure under the Illinois Freedom of Information Act of any and all documents and information submitted in connection with this application.

4. I (We), in accordance with the requirements of the Annual Fee Ordinance, the Northbrook Zoning Code and the Northbrook Subdivision & Development Code, agree to pay all applicable filing fees and be responsible for the payment of all reimbursable expenses associated with the processing of this application.

Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: Cara Pav **Date** 8/21/2025
Print Name & Title: Cara Pavlicek Village Manager
Signatures of Property Owner(s): Cara Pav **Date** 8/21/2025
Print Name & Title: Cara Pavlicek Village Mgr **Property Address:** 1225 Cedar Lane
****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

COMPREHENSIVE PLAN AMENDMENT WORKSHEET

In addition to submitting the *Formal Application* form for a comprehensive plan amendment request, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development and Planning Services.

The initial submittal MUST contain:

- ☐ **5 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

☒ **Statement of Justification**

A written statement of need for the requested comprehensive plan amendment is required. The statement shall address the following factors as outlined in Subsection 11-301 E of the Zoning Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed Comprehensive Plan Amendment is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

a) The existing uses and zoning classifications of properties in the vicinity of the subject property.
See attached summary.

b) The trend of development in the vicinity of the subject property, including changes, if any, in such trend since the subject property was placed in its present plan designation or zoning classification.
See attached summary.

c) The extent to which the value of the subject property is diminished by the existing plan designation or zoning classification applicable to it.
See attached summary.

d) The extent to which such diminution in value is offset by an increase in the public health, safety and welfare.
See attached summary.

e) The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.
See attached summary.

OVER →

f) The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.
See attached summary.

g) The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.
See attached summary.

h) The suitability of the subject property for uses permitted or permissible under its present plan designation and zoning classification.
See attached summary.

i) The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.
See attached summary.

j) The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under its present plan designation and zoning classification.
See attached summary.

k) The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.
See attached summary.

l) The community need for the proposed map amendment and for the uses and development it would allow.
See attached summary.

Statement of Justification

A written statement of need for the requested comprehensive plan amendment is required. The statement shall address the following factors as outlined in Subsection 11-301 E of the Zoning Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed Comprehensive Plan Amendment is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

a) The existing uses and zoning classifications of properties in the vicinity of the subject property.

The properties to the east are currently residential (R-8) and the properties to the west, north and south are zoned open Space (OS).

b) The trend of development in the vicinity of the subject property including changes, if any, in such trend since the subject property was placed in its present plan designation or zoning classification.

There have been no recent changes in the development trends for the surrounding properties. The properties to the west and north have had previous proposals for zoning changes but no official actions have been taken.

c) The extent to which the value of the subject property is diminished by the existing plan designation or zoning classification applicable to it.

The property has had a few development proposals over the years which included an assisted living development and 15 townhomes. Despite these previous attempts, the property has remained a single-family home and vacant.

d) The extent to which such diminution in value is offset by an increase in public health, safety and welfare.

As the property exists today there is no increase in the public health safety and welfare. The construction of a new fire station will increase these categories by having a state-of-the-art fire station to provide emergency services from.

e) The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.

The residential units to the east would see a change in the use of the property from residential to a fire station. However, the residents are familiar with the use as it is currently located to the east of their property.

f) The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.

The adjacent properties would not have their property values impacted by the proposed amendment but could see an increase in property values due to the construction of the new fire station. The new fire station would provide emergency services from a new station with better operational amenities than the existing.

g) The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.

The adjacent properties were previously developed with the existing fire station in proximity. Residential properties to the east are well established and the property to the West and north remain open space. The amendments proposed do not directly impact the future development of these properties.

h) The suitability of the subject property for uses permitted or permissible under its present plan designation and zoning classification.

The present plan designation and zoning classification could be used for residential use. The property remains vacant underneath this designation and classification. The past proposed developments have all looked to change this classification due to the lack of desire to redevelopment under the current classifications.

i) The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.

The primary access for the property will be onto Dundee Road and does not impact the surrounding properties.

j) The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under its present plan designation and zoning classification.

There are suitable utilities and does not impact the provision of essential public services.

k) The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.

The property has not been fully occupied for many years. Previous owners would frequent the home and it was used as storage for personal belongings.

l) The community need for the proposed map amendment and for the uses and development it would allow.

The proposed change will allow for the construction of a new fire station which will replace the existing 54 year old home. This will help improve fire service operations and the residential living conditions for fire staff.

northbrook

DEVELOPMENT & PLANNING SERVICES DEPARTMENT

REZONING & ZONING MAP WORKSHEET

In addition to submitting the *Formal Application* form for a rezoning request, also known as a zoning map amendment, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

- ☐ **5 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

- ☐ **Specify Current Zoning District(s)**: R-2 Single Family
- ☐ **Specify Requested Zoning District(s)**: IB - Institutional Building
- ☐ **Statement of Justification**

A written statement of need for the requested rezoning and zoning map amendment is required. The statement of justification shall address the following factors as outlined in Subsection 11-301 E of the Zoning Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed rezoning is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

a) The existing uses and zoning classifications of properties in the vicinity of the subject property.

See attached summary.

b) The trend of development in the vicinity of the subject property, including changes, if any, in such trend since the subject property was placed in its present plan designation or zoning classification.

See attached summary.

c) The extent to which the value of the subject property is diminished by the existing plan designation or zoning classification applicable to it.

See attached summary.

d) The extent to which such diminution in value is offset by an increase in the public health, safety and welfare.

See attached summary.

e) The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.

See attached summary.

OVER →

f) The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.
See attached summary.

g) The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.
See attached summary.

h) The suitability of the subject property for uses permitted or permissible under its present plan designation and zoning classification.
See attached summary.

i) The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.
See attached summary.

j) The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under its present plan designation and zoning classification.
See attached summary.

k) The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.
See attached summary.

l) The community need for the proposed map amendment and for the uses and development it would allow.
See attached summary.

Statement of Justification

A written statement of need for the requested comprehensive plan amendment is required. The statement shall address the following factors as outlined in Subsection 11-301 E of the Zoning Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed Comprehensive Plan Amendment is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

a) The existing uses and zoning classifications of properties in the vicinity of the subject property.

The properties to the east are currently residential (R-8) and the properties to the west, north and south are zoned open Space (OS)

b) The trend of development in the vicinity of the subject property including changes, if any, in such trend since the subject property was placed in its present plan designation or zoning classification.

There have been no recent changes in the development trends for the surrounding properties. The properties to the west and north have had previous proposals for zoning changes but no official actions have been taken.

c) The extent to which the value of the subject property is diminished by the existing plan designation or zoning classification applicable to it.

The property has had a few development proposals over the years which included and assisted living development and 15 townhomes. Despite these previous attempts, the property has remained a single-family home and vacant.

d) The extent to which such diminution in value is offset by an increase in public health, safety and welfare.

As the property exists today there is no increase in the public health safety and welfare. The construction of a new fire station will increase these categories by having a state-of-the-art fire station to provide emergency services from.

e) The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.

The residential units to the east would see a change in the use of the property from residential to a fire station. However, the residents are familiar with the use as it is currently located to the east of their property.

f) The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.

The adjacent properties would not have their property values impacted by the proposed amendment but could see an increase in property values due to the construction of the new fire station. The new fire station would provide emergency services from a new station with better operational amenities than the existing.

g) The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.

The adjacent properties were previously developed with the existing fire station in proximity. Residential properties to the east are well established and the property to the West and north remain open space. The amendments proposed do not directly impact the future development of these properties.

h) The suitability of the subject property for uses permitted or permissible under its present plan designation and zoning classification.

The present plan designation and zoning classification could be used for residential use. The property remains vacant underneath this designation and classification. The past proposed developments have all looked to change this classification due to the lack of desire to redevelopment under the current classifications.

i) The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.

The primary access for the property will be onto Dundee Road and does not impact the surrounding properties.

j) The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under its present plan designation and zoning classification.

There are suitable utilities and does not impact the provision of essential public services.

k) The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.

The property has not been fully occupied for many years. Previous owners would frequent the home and it was used as storage for personal belongings.

l) The community need for the proposed map amendment and for the uses and development it would allow.

The proposed change will allow for the construction of a new fire station which will replace the existing 54 year old. This will help improve fire service operations and the residential living conditions for fire staff.

ZONING VARIATION WORKSHEET

In addition to submitting the *Plan Commission Application* form **for a zoning variation in conjunction with a special permit, subdivision, or rezoning application**, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

- ☐ **5 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

☐ **Describe Variation Being Requested:** Reduce the required lot width from 300' to 167.54' in IB District.
Reduce the require side yard on the west side of the property from 20' to 0'.

☐ **Statement of Justification**

Every application filed pursuant to Section 11-503 of the Zoning Code shall provide a statement of how the variation sought would satisfy the standards set forth in Subsection 11-503 F of this Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed variation is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

(a) General Standard. No variation of the Zoning Code shall be granted unless the applicant shall establish that carrying out the strict letter of the provisions of Zoning Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth below.

See attached summary.

(b) Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

See attached summary.

(c) Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner or his predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of the Zoning Code, for which no compensation was paid.

See attached summary.

OVER →

(d) Denied Substantial Rights. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

See attached summary.

(e) Not Merely Special Privilege. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

See attached summary.

(f) Code and Plan Purposes. The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which the Zoning Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

See attached summary.

(g) Essential Character of the Area. The variation would not result in a use or development on the subject property that:

1. Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development value of property or improvements permitted in the vicinity;
2. Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity;
3. Would substantially increase congestion in the public streets due to traffic or parking;
4. Would unduly increase the danger of flood or fire;
5. Would unduly tax public utilities and facilities in the area; or
6. Would endanger the public health or safety.

See attached summary.

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

- Zoning Code
- Subdivision & Development Code
- Standards and Specifications Manual
- Tree Protection and Tree Preservation Ordinance
- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Development & Planning Services
- Fire
- Police
- Public Works/Engineering
- Village Attorney

820 Dundee Road

Statement of Justification

Every application filed pursuant to Section 11-503 of the Zoning Code shall provide a statement of how the variation sought would satisfy the standards set forth in Subsection 11-503 F of this Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed variation is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

(a) General Standard. No variation of the Zoning Code shall be granted unless the applicant shall establish that carrying out the strict letter of the provisions of Zoning Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth below.

The lot width of the property is limited by open space to the west and residential properties to the east. In order to meet the IB requirements, the Village would have to buy purchase additional open space to the west or/and residential units to the east. The additional property purchases are not feasible nor available at this time. The Village was able to design the facility for our use even with a substandard lot size for the IB zoning.

(b) Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

The lot is almost three times longer than it is wide. While the physical size of the lot meets the need of the village for the new fire station, the difference between the width and the length poses difficulties when designing the station so that the Fire Apparatus Bay faces Dundee Rd for emergency response. In order to create the right balance between the operational functions of the station and the living quarters the width of the lot limits the development of the property.

(c) Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner or his predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of the Zoning Code, for which no compensation was paid.

The village did not create this condition of the lot and it has been the same configuration since platted in the 1940s.

(d) Denied Substantial Rights. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

If the zoning variations that are requested are not approved, the village would not be able to construct the fire station in a manner that would be functionally operational to provide emergency services in the most expedient manner possible.

(e) Not Merely Special Privilege. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

The location of a fire station is essential for providing emergency services to the residents and businesses in the zone which the station is located. The use of this property is not like other owners or occupants that have similar lots due to the fact that they are not providing the public service that the Village will with the fire station. If the fire station is built on this lot the property will remain under the control of the Village for the intended use.

(f) **Code and Plan Purposes. The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which the Zoning Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan**

The appropriate placement and construction of fire station adds to the local surrounding neighborhood and the community by providing a benefit for all the properties within the Fire Protection District that it is located.

(g) Essential Character of the Area. The variation would not result in a use or development on the subject property that:

1. Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development value of property or improvements permitted in the vicinity.

   The use improves the value of the property in the vicinity by providing fire and emergency services.

2. Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity.

   The design of the fire station has taken measures to ensure that it complements the residential properties to the east.

3. Would substantially increase congestion in the public streets due to traffic or parking.

   The current fire station is located on two properties to the east and the traffic will not change. Locating the new station on this property should help improve safety around the railroad tracks and the adjacent sidewalks.

4. Would unduly increase the danger of flood or fire;

   The property would provide suitable stormwater management, and the new facility would have improved fire suppression systems.

5. Would unduly tax public utilities and facilities in the area; or

   The use would not impact utilities in the area.

6. Would endanger the public health or safety.

   The facility would help improve the fire services provided by the facility by addressing operational deficiencies that exist in the current fire station.

1/1

TRUSTEE'S DEED

24GST190164PC

This indenture made this **8th** day of **OCTOBER, 2024,** between **CHICAGO TITLE LAND TRUST COMPANY**, a corporation of Illinois, **as successor land trustee**, under the provisions of a deed or deeds in trust, duly recorded and delivered to said company in pursuance of a trust agreement dated the **9th of MAY, 1995** and known as Trust Number **6951122**
party of the first part, and **The Village of Northbrook, an Illinois home rule municipal corporation**
WHOSE ADDRESS IS
1225 Cedar Lane, Northbrook, IL 60062
party of the second part.

Doc#. 2429522258 Fee: $107.00
CEDRIC GILES
COOK COUNTY CLERK'S OFFICE
Date 10/21/2024 2:29 PM Pg: 1 of 5

Dec ID 20241001626943
ST/Co Stamp 0-658-175-152 ST Tax $0.00 CO Tax $0.00

Reserved for Recorder's Office

WITNESSETH, That said party of the first part, in consideration of the sum of **TEN and no/100 DOLLARS ($10.00) AND OTHER GOOD AND VALUABLE** considerations in hand paid, does hereby **CONVEY AND QUITCLAIM** unto said party of the second part, the following described real estate, situated in **COOK** County, Illinois, to wit:

SEE ATTACHED LEGAL DESCRIPTION

PROPERTY ADDRESS: **820 Dundee Road, Northbrook, IL 60062**

PERMANENT TAX NUMBER(S): 04-02-301-010-0000

together with the tenements and appurtenances thereunto belonging.

TO HAVE AND TO HOLD the same unto said party of the second part, and to the proper use, benefit and behoof forever of said party of the second part.

This deed is executed pursuant to and in the exercise of the power and authority granted to and vested in said trustee by the terms of said deed or deeds in trust delivered to said trustee in pursuance of the trust agreement above mentioned. This deed is made subject to the lien of every trust deed or mortgage (if any there be) of record in said county given to secure the payment of money, and remaining unreleased at the date of the delivery hereof.

IN WITNESS WHEREOF, said party of the first part has caused its corporate seal to be hereto affixed, and has caused its name to be signed to these presents by its Trust Officer, the day and year first above written.

CHICAGO TITLE LAND TRUST COMPANY, CORPORATE SEAL, CHICAGO, ILLINOIS

CHICAGO TITLE LAND TRUST COMPANY,
as Trustee as Aforesaid

By: _____
Gregory Kasprzyk Trust Officer

State of Illinois
County of Cook **SS.**

I, the undersigned, a Notary Public in and for the County and State aforesaid, do hereby certify that the above named Trust Officer of **CHICAGO TITLE LAND TRUST COMPANY**, personally known to me to be the same person whose name is subscribed to the foregoing instrument as such Trust Officer appeared before me this day in person and acknowledged that he/she signed and delivered the said instrument as his/her own free and voluntary act and as the free and voluntary act of the Company; and the said Trust Officer then and there caused the corporate seal of said Company to be affixed to said instrument as his/her own free and voluntary act and as the free and voluntary act of the Company.

Given under my hand and Notarial Seal this **8th** day of **October, 2024.**

_____
NOTARY PUBLIC

OFFICIAL SEAL
JOSEPH W KUHNEN
NOTARY PUBLIC, STATE OF ILLINOIS
MY COMMISSION EXPIRES: 05/04/2027

This instrument was prepared by:
Gregory Kasprzyk Trust Officer
CHICAGO TITLE LAND TRUST COMPANY
10 SOUTH LASALLE STREET, SUITE #2750
CHICAGO, ILLINOIS 60603

AFTER RECORDING, PLEASE MAIL TO:

NAME _____

ADDRESS _____

CITY, STATE, ZIP-CODE _____

OR BOX NO. _____

MAIL TAX BILLS TO:

NAME Village of Northbrook

ADDRESS 1225 Cedar Lane

CITY, STATE, ZIP-CODE Northbrook, IL 60062

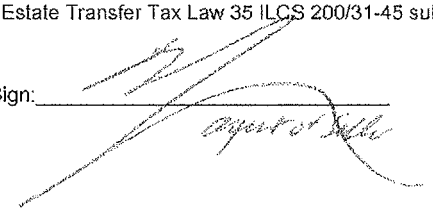
Legal Description

THE EAST 2 ACRES OF THE FOLLOWING DESCRIBED TRACT OF LAND:

BEGINNING AT A POINT IN THE SOUTH LINE OF THE SOUTH WEST 1/4 OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, 165 FEET WEST OF THE SOUTH EAST CORNER OF SAID SOUTHWEST 1/4; THENCE NORTH 00 DEGREES, 29 MINUTES WEST 520 FEET ALONG A LINE PARALLEL TO THE EAST LINE OF SAID SOUTHWEST 1/4; THENCE NORTH 89 DEGREES, 59 MINUTES WEST 507.8 FEET; THENCE SOUTH 0 DEGREES, 1 MINUTE WEST 520 FEET TO A POINT ON THE SOUTH LINE OF SAID SOUTHWEST 1/4 512 FEET WEST ALONG SAID SOUTH LINE FROM THE PLACE OF BEGINNING; THENCE SOUTH 89 DEGREES, 59 MINUTES EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST 1/4 512 FEET TO THE PLACE OF BEGINNING IN VILLAGE OF NORTHBROOK, IN COOK COUNTY, ILLINOIS

Exempt under Real Estate Transfer Tax Law 35 ILCS 200/31-45 sub par.___B___and Cook County Ord. 93-0-27 par.___B___.

Date 10-15-24 Sign:_____



STATEMENT BY GRANTOR AND GRANTEE

The grantor or his/her agent affirms that, to the best of his/her knowledge, the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire title to real estate under the laws of the State of Illinois.

Dated this 10 day of October, 2024.

Signature: _____
Grantor or Agent

SUBSCRIBED and SWORN to before me by said Grantor this 10th day of Oct., 2024.

_____
Notary Public

OFFICIAL SEAL
WALDEMAR WYSZYNSKI
Notary Public, State of Illinois
Commission No. 906422
My Commission Expires December 31, 2027

The grantee or his/her agent affirm and verifies that the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire and hold title to real estate under the laws of the State of Illinois.

Dated this _____ day of _____, 2024.

Signature: _____
Grantee or Agent

SUBSCRIBED and SWORN to before me by said Grantee this ____ day of _____, 2024.

_____
Notary Public

NOTE: Any person who knowingly submits a false statement concerning the identity of a grantee shall be guilty of a Class C misdemeanor for the first offense and of a Class A misdemeanor for subsequent offenses.

[Attach to deed or ABI to be recorded in Cook County, Illinois, if exempt under provisions of Section 4 of the Illinois Real Estate Transfer Tax Act.]

STATEMENT BY GRANTOR AND GRANTEE

The grantor or his/her agent affirms that, to the best of his/her knowledge, the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire title to real estate under the laws of the State of Illinois.

Dated this _____ day of _____, 2024.

Signature: _____
Grantor or Agent

SUBSCRIBED and SWORN to before me by said Grantor this ____ day of _____,2024.

_____
Notary Public

The grantee or his/her agent affirm and verifies that the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire and hold title to real estate under the laws of the State of Illinois.

Dated this 10 day of October, 2024.

Signature: Om Park
Grantee or Agent

SUBSCRIBED and SWORN to before me by said Grantee this 10 day of October, 2024.

_____
Notary Public

OMAR M SHEIKH
Official Seal
Notary Public - State of Illinois
My Commission Expires Jul 25, 2026

NOTE: Any person who knowingly submits a false statement concerning the identity of a grantee shall be guilty of a Class C misdemeanor for the first offense and of a Class A misdemeanor for subsequent offenses.

[Attach to deed or ABI to be recorded in Cook County, Illinois, if exempt under provisions of Section 4 of the Illinois Real Estate Transfer Tax Act.]

Village of Northbrook – Fire Station #11

Proposed Use & Operations

DESCRIPTION OF EXISITNG PROPERTY

The property is roughly 87,000 square feet and has residential structure of 3,000 square feet of space. The residential structure is in disrepair and vacant.

DESCRIPTION OF PROPOSED USE OF PROPERTY

The property will be used to construct a new Fire Station #11

DESCRIPTION OF PROPOSED CHANGES TO THE PROPERTY

The existing residential property will be demolished and prepared for the construction of a new Fire Station #11. The Fire Station will be roughly 23,714 square feet and will have an apparatus bay for fire response vehicles and support functions, office space, living quarters for fire staff, locker rooms, dayroom/kitchen and workout area. This station will be built with many sustainable features which will allow it to be an example of a facility which meets the Village's Climate Action Plan Goals.

With the proposed property improvements above, we are seeking a rezoning to the IB District. This rezoning will be like all the other Village of Northbrook properties and will accommodate the use of the property for a governmental activity facility for the purpose of a fire station. This request will also require an amendment to the Comprehensive Land Use Map and a series of Zoning Code amendments.

HOURS OF OPERATION

This is an emergency response facility and is occupied 24 hours and day.

NUMBER OF EMPLOYEES

The facility will be staffed by 11 full-time employees.

NUMBER OF EXISITNG AND PROPOSED PARKING SPACES

Existing Parking: N/A

Proposal: Parking: 4 Visitor (1 ADA) and 21 (1 ADA) employee parking spaces.

OTHER TENANTS: None

PROPOSED OUTDOOR ACTIVITY: None

Sustainability Responses:

Northbrook's Climate Action Plan (CAP) aims to promote sustainability and reduce community-wide carbon emissions by 80% by the year 2050 through strategic planning and the implementation of targeted action items. Follow the adoption of the CAP, development proposals are reviewed based on the adherence to established environmental best practices. To support this effort, relevant CAP action items should be considered during the preliminary review process. These items serve as guidance to align the proposed developments with the Village's long-term climate goals.

This property is owned by the Village of Northbrook. Several of the items outlined below were the subject of prior discussion by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025. Items that were part of these discussion are marked with an asterisk (*). These prior discussions offered guidance on several key design elements and help inform the current review process.

Transportation and Land Use
In the Transportation and Land Use section of the CAP, recommendations are made to enhance active mobility and fossil fuel-free transit:

TL 5-2 Consider including wiring capacity to charge electric vehicles.

The Village has designed the facility so that it can support EV charging and is reviewing options for standardized stations to be used at this facility but also other Village facilities.

Buildings and Energy
The Building Energy section of the CAP provides the following items pertaining to reducing our community-wide carbon footprint and preserving wildlife:

BE 1- 1 Use this Village facility to showcase clean energy systems and promote the technical and financial information needed to support broader scale adoption. Conduct a renewable energy potentials assessment for facility.*

The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

BE 2- 1 Consider conducting a Solar PV Site Assessment. Assessment should include estimated installation cost, and projections for both energy generation potential and economic payback potential over a minimum 20-year timeframe. If installation will not be realized, confirm reserved space for solar-ready roof zone and plan for structural design loads and electrical service to allow for future installation of a dual pole circuit breaker if possible.*

The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025. The facility has been designed to be solar ready and future installations will be possible if the geothermal system needs to be supplemented to meet our goals.

BE 5- 1 Explore opportunities for the property to utilize smart lights that can save energy through conservation. Achieve 100% LED installation if possible.

The facility has been designed so that all the lights will be LED and be managed for energy conservation.

BE 5- 4 Require purchase and installation of ENERGY STAR appliances when available.

The Village will attempt to use ENERGY STAR appliances whenever possible.

BE 7- 2 Consider the benefits of replacing fossil fuel burning heating equipment and with air-source heat-pumps, or other efficient electric heating options in development. Strive for zero on-site fossil fuel combustion with air-source heat-pumps, geo-thermal systems, solar thermal, electric cooktops, etc.*

The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025, and included a geothermal well system, be an all-electric building.

Waste Management

The CAP points to procedures that may facilitate waste reduction (with a goal of at least 50% landfill wasted diverted by 2030) in its Waste Management section:

WM 2- 5 Assure compliance with the Cook County Construction & Demolition Debris Diversion Ordinance, and encourage contractors and subcontractors to exceed minimum requirements, where demolition occurs.

This will be coordinated during demolition.

WM 2- 7 Consider offering recycling and compost collection services.

The facility has been designed to include both recycling and composting receptacles.

Water and Wastewater
In the Water and Wastewater category, the CAP states to prioritize mitigating stormwater before it enters the
sewer system through multiple capture techniques:

WW 1- 2 Reduce landscaping water use with water-efficient irrigation systems, grass replacement, and planting native and drought-resistant trees and vegetation in landscaping plans.

The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. There will be no irrigation system.

WW 1- 3 Evaluate the potential for installation of rainwater collection systems at Village facilities for graywater uses, and investigate opportunities for graywater reuse at existing and new Village facilities and properties.

These items were not incorporated into the plan.

WW 1- 4 Consider utilizing water conservation programs that focus on outdoor irrigation, which may also support better identification of water-related carbon sequestering opportunities such as using soil amendments, native grasses and proper tree watering.

The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. There will be no irrigation system.

WW 2- 1 Prioritize managing stormwater before it enters the sewer system through a combination of overland flow, detention, and infiltration strategies (for example, permeable surfaces) where feasible.*

The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

WW 3- 3 Reduce or offset impervious surfaces where possible and consider use of lighter colored pavements and building materials to lessen the impact of urban heat island effect.

This will be taken under advisement.

Greenspace and Ecosystem Health
The Plan's Greenspace category includes the following for expansion of tree canopy coverage, transforming beneficial lawns, and mitigation of heat island impacts:

GS 2- 5 Consider including exterior lighting design to protect native plants, species, biodiversity, and improve night sky quality.

This will be taken under advisement.

GS 1- 12 Plan for diversity of native tree cover and performance-based tree island within landscaping plan and parking lots with goals on percentage of pavement shaded. Consider a mix of canopy trees, shrubs, groundcovers, and raingarden components appropriate to the lot and its surroundings in any new landscaping where possible.

The landscaping plan will emphasize take this goal into consideration.

8/22/2025

Kelly Hamill
Village of Northbrook
1225 Cedar Ln
Northbrook, IL 60062

Subject: Village of Northbrook – Planning Comments – Fire Station 11
FGMA Job #25-4186.01

Dear Mr Hamill,

The Village of Northbrook Development and Planning Department has provided initial comments regarding the site plan for the Fire Station 11 project. Please see FGMA's responses below:

1. Item C1 c):
    a. See Drawings in Appendix B.
2. Item F2 a):
    a. The parking layout has been modified to accommodate the 9'x20' spaces. See drawings in Appendix B for the updated layout.
3. Item G1 a):
    a. There is not a dedicated loading dock or similar provided as a part of this project. It would subsequently be requested that a reduction of the required number of loading spaces from 1 to 0 is necessary. On the drawings a loading area is indicated immediately south of the Hose Tower. In this location, it would be possible for vehicles to temporarily rest without subsequently blocking vehicles from egressing the Apparatus Bay.
4. Item H6 a):
    a. The project will comply with the required wall sign area of 100 square feet or 5% of the wall area, whichever is less for all signage on each façade.
5. Item H7 a):
    a. See Drawings in Appendix B.
6. Item I6 a):
    a. Understood. All mechanical RTUs will be screened.
7. Item I8 a):
    a. The trash enclosure has been removed from the Front Yard and is now located in the Rear Yard, at the NW corner of the property and "behind" the perimeter fence system.
8. Items K10 a), K11 a) and K12 a) and K12 b):
    a. These items are not directly applicable to FGM Architects.

fgma

Sincerely,

Chris Grandy, AIA | Architect, Project Manager
ChristopherGrandy@fgmarchitects.com

cc:

Enclosure(s):

Exhibit A – Village Development and Planning Department Docket Review Checklist – Review #1
Exhibit B – Plan Commission Drawings, Fire Station 11
Exhibit C – Village of Northbrook Zoning Appendix C

Archived: Monday, September 8, 2025 12:26:05 PM
From: Hamill, Kelly
Sent: Friday, August 22, 2025 1:18:22 PM
To: Kohlstedt, Michaela; Christopher Grandy; Pandey, Swati
Cc: Ray Lee; Jeremy Grossman; Randy Reyes
Subject: RE: FGMA - NB Fire - Planning comments, drawings
Response requested: Yes
Sensitivity: Normal

Michaela,

The PIN column should have been fixed. It was having some display issues. The Village will work with the utility companies to have them bury the lines.

I need to look at the revised parking drawing.

Kelly Hamill
Director of Public Works
kelly.hamill@northbrook.il.us
Village of Northbrook | 655 Huehl Rd. | Northbrook, Illinois 60062
847-272-4711 (t)
847-664-4110 (d)
www.northbrook.il.us

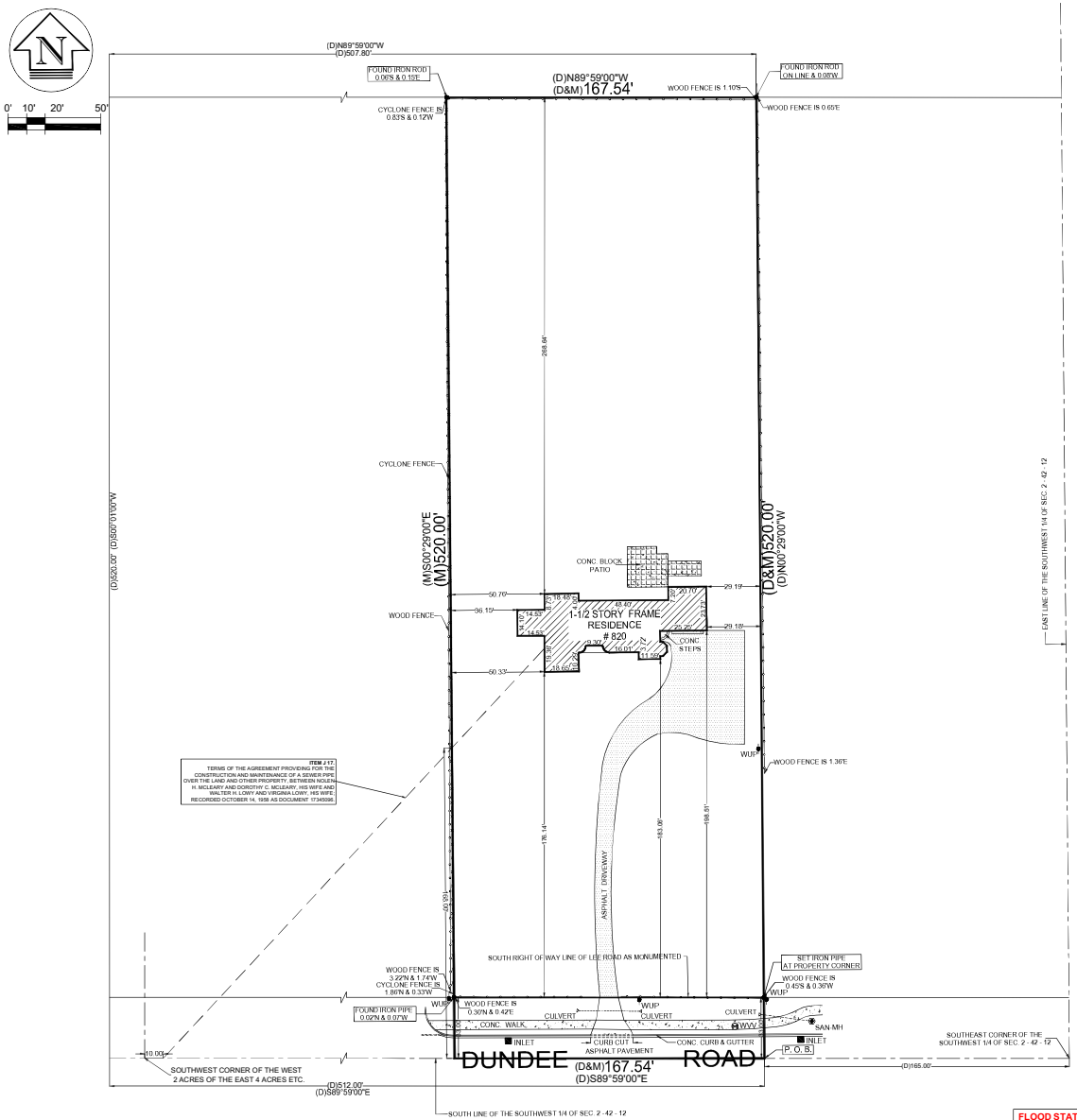
From: Kohlstedt, Michaela <Michaela.Kohlstedt@northbrook.il.us>
Sent: Friday, August 22, 2025 12:55 PM
To: Christopher Grandy <ChristopherGrandy@fgmarchitects.com>; Hamill, Kelly <Kelly.Hamill@northbrook.il.us>; Pandey, Swati <Swati.Pandey@northbrook.il.us>
Cc: Ray Lee <RayLee@fgmarchitects.com>; Jeremy Grossman <JeremyGrossman@fgmarchitects.com>; Randy Reyes <RandyReyes@fgmarchitects.com>
Subject: RE: FGMA - NB Fire - Planning comments, drawings

Kelly, let me know if the documents attached in the below is approved by you to be the resubmittal. The only thing missing then is the updated PIN column on the surrounding property owner list, and a written request that you requesting a waiver of the requirement to bury the overhead utility lines.

Michaela Kohlstedt, AICP (She/Her/Hers)
Deputy Director | Village of Northbrook
Development & Planning Services
1225 Cedar Lane | Northbrook, IL 60062
847-664-4057



From: Christopher Grandy <ChristopherGrandy@fgmarchitects.com>
Sent: Friday, August 22, 2025 12:44 PM
To: Hamill, Kelly <Kelly.Hamill@northbrook.il.us>
Cc: Ray Lee <RayLee@fgmarchitects.com>; Jeremy Grossman <JeremyGrossman@fgmarchitects.com>; Randy Reyes <RandyReyes@fgmarchitects.com>; Kohlstedt, Michaela <Michaela.Kohlstedt@northbrook.il.us>
Subject: RE: FGMA - NB Fire - Planning comments, drawings

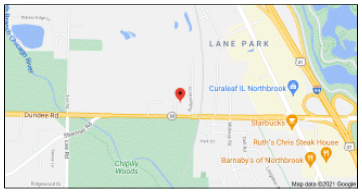


R.O.W. HERETOFORE DEDICATED
AS FOR PUBLIC STREET PURPOSES

ORDERED BY:		
KEITH L. MOORE, ESQ.		
SCALE : 1" = 30'		
DATE :JULY 12, 2021		
FILE No.:	08/27/24	REVISED
2021 - 29041	DATE	REVISION

LEGEND	ABBREVIATIONS
SAN-MH	SANITARY MANHOLE
INLET	INLET
WV	WATER VALVE VAULT
WUP	WOOD UTILITY POLE
(D)	DEED DATA
(M)	MEASURED DATA

LOCATION MAP



VILLAGE OF NORTHBROOK, ILLINOIS

ZONING REQUIREMENTS:

R-8 - MULTY-FAMILY (UP TO 9 DUA)

NOTES:

-THE SUBJECT PROPERTY HAS ACCESS TO AND FROM A DULY DEDICATED AND ACCEPTED PUBLIC STREET **DUNDEE ROAD**.;

-THE SURVEY AND THE INFORMATION, COURSES AND DISTANCES SHOWN THEREON ARE CORRECT;

-THE TITLE LINES AND LINES OF ACTUAL POSSESSION ARE THE SAME;

-THE SUBJECT PROPERTY DOES NOT SERVE ANY ADJOINING PROPERTY FOR DRAINAGE, UTILITIES, OR INGRESS OR EGRESS;

- ELECTRIC, GAS, TELEPHONE AND WATER UTILITY AND STORM AND SANITARY SEWER SYSTEMS ACCESS THE PROPERTY IN LEGALLY DEDICATED RIGHTS OF WAY THAT BENEFIT THE PROPERTY.

- THERE ARE NO VISIBLE EVIDENCE OF CEMETERIES, GRAVE SITES OR BURIAL GROUNDS LOCATED ON THE PROPERTY.

- ITEM # 8 FROM TABLE A
ALL SUBSTANTIAL FEATURES OBSERVED ON THE PROPERTY HAVE BEEN PLOTTED.

- ITEM # 9 FROM TABLE A
THERE ARE NO STRIPED PARKING SPACES ON THE PROPERTY.

- ITEM # 10 FROM TABLE A
THERE ARE NO PARTY WALLS (ALL WALLS ARE INDEPENDENT).

- ITEM # 11 FROM TABLE A
ALL VISIBLE UTILITIES ARE PLOTTED.

- ITEM # 16 FROM TABLE A
AT THE TIME OF THIS SURVEY, NO VISIBLE RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS WERE NOTED.

- ITEM # 17 FROM TABLE A
AT THE TIME OF THIS SURVEY, THERE IS NO EVIDENCE OF CHANGES IN RIGHT OF WAY EITHER COMPLETED OR PROPOSED AND RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.

- ITEM # 20 FROM TABLE A
RELATING TO PROFESSIONAL LIABILITY INSURANCE POLICY OBTAINED BY THE SURVEYOR IN THE MINIMUM AMOUNT OF $ 1,000,000 TO BE IN EFFECT THROUGHOUT THE CONTRACT TERM. CERTIFICATE OF INSURANCE TO BE FURNISHED UPON REQUEST.

FLOOD STATEMENT:

SAID DESCRIBED PROPERTY IS LOCATED WITHIN AN AREA HAVING A ZONE DESIGNATION **"X"** - AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN BY THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT, ON FLOOD INSURANCE RATE MAP **17031 C 0093 J,** WITH A DATE OF IDENTIFICATION OF **AUGUST 19, 2008**, FOR COMMUNITY NUMBER **170132 0093 J**, IN COOK **COUNTY**, STATE OF ILLINOIS, WHICH IS THE CURRENT FLOOD INSURANCE RATE MAP FOR THE COMMUNITY IN WHICH SAID PROPERTY IS SITUATED.

UNITED SURVEY SERVICE, LLC
CONSTRUCTION AND LAND SURVEYORS
7710 CENTRAL AVENUE, RIVER FOREST, IL 60305
TEL.: (847) 299 - 1010 FAX : (847) 299 - 5887 FAX : (244) 633 - 5048
E-MAIL: USURVEY@USANDCS.COM

ALTA / NSPS LAND TITLE SURVEY

OF

THE EAST 2 ACRES OF THE FOLLOWING DESCRIBED TRACT OF LAND: BEGINNING AT A POINT IN THE SOUTH LINE OF THE SOUTHWEST 1/4 OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, 165 FEET WEST OF THE SOUTHEAST CORNER OF SAID SOUTHWEST 1/4, THENCE NORTH 00 DEGREES 29 MINUTES WEST 520 FEET ALONG A LINE PARALLEL TO THE EAST LINE OF SAID SOUTHWEST 1/4; THENCE NORTH 89 DEGREES 59 MINUTES WEST 507.80 FEET; THENCE SOUTH 00 DEGREES 1 MINUTE WEST 520 FEET TO A POINT ON THE SOUTH LINE OF SAID SOUTHWEST 1/4 512 FEET WEST ALONG SAID SOUTH LINE FROM THE PLACE OF BEGINNING; THENCE SOUTH 89 DEGREES 59 MINUTES EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST 1/4 512 FEET TO THE PLACE OF BEGINNING IN VILLAGE OF NORTHBROOK, IN COOK COUNTY, ILLINOIS.

KNOWN AS: **820 DUNDEE ROAD, NORTHBROOK, ILLINOIS**

PERMANENT INDEX NUMBER: 04 - 02 - 301 - 010 - 0000

AREA = 87,118 SQ. FT. OR 2.00 ACRES

NOTE:
THE LEGAL DESCRIPTION DESCRIBES THE SAME PROPERTY AS INSURED IN THE TITLE COMMITMENT OR ANY EXCEPTIONS HAVE BEEN NOTED HEREIN.

CHICAGO TITLE AND TRUST COMPANY
COMMITMENT NO.: **21SA6282083SK**
EFFECTIVE DATE: **JUNE 28, 2021**

ITEMS CORRESPONDING TO SCHEDULE B, PART II:

ITEMS 1 - F 13.
NOT SURVEY RELATED.

ITEM G 14.
RIGHTS OF WAY FOR DRAINAGE TILES, DITCHES, FEEDERS, LATERALS AND UNDERGROUND PIPES, IF ANY.

ITEM H 15.
RIGHTS OF THE PUBLIC, THE STATE OF ILLINOIS AND THE MUNICIPALITY IN AND TO THAT PART OF THE LAND, IF ANY, TAKEN OR USED FOR ROAD PURPOSES.

ITEM I 16.
EASEMENT TO PUBLIC SERVICE COMPANY OF NORTHERN ILLINOIS TO ERECT AND MAINTAIN POLES, CABLES AND OTHER EQUIPMENT IN, UPON AND ACROSS THE LAND AS CONTAINED IN A GRANT FROM CHARLES SCHNADT (NOT DATED) AND RECORDED DECEMBER 31, 1917 AS DOCUMENT 6254920.
(UNABLE TO BE PLOTTED - DOCUMENT DOES NOT GIVE EXACT LOCATION)

ITEM J 17.
TERMS OF THE AGREEMENT PROVIDING FOR THE CONSTRUCTION AND MAINTENANCE OF A SEWER PIPE OVER THE LAND AND OTHER PROPERTY, BETWEEN NOLEN H. MCLEARY AND DOROTHY C. MCLEARY, HIS WIFE AND WALTER H. LOWY AND VIRGINIA LOWY, HIS WIFE; RECORDED OCTOBER 14, 1958 AS DOCUMENT 17345096.
(PLOTTED ON THE DRAWING)

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I, **ROY G. LAWNICZAK**, A REGISTERED LAND SURVEYOR, **LICENSE NO. 35-2290**, IN AND FOR THE STATE OF ILLINOIS AND LEGALLY DOING BUSINESS IN COOK COUNTY, DO HEREBY CERTIFY TO:

- CHICAGO TITLE LAND TRUST COMPANY, SUCCESSOR TRUSTEE UNDER TRUST AGREEMENT DATED MAY 9, 1995 AND KNOWN AS TRUST NUMBER 6951122

- CHICAGO TITLE INSURANCE COMPANY

AND TO THEIR SUCCESSORS AND ASSIGNS, THAT:

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH **2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA / NSPS LAND TITLE SURVEYS JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS**, AND INCLUDES ITEMS 1, 2, 3, 4, 6(b), 7(a), 7(b)(1),7(c), 8, 9, 10(a), 11(a), 14, 16 17, AND 20 OF TABLE A THEREOF.

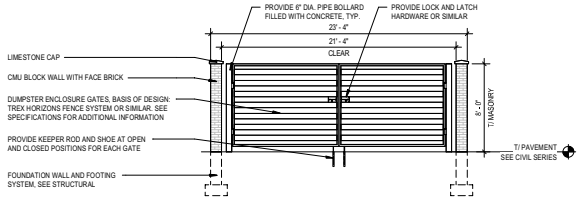
THE FIELD WORK WAS COMPLETED ON JULY 12, 2021

DATE OF PLAT: JULY 29, 2021.

ROY G. LAWNICZAK
35-002290
PROFESSIONAL LAND SURVEYOR
STATE OF ILLINOIS
CHICAGO, IL

BY: _____

ROY G. LAWNICZAK, REGISTERED ILLINOIS LAND SURVEYOR NO. 35-2290
LICENSE EXPIRES: NOVEMBER 30, 2022
PROFESSIONAL DESIGN FIRM LICENSE NO.: 184-004576
LICENSE EXPIRES: APRIL 30, 2023



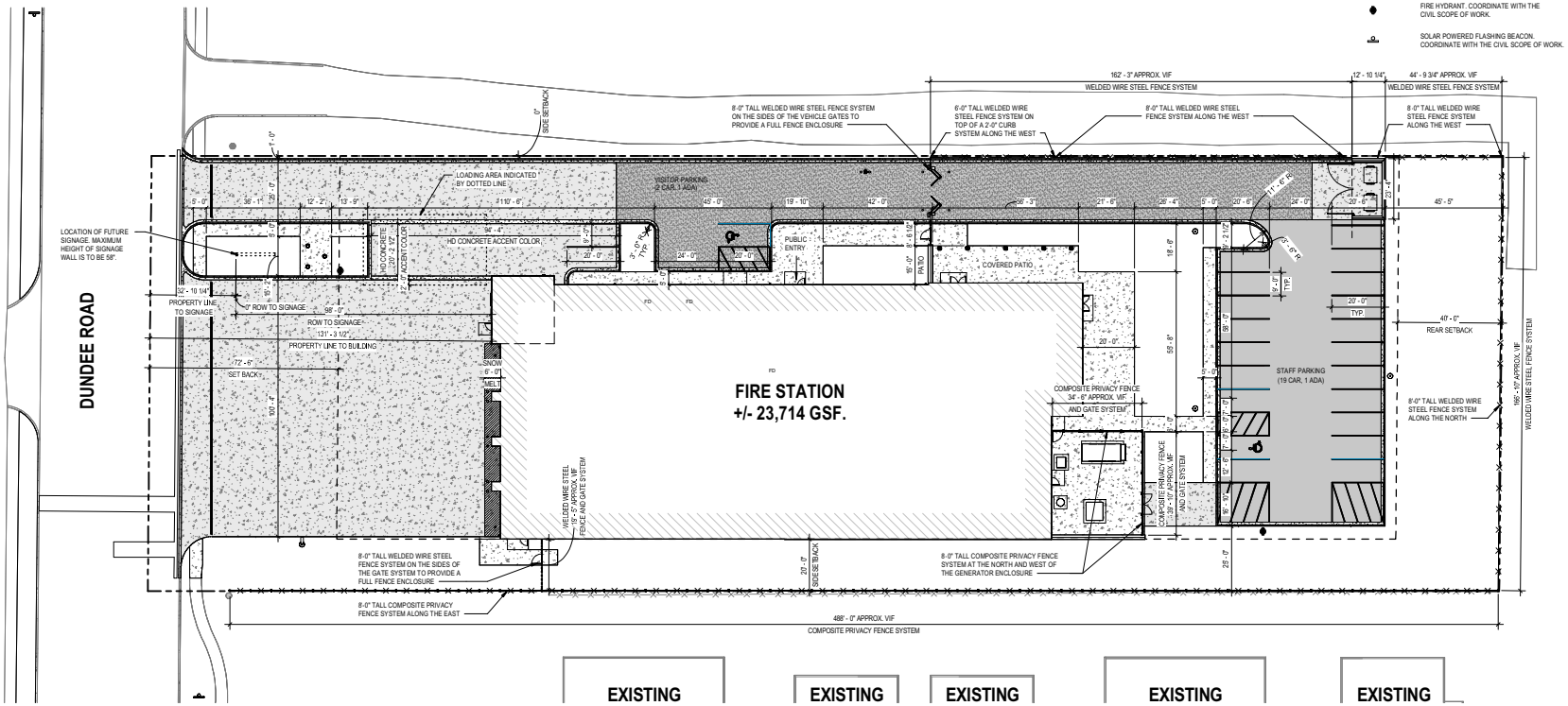
2 TRASH ENCLOSURE
3/16" = 1'-0"

GENERAL SITE PLAN NOTES

1. REFER TO G-SERIES SHEETS FOR TYPICAL ABBREVIATIONS, SYMBOLS & TAGS.
2. REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION.
3. EXPOSED FERROUS METALS ARE TO BE PAINTED, U.N.O.
4. PROVIDE GALVANIC SEPARATION BETWEEN DIFFERENT METAL TYPES, TYP.
5. NOTE ANY DISCREPANCIES BETWEEN CIVIL AND ARCHITECTURAL DRAWINGS WITH REGARDS TO SCORING PATTERNS AND CONTROL JOINTS IN PAVING AND CONCRETE FLATWORK AND NOTIFY ARCHITECT PRIOR TO PROCEEDING.
6. COORDINATE SITE LIGHTING WITH ELECTRICAL DRAWINGS.
7. SEE LANDSCAPE DRAWINGS FOR TREE LOCATIONS.
8. FOR DETAILED CIVIL NOTES, REFER TO CIVIL DRAWINGS.

SITE PLAN LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE
- RIGHT OF WAY LINE
- FENCE LINE
- INDICATES CONCRETE SIDEWALK. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES HEAVY DUTY CONCRETE PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES HEAVY DUTY ASPHALT PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES ASPHALT PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES BUILDING FOOTPRINT
- INDICATES SNOW MELT SYSTEM. COORDINATE WITH THE CIVIL AND MECHANICAL SCOPE OF WORK.
- EXISTING UTILITY POLE
- FIRE HYDRANT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- SOLAR POWERED FLASHING BEACON. COORDINATE WITH THE CIVIL SCOPE OF WORK.



1 OVERALL SITE PLAN
3/64" = 1'-0"

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FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
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ERIKSSON ENGINEERING ASSOCIATES, LTD.
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McCLUSKEY ENGINEERING CORPORATION
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630.717.5399 (O) 630.717.539791
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ISSUANCE

NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/22/2025

SITE PLAN

SHEET NO.
PC1.10

JOB NO. 25-4186.01

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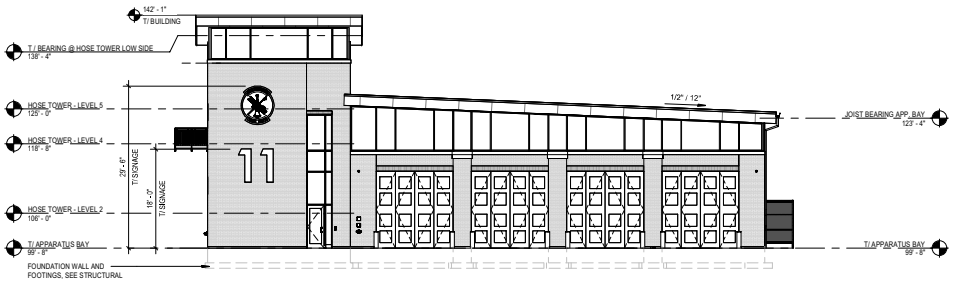

2 EXTERIOR ELEVATION SOUTH

3/32" = 1'-0"



1 EXTERIOR ELEVATION WEST

3/32" = 1'-0"

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FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
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GRAYSLAKE, ILLINOIS, 60030
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1807 HIGH GROVE LANE
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CONSOLIDATED CONSULTING ENGINEERS
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ISSUANCE		
NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/22/2025

EXTERIOR ELEVATIONS

SHEET NO.
PC1.20

JOB NO. 25-4186.01

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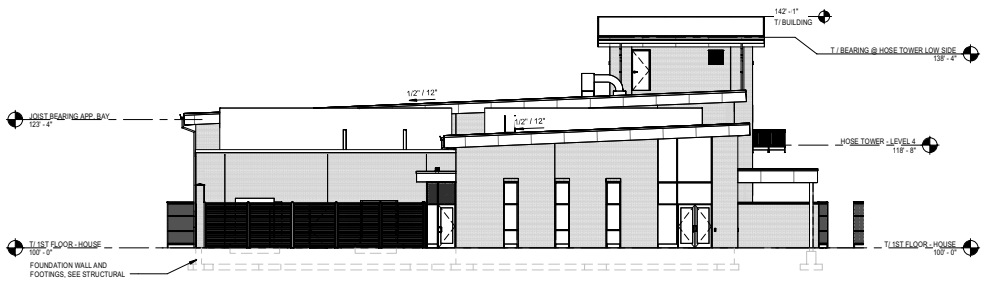
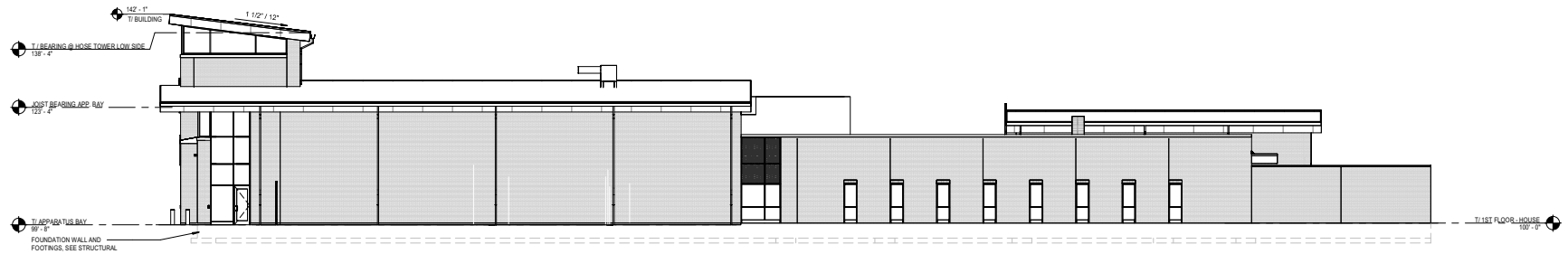


2 EXTERIOR ELEVATION NORTH

3/32" = 1'-0"



1 EXTERIOR ELEVATION EAST

3/32" = 1'-0"

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FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154

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847.223.4804 (O)
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McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.539781
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CONSOLIDATED CONSULTING ENGINEERS
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ISSUANCE		
NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/22/2025

EXTERIOR ELEVATIONS

SHEET NO.
PC1.21

JOB NO. 25-4186.01

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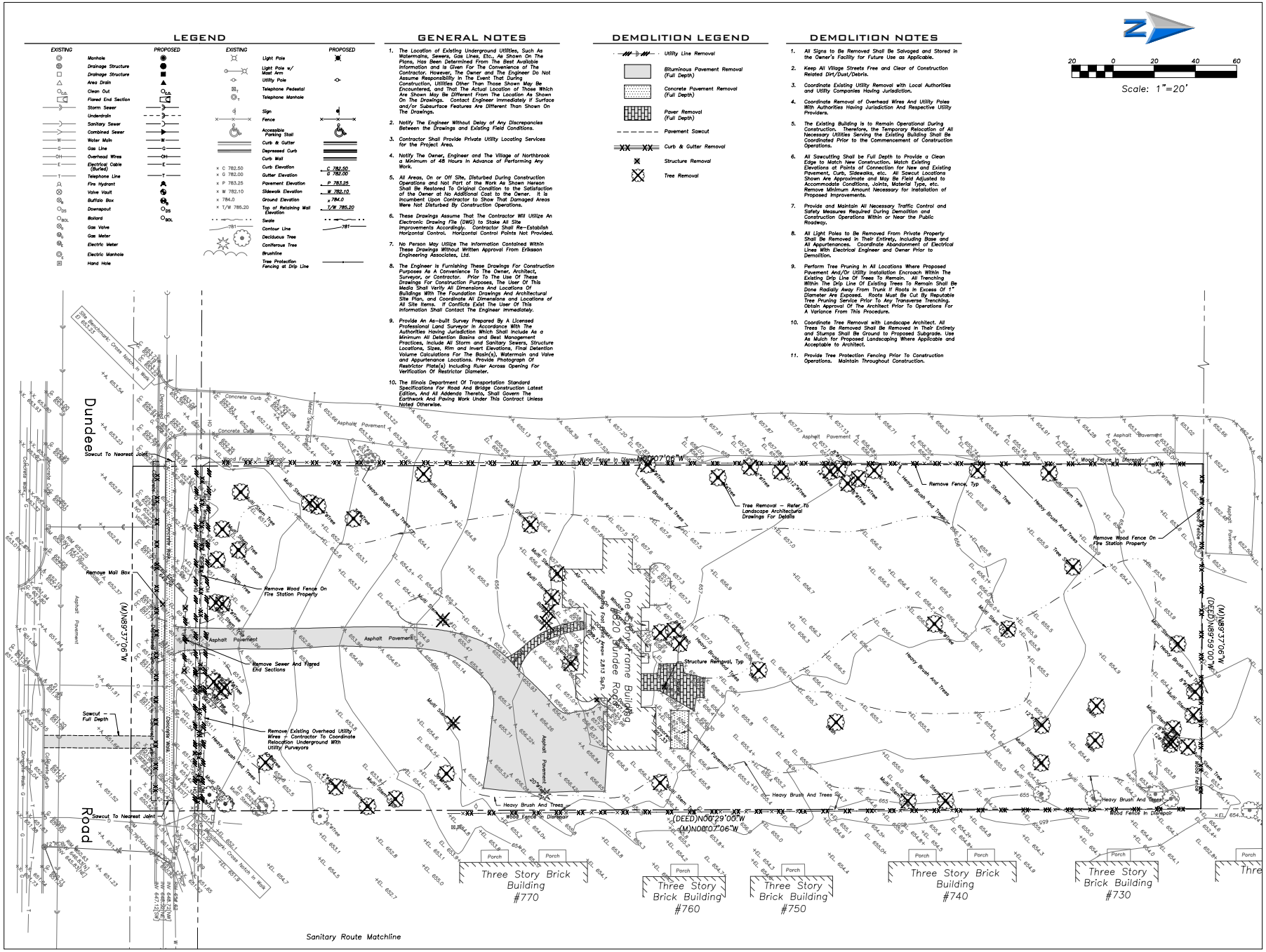

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FGM Architects
1 Westbrook Corporate Center
Suite 1000
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McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5999 (O) 630.717.5957 (F)
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CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
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ISSUANCE		
NO	DATE	DESCRIPTION
1	06/27/2025	BP 1: ISSUED FOR BID
2	07/18/2025	REVISION 1
3	09/12/2025	BP 2: ISSUED FOR BID & PERMIT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

BP2: ISSUED FOR BID & PERMIT

SITE DEMOTION PLAN

SHEET NO.
C1.1

JOB NO. 25-4186.01

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EEA – P:\24192 – FGMA – Northbrook Fire Station 11\Drawings\Northbrook Fire Station 11 Site Plan.dwg
Plotted: 9/10/25 @ 8:03pm By: tbrown

LEGEND

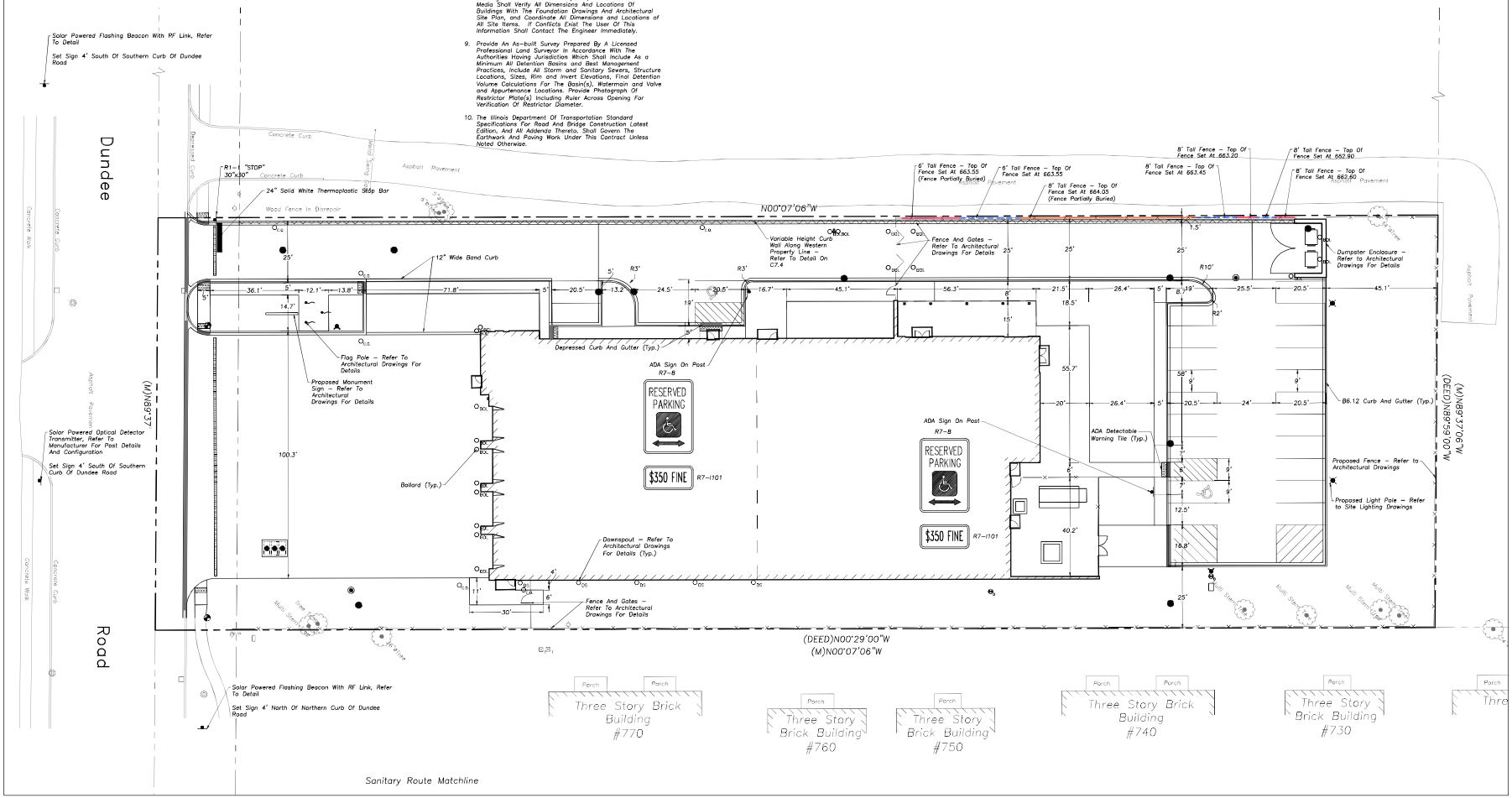
EXISTING		PROPOSED	EXISTING		PROPOSED
	Manhole			Light Pole	
	Drainage Structure			Light Pole w/ Mast Arm	
	Drainage Structure			Utility Pole	
	Area Drain			Telephone Pedestal	
	Clean Out			Telephone Manhole	
	Flared End Section				
	Storm Sewer			Sign	
	Underdrain			Fence	
	Sanitary Sewer			Accessible Parking Stall	
	Combined Sewer			Curb & Gutter	
	Water Main			Depressed Curb	
	Gas Line			Curb Wall	
	Overhead Wires		C 782.50	Curb Elevation	C 782.50
	Electrical Cable (Buried)		G 782.00	Gutter Elevation	G 782.00
	Telephone Line		P 783.25	Pavement Elevation	P 783.25
	Fire Hydrant		W 782.10	Sidewalk Elevation	W 782.10
	Valve Vault		784.0	Ground Elevation	784.0
	Buffalo Box		T/W 785.20	Top of Retaining Wall Elevation	T/W 785.20
	Downspout			Swale	
	Bollard		781	Contour Line	781
	Gas Valve			Deciduous Tree	
	Gas Meter			Coniferous Tree	
	Electric Meter			Brushline	
	Electric Manhole			Tree Protection Fencing at Drip Line	
	Hand Hole				

GENERAL NOTES

1. The Location of Existing Underground Utilities, Such As Watermains, Sewers, Gas Lines, Etc., As Shown On The Plans, Has Been Determined From The Best Available Information and Is Given For The Convenience of The Contractor. However, The Owner and The Engineer Do Not Assume Responsibility In The Event That During Construction, Utilities Other Than Those Shown May Be Encountered, and That The Actual Location of Those Which Are Shown May Be Different From The Location As Shown On The Drawings. Contact Engineer Immediately If Surface and/or Subsurface Features Are Different Than Shown On The Drawings.
2. Notify The Engineer Without Delay of Any Discrepancies Between the Drawings and Existing Field Conditions.
3. Contractor Shall Provide Private Utility Locating Services for the Project Area.
4. Notify The Owner, Engineer and The Village of Northbrook a Minimum of 48 Hours In Advance of Performing Any Work.
5. All Areas, On or Off Site, Disturbed During Construction Operations and Not Part of the Work As Shown Hereon Shall Be Restored To Original Condition to the Satisfaction of the Owner at No Additional Cost to the Owner. It is Incumbent Upon Contractor to Show That Damaged Areas Were Not Disturbed By Construction Operations.
6. These Drawings Assume That The Contractor Will Utilize An Electronic Drawing File (DWG) to Stake All Site Improvements Accordingly. Contractor Shall Re-Establish Horizontal Control. Horizontal Control Points Not Provided.
7. No Person May Utilize The Information Contained Within These Drawings Without Written Approval From Eriksson Engineering Associates, Ltd.
8. The Engineer is Furnishing These Drawings For Construction Purposes As A Convenience To The Owner, Architect, Surveyor, or Contractor. Prior To The Use Of These Drawings For Construction Purposes, The User Of This Media Shall Verify All Dimensions And Locations Of Buildings With The Foundation Drawings And Architectural Site Plan, and Coordinate All Dimensions and Locations of All Site Items. If Conflicts Exist The User Of This Information Shall Contact The Engineer Immediately.
9. Provide An As-built Survey Prepared By A Licensed Professional Land Surveyor In Accordance With The Authorities Having Jurisdiction Which Shall Include As a Minimum All Detention Basins and Best Management Practices, Include All Storm and Sanitary Sewers, Structure Locations, Sizes, Rim and Invert Elevations, Final Detention Volume Calculations For The Basin(s), Watermain and Valve and Appurtenance Locations. Provide Photograph Of Restrictor Plate(s) Including Ruler Across Opening For Verification Of Restrictor Diameter.
10. The Illinois Department Of Transportation Standard Specifications For Road And Bridge Construction Latest Edition, And All Addenda Thereto, Shall Govern The Earthwork And Paving Work Under This Contract Unless Noted Otherwise.

GEOMETRY NOTES

1. All Dimensions Contained Herein Reference Back Of Curb, Face Of Retaining Wall, Edge Of Pavement, Center of Structure And Outside Face Of Building Foundation Unless Otherwise Noted.
2. All Pavement Striping Shall Be 4" Wide Yellow Paint Per Specifications, Two Coats for Latex Paints. All Cross Hatch Striping Shall Be 45° At 2'-0" Centers.
3. All Accessible Parking Signs (R7-8) Must Be Placed at the Center of the Space and Within 5 Feet of the Space.
4. Refer to Architectural Drawings for Exact Locations of All Buildings.
5. Refer to Architectural Drawings for Locations and Details of All Permanent Site Fencing.
6. Traffic Sign Posts Shall Be Breakaway Green U-Channel Posts, 2-lb/ft, 11 Gauge Steel, Embedded 42" Minimum into Ground.



Scale: 1"=20'

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FGMA ARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184-001550

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ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
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STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1387 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5359 (O) 630.717.5707 (F)
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.F.P.
CONSOLIDATED CONSULTING ENGINEERS
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WHEELING, ILLINOIS, 60090
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ISSUANCE		
NO	DATE	DESCRIPTION
1	06/27/2025	BP 1: ISSUED FOR BID
2	07/18/2025	REVISION 1
3	09/12/2025	BP 2: ISSUED FOR BID & PERMIT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

BP2: ISSUED FOR BID & PERMIT

SITE GEOMETRY PLAN

SHEET NO.
C2.1

JOB NO. 25-4186.01

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Plotted: 9/10/25 @ 8:04am By: tbrown

LEGEND

EXISTING	PROPOSED
Manhole	
Drainage Structure	
Drainage Structure	
Area Drain	
Clean Out	
Flared End Section	
Storm Sewer	
Underdrain	
Sanitary Sewer	
MWRD Interceptor	
Water Main	
Gas Line	
Overhead Wires	
Electrical Cable (Buried)	
Telephone Line	
Fire Hydrant	
Valve Vault	
Buffalo Box	
Downspout	
Bollard	
Gas Valve	
Gas Meter	
Electric Meter	
Electric Manhole	
Hand Hole	

EXISTING	PROPOSED
Light Pole	
Light Pole w/ Mast Arm	
Utility Pole	
Telephone Pedestal	
Telephone Manhole	
Sign	
Fence	
Accessible Parking Stall	
Curb & Gutter	
Depressed Curb	
Curb Wall	
Curb Elevation	C 782.50
Gutter Elevation	G 782.00
Pavement Elevation	P 783.25
Sidewalk Elevation	W 782.10
Ground Elevation	784.0
Top of Retaining Wall Elevation	T/W 785.20
Swale	
Contour Line	
Deciduous Tree	
Coniferous Tree	
Brushline	
Tree Protection Fencing at Drip Line	

GENERAL NOTES

1. The Location of Existing Underground Utilities, Such As Watermains, Sewers, Gas Lines, Etc., As Shown On The Plans, Has Been Determined From The Best Available Information and Is Given For The Convenience of The Contractor. However, The Owner and The Engineer Do Not Assume Responsibility In The Event That During Construction, Utilities Other Than Those Shown May Be Encountered, and That The Actual Location of Those Which Are Shown May Be Different From The Location As Shown On The Drawings. Contact Engineer Immediately If Surface and/or Subsurface Features Are Different Than Shown On The Drawings.
2. Notify The Engineer Without Delay of Any Discrepancies Between the Drawings and Existing Field Conditions.
3. Contractor Shall Provide Private Utility Locating Services for the Project Area.
4. Notify The Owner, Engineer and The Village of Northbrook a Minimum of 48 Hours In Advance of Performing Any Work.
5. All Areas, On or Off Site, Disturbed During Construction Operations and Not Part of the Work As Shown Hereon Shall Be Restored To Original Condition to the Satisfaction of the Owner at No Additional Cost to the Owner. It Is Incumbent Upon Contractor to Show That Damaged Areas Were Not Disturbed By Construction Operations.
6. These Drawings Assume That The Contractor Will Utilize An Electronic Drawing File (DWG) to Stake All Site Improvements Accordingly. Contractor Shall Re-Establish Horizontal Control. Horizontal Control Points Not Provided.
7. No Person May Utilize The Information Contained Within These Drawings Without Written Approval From Eriksson Engineering Associates, Ltd.
8. The Engineer is Furnishing These Drawings For Construction Purposes As A Convenience To The Owner, Architect, Surveyor, or Contractor. Prior To The Use Of These Drawings For Construction Purposes, The User Of This Media Shall Verify All Dimensions And Locations Of Buildings With The Foundation Drawings And Architectural Site Plan, and Coordinate All Dimensions and Locations of All Site Items. If Conflicts Exist The User Of This Information Shall Contact The Engineer Immediately.
9. Provide An As-built Survey Prepared By A Licensed Professional Land Surveyor In Accordance With The Authorities Having Jurisdiction Which Shall Include As a Minimum All Detention Basins and Best Management Practices, Include All Storm and Sanitary Sewers, Structure Locations, Sizes, Rim and Invert Elevations, Final Detention Volume Calculations For The Basin(s), Watermain and Valve and Appurtenance Locations. Provide Photograph Of Restrictor Plate(s) Including Ruler Across Opening For Verification Of Restrictor Diameter.
10. The Illinois Department Of Transportation Standard Specifications For Road And Bridge Construction Latest Edition, And All Addenda Thereto, Shall Govern The Earthwork And Paving Work Under This Contract Unless Noted Otherwise.

UTILITY NOTES

1. This Project Is Located In A Separate Sewer Area.
2. Utility Service Lines as Shown Hereon are Approximate. Coordinate The Exact Locations With The Plumbing Drawings. Coordinate The Locations With The Plumbing Contractor and/or the Owner's Construction Representative Prior to Installation of Any New Utilities.
3. Refer to Plumbing Drawings for Continuation of All Utilities Within 5 Feet of Building Face.
4. Field Verify Invert & Locations of Existing Utility Mains Prior to Installing Any On-Site Utilities or Structures. All Elevations and Inverts Referencing Said Utility Shall Be Field Verified Prior To Installation Of Any New Structures Or Utilities, and Adjustments Shall Be Made as Necessary. Contact Engineer Prior to Installation if Discrepancy Exists With These Drawings.
5. Coordinate the Relocation Of Any Utilities Encountered And Replacement Of Any Utilities Damaged Within Influence Zone Of New Construction. Contact Engineer If The Existing Utilities Vary Appreciably From The Plans.
6. All Water Main and Services Shall Be Installed at a Minimum Depth of 5.5' From Top of Finished Ground Elevation to Top of Main.
7. Protection Of Water Supplies Shall Be As Described In Section 370.350 Of The Illinois Recommended Standards For Sewage Works Or Section 41-2.01 Of The Standard Specifications For Water and Sewer Main Construction in Illinois, Latest Edition.
8. Clean Out All Existing and Proposed Storm Inlets and Catch Basins at the Completion of Construction.
9. The "Standard Specifications for Water and Sewer Main Construction in Illinois", Current Edition Shall Govern Work Where Applicable.
10. Adjust Frame Elevations Of All Structures Located Within The Limits Of The Project To Match Proposed Elevations. Add Or Remove Adjusting Rings As Necessary And Install New Mortar At Rings And Frame. Install New Chimney Seals On Any Sanitary Structures Being Adjusted.
11. Obtain As-Built Information For All Pipes, In Accordance With As-Built Document Requirements, Prior To The Installation Of Any Inlet Hoods Or Trash Racks.

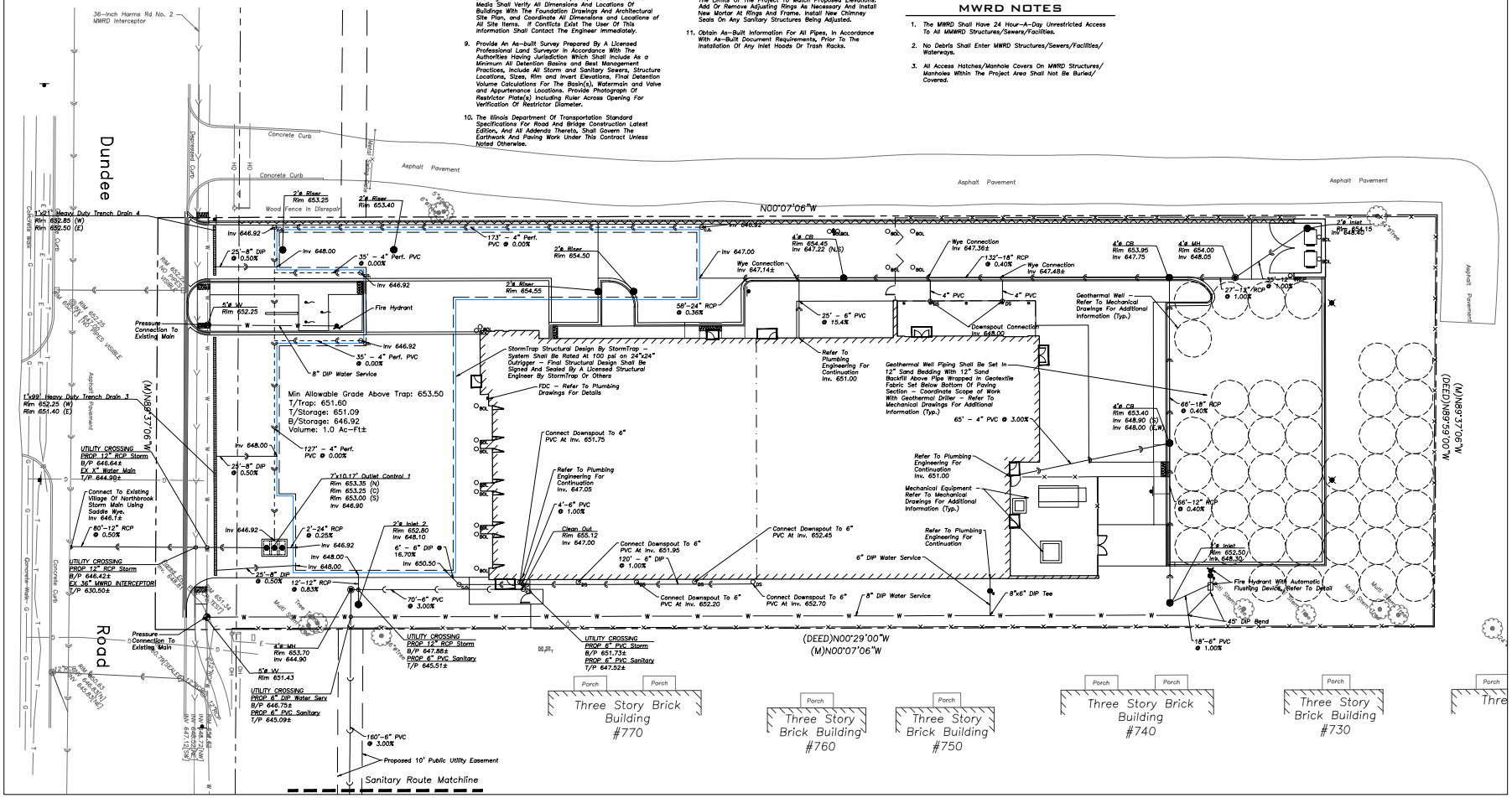
STRUCTURE NOTES

1. All Catch Basins to Be Installed in Paved Areas Shall Have Neenah R2504-D Frame & Grate or Approved Equal.
2. All Catch Basins to Be Installed In Landscaped Areas Shall Have Neenah R4340-B / R2504-D Frame & Grate or Approved Equal. For Cone Sections Install a Minimum of 4" Grade Rings For Topsoil Respread. For Flat Slab Tops Install the Following Minimum Height of Grade Rings:
   - 4" Diameter Structure- 4"
   - 5" Diameter Structure- 6"
   - 6" Diameter Structure- 8"
3. All Catch Basins to Be Installed Along Curb and Gutter (B-6.12) Shall Have Neenah R3281-A Frame & Grate or Approved Equal.
4. All Catch Basins to Be Installed Along Depressed Curb and Gutter (Dep B-6.12) Shall Have East Jordan Iron Works 5120 Catch Basin Inlet Frame and Grate, or Approved Equal.
5. Where Structures are Shown Along the Curbline, Unless Specifically Stated Otherwise, it is Intended That the Frame of the Structure is To Fall Within the Flowline Of The Gutter or at the Pavement Edge Where No Gutter Exists.
6. All Manholes Shall Have Neenah R1713-B Frame & Closed Lid or Approved Equal, with "Storm" or "Sanitary" Imprinted as Appropriate.
7. For All Structures Indicated to be Adjusted, Remove and Install Adjusting Rings, Cone Section, Barrel Sections, or Flat Slab Top as Necessary.
8. All Flared End Sections 12" and Larger Shall Include an IDOT Standard Grate.
9. All Flared End Sections Shall Be Concrete.
10. All Sanitary Manholes Shall Include a Chimney Seal.

MWRD NOTES

1. The MWRD Shall Have 24 Hour-A-Day Unrestricted Access To All MWMRD Structures/Sewers/Facilities.
2. No Debris Shall Enter MWRD Structures/Sewers/Facilities/ Waterways.
3. All Access Hatches/Manhole Covers On MWRD Structures/ Manholes Within The Project Area Shall Not Be Buried/ Covered.

Scale: 1"=20'



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FGMA ARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM

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ERIKSSON ENGINEERING ASSOCIATES, LTD.
181 CHANTREE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
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STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5999 (O) 630.717.5957 (F)
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.F.P.
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
847.215.8690 (O)
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NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

BP2: ISSUED FOR BID & PERMIT

SITE UTILITY PLAN

SHEET NO.
C3.1

JOB NO. 25-4186.01

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LEGEND

EXISTING		PROPOSED
	Manhole	
	Drainage Structure	
	Drainage Structure	
	Area Drain	
	Clean Out	
	Flared End Section	
	Storm Sewer	
	Underdrain	
	Sanitary Sewer	
	Combined Sewer	
	Water Main	
	Gas Line	
	Overhead Wires	
	Electrical Cable (Buried)	
	Telephone Line	
	Fire Hydrant	
	Valve Vault	
	Buffalo Box	
	Downspout	
	Bollard	
	Gas Valve	
	Gas Meter	
	Electric Meter	
	Electric Manhole	
	Hand Hole	

EXISTING		PROPOSED
	Light Pole	
	Light Pole w/ Mast Arm	
	Utility Pole	
	Telephone Pedestal	
	Telephone Manhole	
	Sign	
	Fence	
	Accessible Parking Stall	
	Curb & Gutter	
	Depressed Curb	
	Curb Wall	
× C 782.50	Curb Elevation	C 782.50
× G 782.00	Gutter Elevation	G 782.00
× P 783.25	Pavement Elevation	P 783.25
× W 782.10	Sidewalk Elevation	W 782.10
× 784.0	Ground Elevation	784.0
× T/W 785.20	Top of Retaining Wall Elevation	T/W 785.20
	Swale	
781	Contour Line	781
	Deciduous Tree	
	Coniferous Tree	
	Brushline	
	Tree Protection Fencing at Drip Line	

GENERAL NOTES

1. The Location of Existing Underground Utilities, Such As Watermains, Sewers, Gas Lines, Etc., As Shown On The Plans, Has Been Determined From The Best Available Information and Is Given For The Convenience of The Contractor. However, The Owner and The Engineer Do Not Assume Responsibility In The Event That During Construction, Utilities Other Than Those Shown May Be Encountered, and That The Actual Location of Those Which Are Shown May Be Different From The Location As Shown On The Drawings. Contact Engineer Immediately If Surface and/or Subsurface Features Are Different Than Shown On The Drawings.
2. Notify The Engineer Without Delay of Any Discrepancies Between the Drawings and Existing Field Conditions.
3. Contractor Shall Provide Private Utility Locating Services for the Project Area.
4. Notify The Owner, Engineer and The Village of Northbrook a Minimum of 48 Hours In Advance of Performing Any Work.
5. All Areas, On or Off Site, Disturbed During Construction Operations and Not Part of the Work As Shown Hereon Shall Be Restored To Original Condition to the Satisfaction of the Owner at No Additional Cost to the Owner. It is Incumbent Upon Contractor to Show That Damaged Areas Were Not Disturbed By Construction Operations.
6. These Drawings Assume That The Contractor Will Utilize An Electronic Drawing File (DWG) to Stake All Site Improvements Accordingly. Contractor Shall Re-Establish Horizontal Control. Horizontal Control Points Not Provided.
7. No Person May Utilize The Information Contained Within These Drawings Without Written Approval From Eriksson Engineering Associates, Ltd.
8. The Engineer is Furnishing These Drawings For Construction Purposes As A Convenience To The Owner, Architect, Surveyor, or Contractor. Prior To The Use Of These Drawings For Construction Purposes, The User Of This Media Shall Verify All Dimensions And Locations Of Buildings With The Foundation Drawings And Architectural Site Plan, and Coordinate All Dimensions and Locations of All Site Items. If Conflicts Exist The User Of This Information Shall Contact The Engineer Immediately.
9. Provide An As-built Survey Prepared By A Licensed Professional Land Surveyor In Accordance With The Authorities Having Jurisdiction Which Shall Include As a Minimum All Detention Basins and Best Management Practices, Include All Storm and Sanitary Sewers, Structure Locations, Sizes, Rim and Invert Elevations, Final Detention Volume Calculations For The Basin(s), Watermain and Valve and Appurtenance Locations. Provide Photograph Of Restrictor Plate(s) Including Ruler Across Opening For Verification Of Restrictor Diameter.
10. The Illinois Department Of Transportation Standard Specifications For Road And Bridge Construction Latest Edition, And All Addenda Thereto, Shall Govern The Earthwork And Paving Work Under This Contract Unless Noted Otherwise.

PAVING & SURFACE LEGEND

Asphalt Pavement Section
1 1/2" Hot Mix Asphalt,Mix D, IL-9.5, N50
2 1/2" Hot Mix Asphalt, IL-19.0, N50
Prime Coat (0.25 gal/sq yd)
8" Aggregate Base Course, Type B, Crushed, CA-6
Non-Woven Geotextile Fabric, 5 oz/sy

Concrete Driveway Section
8" Portland Cement Concrete
Curing and Sealing Compound
6"x6" W2.9xW2.9 Welded Wire Fabric
6" Aggregate Base Course, Type B, Crushed

Pigmented Concrete Driveway Section
8" Portland Cement Concrete
Pigment Additive – Color As Selected By Architect/Owner
Curing and Sealing Compound
6"x6" W2.9xW2.9 Welded Wire Fabric
6" Aggregate Base Course, Type B, Crushed

IDOT Patch Section*
1 1/2" Hot Mix Asphalt,Mix D, IL-9.5, N90
2" Hot Mix Asphalt, IL-19.0, N70
Prime Coat (0.25 gal/sq yd)
10" Portland Cement Concrete
4" Aggregate Base Course, Type B, Crushed
*Thicknesses Shown Are Min. Contractor To Match Existing If Thicker
*Mixes To Be IDOT Approved

Concrete Sidewalk Section
Curing and Sealing Compound
5" Portland Cement Concrete
6"x6" W1.4xW1.4 Welded Wire Fabric
4" Aggregate Base Course, Type B, Crushed

Heavy-Duty Asphalt Pavement Section
1 1/2" Hot Mix Asphalt,Mix D, IL-9.5, N50
3 1/2" Hot Mix Asphalt, IL-19.0, N50
Prime Coat (0.25 gal/sq yd)
10" Aggregate Base Course, Type B, Crushed, CA-6
Non-Woven Geotextile Fabric, 8 oz

Extents of Snow Melt System
(See Mechanical Drawings For Details)
Snow Melt Tubing Tied To Reinforcement In Concrete (Refer To Mechanical Drawings)
±2" Insulation Board Between Stone And Concrete (Refer To Mechanical Drawings)

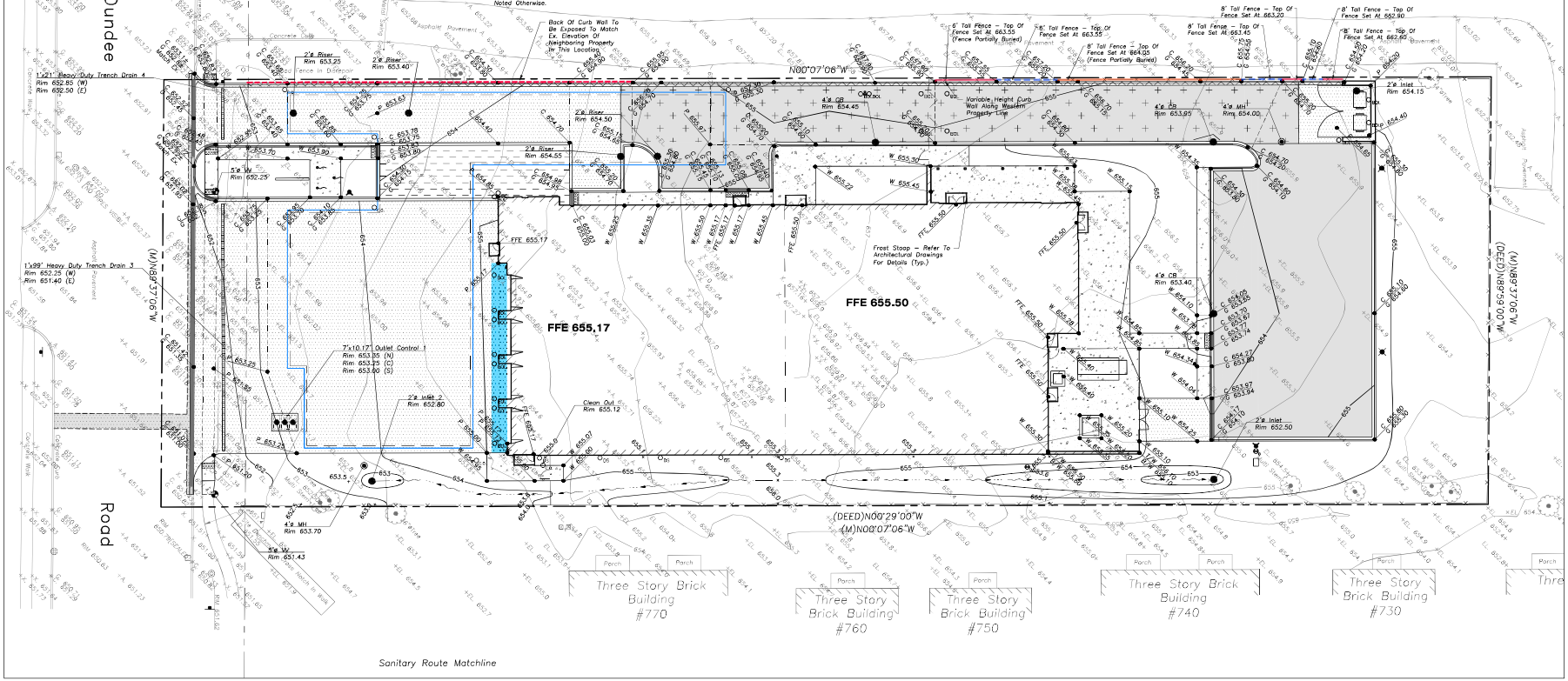
Stormwater Overland Flow Path

Ridge Line/High Point

Curb Wall With Exposed Back Of Curb

GRADING NOTES

1. The Grading and Construction of Proposed Improvements Shall Be Done in A Manner Which Will Allow For Positive Drainage, and Not Cause Ponding of Stormwater on the Surface of Proposed Improvements.
2. All Landscaped Areas Disturbed By Construction Shall Be Respread With 6 Inches (Min.) to 12 Inches (Max.) Topsoil and Hydroseeded Unless Noted Otherwise On The Landscape Drawings.
3. Refer to Architectural Drawings for Locations and Patterns of Expansion and Control Joints in Concrete Pavement and Sidewalks.
4. Accessible Parking Spaces and Loading Spaces Shall Be Sloped at Maximum 2.0% in Any Direction. Maximum Sidewalk Cross Slopes Shall be 2.0%. Maximum Longitudinal Sidewalk Slope Shall Be 4.9%. Contact Engineer if Conflicts Exist.
5. Adjust Frame Elevations Of All Structures Located Within The Limits Of The Project To Match Proposed Elevations. Add Or Remove Adjusting Rings As Necessary And Install New Mortar At Rings And Frame. Install New Chimney Seals On Any Sanitary Structures Being Adjusted
6. Conditions May Require Contractor to Excavate Clay Borrow Pit in Order to Produce Suitable Fill Material for Building Pad Preparation or Site Paving. Borrow Pit Shall Not Be Located in Proposed Hardscape Areas. Contractor Shall Backfill Borrow Pit to Meet Proposed Grades, or Existing Grades in Otherwise Undisturbed Areas, and May Use Topsoil and Unsuitable Material to Backfill. Review Soil Studies Prior to Excavation.



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fgma
FGMA ARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
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CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
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VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

BP2: ISSUED FOR BID & PERMIT

SITE GRADING AND PAVING PLAN

SHEET NO.
C4.1

JOB NO. 25-4186.01

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LANDSCAPE NOTES:

1. PLANT QUANTITIES SHOWN IN THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING AND INSTALLING ALL MATERIALS SHOWN ON THE PLAN AND SHOULD NOT RELY ON THE PLANT SCHEDULE FOR DETERMINING QUANTITIES.
2. ALL PLANT MATERIALS SHALL BE NURSERY GROWN STOCK AND SHALL BE FREE FROM ANY DEFORMITIES, DISEASES OR INSECT DAMAGE. ANY MATERIALS WITH DAMAGED OR CROOKED/DISFIGURED LEADERS, BARK ABRASION, SUNSCALD, INSECT DAMAGE, ETC. ARE NOT ACCEPTABLE AND WILL BE REJECTED. TREES WITH MULTIPLE LEADERS WILL BE REJECTED UNLESS CALLED OUT IN THE PLANT SCHEDULE AS MULTI-STEM. NO PRUNING TO BE DONE AT THE TIME OF INSTALLATION EXCEPT FOR DEAD OR BROKEN LIMBS.
3. ALL LANDSCAPE IMPROVEMENTS SHALL MEET MUNICIPALITY REQUIREMENTS AND GUIDELINES, WHICH SHALL BE VERIFIED BY MUNICIPAL AUTHORITIES.
4. ALL PLANTING OPERATIONS SHALL BE COMPLETED IN ACCORDANCE WITH STANDARD HORTICULTURAL PRACTICES. THIS MAY INCLUDE, BUT NOT BE LIMITED TO, PROPER PLANTING BED AND TREE PIT PREPARATION, PLANTING MIX, PRUNING, STAKING AND GUYING, WRAPPING, SPRAYING, FERTILIZATION, PLANTING AND ADEQUATE MAINTENANCE OF MATERIALS DURING CONSTRUCTION ACTIVITIES.
5. ALL PLANT MATERIALS SHALL BE INSPECTED AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION. ANY MATERIALS INSTALLED WITHOUT APPROVAL MAY BE REJECTED.
6. THE CONTRACTOR SHALL GUARANTEE PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF ACCEPTANCE BY OWNER. THE CONTRACTOR SHALL OUTLINE PROPER MAINTENANCE PROCEDURES TO THE OWNER AT THE TIME OF ACCEPTANCE. DURING THE GUARANTEE PERIOD, DEAD OR DISEASED MATERIALS SHALL BE REPLACED AT NO COST TO THE OWNER. AT THE END OF THE GUARANTEE PERIOD THE CONTRACTOR SHALL OBTAIN FINAL ACCEPTANCE FROM THE OWNER.
7. ANY EXISTING TREES TO BE RETAINED SHALL BE PROTECTED FROM SOIL COMPACTION AND OTHER DAMAGES THAT MAY OCCUR DURING CONSTRUCTION ACTIVITIES BY ERECTING FENCING AROUND SUCH MATERIALS THE DRIP LINE OF THE TREE TO BE PROTECTED UNLESS SPECIFIED OTHERWISE.
8. ALL GRASS, CLUMPS, OTHER VEGETATION, DEBRIS, STONES, ETC.. SHALL BE RAKED OR OTHERWISE REMOVED FROM PLANTING AND LAWN AREAS PRIOR TO INITIATION OF INSTALLATION PROCEDURES.
9. THE CONTRACTOR SHALL VERIFY THE LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INITIATING PLANTING OPERATIONS. THE CONTRACTOR SHALL REPAIR/ REPLACE ANY UTILITY, PAVING, CURBING, ETC.. WHICH IS DAMAGED DURING PLANTING OPERATIONS.
10. SIZE AND GRADING STANDARDS OF PLANT MATERIALS SHALL CONFORM TO THE LATEST EDITION OF ANSI Z60.1, AMERICAN STANDARDS FOR NURSERY STOCK, BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION.
11. REFER TO PLAT OF SURVEY FOR LEGAL DESCRIPTION, BOUNDARY DIMENSIONS AND EXISTING CONDITIONS.
12. ALL PLANT MATERIAL ON THIS PLANTING PLAN REPRESENTS THE INTENTION AND INTENSITY OF THE PROPOSED LANDSCAPE MATERIAL. THE EXACT SPECIES AND LOCATIONS MAY VARY IN THE FIELD DO TO MODIFICATIONS IN THE SITE IMPROVEMENTS AND THE AVAILABILITY OF PLANT MATERIAL AT THE TIME OF INSTALLATION. ANY SUCH CHANGES MUST FIRST BE APPROVED BY THE CITY IN WRITING
13. ALL PLANT MATERIAL SHALL BE PLANTED WITH A MINIMUM OF SIX INCHES OF ORGANIC SOIL AND MULCHED WITH A SHREDDED BARK MATERIAL TO A MINIMUM 3" DEPTH.
14. ALL BEDS SHALL BE EDGED, HAVE WEED PREEMERGENTS APPLIED AT THE RECOMMENDED RATE.
15. ALL PARKWAYS SHALL HAVE LAWN ESTABLISHED WITH SEED A GROUNDCOVER, UNLESS OTHERWISE NOTED.
16. ALL LAWN AREAS ON THIS PLAN SHALL BE GRADED SMOOTH AND TOPPED WITH AT LEAST 6" OF TOPSOIL. ALL LAWN AREAS TO BE ESTABLISHED USING SOD, ALL TURF GRASS AREAS ADJACENT TO PAVEMENT OR CURB SHALL BE GRADED FLUSH WITH THAT PAVEMENT AND ALLOW POSITIVE DRAINAGE. ANY SETTLEMENT OF THE TURF GRASS AREAS SHALL BE CORRECTED BY THE LANDSCAPE CONTRACTOR AT THE CONTRACTOR'S EXPENSE PRIOR TO FINAL ACCEPTANCE BY OWNER.
17. THIS LANDSCAPE PLAN ASSUMES THE SITE WILL BE PREPARED WITH TOP SOIL SUITABLE FOR THE ESTABLISHMENT OF THE LANDSCAPE MATERIAL PRESENTED ON THIS PLAN. IF ADDITIONAL TOP SOIL IS REQUIRED IT IS UP TO THE LANDSCAPE CONTRACTOR ON THE PROJECT TO PROVIDE, SPREAD AND PREPARE THE SITE AS NEEDED FOR THE IMPLEMENTATION OF THIS LANDSCAPE PLAN.
18. CONTRACTORS MUST VERIFY ALL QUANTITIES AND OBTAIN ALL PROPER PERMITS AND LICENSES FROM THE PROPER AUTHORITIES.
19. ALL MATERIAL MUST MEET INDUSTRY STANDARDS AND THE LANDSCAPE ARCHITECT HAS THE RIGHT TO REFUSE ANY POOR MATERIAL OR WORKMANSHIP.
20. LANDSCAPE ARCHITECT IS NOT RESPONSIBLE FOR UNSEEN SITE CONDITIONS.
21. ALL PLANTINGS SHALL BE SPACED EQUAL DISTANT, BACK FILLED WITH AMENDED SOIL IN A HOLE TWICE THE ROOTBALL DIAMETER, WATERED, FERTILIZED, PRUNED, AND HAVE ALL TAGS AND ROPES REMOVED.
22. LAWN AND BED AREAS SHALL BE ROTOTILLED, RAKED OF CLUMPS AND DEBRIS.
23. REMOVE ALL DEAD AND DISEASED PLANT MATERIAL FROM SITE AND DISPOSE OF PROPERLY.
24. PLANTS TO BE PLANTED SO THAT ROOT FLARE IS AT THE GRADE OF THE AREA WHERE PLANTED, NO PRUNING TO BE DONE AT THE TIME OF INSTALLATION EXCEPT TO REMOVE DEAD OR BROKEN LIMBS.

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL / COMMON NAME	COND	SIZE	QTY
CANOPY TREES					
	CEL OCC	CELTIS OCCIDENTALIS / COMMON HACKBERRY	B & B	3" CAL.	4
	LIQ WO3	LIQUIDAMBAR STYRACIFLUA 'WORPLESDON' / WORPLESDON SWEET GUM	B & B	3" CAL.	3
	PLA MO3	PLATANUS X ACERIFOLIA 'MORTON CIRCLE' / EXCLAMATION!™ LONDON PLANE TREE	B & B	3" CAL.	2
	TIL RED	TILIA AMERICANA 'REDMOND' / REDMOND AMERICAN LINDEN	B & B	3" CAL.	2
	ULM ACC	ULMUS X 'ACCOLADE' / ACCOLADE ELM	B & B	3" CAL.	4
EVERGREEN TREES					
	PIC ABI	PICEA ABIES / NORWAY SPRUCE	B & B	6' HT.	6
	PIN STR	PINUS STROBUS / WHITE PINE	B & B	6' HT.	18
UNDERSTORY TREES					
	AME GRA	AMELANCHIER X GRANDIFLORA 'AUTUMN BRILLIANCE' / AUTUMN BRILLIANCE APPLE SERVICEBERRY	B & B	8' CLUMP	4

SYMBOL	CODE	BOTANICAL / COMMON NAME	COND.	SIZE	QTY
DECIDUOUS SHRUBS					
	ARO ARB	ARONIA ARBUTIFOLIA / RED CHOKEBERRY	B & B	38" HT.	12
	COR AME	CORYLUS AMERICANA / AMERICAN HAZELNUT	CONT.	36" HT.	9
	RHU GRO	RHUS AROMATICA 'GRO-LOW' / GRO-LOW FRAGRANT SUMAC	CONT.	#5	8
	ROS FL3	ROSA X 'FLOWER CARPET CORAL' / ROSE	CONT.	24" SPREAD	7
	SYR BL2	SYRINGA X 'BLOOMERANG' / BLOOMERANG LILAC	B & B	38" HT.	28
EVERGREEN SHRUBS					
	JUN PFI	JUNIPERUS CHINENSIS 'KALLAYS COMPACT' / KALLAY COMPACT PFITZER JUNIPER	B & B	24" SPREAD.	18
	JUN HUG	JUNIPERUS HORIZONTALIS 'HUGHES' / HUGHES JUNIPER	B & B	24" SPREAD.	8
	TAX DE4	TAXUS X MEDIA / DENSE YEW	B & B	38" HT.	16
	THU SMA	THUJA OCCIDENTALIS 'SMARAGD' / EMERALD GREEN ARBORVITAE	B & B	6' HT.	14

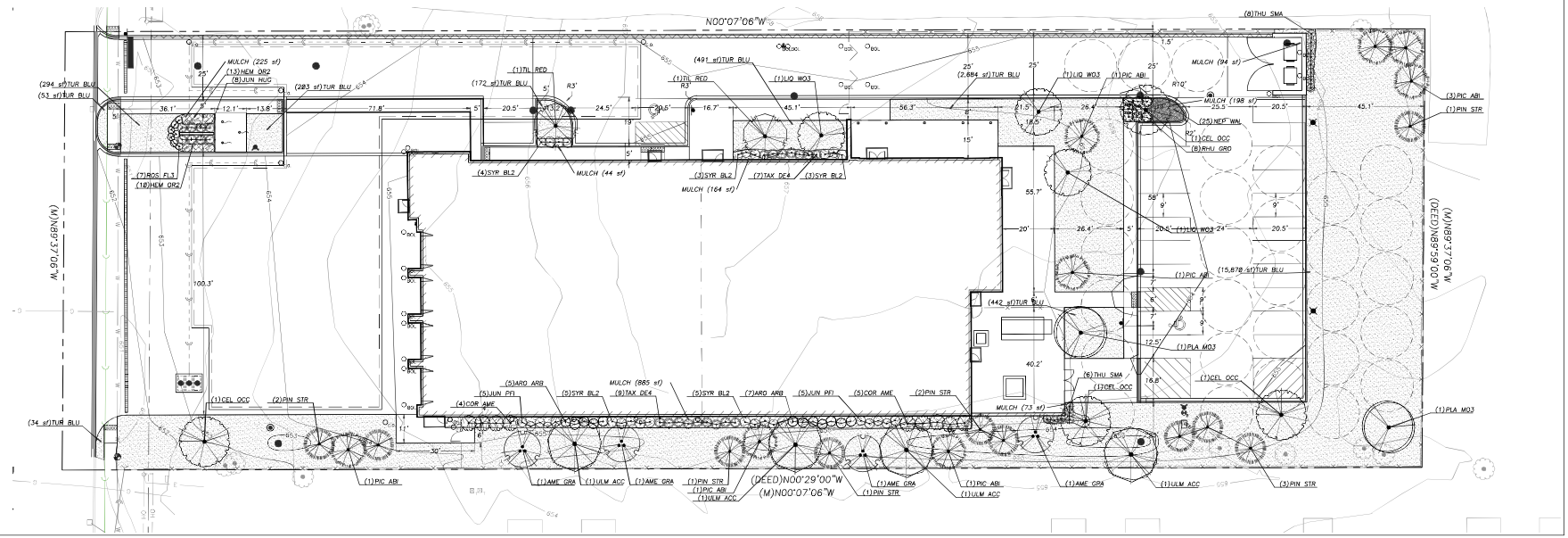
SYMBOL	CODE	BOTANICAL / COMMON NAME	COND	SIZE	QTY
PERENNIALS					
	HEM OR2	HEMEROCALLIS X 'STELLA DE ORO' / STELLA DE ORO DAYLILY	CONT.	#1	23
	NEP WAL	NEPETA X FAASSENII 'WALKERS LOW' / WALKERS LOW CATMINT	CONT.	QUART	25
TURF GRASS					
	TUR BLU	TURF SOD BLUEGRASS / KENTUCKY BLUEGRASS	ROLLED	SOD	28,243 SF

SITE MATERIALS SCHEDULE

	MULCH	1,683 SF

20' 0' 20' 40' 60'

Scale: 1"= 20'



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FGMA ARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
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145 COMMERCE DRIVE, SUITE A
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McCLUSKEY ENGINEERING CORPORATION
1387 HIGH GROVE LANE
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630.717.5399 (O) 630.717.5397(F)
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M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE 1
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LANDSCAPE PLAN

SHEET NO.
L1.0

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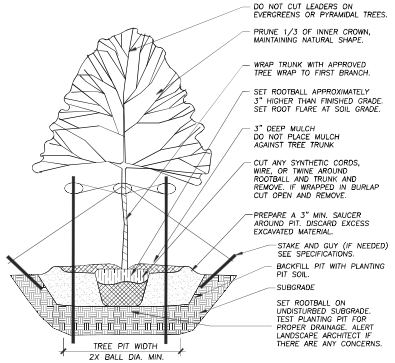

1 TREE PLANTING DETAIL

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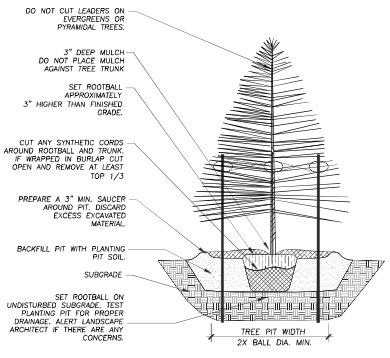
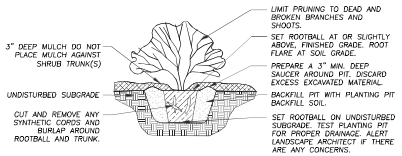


2 EVERGREEN TREE PLANTING DETAIL

NOT TO SCALE 329343-02



3 SHRUB PLANTING DETAIL

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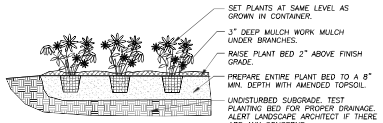
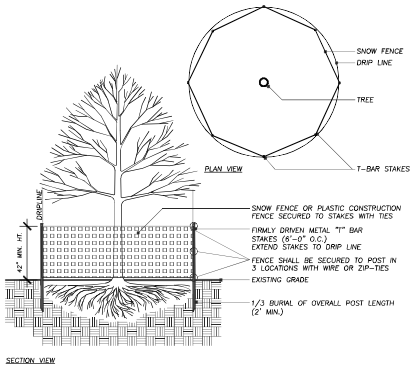


4 ANNUAL, PERENNIAL, & GROUNDCOVER DETAIL

Not To Scale 329301-03



5 TREE PROTECTION DETAIL

Not To Scale 329383-01

fgma
FGMA ARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.005880

CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
ILLINOIS CERTIFICATE OF AUTHORITY

STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1387 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.5397 (F)
ILLINOIS CERTIFICATE OF AUTHORITY

M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE 1
WHEELING, ILLINOIS, 60090
847.215.8650 (O)
ILLINOIS CERTIFICATE OF AUTHORITY

ISSUANCE		
NO	DATE	DESCRIPTION
1	06/27/2025	BP1: ISSUED FOR BID
2	07/18/2025	REVISION 1
3	09/12/2025	PB2: ISSUED FOR BID & PERMIT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

BP2: ISSUED FOR BID & PERMIT

LANDSCAPE DETAILS

SHEET NO.
L2.0

JOB NO. 25-4186.01

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EEA - P\24192 - FGMA - Northbrook Fire Station 11\Drawings\Northbrook Fire Station 11 Landscape Plan.dwg
Plotted: 9/10/25 @ 10:42am By: sgregory
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Village Board of Trustees Minutes

Sandra "Sandy" Frum Board Room
1225 Cedar Lane Northbrook, IL 60062
Tuesday, June 10, 2025

Village President Kathryn Ciesla called the meeting to order at 7:33 PM

1. **ROLL CALL**

Attendee Name	Title	Status
Kathryn Ciesla	Village President	Present
Robert Israel	Trustee	Present
Heather Ross	Trustee	Present
Johannah Hebl	Trustee	Absent
Joy Ebhomielen	Trustee	Present
Michelle Kohler	Trustee	Present
Matt Cassidy	Trustee	Present

2. **PLEDGE OF ALLEGIANCE**

3. **SWEARING-IN OF CAPTAIN BRAD PUTNEY, LIEUTENANT TED PETERS, AND FIREFIGHTER/PARAMEDIC JACOB FIOLKA**

4. **MINUTES APPROVAL**
   A. May 27, 2025 Regular Board Meeting Minutes for Approval

RESULT:	**APPROVED [5 – 0]**
MOVER:	Heather Ross, Trustee
SECONDER:	Robert Israel, Trustee
AYES:	Israel, Ross, Hebl, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	Johannah Hebl, Trustee

5. **PUBLIC COMMENT TIME**

David Hochberg asked whether a discussion has taken place between Village officials and Village attorneys regarding the public forum space. Also, he inquired about when public input will be scheduled and how the days are being counted when signs are displayed in the public forum space.

6. **MANAGER'S REPORT**

Village Manager Pavlicek highlighted significant Cook County Road Improvement Projects.

Public Works has replaced nearly 25% of water meters village wide.

Thanked the Sustainability Commission for their Climate Action Day event.

B. Preliminary Review of a Zoning Request by the Village of Northbrook for the development of a Village fleet garage at 3504 Commercial Avenue

RESULT:	**MOTION TO REFER TO PLAN COMMISSION [5 – 0]**
MOVER:	Robert Israel, Trustee
SECONDER:	Joy Ebhomielen, Trustee
AYES:	Israel, Ross, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	Johannah Hebl, Trustee

Amy McEwan, Director of Development & Planning Services, discussed an application submitted by Village of Northbrook for the property located at 3504 Commercial Avenue. The applicant is requesting a comprehensive plan map amendment and zoning relief to rezone the property from I-1 Restricted to IB Institutional Building. She provided a brief overview of the following: property's history, zoning, and proposed plan.

She noted the requested relief/primary issues the Village Board should consider.

Trustees Israel, Ross, Ebhomielen, Kohler, and Cassidy were in favor of the comprehensive plan map amendment and rezoning.

C. Preliminary Review of a Zoning Request by the Village of Northbrook for the development of a fire station at 820 Dundee Road

RESULT:	**MOTION TO REFER TO PLAN COMMISSION [5 – 0]**
MOVER:	Michelle Kohler, Trustee
SECONDER:	Heather Ross, Trustee
AYES:	Israel, Ross, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	Johannah Hebl, Trustee

Amy McEwan, Director of Development & Planning Services, discussed an application submitted by Village of Northbrook for the property located at 3504 Commercial Avenue. The applicant is requesting a comprehensive plan map amendment and zoning relief to rezone the property from R-2 Single Family Residential to IB Institutional Building. She provided a brief overview of the following: property's history, zoning, and proposed plan.

She noted the requested relief/primary issues the Village Board should consider.

Trustees Israel, Ross, Ebhomielen, Kohler, and Cassidy were in favor of the comprehensive plan map amendment and rezoning.

12. **COMMUNITY AND SUSTAINABILITY** – None

13. **HOUSING** – None

14. **PUBLIC WORKS AND FACILITIES** – None

15. **PUBLIC SAFETY** – None

16. **COMMUNICATIONS AND OUTREACH** – None

APPROVED
RESOLUTION NO. 25-PC-18

VILLAGE OF NORTHBROOK PLAN COMMISSION
DOCKET NO. PCD-25-12
(820 DUNDEE ROAD)

WHEREAS, an application has been filed by Village of Northbrook (the "Applicant") as owner of the property commonly known as 820 Dundee Road (the "Subject Property"), for development of a new Village fleet maintenance garage, and

WHEREAS, the Applicant has filed an application (Docket No. PCD-25-12) with the Village of Northbrook requesting:

a) Comprehensive Plan Map Amendment from Multi-Family 6-9 DUA to Government Facility;
b) Rezoning from R-2 Single-Family Residential District to IB Institutional Building District;
c) Special Permit to Allow one wall sign in excess of District Height Limitation (SIC No. 9966.00) in IB District;
d) Variation to reduce the required lot width from 300' to 167.54' in IB District;
e) Variation to reduce the required yard (west) from 20' to 0';
f) Variation to reduce the required yard (east) from 40' to 20';
g) Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40' to 20';
h) Variation to reduce the required number of loading spaces from 1 to 0;
i) Site Plan Approval; and
j) Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

WHEREAS, the Subject Property is designated as appropriate for Multi-Family 6-9 DUA uses in the Village of Northbrook Comprehensive Plan; and

WHEREAS, a public notice for this docket was duly published on August 28, 2025 in the *Northbrook Star* and a public hearing was scheduled for September 16, 2025, but due to a lack of quorum the meeting was continued and held at a special meeting of the Plan Commission on September 30, 2025; and

WHEREAS, the Applicant has submitted evidence that sign was properly posted on the Subject Property, indicating the time and date of the Commission hearing, and that all property owners within 250 feet of the Subject Property were notified of the Commission hearing by certified mail; and

WHEREAS, the Plan Commission has considered all the evidence presented to it, including, but not limited to, the following:

1. Village of Northbrook Plan Commission Application form & attachments received August 19, 2025, and all subsequent additions and revisions to these application materials and attachments.
2. Comments made by the Board of Trustees during its review of the preliminary application regarding this request.
3. All written and oral testimony concerning the application.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the Village of Northbrook, Cook County, Illinois, THAT:

1. Findings:

A. Comprehensive Plan Compliance. The Northbrook Plan Commission does hereby find that with respect to Docket No. PCD-25-12A, the Plan Commission hereby finds that the request to amend the Comprehensive Plan to change the designation of the Subject Property from Multi-Family 6-9 DUA to Government Facility **does comply** with the standards for approval of such requests as established in the Northbrook Zoning Code.

B. Zoning Map Amendment. With respect to Docket No. PCD-25-12B, the Plan Commission hereby finds that the Applicant's request to rezone the Subject Property from R-2 Single Family Residential District to IB Institutional Building District is consistent with the Northbrook Comprehensive Plan, as amended, and **does comply** with the standards for approval of such rezoning requests as established in Subsection 11-301 E(8) of the Northbrook Zoning Code.

C. Special Permit. With respect to Docket No. PCD-25-12C, the Plan Commission does hereby find that the Special Permit standards established in Paragraph 11-602 E1 of the Zoning Code, for the proposed wall sign exceeding the maximum sign height (SIC No. 9966.00) in the IB District, are satisfied as follows:

1) The Facility will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the IB Institutional Building District were adopted, and with the general purpose and intent of the Official Comprehensive Plan.
2) The Facility will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.
3) The Facility will be arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property.
4) The Facility will be served adequately by essential public facilities and services.
5) The Facility will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.
6) The Facility will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance.
7) The Facility complies with all additional standards imposed on it by the particular provisions of the Zoning Code authorizing such use.

D. Variations. With respect to Docket No. PCD-25-12D/E/F/G, a request to reduce bulk and space requirements, the Plan Commission finds that the following variations **are consistent** with the standards for variations established in Subsection 11-503F of the Zoning Code:

i. Variation to reduce the required lot width from 300' to 167.54' in IB District;
ii. Variation to reduce the required yard (west) from 20' to 0';
iii. Variation to reduce the required yard (east) from 40' to 20';
iv. Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40' to 20'.

E. Loading Space Variation. With respect to Docket No. PCD-25-12H, the Plan Commission finds that a variation to reduce the required number of loading space from 1 to 0 is **consistent** with the standards for variations established in subsection 11-503F of the Zoning Code.

F. Site Plan Approval. With respect to Docket No. PCD-25-12I, the Plan Commission does hereby find that the proposed improvements on the Subject Property are **consistent** with the standards for such approvals as established in Section 11-604 of the Zoning Code.

G. Other Relief. With respect to Docket No. PCD-25-12J, the Plan Commission does hereby find that no other relief is necessary.

2. Recommendations: The Northbrook Plan Commission does hereby recommend to the Board of Trustees of the Village of Northbrook **approval** of Docket No. PCD-25-13A/B/C/D/E/F/G/H/I based on the findings established herein, subject to the following conditions:

A. Comprehensive Plan Amendment. The Future Land Use Classifications component of the Comprehensive Plan shall be amended to designate the Subject Property as appropriate for Government Facility.

B. Zoning Map Amendment. The Subject Property shall be rezoned to be located in the IB Institutional Building District and shall comply with all requirements of the IB District, except for any variations granted.

C. Special Permit. A special permit for a wall sign for a Fire Station to exceed the maximum sign height (SIC 9966.00) shall be issued to the Applicant for the Subject Property.

D. Variations. The below requested variations shall be granted:

i. Variation to reduce the required lot width from 300' to 167.54' in IB District;

ii. Variation to reduce the required yard (west) from 20' to 0';

iii. Variation to reduce the required yard (east) from 40' to 20';

iv. Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40' to 20';

v. Variation to reduce the required number of loading spaces from 1 to 0.

E. Site Plan Approval. The site plan consisting of one page, prepared by FGM Architects, with the plan dated June 27, 2025, attached as ***Exhibit A***, shall be approved.

ADOPTED THIS 30th day of September 2025.

AYES: (6) Braiman, Halperin, Morgen, Pipito, Walden, Elisco

NAYS: (0)

ABSENT: (1) Karavitis

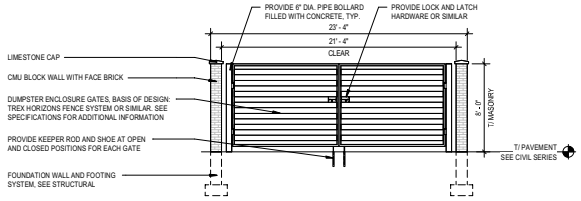
ABSTAIN: (0)

/s/ Steven Elisco
Steven Elisco, Chairman
Northbrook Plan Commission

ATTEST:
/s/ Amy McEwan
Amy McEwan, Director
Development and Planning Services

EXHIBIT A

Site Plan



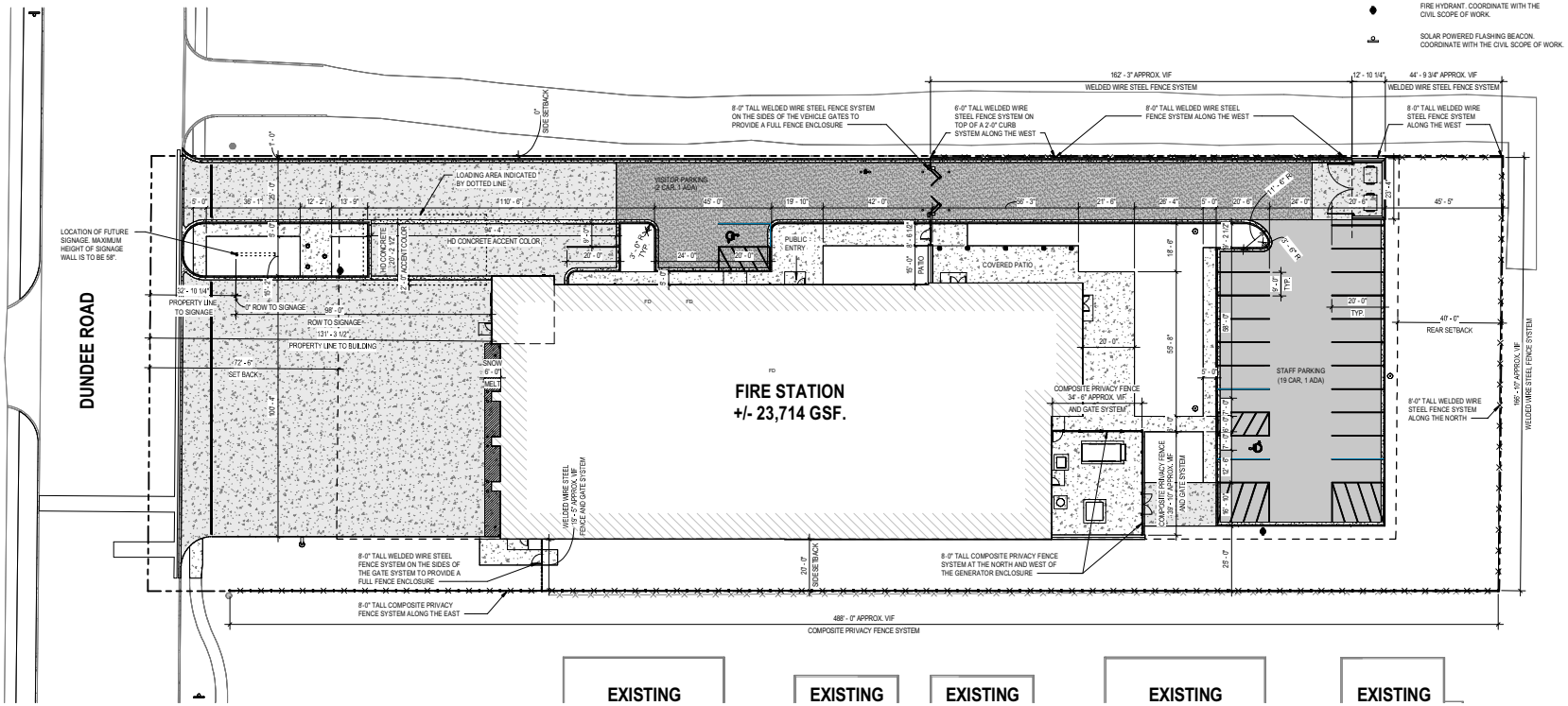
2 TRASH ENCLOSURE
3/16" = 1'-0"

GENERAL SITE PLAN NOTES

1. REFER TO G-SERIES SHEETS FOR TYPICAL ABBREVIATIONS, SYMBOLS & TAGS.
2. REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION.
3. EXPOSED FERROUS METALS ARE TO BE PAINTED, U.N.O.
4. PROVIDE GALVANIC SEPARATION BETWEEN DIFFERENT METAL TYPES, TYP.
5. NOTE ANY DISCREPANCIES BETWEEN CIVIL AND ARCHITECTURAL DRAWINGS WITH REGARDS TO SCORING PATTERNS AND CONTROL JOINTS IN PAVING AND CONCRETE FLATWORK AND NOTIFY ARCHITECT PRIOR TO PROCEEDING.
6. COORDINATE SITE LIGHTING WITH ELECTRICAL DRAWINGS.
7. SEE LANDSCAPE DRAWINGS FOR TREE LOCATIONS.
8. FOR DETAILED CIVIL NOTES, REFER TO CIVIL DRAWINGS.

SITE PLAN LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE
- RIGHT OF WAY LINE
- FENCE LINE
- INDICATES CONCRETE SIDEWALK. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES HEAVY DUTY CONCRETE PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES HEAVY DUTY ASPHALT PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES ASPHALT PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES BUILDING FOOTPRINT
- INDICATES SNOW MELT SYSTEM. COORDINATE WITH THE CIVIL AND MECHANICAL SCOPE OF WORK.
- EXISTING UTILITY POLE
- FIRE HYDRANT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- SOLAR POWERED FLASHING BEACON. COORDINATE WITH THE CIVIL SCOPE OF WORK.



1 OVERALL SITE PLAN
3/64" = 1'-0"

fgma
FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.003392

CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
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1807 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.539781
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
847.215.0600 (O)
IL STATE CERTIFICATE OF AUTHORITY

NOT FOR CONSTRUCTION

FOR REVIEW ONLY

Not for regulatory approval, permit or construction.

The information on this document is preliminary or incomplete, not for construction, recording purposes, or implementation.

ISSUANCE		
NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/22/2025

SITE PLAN

SHEET NO.
PC1.10

JOB NO. 25-4186.01

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9/9/2025 11:54:33 AM
Autodesk Docs://Northbrook Fire Station 11/25-4186.01_Northbrook_Fire_Station_11_CD_2024.rvt
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MEMORANDUM

To: Plan Commission
From: Senior Planner Swati Pandey
CC: Deputy Director Michaela Kohlstedt
Date: September 30, 2025
Subject: PCD-25-12: 820 Dundee Road – Village of Northbrook Fire Station

INTRODUCTION

On September 30, 2025 the Plan Commission will conduct a public hearing on an application filed by Village of Northbrook (the "Applicant") as owner of the property commonly known as 820 Dundee Road (the "Subject Property"). The applicant proposes to construct a new fire station on the Subject Property. The following zoning relief is requested:

a) Comprehensive Plan Map Amendment from Multi-Family 6-9 DUA to Government Facility;

b) Rezoning from R-2 Single-Family Residential District to IB Institutional Building District;

c) Special Permit to Allow one wall sign in excess of District Height Limitation (SIC No. 9966.00) in IB District;

d) Variation to reduce the required lot width from 300' to 167.54' in IB District;

e) Variation to reduce the required yard (west) from 20' to 0';

f) Variation to reduce the required yard (east) from 40' to 20';

g) Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40' to 20';

h) Variation to reduce the required number of loading spaces from 1 to 0;

i) Site Plan Approval; and

j) Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

A sign has been posted on the Subject Property indicating the time and date of the Plan Commission public hearing. The Applicant has submitted evidence that the mailed notice requirements of the Zoning Code have been satisfied. The Plan Commission hearing was properly noticed in the August 28, 2025 edition of the *Northbrook Star* for a public hearing to occur on September 16, 2025; however, due to a lack of a quorum that meeting was canceled and the item continued to the September 30, 2025 special Plan Commission meeting. Staff has received one general inquiry but no written public comments on the application.

PROPERTY DESCRIPTION

The Subject Property is noted as being:

- located on the north side of Dundee Road, west of Ballantrae Drive;
- approximately 87,117 square feet (2.0 acres approx..) in size
- improved with a single-family home (3,000 square feet) which is currently vacant;
- zoned R-2 Single Family Residential District;
- designated as appropriate for Multi-Family 6-9 DUA in the Comprehensive Plan's Future Land Use;

- surrounded by properties with land uses as depicted on the attached Application Summary;
- not located within the 100-year flood plain; and
- not located in proximity to any areas identified in the Master Stormwater Management Plan.
- The Village's Bicycle and Pedestrian Plan designates Dundee Road in front of the subject property appropriate for a Sidepath (located adjacent to the roadway).

BACKGROUND INFORMATION

The property was developed with a single-family home, which has since been demolished. The Village has purchased the property to construct a new fire station.

Preliminary Review

On June 10, 2025, the Board of Trustees conducted a preliminary review of the request for a fire station for the Village. The Board found the use to be appropriate. An excerpt of the Board of Trustees minutes is attached for reference, and the meeting, and Board of Trustees commentary can be viewed on the Village website here.

The following is a table of the comments made by members of the Board of Trustees on the preliminary review application and concept site plan:

Trustee	Title	Status	Comments
Kathryn Ciesla	Village President	Present	In-favor of the use
Robert Israel	Trustee	Present	In-favor of the use
Heather Ross	Trustee	Present	In-favor of the use
Johannah Hebl	Trustee	Present	In-favor of the use
Joy Ebhomielen	Trustee	Present	In-favor of the use
Michelle Kohler	Trustee	Present	In-favor of the use
Matt Cassidy	Trustee	Present	In-favor of the use

Staff Review

Prior to scheduling a public hearing the application underwent the standard review process and was reviewed by the following departments/entities:

- Development and Planning Services (Planning & Zoning)
- Sustainability
- Public Works Department (Engineering and Tree Preservation)
- Fire
- Police

Staff reviewed the application and found it to be in general compliance with the requirements. All departments have approved the application to proceed for a public hearing. Any comments pending are to be reviewed at the time of site work and building permit submittal.

Compliance with Village Plans

- The Comprehensive Plan identifies the property for Multi-family 6-9 DUA uses. The Applicant is requesting to amend the Future Land Use map to change the designation to 'Government Facility'. This designation is intended "to provide areas to accommodate existing and future government buildings".
- The Village's Bicycle and Pedestrian Plan designates Dundee Road in front of the subject property appropriate for a Sidepath (located adjacent to the roadway).

PROPOSED PROJECT

- The Village has purchased the property and demolished the single-family home for construction a new fire station. A Fire Protection (SIC No. 9224.00) facility is a permitted use in the IB district. The applicant is requesting to amend the comprehensive plan and rezone the property to IB Institutional Building district to allow the new fire station facility. Details regarding the proposed request are outlined in the attached material submitted by the Applicant.
- The fire station building is proposed in the center of the site. There will be two driveways accessing the site – the driveway along the west property line would be for regular vehicles accessing the rear parking lot and the main driveway would lead up to the building to access the apparatus bay for the fire response vehicles. A 20-space parking lot for employees will be located to the rear/north of the building and three spaces are proposed to the west of the building for visitor parking. There will be a covered patio located near the northwest corner of the building, while a mechanical area will be located on the north side of the building, which includes a transformer and generator, screened by a five-foot tall privacy fence. Stormwater detention system will be underground, primarily in the south and southwest portion of the site under the driveway. A site plan showing the layout is attached.
- The facility would be staffed by eleven full-time employees.
- The facility will be in operation 24 hours a day/seven days a week.
- Parking: The proposed site plan shows 23 parking spaces would be provided on-site. The parking requirement for a fire station would be four spaces (1 per 3 persons of design capacity). Therefore, parking will be in compliance with the requirements of the Zoning Code.
- An eight-foot tall trash enclosure is shown at the northwest corner of the site. The enclosure consists a CMU block wall with face brick, matching the primary building, and a Trex gate.
- A landscape plan has been provided by the Applicant. The plan shows landscaping proposed on almost all available pervious areas of the site, primarily along north and east side of the building.
- An eight-foot tall ‘welded wire steel’ fence will be installed along the rear and interior side property line, except for the required front yard in IB District. The location of the proposed fence is depicted on the proposed site plan.
- Signage: A total of four wall signs are proposed on two facades of the building, one of which requires a special permit to exceed the 20-feet sign height from grade in IB District. All signs are in compliance with the sign size requirement. The wall signs show the logo and lettering for the Fire Department. A ground sign will be installed along Dundee Road, as shown on the site plan in compliance with the height and setback requirements. A sign permit will be required prior to installation of these signs, upon approval of the special permit for one wall sign exceeding 20 feet in height from grade.

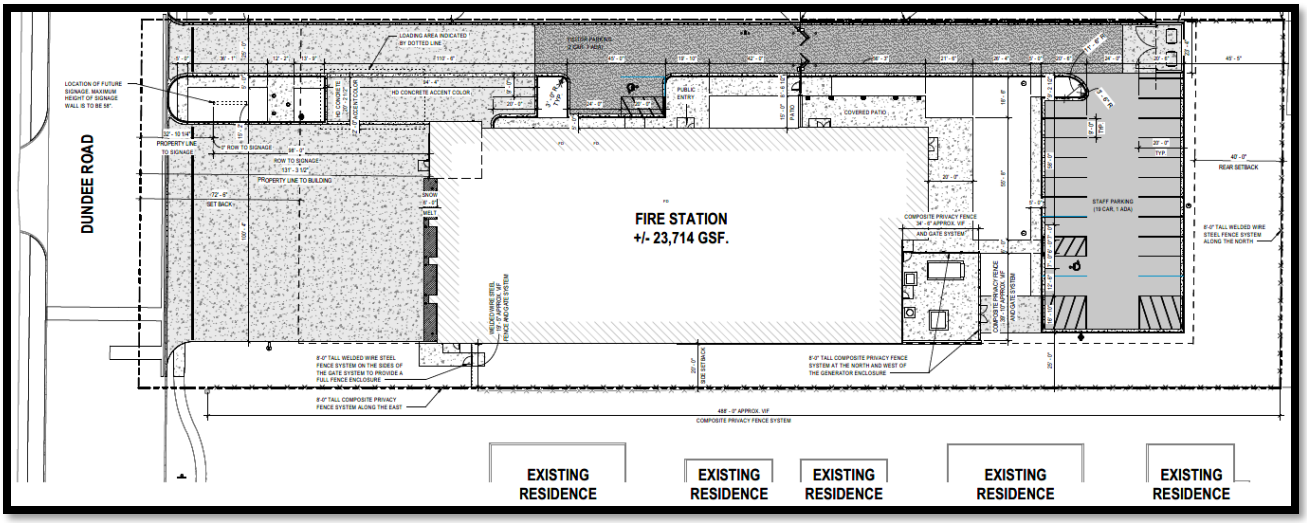


Figure 1: Proposed Site Plan

SUSTAINABILITY

Following the adoption of the Climate Action Plan (CAP), it is important to reference action items found in the CAP as they relate to development proposals. The Village's Sustainability Coordinator has drafted a Sustainability Addendum attached to this report, which goes into further detail on CAP items that are relevant to the Subject Property and the proposed plan.

ZONING RELIEF

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

Comprehensive Plan Amendment

The Applicant is requesting to amend the Comprehensive Plan Future Land Use Map to change the land use classification for the Subject Property from Multi-Family Residential 6-9 Dwelling Units Per Acre to Government Facility. The Comprehensive Plan currently designates the Subject Property as appropriate for multi-family residential uses.

An excerpt of the Comprehensive Plan is attached to this report noting the purpose, principal land uses, and applicable zoning district for Government Facility designation. This land use category is intended for existing and future government buildings, administrative offices, maintenance facilities and activities of the Village, Park District, County, State, and Federal government. Government Facility properties can be located anywhere throughout the Village.

The Plan Commission will want to consider whether or not it is appropriate to amend the Comprehensive Plan to designate the Subject Property as appropriate for Government Facility Uses. There are several locations within the Village of Northbrook that are mapped as an Institutional Building and/or Government Facility as shown on the GIS map exhibits attached.

Rezoning

If the Plan Commission finds it appropriate to amend the Comprehensive Plan to designate the Subject Property as appropriate for Government Facility uses, the Applicant will also need approval of a rezoning from the R-2 Single Family Residential District to the IB Institutional Building District. The adjacent property to the north and west is zoned OS Open Space District; to the east is Ballantrae multi-family subdivision. However, to the east of Ballantrae subdivision is the existing Fire Station in the IB district. The Zoning Code states that the IB Institutional Building District is intended to accommodate existing and future public buildings and buildings having purposes and impacts similar to public buildings.

Special Permit

The Village Zoning Code (1988) specifies that the top of a wall sign cannot be more than 20 feet from grade on a building in IB District but allows for wall signs to be constructed at greater heights if granted special permit approval (SIC 9966.00). The Applicant is requesting special permit approval. Under the newly adopted Zoning Code (2025), this special permit would not be required since a wall sign that does not "*extend above the tallest point of the façade*" is allowed.

The Plan Commission and Board of Trustees must consider the general standards for special permit established in Paragraph 11-602 E1 of the Zoning Code when deciding whether to grant the requested special permit. These standards include the following:

1) Is the proposal in compliance with the Zoning Code and Official Comprehensive Plan?
2) Will there be any adverse impact upon adjacent properties?
3) Will the proposed use interfere with the orderly development of adjacent properties?
4) Are there adequate public facilities to serve the development?
5) Will the use cause undue traffic congestion?
6) Will the development cause loss of significant environmental or historical features?
7) Will the use comply with other applicable Village standards?

Several of the above criteria are of particular importance in considering whether or not a special permit should be granted for the proposed signs, specifically standards 2 & 3. The Applicant has included a statement of justification with their application addressing the above points.

In reviewing a special permit request to allow a wall sign in excess of the sign height limitation the two major issues for the Commission to consider are:

(1) the general placement of the signs on the wall face and

(2) the visual impact the higher signs may have on adjacent uses, particularly residential uses.

The proposed wall signs are located on the south (facing Dundee Road) and west (Open Space) façade. There are no signs proposed facing residential use. There is only one sign (along Dundee Road) which requires a special permit. All other signs are in compliance with the requirements of the Zoning Code.

Variations

In addition to the above noted relief, the Applicant has also requested the following variations. The bulk and space variation requests listed below would remain the same under the new Zoning Code as well.

- *Lot Width*: to reduce the required lot width from 300 feet to 167.54 feet; given that it is an existing lot and cannot be expanded further;
- *Yard*: to reduce the required interior side (east) from 20' to 0" to accommodate a parking lot; and interior side (west) from 40' to 20'; to accommodate the proposed parking lot and drive aisles;
- *Setback*: to reduce the required special building setback (east) from 40' to 20'; given the narrow shape of the lot, the variation is requested to accommodate the building and drive aisle;
- *Loading Space*: In addition to the above noted relief, the proposed site plan requires a variation to reduce the required number of loading space from 1 to 0. The Applicant has stated that given the nature of the use, the facility does not require a 10'x25' loading space; and the layout of the proposed facility does not accommodate a loading space of this size. In order to add a loading space, it would require eliminating required parking spaces.

SUMMARY

In reviewing this request, staff suggests the Plan Commission consider the following policy questions:

a) Is a fire station an appropriate use at the property?

b) Is it appropriate to amend the comprehensive plan map from Multi-Family 6-9 DUA to Government Facility?

c) Is it appropriate to rezone the property from R-2 Single Family Residential to IB Institutional Building District?

d) Is it appropriate to grant a special permit for a wall sign above 20 feet in height above grade in IB District? If yes, any limitations?

e) Is it appropriate to grant the following variations:

   i) Variation to reduce the required lot width from 300' to 167.54' in IB District;

   ii) Variation to reduce the required yard (west) from 20' to 0';

   iii) Variation to reduce the required yard (east) from 40' to 20';

   iv) Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40' to 20';

   v) Variation to reduce the required number of loading spaces from 1 to 0.

Staff has prepared the attached draft resolution for consideration by the Commission. If the Commission should choose to amend and/or take action on this resolution, it would be **Resolution No. 25-PC-18.**

The Applicant and staff will attend the September 30, 2025 Plan Commission meeting to answer any questions.

MEMORANDUM

To: Plan Commission
From: Kate Carney, Sustainability Coordinator
cc: Amy McEwan, DPS Director
Date: September 30, 2025
Subject: PCD-25-12: 820 Dundee – New Fire Station – Sustainability Addendum to Staff Report

Northbrook's Climate Action Plan (CAP) calls to foster sustainability and reduce 80% of community-wide carbon emissions by 2050 through strategic planning and action item implementation. With CAP adoption, development proposals are reviewed with respect to best environmental practices.

This property is owned by the Village of Northbrook. Several of the items outlined below were the subject of prior discussion by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025. Items that were part of these discussion are marked with an asterisk (*). These prior discussions offered guidance on several key design elements.

Of the items presented to the Applicant 80% were fully realized according to CAP standards, to the extent detailed below in italics.

Transportation and Land Use
In the Transportation and Land Use section of the CAP, recommendations are made to enhance active mobility and fossil fuel-free transit:

TL 5-2 Consider including wiring capacity to charge electric vehicles.

Applicant response: The Village has designed the facility so that it can support EV charging and is reviewing options for standardized stations to be used at this facility but also other Village facilities.

Buildings and Energy
The Building Energy section of the CAP provides the following items pertaining to reducing our community-wide carbon footprint and preserving wildlife:

BE 1- 1 Use this Village facility to showcase clean energy systems and promote the technical and financial information needed to support broader scale adoption. Conduct a renewable energy potentials assessment for facility.*

Applicant response: The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

BE 2- 1 Consider conducting a Solar PV Site Assessment. Assessment should include estimated installation cost, and projections for both energy generation potential and economic payback potential over a minimum 20-year timeframe. If installation will not be realized, confirm reserved space for solar-ready roof zone and plan for structural design loads and electrical service to allow for future installation of a dual pole circuit breaker if possible.*

Applicant response: The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025. The facility has been designed to be solar ready and future installations will be possible if the geothermal system needs to be supplemented to meet our goals.

BE 5- 1 Explore opportunities for the property to utilize smart lights that can save energy through conservation. Achieve 100% LED installation if possible.

Applicant response: The facility has been designed so that all the lights will be LED and be managed for energy conservation.

BE 5- 4 Require purchase and installation of ENERGY STAR appliances when available.

Applicant response: The Village will attempt to use ENERGY STAR appliance whenever possible.

BE 7- 2 Consider the benefits of replacing fossil fuel burning heating equipment and with air-source heat-pumps, or other efficient electric heating options in development. Strive for zero on-site fossil fuel combustion with air-source heat-pumps, geo-thermal systems, solar thermal, electric cooktops, etc.*

Applicant response: The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025, and included a geothermal well system, be an all-electric building.

Waste Management
The CAP points to procedures that may facilitate waste reduction (with a goal of at least 50% landfill wasted diverted by 2030) in its Waste Management section:

WM 2- 5 Assure compliance with the Cook County Construction & Demolition Debris Diversion Ordinance, and encourage contractors and subcontractors to exceed minimum requirements, where demolition occurs.

Applicant response: This will be coordinated during demolition.

WM 2- 7 Consider offering recycling and compost collection services.

Applicant response: The facility has been designed to include both recycling and composting receptacles.

Water and Wastewater
In the Water and Wastewater category, the CAP states to prioritize mitigating stormwater before it enters the sewer system through multiple capture techniques:

WW 1- 2 Reduce landscaping water use with water-efficient irrigation systems, grass replacement, and planting native and drought-resistant trees and vegetation in landscaping plans.

Applicant response: The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. There will be no irrigation system.

WW 1- 3 Evaluate the potential for installation of rainwater collection systems at Village facilities for graywater uses, and investigate opportunities for graywater reuse at existing and new Village facilities and properties.

Applicant response: These items were not incorporated into the plan.

WW 1- 4 Consider utilizing water conservation programs that focus on outdoor irrigation, which may also support better identification of water-related carbon sequestering opportunities such as using soil amendments, native grasses and proper tree watering.

Applicant response: The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. There will be no irrigation system.

WW 2- 1 Prioritize managing stormwater before it enters the sewer system through a combination of overland flow, detention, and infiltration strategies (for example, permeable surfaces) where feasible.*

Applicant response: The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

WW 3- 3 Reduce or offset impervious surfaces where possible and consider use of lighter colored pavements and building materials to lessen the impact of urban heat island effect.

Applicant response: This will be taken under advisement.

Greenspace and Ecosystem Health
The Plan's Greenspace category includes the following for expansion of tree canopy coverage, transforming beneficial lawns, and mitigation of heat island impacts:

GS 2- 5 Consider including exterior lighting design to protect native plants, species, biodiversity, and improve night sky quality.

Applicant response: This will be taken under advisement.

GS 1- 12 Plan for diversity of native tree cover and performance-based tree island within landscaping plan and parking lots with goals on percentage of pavement shaded. Consider a mix of canopy trees, shrubs, groundcovers, and raingarden components appropriate to the lot and its surroundings in any new landscaping where possible.

Applicant response: The landscaping plan will emphasize take this goal into consideration.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Rezoning the Property at 820 Dundee Road and Amending the District Zoning Map (820 Dundee Road) (Plan Commission Docket No. PCD-25-12)

Overview

The Village of Northbrook proposes to construct a new fire station on the Subject Property to replace the existing Fire Station 11 built in 1971 at 740 Dundee.

Fiscal Impact

N/A.

Recommendation

Approval.

Background

The applicant, Village of Northbrook, is the owner of the property commonly known as 820 Dundee Road. The applicant has requested the following zoning relief to allow construction of a fire station on the property:

a. Comprehensive Plan Map Amendment from Multi-Family 6-9 DUA to Government Facility;
b. Rezoning from R-2 Single-Family Residential District to IB Institutional Building District;
c. Special Permit to Allow one wall sign in excess of District Height Limitation (SIC No. 9966.00) in IB District;
d. Variation to reduce the required lot width from 300’ to 167.54’ in IB District;
e. Variation to reduce the required yard (west) from 20’ to 0’;
f. Variation to reduce the required yard (east) from 40’ to 20’;
g. Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40’ to 20’;
h. Variation to reduce the required number of loading spaces from 1 to 0;
i. Site Plan Approval; and

j. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

On October 14, 2025, the Board is scheduled to consider the following approval documents for a fire station on the property. Consistent with the policies endorsed by the Board, as this was a unanimous recommendation from the Plan Commission, it will be placed on the Board of Trustees consent agenda.

1. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook;
2. An Ordinance Rezoning the Property at 820 Dundee Road and Amending the District Zoning Map;
3. An Ordinance Granting a Special Permit for A Wall Sign In Excess of Maximum Height From Grade; Variations; and Site Plan Approval for a Village Fire Station.

The Village Board conducted the preliminary review for this request on June 10, 2025, and the minutes are attached. The primary details of the request presented at preliminary review remained the same through the public hearing process.

A public notice for September 16, 2025 Plan Commission meeting was provided, due to lack of a quorum. The Village followed the required legal procedures to continue the public hearing to a date certain, September 30, 2025, by posting notice on the website, posting notices on the doors to Village Hall and the anyone present on September 16, 2025 heard that the public hearing had been continued. On September 30, 2025 following presentation from staff, the Commission asked questions about the fence along the east property line, and capacity of the facility for the future. The applicant responded and explained their operations, and plans for the proposed facility. There was no public comment received for this application. The Commission closed the public hearing, discussed briefly, and found the proposal acceptable.

On September 30, 2025, the Plan Commission adopted, by a vote of 6-0 (two absent members and there is a vacancy on the commission), Resolution No. 25-PC-18 recommends approval of the Zoning relief noted above. The minutes from the meeting were not available at the time of writing this report.

The applicant and staff will attend the October 14, 2025 meeting in case there are any questions.

Rezoning Ordinance - 820 Dundee
Rezoning Ordinance Exhibits A-B - 820 Dundee

ORDINANCE NO. 2025-

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Rezoning the Property at 820 Dundee Road and Amending the District Zoning Map

(820 Dundee Road)
(Plan Commission Docket No. PCD-25-12)

shall be and is hereby adopted as follows:

Section 1. BACKGROUND.

The Village of Northbrook ("***Applicant***"), as the owner of the property commonly known as 820 Dundee Road ("***Property***"), has filed an application requesting that the Property be rezoned.

On [***INSERT DATE***], the Board of Trustees of the Village of Northbrook adopted Ordinance No. 2025-[***INSERT***] which amended the Northbrook Comprehensive Plan (2010) to re-designate the Property as appropriate for Government Facility.

The Property is currently zoned R-2 Single Family Residential District. The Applicant has requested an amendment to the District Zoning Map to rezone the Property from the R-2 Single Family Residential District to the IB Institutional Building District ("***Amendment***").

The Board of Trustees hereby find that it is in the best interest of the Village and the public to adopt the Amendment in accordance with the Northbrook Zoning Code (1988), as amended ("***Zoning Code***") and pursuant to the Village's home rule powers.

Section 2. PUBLIC HEARING.

A public hearing to consider the Amendment was duly advertised on August 28, 2025 in the *Northbrook Star* and was held at the Plan Commission's special meeting on September 30, 2025. On September 30, 2025, the Plan Commission formally adopted Resolution No. 25-PC-18 recommending approval of the Amendment.

Section 3. AMENDMENT TO THE DISTRICT ZONING MAP.

The District Zoning Map shall be, and is hereby, amended to rezone the Property, as legally described in ***Exhibit A*** and depicted in ***Exhibit B***, attached to and by this reference made a part of this Ordinance, from the R-2 Single Family Residential District to the IB Institutional Building District, in accordance with Section 11-601 of the Zoning Code and pursuant to the Village's home rule powers.

Section 4. EFFECTIVE DATE.

This Ordinance shall be effective upon passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law and publication in pamphlet form in the manner required by law.

PASSED: This __ day of October, 2025.

AYES: ( )

NAYS: ( )

ABSENT: ( )

ABSTAIN: ( )

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

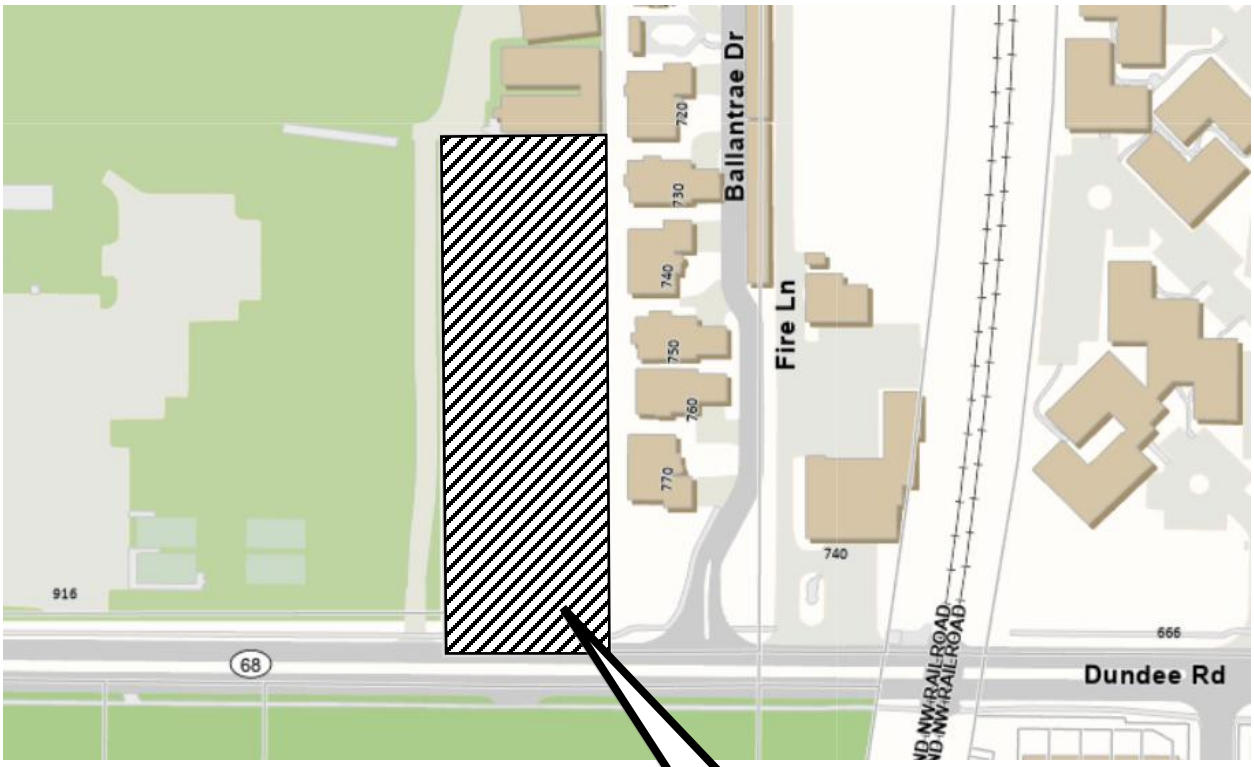
THE EAST 2 ACRES OF THE FOLLOWING DESCRIBED TRACT OF LAND: BEGINNING AT A POINT IN THE SOUTH LINE OF THE SOUTHWEST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, 165 FEET WEST OF THE SOUTHEAST CORNER OF SAID SOUTHWEST ¼, THENCE NORTH 00 DEGREES 29 MINUTES WEST 520 FEET ALONG A LINE PARALLEL TO THE EAST LINE OF SAID SOUTHWEST ¼; THENCE NORTH 89 DEGREES 59 MINUTES WEST 507.80 FEET; THENCE SOUTH 00 DEGREES 1 MINUTE WEST 520 FEET TO A POINT ON THE SOUTH LINE OF SAID SOUTHWEST ¼ 512 FEET WEST ALONG SAID SOUTH LINE FROM THE PLACE OF BEGINNING; THENCE SOUTH 89 DEGREES 59 MINUTES EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST ¼ 512 FEET TO THE PLACE OF BEGINNING IN VILLAGE OF NORTHBROOK, IN COOK COUNTY, ILLINOIS.

PERMANENT INDEX NUMBER: . 04-02-301-010-0000

Commonly known as 820 Dundee Road, Northbrook, Illinois 60062

EXHIBIT B

DEPICTION OF REZONED PROPERTY



Rezone 820 Dundee Road from the R-2 Single-Family Residential District to the IB Institutional Building District

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Granting a Special Permit for A Wall Sign In Excess of Maximum Height From Grade, Variations, and Site Plan Approval for a Village Fire Station (Village of Northbrook - 820 Dundee Road) (Plan Commission Docket No. PCD-25-12)

Overview

The Village of Northbrook proposes to construct a new fire station on the Subject Property to replace the existing Fire Station 11 built in 1971 at 740 Dundee.

Fiscal Impact

N/A.

Recommendation

Approval.

Background

The applicant, Village of Northbrook, is the owner of the property commonly known as 820 Dundee Road. The applicant has requested the following zoning relief to allow construction of a fire station on the property:

a. Comprehensive Plan Map Amendment from Multi-Family 6-9 DUA to Government Facility;
b. Rezoning from R-2 Single-Family Residential District to IB Institutional Building District;
c. Special Permit to Allow one wall sign in excess of District Height Limitation (SIC No. 9966.00) in IB District;
d. Variation to reduce the required lot width from 300’ to 167.54’ in IB District;
e. Variation to reduce the required yard (west) from 20’ to 0’;
f. Variation to reduce the required yard (east) from 40’ to 20’;
g. Variation to reduce the required special building setback (east) for non-dwelling use

abutting residential use from 40’ to 20’;
h. Variation to reduce the required number of loading spaces from 1 to 0;
i. Site Plan Approval; and
j. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

On October 14, 2025, the Board is scheduled to consider the following approval documents for a fire station on the property. Consistent with the policies endorsed by the Board, as this was a unanimous recommendation from the Plan Commission, it will be placed on the Board of Trustees consent agenda.

1. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook;
2. An Ordinance Rezoning the Property at 820 Dundee Road and Amending the District Zoning Map;
3. An Ordinance Granting a Special Permit for A Wall Sign In Excess of Maximum Height From Grade; Variations; and Site Plan Approval for a Village Fire Station.

The Village Board conducted the preliminary review for this request on June 10, 2025, and the minutes are attached. The primary details of the request presented at preliminary review remained the same through the public hearing process.

A public notice for September 16, 2025 Plan Commission meeting was provided, due to lack of a quorum. The Village followed the required legal procedures to continue the public hearing to a date certain, September 30, 2025, by posting notice on the website, posting notices on the doors to Village Hall and the anyone present on September 16, 2025 heard that the public hearing had been continued. On September 30, 2025 following presentation from staff, the Commission asked questions about the fence along the east property line, and capacity of the facility for the future. The applicant responded and explained their operations, and plans for the proposed facility. There was no public comment received for this application. The Commission closed the public hearing, discussed briefly, and found the proposal acceptable.

On September 30, 2025, the Plan Commission adopted, by a vote of 6-0 (two absent members and there is a vacancy on the commission), Resolution No. 25-PC-18 recommends approval of the Zoning relief noted above. The minutes from the meeting were not available at the time of writing this report.

The applicant and staff will attend the October 14, 2025 meeting to answer any questions.

An Ordinance Granting a Special Permit for A Wall Sign In Excess of Maximum Height From Grade, Variations, and Site Plan Approval for a Village Fire Station

Special Permit Ordinance Exhibits A-B - 820 Dundee

ORDINANCE 2025-____

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Granting a Special Permit for A Wall Sign In Excess of Maximum Height From Grade, Variations, and Site Plan Approval for a Village Fire Station

(Village of Northbrook – 820 Dundee Road)
(Plan Commission Docket No. PCD-25-12)

shall be, and is hereby, adopted as follows:

SECTION 1. BACKGROUND.

The Village of Northbrook (the "***Applicant***"), as owner of the property commonly known as 820 Dundee Road (the "***Property***"), is requesting zoning relief to allow the development and operation of a Village fire station ("***Facility***") on the Property.

On [***INSERT DATE***], the Board of Trustees of the Village of Northbrook adopted: (i) Ordinance No. 2025-[***INSERT***] which amended the Northbrook Comprehensive Plan (2010) to re-designate the Property as appropriate for Government Facility; and (ii) Ordinance No. 2025-[***INSERT***] which rezoned the Property from the R-2 Single-Family Residential District to the IB Institutional Building District.

The Applicant has requested the following additional relief from the Village of Northbrook's Zoning Code (1988), as amended ("***Zoning Code***"): (i) a special permit to allow a wall sign in excess of district height limitation on the Property; (ii) a variation to reduce the required lot width from 300 feet to 167.54 feet; (iii) a variation to reduce the following required yards: interior side (east) from 40' to 20'; and interior side (west) from 20' to 0'; (iv) a variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40' to 20'; (v) a variation to reduce the number of required loading space from one to zero; and (vi) Site Plan Approval (collectively "***Requested Relief***").

The Board of Trustees have determined that it is in the best interest of the Village and its residents to grant the Applicant the Requested Relief in accordance with the terms and conditions of this Ordinance.

SECTION 2. DESCRIPTION OF PROPERTY.

The Property is commonly known as 820 Dundee Road, which is legally described in ***Exhibit A*** attached to and, by this reference, made a part of this Ordinance. The Property is located within the IB Institutional Building District.

SECTION 3. PUBLIC HEARING.

Pursuant to notice published in the August 28, 2025 edition of *Northbrook Star*, a public hearing was conducted by the Northbrook Plan Commission on September 30, 2025. The Plan Commission recommended approval of the Requested Relief on September 30, 2025 through Resolution No. 2025-PC-18.

SECTION 4. SPECIAL PERMIT

A special permit to allow a wall sign in excess of the district height limit of 20 feet (Northbrook SIC Code No. 9966.00: Signs in Excess of District Height Limits) on the Property is hereby granted to the Applicant in accordance with and pursuant to Section 11-602 of the Zoning Code and the home rule powers of the Village of Northbrook.

SECTION 5. VARIATIONS.

The Property shall be, and is hereby granted the following variations, all in accordance with and pursuant to Section 11-503 of the Zoning Code and the home rule powers of the Village of Northbrook:

a) Variations of the following bulk and space regulations in the IB District:

   i) Variation to reduce the required lot width from 300' to 167.54';

   ii) Variation to reduce the required yard (west) from 20' to 0';

   iii) Variation to reduce the required yard (east) from 40' to 20';

b) Variation to reduce the required special building setback (east) for non-dwelling use abutting residential use from 40' to 20'; and

c) Variation to reduce the loading space requirement from 1 to 0.

SECTION 6. SITE PLAN APPROVAL.

The site plan consisting of one page, prepared by FGM Architects and dated June 27, 2025, a copy of which is attached to, and by this reference, made a part of this Ordinance as ***Exhibit B***, shall be, and is hereby, approved in accordance with and pursuant to Section 11-604 of the Zoning Code and the home rule powers of the Village of Northbrook.

SECTION 7. AMENDMENT TO RELIEF.

Any amendment to the relief granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

SECTION 8. BINDING EFFECT; TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until such person or entity

("***Transferee***") receives approval by the Board of Trustees for such transfer by resolution duly adopted.

SECTION 9. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law.

PASSED: This __ day of October, 2025
AYES: ()
NAYS: ()
ABSENT: ()
ABSTAIN: ()

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

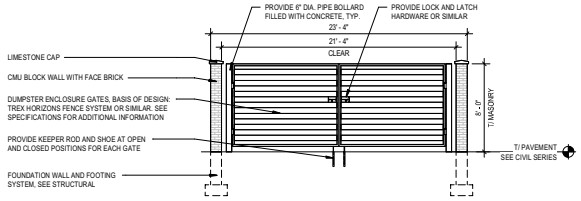
THE EAST 2 ACRES OF THE FOLLOWING DESCRIBED TRACT OF LAND: BEGINNING AT A POINT IN THE SOUTH LINE OF THE SOUTHWEST ¼ OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, 165 FEET WEST OF THE SOUTHEAST CORNER OF SAID SOUTHWEST ¼, THENCE NORTH 00 DEGREES 29 MINUTES WEST 520 FEET ALONG A LINE PARALLEL TO THE EAST LINE OF SAID SOUTHWEST ¼; THENCE NORTH 89 DEGREES 59 MINUTES WEST 507.80 FEET; THENCE SOUTH 00 DEGREES 1 MINUTE WEST 520 FEET TO A POINT ON THE SOUTH LINE OF SAID SOUTHWEST ¼ 512 FEET WEST ALONG SAID SOUTH LINE FROM THE PLACE OF BEGINNING; THENCE SOUTH 89 DEGREES 59 MINUTES EAST ALONG THE SOUTH LINE OF SAID SOUTHWEST ¼ 512 FEET TO THE PLACE OF BEGINNING IN VILLAGE OF NORTHBROOK, IN COOK COUNTY, ILLINOIS.

PERMANENT INDEX NUMBER: . 04-02-301-010-0000

Commonly known as 820 Dundee Road, Northbrook, Illinois 60062

EXHIBIT B

SITE PLAN



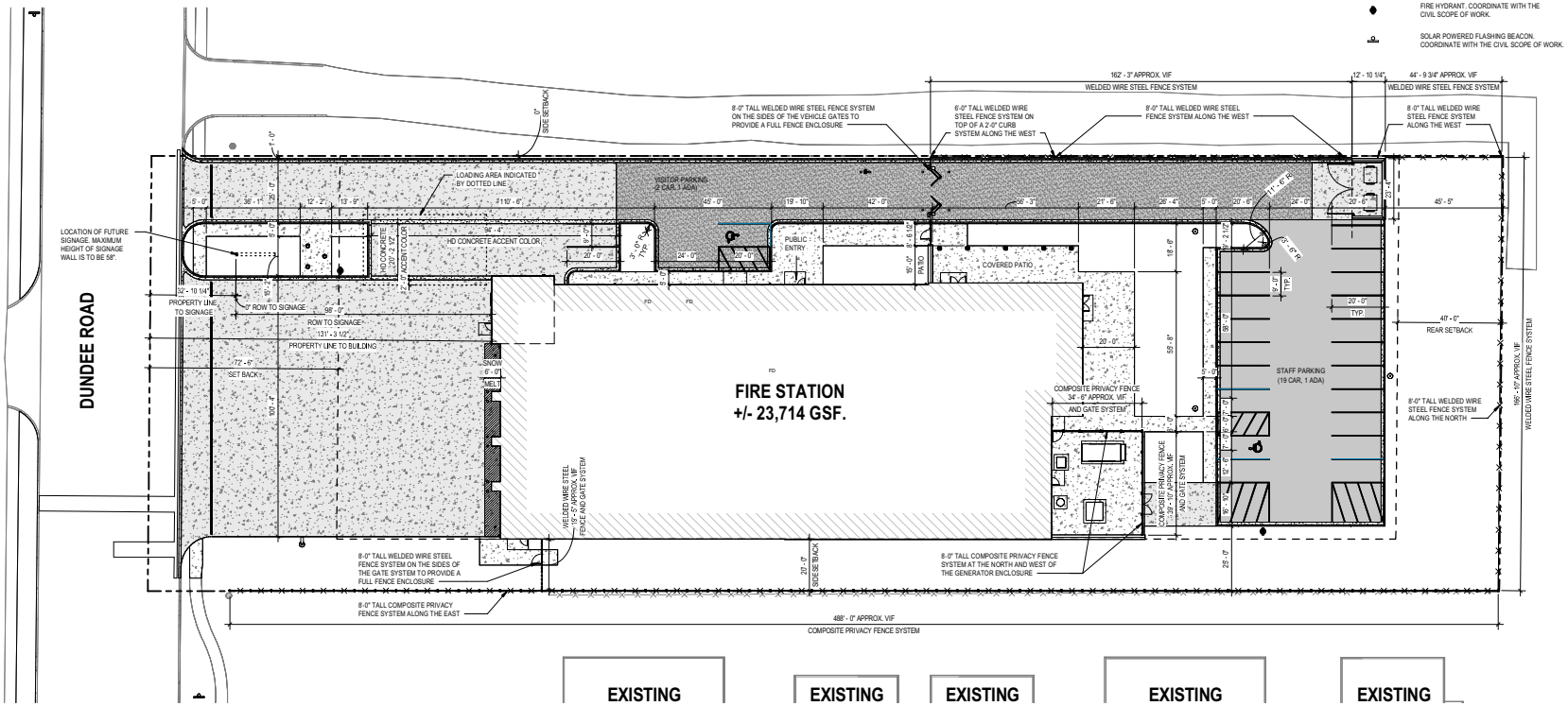
2 TRASH ENCLOSURE
3/16" = 1'-0"

GENERAL SITE PLAN NOTES

1. REFER TO G-SERIES SHEETS FOR TYPICAL ABBREVIATIONS, SYMBOLS & TAGS.
2. REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION.
3. EXPOSED FERROUS METALS ARE TO BE PAINTED, U.N.O.
4. PROVIDE GALVANIC SEPARATION BETWEEN DIFFERENT METAL TYPES, TYP.
5. NOTE ANY DISCREPANCIES BETWEEN CIVIL AND ARCHITECTURAL DRAWINGS WITH REGARDS TO SCORING PATTERNS AND CONTROL JOINTS IN PAVING AND CONCRETE FLATWORK AND NOTIFY ARCHITECT PRIOR TO PROCEEDING.
6. COORDINATE SITE LIGHTING WITH ELECTRICAL DRAWINGS.
7. SEE LANDSCAPE DRAWINGS FOR TREE LOCATIONS.
8. FOR DETAILED CIVIL NOTES, REFER TO CIVIL DRAWINGS.

SITE PLAN LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE
- RIGHT OF WAY LINE
- FENCE LINE
- INDICATES CONCRETE SIDEWALK. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES HEAVY DUTY CONCRETE PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES HEAVY DUTY ASPHALT PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES ASPHALT PAVEMENT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- INDICATES BUILDING FOOTPRINT
- INDICATES SNOW MELT SYSTEM. COORDINATE WITH THE CIVIL AND MECHANICAL SCOPE OF WORK.
- EXISTING UTILITY POLE
- FIRE HYDRANT. COORDINATE WITH THE CIVIL SCOPE OF WORK.
- SOLAR POWERED FLASHING BEACON. COORDINATE WITH THE CIVIL SCOPE OF WORK.



1 OVERALL SITE PLAN
3/64" = 1'-0"

fgma
FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.003392

CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
IL STATE CERTIFICATE OF AUTHORITY

STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1807 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.539781
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, IL ILLINOIS, 60090
847.215.0600 (O)
IL STATE CERTIFICATE OF AUTHORITY

NOT FOR CONSTRUCTION

FOR REVIEW ONLY

Not for regulatory approval, permit or construction.

The information on this document is preliminary or incomplete, not for construction, recording purposes, or implementation.

ISSUANCE

NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

NORTHBROOK FIRE STATION 11
VILLAGE OF NORTHBROOK
820 DUNDEE ROAD, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/22/2025

SITE PLAN

SHEET NO.
PC1.10

JOB NO. 25-4186.01

© 2025 FGM Architects

9/9/2025 11:54:33 AM
Autodesk Docs://Northbrook Fire Station 11/25-4186.01_Northbrook_Fire_Station_11_CD_2024.rvt
Copyright 2025 FGM ARCHITECTS

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Amending the Comprehensive Plan of the Village of Northbrook (3504 Commercial Avenue) (Plan Commission Docket No. PCD-25-13)

Overview

The Village of Northbrook proposes to repurpose an existing industrial building, which formerly housed a not-for-profit organization, for a new Village fleet maintenance garage facility in the Sky Harbor Industrial Park replacing a 1956 facility located near Village Hall.

Fiscal Impact

N/A.

Recommendation

Approval.

Background

The applicant, the Village of Northbrook, is the owner of the property commonly known as 3504 Commercial Avenue. The applicant has requested the following zoning relief to allow operation of a Village fleet maintenance facility on the property:

a. Comprehensive Plan Map Amendment from General Industrial, Warehouse, and Office to Government Facility;
b. Rezoning from I-1 Restricted Industrial to IB Institutional Building District;
c. Variations of the following bulk and space regulations in the IB District:
    i. Lot Area from 85,000 square feet to 69,000 square feet;
    ii. Lot width from 300 feet to 200 feet;
    iii. Required yard: interior side (east) from 20’ to 19’11”; interior side (west) from 20’ to 0’; and rear (north) from 20’ to 10’;
    iv. Required setback: front (south) from 35’ to 32’10”; and interior side (east) from 20’ to 19’11”; and
    v. Floor Area Ratio from 0.35 to 0.45

d. Variation to reduce the required parking from 35 spaces to 27 spaces (23%);
e. Variation to reduce the loading space requirement from 1 to 0;
f. Site Plan Approval; and
g. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

On October 14, 2025, the Board is scheduled to consider the following approval documents for a Village fleet maintenance garage facility. Consistent with the policies endorsed by the Board, as this received an unanimous recommendation from the Plan Commission, it will be placed on the Board of Trustees consent agenda.

1. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook;
2. An Ordinance Rezoning the Property at 3504 Commercial Avenue and Amending the District Zoning Map;
3. An Ordinance Granting Variations and Site Plan Approval for a Village Fleet Maintenance Garage Facility.

The Village Board conducted the preliminary review for this request on June 10, 2025. The primary details of the request presented at preliminary review remained the same through the public hearing process.

A public notice for the September 16, 2025 Plan Commission meeting was provided, due to lack of a quorum, the Village followed the required legal procedures to continue the public hearing to a date certain, September 30, 2025, by posting notice on the website, posting notices on the doors to Village Hall and the anyone present on September 16, 2025 heard that the public hearing had been continued. Following presentation from staff on September 30, 2025, the Commission asked questions about storage capacity, services, and internal circulation of vehicles. The applicant responded and explained their operations, and plans for the proposed facility. There was no public comment received for this application. The Commission closed the public hearing, discussed briefly, and found the proposal acceptable.

On September 30, 2025, the Plan Commission adopted, by a vote of 6-0 (two absent members and there is a vacancy on the commission), the attached Resolution No. 25-PC-19 recommending approval of the Zoning relief noted above. The minutes from the meeting were not available at the time of writing this report.

The Applicant and staff will attend the October 14, 2025 meeting to answer any questions.

Comprehensive Plan Ordinance - 3504 Commercial
Comprehensive Plan Ordinance Exhibits A-B - 3504 Commercial
Supplemental - Formal Application - 3504 Commercial
Supplemental - Narrative & Plans - 3504 Commercial
Supplemental - BOT Minutes 6-10-25 - 3504 Commercial
Supplemental - PC Resolution & Staff Report - 3504 Commercial

Supplemental - Sustainability Addendum - 3504 Commercial

Ordinance 2025-

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Amending the Comprehensive Plan of the Village of Northbrook

(3504 Commercial Avenue)
(Plan Commission Docket No. PCD-25-13)

shall be and is hereby adopted as follows:

Section 1. BACKGROUND.

The Village of Northbrook ("***Applicant***"), as owner, has submitted an application requesting a comprehensive plan amendment relating to the parcel located at 3504 Commercial Avenue in the Village ("***Property***").

The Property is currently designated for General Industrial, Warehouse, and Office use in the Village of Northbrook Comprehensive Plan (2010), as amended ("***Comprehensive Plan***"), and the Applicant has requested an amendment to the Comprehensive Plan to re-designate the Property as appropriate for Government Facility ("***Amendment***").

The Board of Trustees hereby find that it is in the best interest of the Village and the public to adopt the Amendment in accordance with the Northbrook Zoning Code (1988), as amended ("***Zoning Code***"), and pursuant to the Village's home rule powers

Section 2. PUBLIC HEARING.

A public hearing to consider the Amendment was duly advertised on August 28, 2025, in the *Northbrook Star* and was held at the Plan Commission's special meeting on September 30, 2025. On September 30, 2025, the Plan Commission formally adopted Resolution No. 25-PC-19 recommending approval of the Amendment to the Comprehensive Plan.

Section 3. AMENDMENT OF THE COMPREHENSIVE PLAN.

The Comprehensive Plan shall be, and is hereby, amended by re-designating the Property, as legally described in ***Exhibit A***, and as depicted in ***Exhibit B***, attached to and by this reference incorporated into this Ordinance, as appropriate for "Government Facility" in accordance with Section 11-201 E3 of the Zoning Code and pursuant to the home rule powers of the Village of Northbrook.

Section 4. CERTIFICATE OF NOTICE

The Village Manager is hereby authorized and directed to file a Certificate of Notice of Adoption of this Amendment to the Comprehensive Plan with the Office of the Cook County Clerk in accordance with and pursuant to Paragraph 11-201 E4 of the Zoning Code.

Section 5. EFFECTIVE DATE.

This Ordinance shall be in full force and effect only upon the occurrence of all of the following events:

A. passage by the Board of Trustees by a majority vote in the manner required by law;

B. publication in pamphlet form in the manner required by law;

PASSED: This __ day of October, 2025.

AYES: ( )

NAYS: ( )

ABSENT: ( )

ABSTAIN: ( )

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

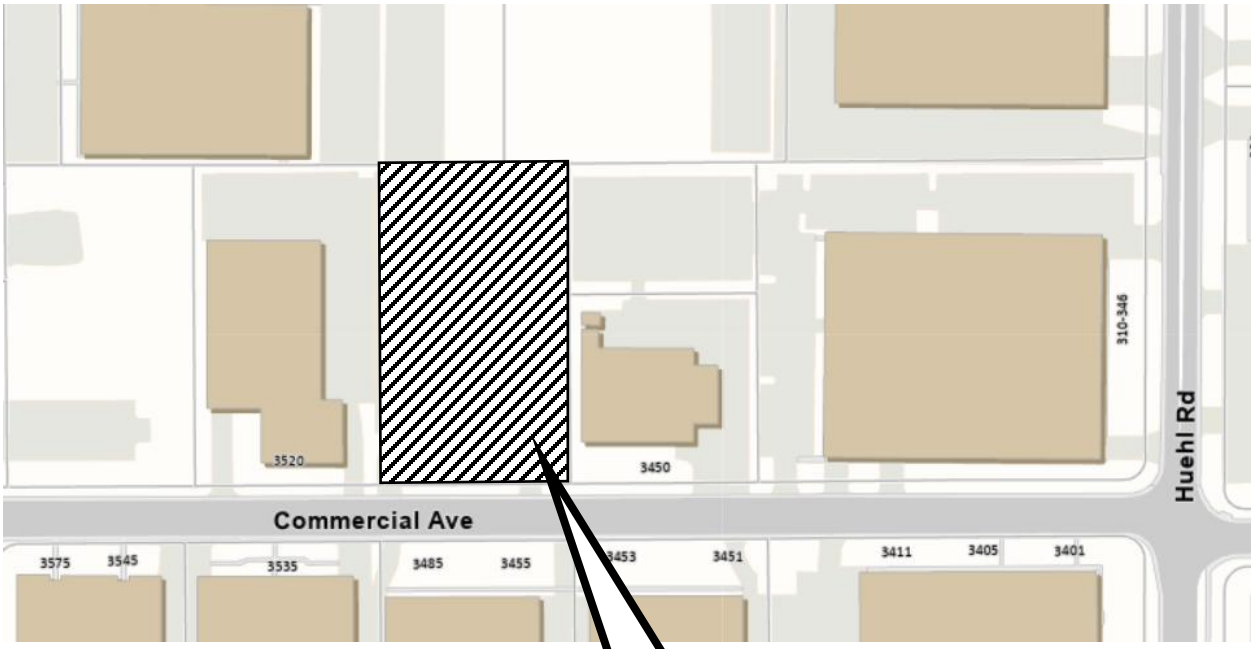
LOT 7 IN ADDITION TO LOTS 7, 10 AND 11 IN NORTHBROOK EDENS INDUSTRIAL PARK SUBDIVISION UNIT NUMBER 1, A SUBDIVISION OF PART OF THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 5 AND PART OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO PLAT RECORDED DECEMBER 22, 1966 AS DOCUMENT NO. 20028467 IN COOK COUNTY, ILLINOIS.

PERMANENT INDEX NUMBER: . 04-05-102-010-0000

Commonly known as 3504 Commercial Avenue, Northbrook, Illinois 60062

EXHIBIT B

DEPICTION OF PROPERTY



3504 Commercial Avenue redesignated from the General Industrial, Warehouse, and Office to Government Facility

northbrook

DEVELOPMENT & PLANNING SERVICES DEPARTMENT

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.

Applications for zoning relief from the Zoning Board of Appeals must use a different application form.

The initial submittal MUST contain:

☒ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name Village of Northbrook

Company

Address 1225 Cedar Lane

City, State, Zip Northbrook, IL. 60062

[redacted]

Primary Contact Person

Name Cara Pavlicek

Company Village of Northbrook

Address 1225 Cedar Lane

City, State, Zip 60062

[redacted]

Consultants *(as applicable)*

Attorney

Name

Company

Address

City, State, Zip

Phone No.

Email

Architect/Planner

Name Ray Lee

Company FGM Architect

[redacted]

Civil Engineer

Name

Company Eriksson Engineering Associates, Ltd.

[redacted]

Email

Other

Name

Company

Address

City, State, Zip

Phone No.

Email

Property Information *(if more than one parcel is involved in the request please include the information for all parcels)*

Site Location/Address: 3504 Commercial Avenue, Northbrook, IL. 60062

Property Index Numbers: 04-05-102-010-000

Size of Property: 69,000 sq. ft. (square feet/acres)

Size of Building Space, if applicable: 31,000 sq. ft. (square feet)

Comprehensive Plan Land Use Designation[1]: General Industrial

Current Zoning: I-1

Current Use of the Property: Services to individuals with intellectual disabilities

Is any portion of the property within the 100-year floodplain?[1] Yes: _____ No: X

Requested Action(s) *(check all that are applicable)*

- [X] Comprehensive Plan Amendment
- [ ] Annexation (*separate form required*)
- [X] Rezoning from I-1 to IB
- [ ] Special Permit for _____
- [ ] Renewal of Special Permit Ord. No. _____
- [ ] Amendment to Existing Special Permit
  Ord. No. _____
- [X] Site Plan Approval
- [ ] Zoning Code Text Amendment
- [X] Zoning Variation (in conjunction with other relief)
  for Lot Area 85,000 to 69,000, Lot Width 300' to 200'
  Yard and Setback, Floor Area Ratio .35 to .45, Parking
- [ ] Planned Development - Concept Plan
- [ ] Planned Development - Final Plan
- [ ] Subdivision - Tentative Plat
- [ ] Subdivision - Final Plat
- [ ] Subdivision - Variations/Waiver for _____
- [ ] Exception for _____
- [ ] Other _____

[X] Plat of Survey & Parcel Legal Description(s)

Attach the most recent plat of survey of the Subject Property, certified by a registered land surveyor, showing existing lot lines and dimensions, lot area, all easements, all public and private rights-of-way, and all streets across and adjacent to the subject property.

[X] Conformity with Comprehensive Plan

Include a written statement explaining the conformity, or lack of conformity, of the approval being requested to the Village's Official Comprehensive Plan and Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or Official Map, provide reasons justifying the requested approval.

[X] Surrounding Property Owners Addresses

Please attach the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records. See page10 of this document for instructions on how to obtain the addresses.

[1] As found on the Village website www.northbrook.il.us/Government/Departments/Planning/GIS/index.php

Site Ownership and Control

Current Property Owner Information

Legal Name: Village of Northbrook

Primary Contact: Cara Pavlicek

Address 1225 Cedar Lane

City, State, Zip Northbrook, IL. 60062

[redacted]

Proposed Property Owner Information

Legal Name: _____

Primary Contact: _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- ☒ Deed
- ☐ Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- ☐ Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

☐ **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**

☐ **Complete Attachment B, listing all individuals/entities that have a beneficial interest in the legal entity that is proposed to own the property upon receiving necessary approvals.**

Applicants Involvement with the Property

If the Applicant does not own the property, please also provide documentation showing the applicant's interest in the property *(Check which document is attached. The dollar amounts in documents may be blacked-out)*:

- ☐ Owner (see the previous box)
- ☐ Real Estate Contract
- ☐ Lease
- ☐ Other _____

☐ **Complete Attachment C, listing all individuals/entities that have a beneficial interest in the legal entity that is the Applicant.**

Additional Required Attachment(s)

Submit all relevant attachments specified in the below worksheet(s) that correspond with your application request(s) selected on page two of this application; the worksheets can be found on the Village of Northbrook website www.northbrook.il.us, as well as in the Community Planning Department in the Village Hall. *(Check all that are applicable)*

- ☒ Comprehensive Plan Amendment Worksheet
- ☐ Annexation Worksheet
- ☒ Rezoning Worksheet
- ☐ Special Permit Worksheet
- ☐ Site Plan Approval Worksheet
- ☐ Zoning Code Text Amendment Worksheet
- ☒ Zoning Variation Worksheet
- ☐ Planned Development Worksheet- Concept Plan
- ☐ Planned Development Worksheet- Final Plan
- ☐ Subdivision Worksheet – Tentative Plat
- ☐ Subdivision Worksheet - Final Plat
- ☐ Subdivision Worksheet - Variations/Waiver
- ☐ Zoning Exception Worksheet
- ☐ Condominium Conversion Worksheet
- ☐ Plat of Consolidation Worksheet

Filing Fees

All applications require payment of a non-refundable fee, as well as additional funds that are held in escrow to off-set anticipated recoverable expenses. Please attach a check with your application and indicate below the amount of the fee submitted. A copy of the fee schedule is attached to the application form.

$_____ Amount of Non-Refundable Fee

$_____ Amount of Escrow

$_____ Total Application Fee (Non-Refundable Fee plus Escrow)

The escrow covers such items as Village attorney time (currently billing at approx. $400.00 per hour), public notice expenses, public meetings ($50.00 per mtg), & staff review time. If these expenses exceed the initial escrow deposit, the applicant is responsible for additional payment to the Village prior to completing approval process. If the expenses are less than the escrow deposit, the applicant will be issued a refund.

Northbrook Ethics Code *(potential conflicts of interest)*
On a separate sheet of paper list the name, address, nature, and extent of any current or potential interest that any Village officer or employee may have in, or with respect to the owner, the applicant, or the property. **If none, check here:** _____
(For more information, see Sections 2-71 through 2-85 of the Northbrook Municipal Code located on our website, or pick-up a copy of the Northbrook Ethics Code booklet in the Development & Planning Services Department at the Village Hall)

Repeat Application

Has any other application for this property been submitted to the Village and denied within the last two years?
____ yes __X__ no (check one)
If yes, attach a statement of the grounds justifying reconsideration (See Zoning Code Sec. 11-302).

Applicant/Owner Acknowledgments

By execution of this application in the space provided below, the Applicant and Owner(s) do hereby certify, acknowledge, agree and affirm to the Village of Northbrook that:

1. The Village and its representatives have the right, and are hereby granted permission and license, to enter upon the property, and into any structures located thereon, for purposes of conducting any inspections that may be necessary in connection with this application.

2. I (We) have carefully read this application, the Northbrook Zoning Code and Northbrook Subdivision & Development Code and fully understand the terms and provisions of each.

3. I (We) waive any rights to exemption from disclosure under the Illinois Freedom of Information Act of any and all documents and information submitted in connection with this application.

4. I (We), in accordance with the requirements of the Annual Fee Ordinance, the Northbrook Zoning Code and the Northbrook Subdivision & Development Code, agree to pay all applicable filing fees and be responsible for the payment of all reimbursable expenses associated with the processing of this application.

Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: _____ **Date** 8-21-2025
Print Name & Title: Cara Pavlicek, Village Manager
Signatures of Property Owner(s): _____ **Date** 8-21-2025
Print Name & Title: Cara Pavlicek, Village Mgr **Property Address:** 1225 Cedar Lane
****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

COMPREHENSIVE PLAN AMENDMENT WORKSHEET

In addition to submitting the *Formal Application* form for a comprehensive plan amendment request, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development and Planning Services.

The initial submittal MUST contain:

- ☐ **5 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

☒ **Statement of Justification**

A written statement of need for the requested comprehensive plan amendment is required. The statement shall address the following factors as outlined in Subsection 11-301 E of the Zoning Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed Comprehensive Plan Amendment is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

a) The existing uses and zoning classifications of properties in the vicinity of the subject property.
See attached summary.

b) The trend of development in the vicinity of the subject property, including changes, if any, in such trend since the subject property was placed in its present plan designation or zoning classification.
See attached summary.

c) The extent to which the value of the subject property is diminished by the existing plan designation or zoning classification applicable to it.
See attached summary.

d) The extent to which such diminution in value is offset by an increase in the public health, safety and welfare.
See attached summary.

e) The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.
See attached summary.

OVER →

f) The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.
See attached summary.

g) The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.
See attached summary.

h) The suitability of the subject property for uses permitted or permissible under its present plan designation and zoning classification.
See attached summary.

i) The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.
See attached summary.

j) The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under its present plan designation and zoning classification.
See attached summary.

k) The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.
See attached summary.

l) The community need for the proposed map amendment and for the uses and development it would allow.
See attached summary.

3504 Commercial

Statement of Justification

A written statement of need for the requested comprehensive plan amendment is required. The statement shall address the following factors as outlined in Subsection 11-301 E of the Zoning Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed Comprehensive Plan Amendment is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

a) The existing uses and zoning classifications of properties in the vicinity of the subject property.

All the surrounding properties are Zoned I-1. The property to the west is a tree service/removal company. The property to the east is a mailing company and bottled water distribution. Properties to the north are manufacturing companies.

b) The trend of development in the vicinity of the subject property including changes, if any, in such trend since the subject property was placed in its present plan designation or zoning classification.

There have been no recent changes in the development trends for the surrounding properties. The surrounding businesses have been stable and occupying space for a while.

c) The extent to which the value of the subject property is diminished by the existing plan designation or zoning classification applicable to it.

The current zoning of the property does not diminish the value of the property. The use of a fleet garage does fit into the area. However, the consistency of having all Village property zoned IB is important.

d) The extent to which such diminution in value is offset by an increase in public health, safety and welfare.

The current use of the property does provide value to the community. The adaptive re-use of the building for a fleet garage will provide value as we will be maintaining all Village vehicles including those used for first responders.

e) The extent, if any, to which the use and enjoyment of adjacent properties would be affected by the proposed amendment.

The adjacent properties would not experience impacts from the development. They may see a reduction in traffic at the site as the current use has many visitors and use generated traffic.

f) The extent, if any, to which the value of adjacent properties would be affected by the proposed amendment.

They would not see any negative impact. The Village will be investing in substantial improvements on the site and improve the appearance.

g) The extent, if any, to which the future orderly development of adjacent properties would be affected by the proposed amendment.

The surrounding properties would not be impacted for future development. The use of the property as IB and a fleet garage would not limit their use.

h) The suitability of the subject property for uses permitted or permissible under its present plan designation and zoning classification.

The present plan designation and zoning classification could be used for I-1. The use of the property as a fleet maintenance garage also fits into the area. However, the IB zoning is more suitable for a Village facility.

i) The availability of adequate ingress to and egress from the subject property and the extent to which traffic conditions in the immediate vicinity of the subject property would be affected by the proposed amendment.

The primary access for the property will continue to be off of Commercial Avenue. There are currently two entrances to the property and those will remain but improved. The use of the property does not generate a constant flow of vehicles and has limited visitors.

j) The availability of adequate utilities and essential public services to the subject property to accommodate the uses permitted or permissible under its present plan designation and zoning classification.

There are suitable utilities and does not impact the provision of essential public services.

k) The length of time, if any, that the subject property has been vacant, considered in the context of the pace of development in the vicinity of the subject property.

The property has not been vacant an used by the current owner for many years.

l) The community need for the proposed map amendment and for the uses and development it would allow.

The existing fleet garage is almost 70 years old and it is very difficult to maintain the fleet in this location. Relocating the fleet garage on this property with an adaptive reuse of the facility will help improve the service provided to the all Village Departments and improve not only the service provided but a better work environment for employees.

northbrook

DEVELOPMENT & PLANNING SERVICES DEPARTMENT

REZONING & ZONING MAP WORKSHEET

In addition to submitting the *Formal Application* form for a rezoning request, also known as a zoning map amendment, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

- ☐ **5 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

- ☐ **Specify Current Zoning District(s)**: I-1 - Industrial
- ☐ **Specify Requested Zoning District(s)**: IB - Institutional Building
- ☐ **Statement of Justification**

A written statement of need for the requested rezoning and zoning map amendment is required. The statement of justification shall address the following factors as outlined in Subsection 11-301 E of the Zoning Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed rezoning is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

a) The existing uses and zoning classifications of properties in the vicinity of the subject property.

See attached summary.

b) The trend of development in the vicinity of the subject property, including changes, if any, in such trend since the subject property was placed in its present plan designation or zoning classification.

See attached summary.

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northbrook

DEVELOPMENT & PLANNING SERVICES DEPARTMENT

ZONING VARIATION WORKSHEET

In addition to submitting the *Plan Commission Application* form **for a zoning variation in conjunction with a special permit, subdivision, or rezoning application**, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

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- ☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

☐ **Describe Variation Being Requested:** Lot Area 85,000 sq. ft. to 69,000 sq. ft., Lot width 300' to 200', Yard and Setback, Floor Area Ration from .35 to .45

☐ **Statement of Justification**

Every application filed pursuant to Section 11-503 of the Zoning Code shall provide a statement of how the variation sought would satisfy the standards set forth in Subsection 11-503 F of this Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed variation is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

(a) General Standard. No variation of the Zoning Code shall be granted unless the applicant shall establish that carrying out the strict letter of the provisions of Zoning Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth below.

See attached summary.

(b) Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

See attached summary.

(c) Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner or his predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of the Zoning Code, for which no compensation was paid.

See attached summary.

OVER →

(d) Denied Substantial Rights. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

See attached summary.

(e) Not Merely Special Privilege. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

See attached summary.

(f) Code and Plan Purposes. The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which the Zoning Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

See attached summary.

(g) Essential Character of the Area. The variation would not result in a use or development on the subject property that:

1. Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development value of property or improvements permitted in the vicinity;
2. Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity;
3. Would substantially increase congestion in the public streets due to traffic or parking;
4. Would unduly increase the danger of flood or fire;
5. Would unduly tax public utilities and facilities in the area; or
6. Would endanger the public health or safety.

See attached summary.

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

- Zoning Code
- Subdivision & Development Code
- Standards and Specifications Manual
- Tree Protection and Tree Preservation Ordinance
- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Development & Planning Services
- Fire
- Police
- Public Works/Engineering
- Village Attorney

Statement of Justification

Every application filed pursuant to Section 11-503 of the Zoning Code shall provide a statement of how the variation sought would satisfy the standards set forth in Subsection 11-503 F of this Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed variation is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

(a) General Standard. No variation of the Zoning Code shall be granted unless the applicant shall establish that carrying out the strict letter of the provisions of Zoning Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth below.

The lot width of the property is limited due to the uses of the adjacent properties. In order to meet the IB requirements, the Village would have to purchase additional properties to the west or the east. The additional property purchases are not feasible nor available at this time. The Village was able to design the facility for our use even with a substandard lot size for the IB zoning.

(b) Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

The size of the lot does pose some difficulties with the size and access to the rear of the property which provides access to the warehouse area. Any I-1 uses which have larger trucking size needs would also be limited to the circulation on the property and the adjacent parking. While the lot area, width, yard and setback variations and floor area ratio are greater in the IB district, the location and the size of the building are suitable for the adaptive reuse for the Village Fleet Maintenance Garage,

(c) Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner or his predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of the Zoning Code, for which no compensation was paid.

The village did not create this condition of the lot, and it has been in the same configuration since the subdivision was created.

(d) Denied Substantial Rights. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

If the zoning variations are not approved, the site would not be usable for the Fleet Maintenance Garage, and we would need to look for a new property. This has been difficult due to the availability and size of the properties.

(e) Not Merely Special Privilege. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

The location of the fleet garage is essential for providing vehicle services to the fleet which provides services to the residents and business. The location of the proposed fleet garage is in a good location for the accessibility of vehicles and the use is consistent for the area. In this case the IB district requirements are greater than the size of the property but our intended use works.

(f) Code and Plan Purposes. The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which the Zoning Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

The variations that are being requested would not impact on the use of other properties. The IB district indicates a type of owner (public use) of the property, but the use of the property in this case works well with the surrounding properties zoning.

(g) Essential Character of the Area. The variation would not result in a use or development on the subject property

1. Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development value of property or improvements permitted in the vicinity.

   The use improves the value of the property in the vicinity by the Village's investment.

2. Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity.

   The adaptive reuse of the property does not substantially change the building envelope; there is only a small addition being built.

3. Would substantially increase congestion in the public streets due to traffic or parking.

   The current use has more visitors, employees and ongoing activities than the proposed use of the fleet garage.

4. Would unduly increase the danger of flood or fire;

   The property would provide suitable stormwater management, and the new facility would have improved fire suppression systems.

5. Would unduly tax public utilities and facilities in the area; or

   The use would not impact utilities in the area.

6. Would endanger the public health or safety.

   The facility would help improve the services provided by Fleet Maintenance by addressing operational deficiencies that exist in the current garage.

ZONING VARIATION WORKSHEET

In addition to submitting the *Plan Commission Application* form **for a zoning variation in conjunction with a special permit, subdivision, or rezoning application**, the Applicant must include the following information with your application. A Plan Commission public hearing for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. All of the required application materials must be submitted to the Department of Development & Planning Services.

The initial submittal MUST contain:

- ☐ **5 collated copies of complete sets** of all application materials including the application form, required attachments, and folded full size plat/plan sheets
- ☒ **1 electronic version (PDF)** of all application materials submitted in a format as described on the last page of the Formal Application form.

REQUIRED MATERIALS FOR SUBMISSION

☐ **Describe Variation Being Requested:** Parking: 35 spaces reduced to 27

☐ **Statement of Justification**

Every application filed pursuant to Section 11-503 of the Zoning Code shall provide a statement of how the variation sought would satisfy the standards set forth in Subsection 11-503 F of this Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed variation is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

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See attached summary.

(b) Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

See attached summary.

(c) Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner or his predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of the Zoning Code, for which no compensation was paid.

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See attached summary.

(e) Not Merely Special Privilege. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

See attached summary.

(f) Code and Plan Purposes. The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which the Zoning Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

See attached summary.

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3. Would substantially increase congestion in the public streets due to traffic or parking;
4. Would unduly increase the danger of flood or fire;
5. Would unduly tax public utilities and facilities in the area; or
6. Would endanger the public health or safety.

See attached summary.

COMPLIANCE WITH VILLAGE REGULATIONS

All applications will be reviewed to determine compliance with the following Village codes and regulations:

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- Existing Conditions
- Restrictive Covenants
- Development Agreements
- All other applicable Village codes and regulations

The applicant is responsible for ensuring a submitted application includes all of the necessary submittal requirements and meets all applicable standards and requirements of the Village codes.

Village Departments Involved with the Review of Community Planning Applications

- Development & Planning Services
- Fire
- Police
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Statement of Justification

Every application filed pursuant to Section 11-503 of the Zoning Code shall provide a statement of how the variation sought would satisfy the standards set forth in Subsection 11-503 F of this Code. The staff, Plan Commission and Board of Trustees will use these standards in making a determination whether or not the proposed variation is appropriate. Please complete the below form (use additional paper if needed) and submit this form with the formal application.

(a) General Standard. No variation of the Zoning Code shall be granted unless the applicant shall establish that carrying out the strict letter of the provisions of Zoning Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth below.

The use of the property for a fleet maintenance garage does not require as much parking as another use of the property might. There are only seven full time and one part time employee at the site. Vehicles are dropped off or picked up by staff. The facility is not open to the general public and most visitors are other Village staff or vendors. The total spaces needed is over parking of the site compared to the use.

(b) Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

The size of the lot does pose some difficulties with the size and access to the rear of the property which provides access to the warehouse area. The Village's Fire Engines and Public Works Specialty vehicles can be in excess of 50'. With the lot size and larger vehicles sizes we were limited for circulation on the property and the adjacent parking. We attempted to keep as much parking as possible but the access and circulation necessitated the reduction.

(c) Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner or his predecessors in title and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of the Zoning Code, for which no compensation was paid.

The village did not create this condition of the lot, and it has been in the same configuration since the subdivision was created.

(d) Denied Substantial Rights. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

If the parking variations are not approved, it would impact the circulation and access to the property. Attempting to add more spaces would require either limited use of the property or the reduction the limited greenspace in the front of the property which would need to be considered for parking instead but may cause additional zoning issues.

(e) Not Merely Special Privilege. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the sale of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

The location of the fleet garage is essential for providing vehicle services to the fleet which provides services to the residents and business. The location of the proposed fleet garage is in a good location for the accessibility of vehicles and the use is consistent for the area. In this case the IB district requirements are greater than the size of the property but our intended use works.

(f) Code and Plan Purposes. The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which the Zoning Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

The parking variations that are being requested would not impact on the use of other properties. The changes are interior of the lot and visible. There would be no concern or overflow parking due to the use of the property.

(g) Essential Character of the Area. The variation would not result in a use or development on the subject property

1. Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development value of property or improvements permitted in the vicinity.

   The use improves the value of the property in the vicinity by the Village's investment.

2. Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity.

   The adaptive reuse of the property does not substantially change the building envelope; there is only a small addition being built.

3. Would substantially increase congestion in the public streets due to traffic or parking.

   The current use has more visitors, employees and ongoing activities than the proposed use of the fleet garage.

4. Would unduly increase the danger of flood or fire;

   The property would provide suitable stormwater management, and the new facility would have improved fire suppression systems.

5. Would unduly tax public utilities and facilities in the area; or

   The use would not impact utilities in the area.

6. Would endanger the public health or safety.

   The facility would help improve the services provided by Fleet Maintenance by addressing operational deficiencies that exist in the current garage.

1 of 1

CCH1240365 7LD DC

THIS INSTRUMENT WAS PREPARED BY AND AFTER RECORDING RETURN TO:
Lisa Starcevich
Elrod Friedman LLP
325 North LaSalle Street, Suite 450
Chicago, Illinois 60654

Doc#. 2429020509 Fee: $107.00
CEDRIC GILES
COOK COUNTY CLERK'S OFFICE
Date 10/16/2024 3:58 PM Pg: 1 of 6

Dec ID 20241001618928
ST/Co Stamp 0-705-029-296 ST Tax $0.00 CO Tax $0.00

(Space reserved for recording data.)

SPECIAL WARRANTY DEED

THIS INDENTURE, made as of this 15 day of October, 2024, between **GLENKIRK**, an Illinois not-for-profit corporation ("**Grantor**"), having an address of 3504 Commercial Avenue, Northbrook, Illinois 60062 and the **VILLAGE OF NORTHBROOK**, an Illinois home-rule municipal corporation ("**Grantee**"), having an address of 1225 Cedar Lane, Northbrook, Illinois 60062.

WITNESSETH, that, Grantor, for and in consideration of the sum of TEN DOLLARS ($10.00), and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, has granted, bargained and sold, and by these presents does convey, grant, bargain and sell to Grantee, and its successors and assigns forever, that certain land, situate, lying and being in the County of Cook, State of Illinois commonly known as 3504 Commercial Avenue, Northbrook, Illinois 60062 and being more particularly described in **Exhibit A** attached hereto and made a part hereof (collectively, the "**Property**").

TOGETHER WITH all tenements, hereditaments and appurtenances thereto, belonging or in anywise appertaining.

AND SUBJECT TO those matters as contained in **Exhibit B** attached hereto and made a part hereof.

TO HAVE AND TO HOLD the Property, with the appurtenances, in fee simple, unto Grantee, its successors and assigns, to its own proper use and benefit forever.

AND GRANTOR, for itself and for its successors and assigns, does specially warrant the title to the Property and will defend the same against the lawful claims (other than those set forth on Exhibit B) of all persons claiming by, through or under Grantor, but not otherwise.

IN WITNESS WHEREOF, Grantor has caused this instrument to be executed as of the day and year first above written.

GLENKIRK,
an Illinois not-for-profit corporation

By: Kim Berenberg
Kim Berenberg
Chief Executive Officer

STATE OF ILLINOIS)
) SS:
COUNTY OF ~~COOK~~ Lake)

Before me, a Notary Public in and for said County and State, personally appeared Kim Berenberg, by me known and by me known to be the Chief Executive Officer of Glenkirk, an Illinois not-for-profit corporation, who acknowledged the execution of the foregoing "Special Warranty Deed" on behalf of said corporation.

WITNESS my hand and Notarial Seal this 04 day of October, 2024.

Notary Public

Manhar Kapadia
Printed Signature

My Commission Expires: 03/09/26

My County of Residence: Cook

MANHAR KAPADIA
OFFICIAL SEAL
Notary Public - State Of Illinois
Commission No. 948154
My Commission Expires 09 March 2026

Exempt under provision 35 ILCS 200/31-45(b) of the Illinois Real Estate Transfer Tax Act.

10/09/2024 Cathryn D. Ing
Date Grantor/Grantee/Representative

Send tax bills to:
Village of Northbrook
1225 Cedar Lane
Northbrook, Illinois 60062

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

LOT 7 IN ADDITION TO LOTS 7, 10 AND 11 IN NORTHBROOK EDENS INDUSTRIAL PARK SUBDIVISION UNIT NUMBER 1, A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 5 AND PART OF THE SOUTH EAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO PLAT RECORDED DECEMBER 22, 1966 AS DOCUMENT NO. 20028467 IN COOK COUNTY, ILLINOIS.

Commonly known as: 3504 Commercial Avenue, Northbrook Illinois 60062

PIN:04-05-102-010-0000

EXHIBIT B

PERMITTED EXCEPTIONS

1. 2024 real estate taxes and subsequent years, not due and payable for the Property.

2. Building Line shown on the Plat recorded as Document Number 19336338 as follows: 30 feet from the South Line.

3. Easement for public utilities shown on the Plat recorded as Document Number 20028467 over the North 10 feet.

4. Unrecorded Electric Service Station Agreement dated August 25, 1976 by Flinn & Dreffein Engineering Co. and from the Commonwealth Edison Company, as Number N6-032N, disclosed by the Commonwealth Edison company letter dated August 29, 1988 from Don L. Lawrence.

STATEMENT BY GRANTOR AND GRANTEE

The grantor or his/her agent affirms that, to the best of his/her knowledge, the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire title to real estate under the laws of the State of Illinois.

Dated this 4th day of October, 2024.

Signature: Kim Brenberg
Grantor or Agent

SUBSCRIBED and SWORN to before me by said Grantor this 4th day of October, 2024.

M. K. Kapadia
Notary Public

MANHAR KAPADIA
OFFICIAL SEAL
Notary Public - State Of Illinois
Commission No. 948154
My Commission Expires 09 March 2026

The grantee or his/her agent affirm and verifies that the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire and hold title to real estate under the laws of the State of Illinois.

Dated this _____ day of _____, 2024.

Signature: _____
Grantee or Agent

SUBSCRIBED and SWORN to before me by said Grantee this ____ day of _____, 2024.

_____
Notary Public

NOTE: Any person who knowingly submits a false statement concerning the identity of a grantee shall be guilty of a Class C misdemeanor for the first offense and of a Class A misdemeanor for subsequent offenses.

[Attach to deed or ABI to be recorded in Cook County, Illinois, if exempt under provisions of Section 4 of the Illinois Real Estate Transfer Tax Act.]

STATEMENT BY GRANTOR AND GRANTEE

The grantor or his/her agent affirms that, to the best of his/her knowledge, the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire title to real estate under the laws of the State of Illinois.

Dated this _____ day of _____, 2024.

Signature: _____
Grantor or Agent

SUBSCRIBED and SWORN to before me by said Grantor this ____ day of _____,2024.

_____
Notary Public

The grantee or his/her agent affirm and verifies that the name of the grantee as shown on the deed or assignment of beneficial interest in a land trust is either a natural person, an Illinois corporation or foreign corporation authorized to do business or acquire and hold title to real estate in Illinois, a partnership authorized to do business or acquire and hold title to real estate in Illinois, or other entity recognized as a person and authorized to do business or acquire and hold title to real estate under the laws of the State of Illinois.

Dated this 10 day of October, 2024.

Signature: _____
Grantee or Agent

SUBSCRIBED and SWORN to before me by said Grantee this 10 day of October, 2024.

_____
Notary Public

OMAR M SHEIKH
Official Seal
Notary Public - State of Illinois
My Commission Expires Jul 25, 2026

NOTE: Any person who knowingly submits a false statement concerning the identity of a grantee shall be guilty of a Class C misdemeanor for the first offense and of a Class A misdemeanor for subsequent offenses.

[Attach to deed or ABI to be recorded in Cook County, Illinois, if exempt under provisions of Section 4 of the Illinois Real Estate Transfer Tax Act.]

Village of Northbrook – Fleet Maintenance Garage

Proposed Use & Operations

DESCRIPTION OF EXISITNG PROPERTY

The property is roughly 69,000 square feet and has a building that has 31,000 square feet of space. The current use provides a wide range of services for individuals with intellectual and developmental.

DESCRIPTION OF PROPOSED USE OF PROPERTY

The property will be an adaptive reuse for the Village of Northbrook's Fleet Maintenance Garage. The Fleet Maintenance Garage provides services for all the Village's fleet and equipment. The Fleet Maintenance Garage is a critical facility for all operations of the Village.

DESCRIPTION OF PROPOSED CHANGES TO THE PROPERTY

The property will undergo a major renovation of the interior space and the exterior site. The existing office space will have a major renovation to provide office, conference room, breakroom, locker room, work-out area and support areas for the fleet maintenance operations. The existing warehouse will be converted to a fleet maintenance garage. The project includes roughly 1,000 square feet of new space which is primarily the area of a new elevator. The site will be completely rebuilt with new stormwater detention, site utilities, access drive and parking lot. The facility will be upgraded to meet all current building codes and ADA requirements. There will also be substantial improvements to building envelope and system so that the new facility will meet the Climate Action Plan goals of the Village.

With the proposed property improvements above, we are seeking a rezoning to the IB District. This rezoning will be like all the other Village of Northbrook properties and will accommodate the adaptive reuse of the property for a governmental activity facility for the purpose of Fleet Maintenance Garage used for automotive repairs and offices. This request will also require an amendment to the Comprehensive Land Use Map and a series of Zoning Code amendments.

HOURS OF OPERATION

Normal hours of operation are 7:00 a.m. to 3:00 p.m. Monday to Friday. There is emergency or after-hour work requirements as needed.

NUMBER OF EMPLOYEES

The facility will be staffed by 7 full-time employees and 1 part-time employee.

NUMBER OF EXISITNG AND PROPOSED PARKING SPACES

Existing Parking: 35

Proposal: Parking: 27 (with 2 ADA)

OTHER TENANTS

None.

PROPOSED OUTDOOR ACTIVITY

Limited to the parking and moving of vehicles to be serviced within the building.

Sustainability Responses:

Northbrook's Climate Action Plan (CAP) aims to promote sustainability and reduce community-wide carbon emissions by 80% by the year 2050 through strategic planning and the implementation of targeted action items. Follow the adoption of the CAP, development proposals are reviewed based on the adherence to established environmental best practices. To support this effort, relevant CAP action items should be considered during the preliminary review process. These items serve as guidance to align the proposed developments with the Village's long-term climate goals.

This property is owned by the Village of Northbrook. Several of the items outlined below were the subject of prior discussion by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025. Items that were part of these discussion are marked with an asterisk (*). These prior discussions offered guidance on several key design elements and help inform the current review process.

Transportation and Land Use
In the Transportation and Land Use section of the CAP, recommendations are made to enhance active mobility and fossil fuel-free transit:

TL 5-2 Consider including wiring capacity to charge electric vehicles.

The Village has designed the facility so that it can support EV charging and is reviewing options for standardized stations to be used at this facility but also other Village facilities.

Buildings and Energy
The Building Energy section of the CAP provides the following items pertaining to reducing our community-
wide carbon footprint and preserving wildlife:

BE 1- 1 Use this Village facility to showcase clean energy systems and promote the technical and financial information needed to support broader scale adoption. Conduct a renewable energy potentials assessment for facility.*

The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

BE 2- 1 Consider conducting a Solar PV Site Assessment. Assessment should include estimated installation cost, and projections for both energy generation potential and economic payback potential over a minimum 20-year timeframe. If installation will not be realized, confirm reserved space for solar-ready roof zone and plan for structural design loads and electrical service to allow for future installation of a dual pole circuit breaker if possible.*

The review of options for solar were considered for this building at Committee of the Whole and Board of Trustees meetings held on April 22, 2025. It was determined that the existing roof structure over the warehouse could not support solar installation and the flat roof over the office space will not provide suitable sunlight or enough panels to be viable.

BE 5- 1 Explore opportunities for the property to utilize smart lights that can save energy through conservation. Achieve 100% LED installation if possible.

The facility has been designed so that all the lights will be LED and be managed for energy conservation.

BE 5- 4 Require purchase and installation of ENERGY STAR appliances when available

The Village will attempt to use ENERGY STAR appliances whenever possible.

BE 7- 2 Consider the benefits of replacing fossil fuel burning heating equipment and with air-source heat-pumps, or other efficient electric heating options in development. Strive for zero on-site fossil fuel combustion with air-source heat-pumps, geo-thermal systems, solar thermal, electric cooktops, etc.*

The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025, and included a geothermal well system and be an all-electric building.

Waste Management

The CAP points to procedures that may facilitate waste reduction (with a goal of at least 50% landfill wasted diverted by 2030) in its Waste Management section:

WM 2- 5 Assure compliance with the Cook County Construction & Demolition Debris Diversion Ordinance, and encourage contractors and subcontractors to exceed minimum requirements, where demolition occurs.

This will be coordinated during interior demolition.

WM 2- 7 Consider offering recycling and compost collection services.

The facility has been designed to include both recycling and composting receptacles.

Water and Wastewater
In the Water and Wastewater category, the CAP states to prioritize mitigating stormwater before it enters the
sewer system through multiple capture techniques:

WW 1- 2 Reduce landscaping water use with water-efficient irrigation systems, grass replacement, and planting native and drought-resistant trees and vegetation in landscaping plans.

The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. Staff is looking to install a butterfly garden in the front. There will be no irrigation system.

WW 1- 3 Evaluate the potential for installation of rainwater collection systems at Village facilities for graywater uses, and investigate opportunities for graywater reuse at existing and new Village facilities and properties.

These items were not incorporated into the plan.

WW 1- 4 Consider utilizing water conservation programs that focus on outdoor irrigation, which may also support better identification of water-related carbon sequestering opportunities such as using soil amendments, native grasses and proper tree watering.

The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. There will be no irrigation system.

WW 2- 1 Prioritize managing stormwater before it enters the sewer system through a combination of overland flow, detention, and infiltration strategies (for example, permeable surfaces) where feasible.*

The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

WW 3- 3 Reduce or offset impervious surfaces where possible and consider use of lighter colored pavements and building materials to lessen the impact of urban heat island effect.

This will be taken under advisement.

Greenspace and Ecosystem Health
The Plan's Greenspace category includes the following for expansion of tree canopy coverage, transforming beneficial lawns, and mitigation of heat island impacts:

GS 2- 5 Consider including exterior lighting design to protect native plants, species, biodiversity, and improve night sky quality.

This will be taken under advisement.

GS 1- 12 Plan for diversity of native tree cover and performance-based tree island within landscaping plan and parking lots with goals on percentage of pavement shaded. Consider a mix of canopy trees, shrubs, groundcovers, and raingarden components appropriate to the lot and its surroundings in any new landscaping where possible.

The landscaping plan will emphasize take this goal into consideration.

8/22/2025

Kelly Hamill
Village of Northbrook
1225 Cedar Ln
Northbrook, IL 60062

Subject: Village of Northbrook – Planning Comments – Fleet Maintenance Facility
FGMA Job #25-4189.01

Dear Mr. Hamill,

The Village of Northbrook Development and Planning Department has provided initial comments regarding the site plan for the Fleet Maintenance project. Please see FGMA's responses below:

1. Item 1:
    a. This item is not directly applicable to FGM Architects.
2. Item 2:
    a. See Drawings in Appendix B.
3. Item 3:
    a. There is no longer a sign planned to be installed as a part of the project scope of work. A sign is intended to be installed in the future, but just not with this project. That being said, the masonry wall where a sign is anticipated to be installed has been dimensioned as can be seen in the Drawings in Appendix B.
4. Item 4:
    a. At this time, there is not the plan to provide any formal signage as a part of the project. This scope of work change occurred after the development of the set of drawings that were reviewed. That being said, the Drawings in Appendix B do provide a dimension from the property line to the face of the masonry wall where a future sign is anticipated to be installed.
5. Item 5:
    a. Understood.

Sincerely,

Chris Grandy, AIA | Architect, Project Manager
ChristopherGrandy@fgmarchitects.com

cc:

Enclosure(s):

Exhibit A – Village Development and Planning Department Review Items – Dated for 8/21/25.
Exhibit B – Plan Commission Drawings, Fleet Maintenance Facility

UNITED SURVEY SERVICE, LLC
CONSTRUCTION AND LAND SURVEYORS
7710 CENTRAL AVENUE, RIVER FOREST, IL 60305
TEL.: (847) 299 - 1010 FAX : (847) 299 - 5887
E-MAIL: USURVEY@USANDCS.COM

ALTA / NSPS LAND TITLE SURVEY

OF

LOT 7 IN ADDITION TO LOTS 7, 10 AND 11 IN NORTHBROOK EDENS INDUSTRIAL PARK SUBDIVISION UNIT NUMBER 1, A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF THE NORTHWEST 1/4 OF SECTION 5 AND PART OF THE SOUTH EAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO PLAT RECORDED DECEMBER 22, 1966 AS DOCUMENT NO. 20028467 IN COOK COUNTY, ILLINOIS

KNOWN AS: **3504 COMMERCIAL AVENUE, NORTHBROOK, ILLINOIS**

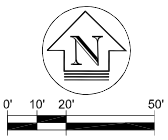
PERMANENT INDEX NUMBER: 04 - 05 - 102 - 010 - 0000

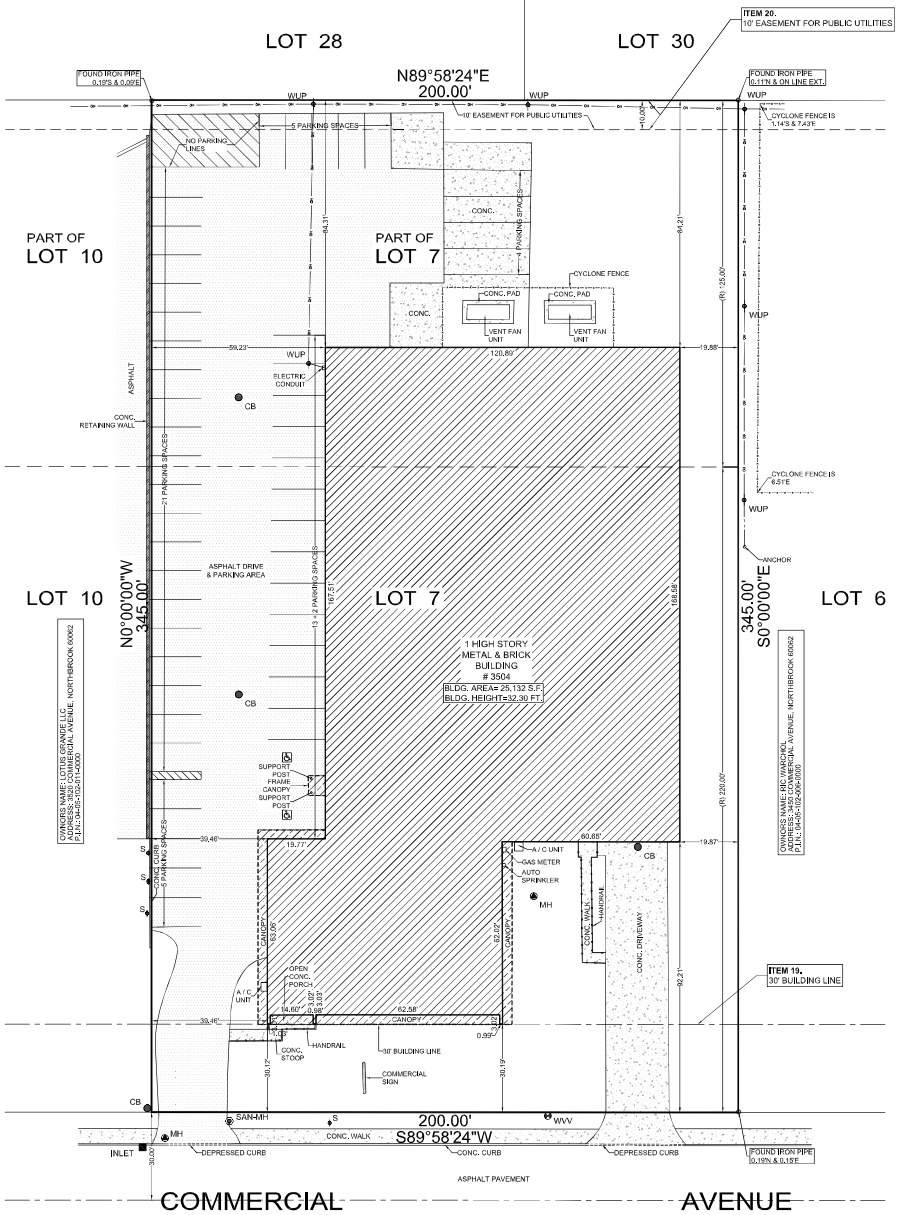
AREA = 69,000 SQ. FT. OR 1.584 ACRES

NOTE:
THIS LEGAL DESCRIPTION DESCRIBES THE SAME PROPERTY AS INSURED IN THE TITLE COMMITMENT AND ANY EXCEPTIONS HAVE BEEN NOTED HEREIN.

LOCATION MAP







PARKING SPACE TABLE	
TYPE OF SPACE	TOTAL EXISTING
REGULAR	43
HANDICAP	2
TOTAL	45

NOTES:

-THE SUBJECT PROPERTY HAS ACCESS TO AND FROM A DULY DEDICATED AND ACCEPTED PUBLIC STREET KNOWN AS **COMMERCIAL AVENUE**

-THE SURVEY AND THE INFORMATION, COURSES AND DISTANCES SHOWN THEREON ARE CORRECT;

-THE TITLE LINES AND LINES OF ACTUAL POSSESSION ARE THE SAME;

-THE SUBJECT PROPERTY DOES NOT SERVE ANY ADJOINING PROPERTY FOR DRAINAGE, UTILITIES, OR INGRESS OR EGRESS;

- ELECTRIC, GAS, TELEPHONE AND WATER UTILITY AND STORM AND SANITARY SEWER SYSTEMS ACCESS THE PROPERTY IN LEGALLY DEDICATED RIGHTS OF WAY THAT BENEFIT THE PROPERTY.

- THERE ARE NO VISIBLE EVIDENCE OF CEMETERIES, GRAVE SITES OR BURIAL GROUNDS LOCATED ON THE PROPERTY.

- THERE ARE NO VISIBLE EVIDENCE OF USE OF THE SITE AS A DUMP, SUMP OR SANITARY LANDFILL.

- ITEM # 8 FROM TABLE A
ALL SUBSTANTIAL FEATURES OBSERVED ON THE PROPERTY HAVE BEEN PLOTTED.

- ITEM # 9 FROM TABLE A
THERE ARE **45** STRIPED PARKING SPACES ON THE PROPERTY.

- ITEM # 10 FROM TABLE A
THERE ARE NO PARTY WALLS (ALL WALLS ARE INDEPENDENT).

- ITEM # 11 FROM TABLE A
ALL VISIBLE UTILITIES ARE PLOTTED.

- ITEM # 16 FROM TABLE A
AT THE TIME OF THIS SURVEY, NO VISIBLE RECENT EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS WITHIN RECENT MONTHS WERE NOTED.

- ITEM # 17 FROM TABLE A
AT THE TIME OF THIS SURVEY, THERE IS NO EVIDENCE OF CHANGES IN RIGHT OF WAY EITHER COMPLETED OR PROPOSED AND RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.

- ITEM # 18 OF TABLE A
THERE IS NOT OFFSITE BENEFICIAL EASEMENTS WERE REFLECTED IN TITLE.

- ITEM # 19 FROM TABLE A
RELATING TO PROFESSIONAL LIABILITY INSURANCE POLICY OBTAINED BY THE SURVEYOR IN THE MINIMUM AMOUNT OF $ 1,000,000 TO BE IN EFFECT THROUGHOUT THE CONTRACT TERM. CERTIFICATE OF INSURANCE TO BE FURNISHED UPON REQUEST.

CHICAGO TITLE INSURANCE COMPANY

COMMITMENT NO.: **CCHI2403657LD**
EFFECTIVE DATE: **JULY 25, 2024**

ITEMS CORRESPONDING TO SCHEDULE B, PART II:

ITEMS 1 - 18.
NOT SURVEY RELATED.

ITEM 19.
BUILDING LINE SHOWN ON THE PLAT RECORDED AS DOCUMENT NUMBER 19336338 AS FOLLOWS:
30 FEET FROM THE SOUTH LINE.
(PLOTTED ON THE DRAWING)

ITEM 20.
EASEMENT FOR PUBLIC UTILITIES SHOWN ON THE PLAT RECORDED AS DOCUMENT NUMBER 20028467 OVER THE NORTH 10 FEET.
(PLOTTED ON THE DRAWING)

ITEMS 21 - 24.
NOT SURVEY RELATED.

VILLAGE OF NORTHBROOK
1225 CEDAR LANE
NORTHBROOK, IL 60062
PHONE: 847-272-5600

ZONING CLASSIFICATION:
I1 : RESTRICTED INDUSTRIAL

LEGEND	ABBREVIATIONS
SAN-MH	SANITARY MANHOLE
CB	CATCH BASIN
INLET	INLET
WVV	WATER VALVE VAULT
WUP	WOOD UTILITY POLE
MH	MANHOLE
SIGN	SIGN
	HANDICAPPED PARKING SPACE
(R)	RECORD DATA

ORDERED BY: ROBBINS DIMONTE, LTD.	
SCALE : 1" = 20'	
DATE : AUGUST 7, 2024	
FILE No.: 2024 - 31701	
8-16-24	REVISED
DATE	REVISION

FLOOD STATEMENT:

SAID DESCRIBED PROPERTY IS LOCATED WITHIN AN AREA HAVING A ZONE DESIGNATION **"X" -** AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN BY THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT, ON FLOOD INSURANCE RATE MAP **17031 C 0088 J**, WITH A DATE OF IDENTIFICATION OF **AUGUST 19 2008**, FOR COMMUNITY NUMBER **170132 0088 J**, IN COOK COUNTY, STATE OF ILLINOIS, WHICH IS THE CURRENT FLOOD INSURANCE RATE MAP FOR THE COMMUNITY IN WHICH SAID PROPERTY IS SITUATED.

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

I **ROY G. LAWNICZAK**, A REGISTERED LAND SURVEYOR, **LICENSE NO. 35-2290**, IN AND FOR THE STATE OF ILLINOIS AND LEGALLY DOING BUSINESS IN COOK COUNTY, DO HEREBY CERTIFY TO:

- GLENKIRK, AN ILLINOIS NOT-FOR-PROFIT CORPORATION

- VILLAGE OF NORTHBROOK

- CHICAGO TITLE INSURANCE COMPANY

AND TO THEIR SUCCESSORS AND ASSIGNS, THAT:

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH **2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA / NSPS LAND TITLE SURVEYS JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS**, AND INCLUDES ITEMS 1, 2, 3, 4, 6(b), 7(a), 7(b)(1),7(c), 8, 9, 10(a), 11(a), 13,15, 17, 18 AND 19 OF TABLE A THEREOF.

THE FIELD WORK WAS COMPLETED ON AUGUST 7, 2024.

DATE OF PLAT: AUGUST 16, 2024

ROY G. LAWNICZAK 35-002290 PROFESSIONAL LAND SURVEYOR STATE OF ILLINOIS CHICAGO, IL

BY: _____
ROY G. LAWNICZAK, REGISTERED ILLINOIS LAND SURVEYOR NO. 35-2290
LICENSE EXPIRES: NOVEMBER 30, 2024
PROFESSIONAL DESIGN FIRM LICENSE NO.: 184-004576
LICENSE EXPIRES: APRIL 30, 2025

GENERAL DEMOLITION NOTES

1. REFER TO G-SERIES SHEETS FOR TYPICAL ABBREVIATIONS, SYMBOLS & TAGS.
2. CONTRACTOR TO NOTE THAT NOT ALL KEYNOTES ARE NECESSARILY SHOWN ON EVERY SHEET, EVEN IF THE SCOPE OF WORK ASSOCIATED WITH A KEYNOTE IS VISIBLE ON A SHEET. COORDINATE BETWEEN ALL SHEETS FOR THE FULL PROJECT SCOPE OF WORK.
3. VERIFY LOCATION AND CONDITION OF WALLS, CEILINGS, FLOORS, EQUIPMENT, FIXTURES AND ALL INCIDENTAL ACCESSORIES, PRIOR TO DEMOLITION. REPORT DISCREPANCIES BETWEEN THE CONSTRUCTION DOCUMENTS AND EXISTING CONDITION TO THE ARCHITECT/ENGINEER.
4. DO NOT BLOCK EXITS AND EXIT PASSAGE WAYS. MAINTAIN EXITS AS INDICATED, AND IF NOT INDICATED, MAINTAIN AT LEAST TWO EXITS OUT OF ALL AREAS IN ACCORDANCE WITH LOCAL JURISDICTION, AT ALL TIMES DURING DEMOLITION.
5. PRIOR TO ANY DEMOLITION OPERATION, SHORE AND PROTECT ADJACENT BUILDING AREA SO AS TO MAINTAIN THE STRUCTURAL INTEGRITY AND STABILITY OF THE PORTIONS OF THE BUILDING TO REMAIN.
6. PROTECT ADJACENT SURFACES TO REMAIN. REPAIR DAMAGED SURFACES SCHEDULED TO REMAIN USING MATERIALS AND METHODS TO MATCH EXISTING CONSTRUCTION.
7. REMOVE ALL WALLS AND PARTITIONS SCHEDULED TO BE REMOVED INCLUDING ALL INCIDENTAL ACCESSORIES THEREIN, INCLUDING BUT NOT LIMITED TO ELECTRICAL MECHANICAL AND PLUMBING APPURTENANCES AND ALL CONDUIT, WIRING AND PIPING.
8. REMOVE CONDUIT, WIRING AND PIPING NOT SCHEDULED TO BE RE-ROUTED, TO NEAREST POINT CONCEALED BEHIND CONSTRUCTION TO REMAIN, AND CAP ENDS.
9. REMOVE ALL DEBRIS FROM SITE ON A DAILY BASIS AND DISPOSE OF LEGALLY.
10. DASHED LINES INDICATE MATERIAL TO BE REMOVED. REMOVE CONSTRUCTION UP TO DEFINED LIMITS. REFER TO SHEET KEY NOTES FOR ADDITIONAL SPECIFIC INFORMATION.
11. IF REQUIRED, OWNER'S ABATEMENT CONTRACTOR TO PERFORM ASBESTOS ABATEMENT OR OTHER HAZARDOUS OR TOXIC SUBSTANCE REMOVAL WORK INDICATED. IN ACCORDANCE WITH SPECIFICATIONS AND WITH AUTHORITIES HAVING JURISDICTION, PRIOR TO STARTING GENERAL DEMOLITION ACTIVITIES.
12. FOR DETAILED CIVIL DEMOLITION NOTES, REFER TO CIVIL DRAWINGS.
13. FOR DETAILED MECHANICAL DEMOLITION NOTES, REFER TO MECHANICAL DRAWINGS.
14. FOR DETAILED PLUMBING AND FIRE PROTECTION DEMOLITION NOTES, REFER TO PLUMBING AND FIRE PROTECTION DRAWINGS.
15. FOR DETAILED ELECTRICAL DEMOLITION NOTES, REFER TO ELECTRICAL DRAWINGS.
16. THE EXISTING GARAGE STRUCTURAL FRAME SYSTEM IS INTENDED TO SUBSTIANTIALLY REMAIN, UNLESS OTHERWISE NOTED OR REQUIRED TO BE REMOVED/MODIFIED IN RESPONSE TO THE DEMO AND NEW SCOPES OF WORK (THIS IS ALSO INCLUSIVE OF THE EXISTING SECONDARY FRAMING, THE WALL Z-GIRTS, ROOF PURLINS, LATERAL SUPPORT SYSTEM AND OTHER MEMBERS). CONTRACTOR TO COORDINATE WITH EXISTING CONDITIONS.
17. CONTRACTOR MUST GO ON SITE AND REVIEW CONDITIONS. NOT NECESSARILY ALL ITEMS HAVE BEEN INDICATED ON THESE DEMO PLANS. THE INTENT OF THE PROJECT IS TO COMPLETELY REMOVE AND REPLACE THE EXISTING MECHANICAL, ELECTRICAL, PLUMBING, FIRE PROTECTION, ETC. SYSTEMS IN THE BUILDING.
18. EXISTING BUILDING IS A MIXTURE OF STUD/GYPSUM BOARD PARTITIONS AND CMU/MASONRY PARTITIONS (SOME ARE VISIBLE IN THE ROOMS AND OTHER AREAS REQUIRE REVIEW ABOVE THE CEILING IN ORDER TO SEE WHERE FURRED-OUT AREAS ARE). WHERE MASONRY PARTITIONS HAVE BEEN MODIFIED/REMOVED WHERE THEY WERE CONNECTED TO/ADJACENT TO OTHER EXISTING MASONRY CONSTRUCTION, CONTRACTOR IS TO PATCH/REPAIR THE EXISTING MASONRY SCHEDULED TO REMAIN AS REQ'D TO RETURN TO LIKE NEW CONDITION. THE WORK MAY INCLUDE TOOTHING-IN NEW MASONRY INTO EXISTING COURSING.

DEMOLITION LEGEND

- EXISTING WALL, PARTITION OR ITEM TO REMAIN
- EXISTING WALL, PARTITION, AND/OR EXISTING CONSTRUCTION TO BE DEMOLISHED - REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.
- EXISTING DOOR, FRAME AND HARDWARE TO REMAIN (DOUBLE DOOR SHALL APPEAR SIMILAR)
- EXISTING DOOR, FRAME AND HARDWARE TO BE DEMOLISHED (DOUBLE DOOR SHALL APPEAR SIMILAR) REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.
- EQUIPMENT OR FIXTURE TO BE DEMOLISHED. SIZE AND SHAPE MAY VARY - REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.
- ITEM SHOWN ON DEMOLITION SHEETS WITH A DASHED LINE SHALL INDICATE ITEM TO BE REMOVED. REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.

DEMO PLAN KEYED NOTES

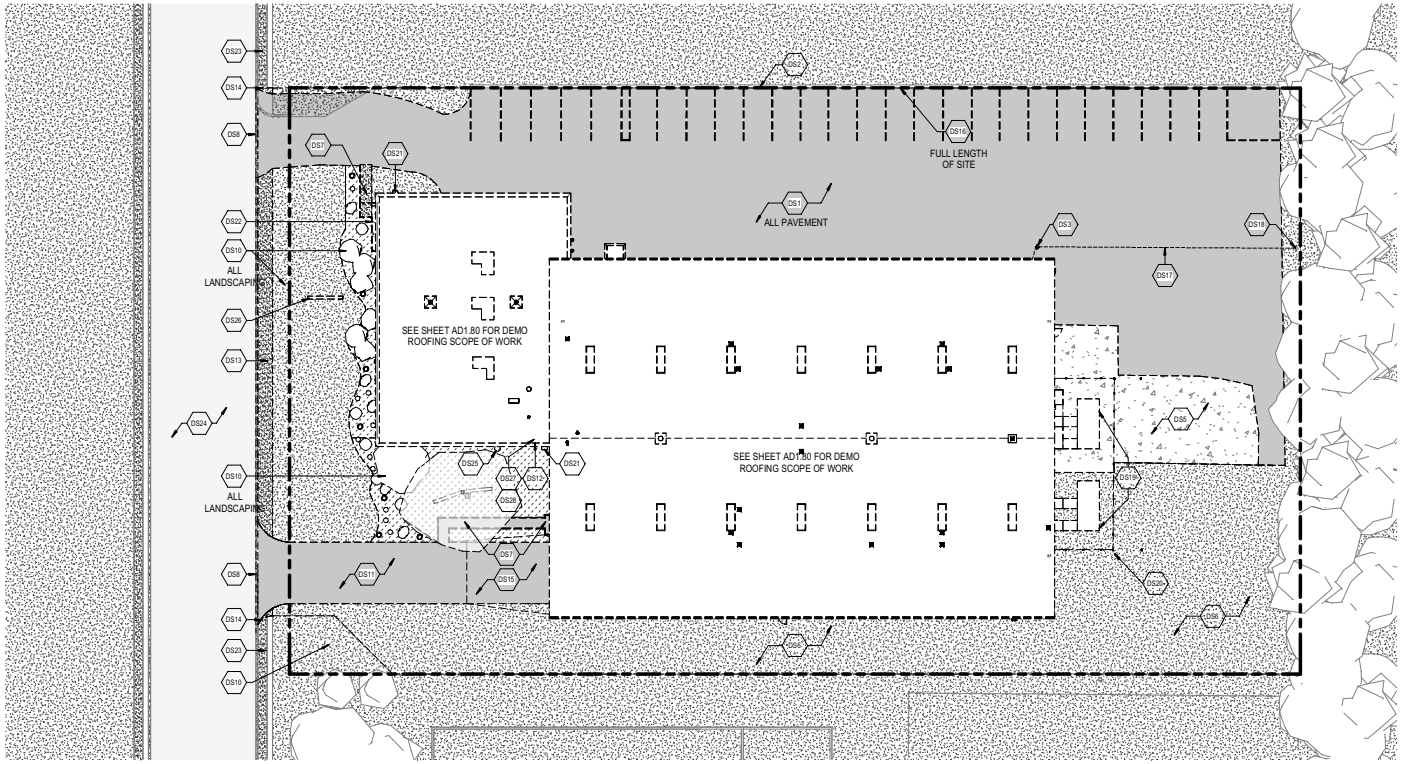
TAG	DESCRIPTION
DS1	REMOVE EXISTING PAVEMENT SYSTEM AND BASE IN ITS ENTIRETY AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK. EXCAVATE/MODIFY THE GRADES AS REQUIRED TO ACCOMODATE THE NEW SCOPE OF WORK. CONTRACTOR IS RESPONSIBLE TO ENSURE THAT DURING THE COURSE OF DEMOLITION AND REMOVAL THAT EXISTING CONSTRUCTION SCHEDULED TO REMAIN IS PROTECTED FROM DAMAGE AND UNDERMINING.
DS2	EXISTING RETAINING WALL SYSTEM TO REMAIN. PROTECT DURING CONSTRUCTION AND REPAIR ANY AREAS DAMAGED.
DS3	REMOVE EXISTING UTILITY POLE AND ASSOCIATED TRANSFORMERS. WIRING (BOTH INTO THE BUILDING AND CONNECTING BACK TO THE NEXT ADJACENT POLE) AND INFRASTRUCTURE.
DS5	REMOVE EXISTING CONCRETE PAVEMENT SYSTEM AND BASE IN ITS ENTIRETY. PREPARE/MODIFY THE EXISTING SUBGRADE AND SURROUNDING AREA AS REQ'D TO ACCOMMODATE THE NEW SCOPE OF WORK.
DS6	REMOVE/MODIFY EXISTING LANDSCAPE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK. REMOVE THE SUB-GRADE AS REQ'D AND MODIFY THE AREA AS REQ'D IN ORDER TO ACCOMMODATE THE NEW SCOPE OF WORK. COORDINATE WITH THE CIVIL SCOPE OF WORK.
DS7	REMOVE EXISTING CONCRETE SIDEWALK SYSTEM, GRAVEL BASE/SUBGRADE AND METAL HANDRAIL SYSTEMS IN THEIR ENTIRETY. PREPARE THE AREA AS REQ'D TO ACCOMMODATE THE NEW SCOPE OF WORK.
DS8	EXTENT OF PAVEMENT DEMO. EXISTING STREET PAVEMENT IS TO REMAIN AND BE PROTECTED DURING CONSTRUCTION (TYPICAL, UNLESS OTHERWISE REQUIRED TO BE REMOVED).
DS10	REMOVE EXISTING LANDSCAPING IN ITS ENTIRETY. PREP THE AREA AS REQ'D FOR THE NEW SCOPE OF WORK.
DS11	REMOVE EXISTING CONCRETE APRON AND DRIVEWAY AND ASSOCIATED BASE AND SUB-GRADE (AS REQUIRED) IN ITS ENTIRETY. PREPARE/MODIFY THE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK.
DS12	REMOVE EXISTING GAS METER AND GAS SERVICE IN IT'S ENTIRETY. PATCH/REPAIR EXISTING CONSTRUCTION SCHEDULED TO REMAIN TO MATCH EXISTING. INFILL HOLES. COORDINATE WITH THE CIVIL SCOPE OF WORK.
DS13	REMOVE EXISTING SIDEWALK AND/OR CURB SYSTEMS IN THEIR ENTIRETY AND PREPARE AS NEEDED IN ORDER TO ACCOMODATE THE NEW SCOPE OF WORK.
DS14	REMOVE EXISTING SIDEWALK AND CURB SYSTEMS AS REQUIRED TO THE NEAREST CONTROL JOINT. BEYOND THIS POINT THE EXISTING CONCRETE SIDEWALK SYSTEM IS TO REMAIN. COORDINATE WITH THE CIVIL SCOPE OF WORK.
DS15	REMOVE EXISTING CONCRETE LOADING DOCK APRON PAVEMENT AND ASSOCIATED GRAVEL BASE AND SUBGRADE (AS REQ'D) IN ITS ENTIRETY. PREPARE/MODIFY THE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK.
DS16	REMOVE EXISTING WOOD PARKING BUMPERS (ATTACHED TO THE RETAINING WALL SYSTEM) IN THEIR ENTIRETY. EXISTING RETAINING WALL TO REMAIN. PATCH/REPAIR/INFILL REMAINING HOLES. PREPARE/MODIFY THE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK.

DEMO PLAN KEYED NOTES

TAG	DESCRIPTION
DS17	REMOVE EXISTING OVERHEAD POWER LINE SYSTEM AND ASSOCIATED INFRASTRUCTURE IN THEIR ENTIRETY. COORDINATE WITH THE UTILITY COMPANY. PREPARE/MODIFY THE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK.
DS18	EXISTING UTILITY POLE TO REMAIN AND BE PROTECTED. COORDINATE WITH THE UTILITY COMPANY. PREPARE/MODIFY THE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK.
DS19	REMOVE EXISTING MECHANICAL UNITS IN THEIR ENTIRETY, INCLUDING ALL PIPING, DUCTWORK, CONDUITS, ETC.. PREPARE/MODIFY THE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK.
DS20	REMOVE THE EXISTING FENCING IN ITS ENTIRETY. REMOVE ALL POSTS/FOUNDATIONS. PREPARE/MODIFY THE AREA AS REQUIRED FOR THE NEW SCOPE OF WORK.
DS21	REMOVE THE EXISTING MECHANICAL EQUIPMENT AND ASSOCIATED PIPING, CONDUITS, ETC IN ITS ENTIRETY. PATCH/REPAIR RESULTING HOLES/AREAS IN THE MASONRY WALL SYSTEM AS REQ'D TO RETURN TO LIKE-NEW CONDITIONS.
DS22	REMOVE EXISTING CRACKED/DAMAGED CONCRETE STOOP IN ITS ENTIRETY. PROTECT SURROUNDING MASONRY SCHEDULED TO REMAIN. PATCH/REPAIR THE AREA AND SURROUNDING CONSTRUCTION AS REQ'D TO RETURN TO LIKE NEW CONDITION. COORDINATE WITH THE STRUCTURAL SCOPE OF WORK.
DS23	EXISTING SIDEWALK SYSTEM TO REMAIN. PROTECT DURING CONSTRUCTION.
DS24	REMOVE/SAWCUT/TRENCH THE EXISTING STREET PAVEMENT AS/WHERE REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK. PRIMARILY FOR INSTALLATION OF NEW UNDERGROUND SITE UTILITIES. COORDINATE WITH THE EXISTING CONDITIONS AND THE CIVIL SCOPE OF WORK. PROTECT REMAINING PAVEMENT DURING CONSTRUCTION. CONTRACTOR IS RESPONSIBLE TO COORDINATE THE WORK AS REQUIRED BY THE AHJ AND TO REDUCE IMPACT TO TRAFFIC FLOW ON COMMERCIAL AVE.
DS25	REMOVE EXISTING SUMP PUMP SYSTEM IN ITS ENTIRETY. MODIFY THE AREA AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK. COORDINATE WITH THE EXISTING CONDITIONS AND THE CIVIL SCOPE OF WORK.
DS26	REMOVE EXISTING SIGNAGE WALL SYSTEM IN ITS ENTIRETY. MODIFY THE AREA AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK. COORDINATE WITH THE EXISTING CONDITIONS AND THE CIVIL SCOPE OF WORK.
DS27	APPROXIMATE LOCATION OF THE EXISTING FIRE SERVICE SIAMESE VALVE AND BELL AND COMPONENTS THAT ARE TO BE REMOVED IN THEIR ENTIRETY.
DS28	APPROXIMATE LOCATION OF THE EXISTING KNOX BOX THAT IS TO BE REMOVED IN ITS ENTIRETY.

SITE PLAN LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE
- FENCE LINE
- OVERHEAD DOOR
- CONCRETE SIDEWALK / MECHANICAL SLABS
- STREET
- HEAVY-DUTY CONCRETE PAVEMENT. CONCRETE APRONS/STOOPS TYPICAL AT OVERHEAD DOORS AND MAN-DOORS. SEE PLANS FOR ADD'L NOTES.
- HEAVY-DUTY ASPHALT PAVEMENT
- INDICATED SNOW MELT SYSTEM. COORDINATE WITH CIVIL AND MECHANICAL SCOPES OF WORK.
- GRASS
- PLANTING AREA
- EXISTING UTILITY POLE
- FIRE HYDRANT
- GEOTHERMAL WELL



PLAN NORTH / TRUE NORTH

1 OVERALL DEMO SITE PLAN
1" = 20'-0"

fgma FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.008390

CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
IL STATE CERTIFICATE OF AUTHORITY

STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.539781
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
847.215.0600 (O)
IL STATE CERTIFICATE OF AUTHORITY

NOT FOR CONSTRUCTION

FOR REVIEW ONLY

Not for regulatory approval, permit or construction.

The information on this document is preliminary or incomplete, not for construction, recording purposes, or implementation.

ISSUANCE		
NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/21/2025

SITE PLAN - OVERALL DEMO

SHEET NO.
PC0.10

JOB NO. 25-4189.01

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9/8/2025 9:28:44 AM
Autodesk Docs://Northbrook Fleet Maintenance Facility/25-4189.01_Northbrook_Fleet_Maintenance_Facility_CD-CA_2024.rvt
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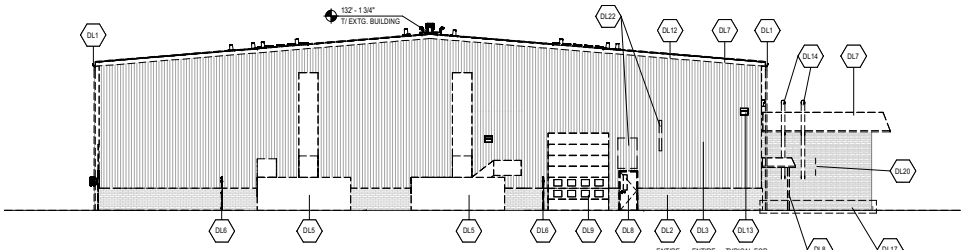
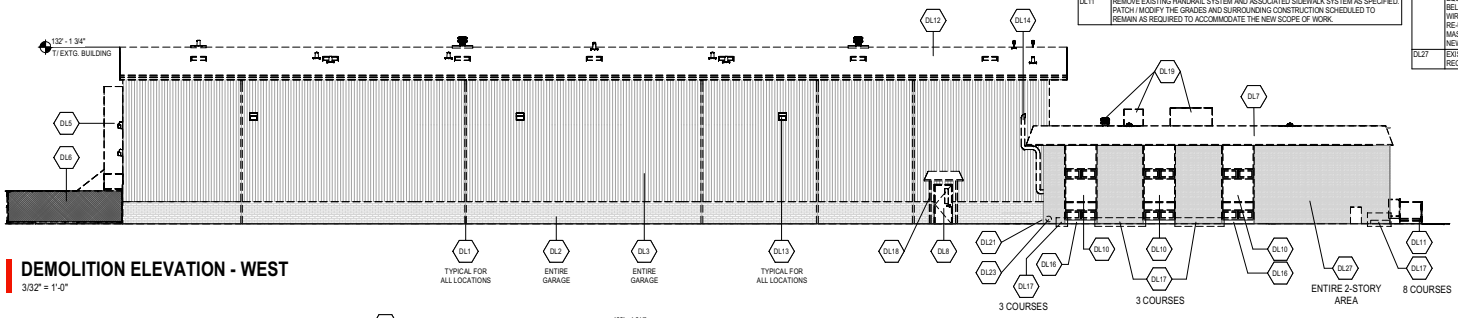


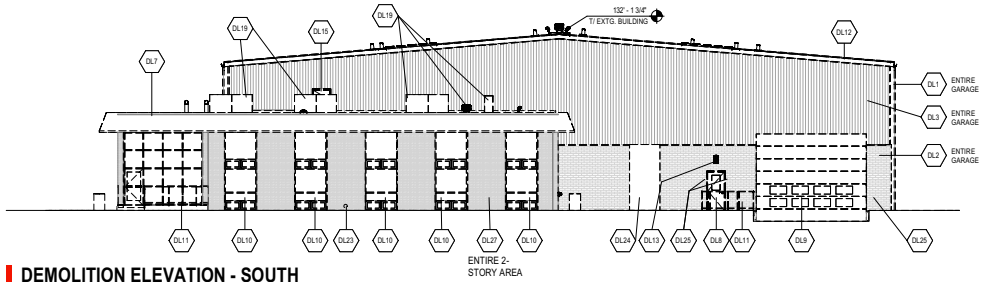
1 DEMOLITION ELEVATION - NORTH

3/32" = 1'-0"



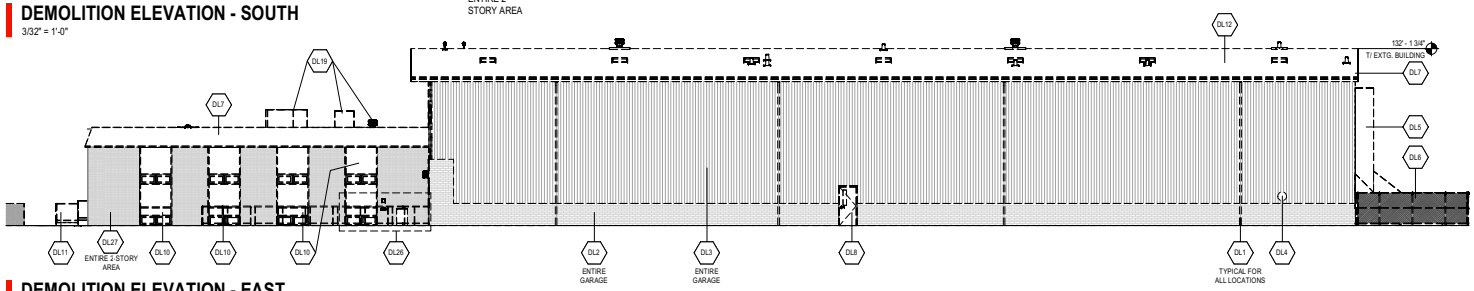
2 DEMOLITION ELEVATION - WEST

3/32" = 1'-0"



3 DEMOLITION ELEVATION - SOUTH

3/32" = 1'-0"



4 DEMOLITION ELEVATION - EAST

3/32" = 1'-0"

EXTERIOR ELEVATIONS KEYED NOTES

TAG	DESCRIPTION
DL1	REMOVE EXISTING GUTTERS AND DOWNSPOUT SYSTEM, (TYP).
DL2	REMOVE EXISTING MASONRY WAINSCOT SYSTEM IN ITS ENTIRETY. EXISTING FOUNDATION WALL TO REMAIN. PATCH / REPAIR / MODIFY EXISTING FOUNDATION SYSTEM AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK. REMOVE EXISTING ELECTRICAL, PLUMBING, ETC. SYSTEMS WHICH ARE CURRENTLY PRESENT IN THIS MASONRY WAINSCOT SYSTEM.
DL3	REMOVE EXISTING ENCLOSURE SYSTEM IN ITS ENTIRETY, EXISTING PRIMARY STRUCTURAL SYSTEM AND SECONDARY FRAMING (Z-GIRTS, TYPICAL) TO REMAIN (UNLESS SPECIFICALLY CALLED OUT TO BE REMOVED OR IS OTHERWISE IN CONFLICT WITH THE NEW SCOPE OF WORK). REMOVE ALL FIXTURES / EQUIPMENT / ETC. PRESENT IN THIS EXTERIOR WALL SYSTEM IN ITS ENTIRETY. REMOVE ALL SECONDARY FRAMING WHICH IS PRESENT TO FRAME OUT DOORS, LOUVERS, DUCT PENETRATIONS, AND OTHER SIMILAR ITEMS. PATCH / REPAIR / MODIFY / PREP EXISTING STEEL FRAMING / STRUCTURAL SYSTEM AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL4	REMOVE EXISTING WALL-MOUNTED EXHAUST FAN SYSTEM AND ASSOCIATED ELECTRICAL / WIRING / CONDUITS /ETC. INFRASTRUCTURE.
DL5	REMOVE EXISTING EXTERIOR MECHANICAL EQUIPMENT, DUCTWORK SYSTEMS, SUPPORTS, FOUNDATIONS AND ALL ASSOCIATED PIPING AND CONDUITS / ELECTRICAL SYSTEMS IN THEIR ENTIRETY. MODIFY THE EXISTING CONDITIONS AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL6	REMOVE EXISTING FENCE SYSTEM IN ITS ENTIRETY, INCLUDING THE EXISTING FOUNDATIONS / POSTS AND ANY OTHER FENCING ELEMENTS. MODIFY / REPAIR THE EXISTING AREAS AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL7	REMOVE THE EXISTING ROOF SOFFIT / FASCIA SYSTEM IN ITS ENTIRETY, INCLUDING ALL ASSOCIATED LIGHTING/CONDUITS. MODIFY / REMOVE THE EXISTING UNDERLYING FRAMING/STRUCTURAL SYSTEM AND ROOFING DECK AS SPECIFIED IN THE DEMO SCOPE OF WORK. PATCH/REPAIR/PREP THE EXISTING CONSTRUCTION TO REMAIN AS REQD TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL8	REMOVE EXISTING DOOR, FRAME, AND HARDWARE SYSTEM IN ITS ENTIRETY ALONG WITH THE ASSOCIATED FRAMING SYSTEM. PATCH / REPAIR EXISTING CONSTRUCTION SCHEDULED TO REMAIN AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL9	REMOVE EXISTING OVERHEAD COILING DOOR SYSTEM IN ITS ENTIRETY, INCLUDING THE ASSOCIATED ELECTRICAL POWER / CONTROL SYSTEM. PATCH / REPAIR EXISTING CONSTRUCTION SCHEDULED TO REMAIN AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL10	REMOVE EXISTING ALUMINUM CURTAIN WALL / STOREFRONT / FRAMING SYSTEM INCLUDING DOOR / FRAME / HARDWARE (WHERE PRESENT) IN THEIR ENTIRETY. REMOVE ALL EXISTING SEALANTS AND FASTENERS AND PATCH ALL MASONRY AND SURROUNDING CONSTRUCTION AS REQD TO RETURN TO LIKE NEW CONDITION AND TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL11	REMOVE EXISTING HANDRAIL SYSTEM AND ASSOCIATED SIDEWALK SYSTEM AS SPECIFIED. PATCH / MODIFY THE GRADES AND SURROUNDING CONSTRUCTION SCHEDULED TO REMAIN AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.

EXTERIOR ELEVATIONS KEYED NOTES

TAG	DESCRIPTION
DL12	REMOVE EXISTING ROOFING SYSTEM (INCLUDING THE UNDERLYING INSULATION AND LINER SYSTEMS), SKYLIGHTS, ROOFTOP EQUIPMENT, PIPES, PENETRATION SYSTEMS, FASCIA/FLASHING/SOFFIT(S), ETC. IN THEIR ENTIRETY. PATCH / MODIFY / PREPARE THE REMAINING ROOF FRAMING SYSTEMS AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL13	REMOVE EXISTING EXTERIOR LIGHTING SYSTEM IN ITS ENTIRETY, INCLUDING ALL WIRING, CONDUITS, ETC. PREPARE THE AREA AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL14	REMOVE EXISTING EXHAUST SYSTEM IN ITS ENTIRETY. INFILL THE MASONRY WITH NEW BRICKS IN FULL-BRICK INCREMENTS TOOTHED-IN TO THE EXISTING MASONRY COURSING. PREPARE THE AREA AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL15	REMOVE EXISTING ROOF HATCH/DOOR SYSTEM IN ITS ENTIRETY. PREPARE THE AREA AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL16	EXISTING STONE SILL TO REMAIN. PREPARE AS REQD TO ACCOMMODATE THE NEW SCOPE OF WORK. PROTECT DURING CONSTRUCTION.
DL17	REMOVE EXISTING DAMAGED MASONRY FACE BRICKS AND SURROUNDING DAMAGED MORTAR. SHORE EXISTING MASONRY TO REMAIN AS REQD. PREPARE THE AREA FOR MASONRY REPLACEMENT/NEW INSTALLATION IN THE NEW SCOPE OF WORK.
DL18	REMOVE EXISTING CANOPY STRUCTURE SYSTEM IN ITS ENTIRETY, INCLUDING ALL FOUDATION PIERS AND CONNECTIONS TO THE EXISTING FACILITY. COORDINATE WITH THE NEW SCOPE OF WORK.
DL19	REMOVE EXISTING ROOFTOP MECHANICAL SYSTEMS AND ASSOCIATED CURBS, STRUCTURE, PIPING, CONDUITS, ETC. INFILL THE EXISTING ROOFTOP OPENINGS IF NOT SCHEDULED TO BE REUSED IN THE NEW SCOPE OF WORK. PATCH/REPAIR/PREP EXISTING CONSTRUCTION AS REQD TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL20	REMOVE EXISTING CONDUIT. PATCH/INFILL EXISTING MASONRY WALL SYSTEM TO MATCH EXISTING. REPLACE BRICKS IN FULL-BRICK INCREMENTS AND TOOTH-IN TO EXISTING COURSING. MATCH EXISTING.
DL21	REMOVE EXISTING CONDUIT AT GROUND LEVEL. REMOVE DAMAGED MASONRY. REPLACE WITH NEW MASONRY, IN FULL-BRICK INCREMENTS TOOTHED-IN TO EXISTING COURSING. MATCH EXISTING.
DL22	REMOVE EXISTING MECHANICAL LOUVER AND FLUE SYSTEMS.
DL23	REMOVE EXISTING ROOF DRAIN OUTLET. REMOVE SURROUNDING MASONRY IN FULL-BRICK INCREMENTS AND PATCH IN NEW MASONRY INTO THE EXISTING COURSING.
DL24	REMOVE EXISTING EXTERIOR WALL PANEL SYSTEM IN ITS ENTIRETY AND ASSOCIATED STRUCTURE/FRAMING.
DL25	REMOVE EXISTING EXTERIOR WALL MOUNTED DEVICE IN ITS ENTIRETY, INCLUDING ANY ASSOCIATED CONDUITS, WIRING, ETC.
DL26	REMOVE EXISTING GAS METER AND ASSOCIATED SERVICE. REMOVE MECHANICAL EQUIPMENT AND PIPING/CONDUITS. REMOVE EXISTING FIRE SERVICE SIAMESE VALVE AND BELL AND COMPONENTS. REMOVE KNOX BOX. REMOVE TELECOM UTILITY EQUIPMENT AND WIRING. REMOVE HOSE BIB, SUMP PIT AND PIPING. FOR LOCATIONS NOT SCHEDULE TO BE RE-USED OR SIMILAR, REMOVE BRICKS IN FULL-BLOCK INCREMENTS AND TOOTH-IN NEW MASONRY INTO THE EXISTING COURSING. PREP AREAS AS REQD TO ACCOMMODATE THE NEW SCOPE OF WORK.
DL27	EXISTING MASONRY WALL SYSTEM TO REMAIN, UNLESS NOTED OTHERWISE. PREP AS REQD TO ACCOMMODATE THE NEW SCOPE OF WORK.

GENERAL DEMOLITION NOTES

1. SEE SHEET A00.10 FOR GENERAL DEMOLITION NOTES THAT APPLY TO THE ENTIRETY OF THE PROJECT.

DEMOLITION LEGEND

- EXISTING WALL, PARTITION OR ITEM TO REMAIN
- EXISTING WALL, PARTITION, AND/OR EXISTING CONSTRUCTION TO BE DEMOLISHED - REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.
- EXISTING DOOR, FRAME AND HARDWARE TO REMAIN (DOUBLE DOOR SHALL APPEAR SIMILAR)
- EXISTING DOOR, FRAME AND HARDWARE TO BE DEMOLISHED (DOUBLE DOOR SHALL APPEAR SIMILAR) REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.
- EQUIPMENT OR FIXTURE TO BE DEMOLISHED. SIZE AND SHAPE MAY VARY - REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.
- ITEM SHOWN ON DEMOLITION SHEETS WITH A DASHED LINE SHALL INDICATE ITEM TO BE REMOVED. REFER TO KEYED NOTES FOR ADDITIONAL SCOPE OF WORK INFORMATION, WHERE APPLICABLE.

fgma
FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.008390

CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
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STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.539781
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
847.215.0600 (O)
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FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/21/2025

DEMOLITION ELEVATIONS

SHEET NO.
PC0.20

JOB NO. 25-4189.01

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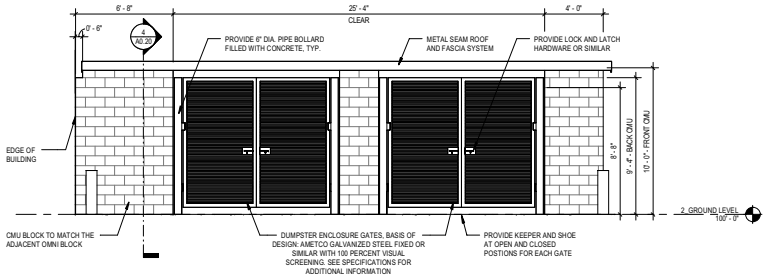
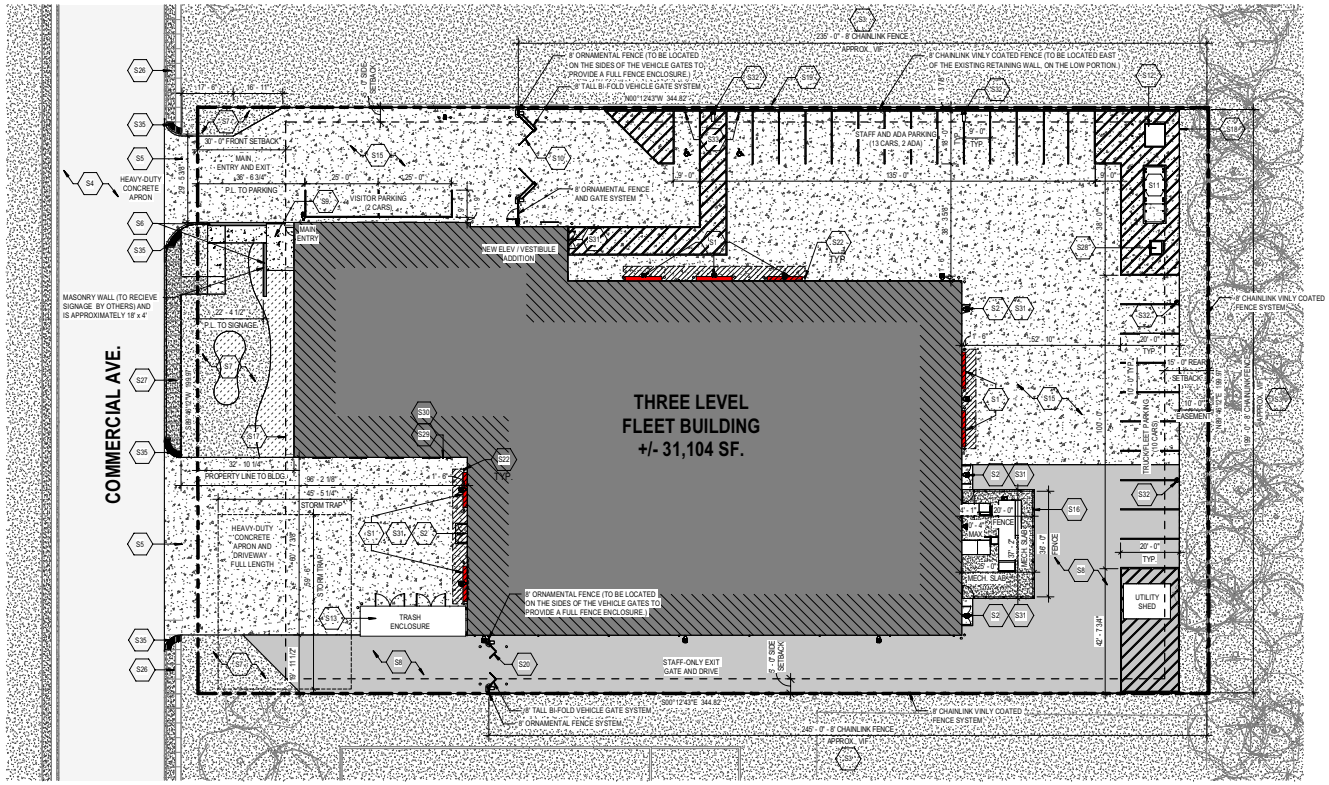
PROPOSED SITE PLAN



2 TRASH ENCLOSURE
1/4" = 1'-0"



1 OVERALL SITE PLAN
1" = 20'-0"

PLAN NORTH
TRUE NORTH

SITE PLAN KEYED NOTES

TAG	DESCRIPTION
S1	INSTALL NEW OVERHEAD DOOR (14'W X 16'H), MODIFY SURROUNDING CONSTRUCTION AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
S2	INSTALL NEW MAN DOOR(S).
S3	INSTALL NEW 8' CHAINLINK FENCE.
S4	EXISTING ROAD PAVEMENT TO REMAIN.
S5	NEW CONCRETE APRON.
S6	INSTALL NEW MASONRY KNEE / SIGNAGE WALL. SIGNAGE BY OTHERS.
S7	NEW RAIN GARDEN / BUTTERFLY GARDEN.
S8	INSTALL NEW ASPHALT PAVEMENT.
S9	PROVIDE NEW MAIN ENTRY STOOP/LANDING AND TIE INTO THE EXISTING BULDING AND ADJACENT CONSTRUCTION AS REQUIRED. REPAIR ANY AREAS DAMAGED DURING CONSTRUCTION.
S10	INSTALL NEW ACCORDION RETRACTING SECURITY GATE. (29' CLEAR, 8' HEIGHT) SEE ENLARGED PLANS AND DETAILS FOR ADDITIONAL INFORMATION.
S11	PROPOSED GENERATOR LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S12	PROPOSED TRANSFORMER LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S13	INSTALL NEW DUMPSTER ENCLOSURE.
S15	INSTALL NEW HEAVY-DUTY CONCRETE PAVEMENT.
S16	INSTALL NEW FENCED AREA FOR MECHANICAL UNITS. EXACT SIZE / LOCATION TBD.
S17	30' FRONT YARD SETBACK.
S18	10' UTILITY EASEMENT.
S19	NOTE: THE EXISTING RETAING WALL IS NOT LOCATED ON OUR PROJECT'S PROPERTY. ANY NEW PERIMETER FENCE MAY BE LOCATED ON PROJECT PROPERTY OR THE NEIGHBOR WOULD NEED TO PERMIT THE FENCE TO BE INSTALLED ON THEIR LAND (AND AT THE TOP OF THE RETAINING WALL).
S20	INSTALL NEW ACCORDION RETRACTING SECURITY GATE. (12' CLEAR, 8' HEIGHT). SEE ENLARGED PLANS AND DETAILS FOR ADDITIONAL INFORMATION.
S22	PROVIDE NEW PIPE BOLLARD, SEE DETAIL ON SHEET A0.20 FOR ADDITIONAL INFORMATION.
S26	EXISTING SIDEWALK SYSTEM TO REMAIN. PROTECT DURING CONSTRUCTION.
S27	PROVIDE NEW SIDEWALK AND/OR CURB AND GRANULAR BASE SYSTEM AS REQUIRED. COORDINATE EXACT EXTENTS IN THE FIELD AND WITH THE CIVIL SCOPE OF WORK.
S28	PROPOSED TEMPORARY GENERATOR CONNECTION LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S29	APPROXIMATE LOCATION OF THE NEW FIRE DEPARTMENT CONNECTION AND WATERFLOW ALARM AND COMPONENTS AS REQUIRED TO PROVIDE A FULLY FUNCTIONAL SYSTEM. COORDINATE EXACT EXTENTS IN THE FIELD AND WITH THE NEW AND MEP SCOPE OF WORK.
S30	APPROXIMATE LOCATION OF THE NEW KNOX BOX ADJACENT TO THE FIRE DEPARTEMENT CONNECTION. KNOX BOX TO MEET ALL LOCAL AHJ REQUIREMENTS.
S31	PROVIDE FROST STOOP SYSTEM, TYPICAL AT EVERY EXTERIOR DOOR LOCATION. COORDINATE EXTENS WITH THE FIELD CONDITIONS AND CIVIL SCOPES OF WORK.
S32	PARKING LOT LIGHT POLE AND FOUNDATION SYSTEM. COORDINATE WITH CIVIL AND ELECTRICAL SCOPES OF WORK.
S33	ACCESSIBLE PARKING ONLY SIGN.
S35	DETECTABLE WARNING SYSTEM, CAST INTO THE CONCRETE SIDEWALK SYSTEM.

SITE PLAN LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE
- FENCE LINE
- OVERHEAD DOOR
- CONCRETE SIDEWALK / MECHANICAL SLABS
- STREET
- HEAVY-DUTY CONCRETE PAVEMENT. CONCRETE APRONS/STOOPS TYPICAL AT OVERHEAD DOORS AND MAN DOORS. SEE PLANS FOR ADD'L NOTES.
- HEAVY-DUTY ASPHALT PAVEMENT
- INDICATED SNOW MELT SYSTEM. COORDINATE WITH CIVIL AND MECHANICAL SCOPES OF WORK.
- GRASS
- PLANTING AREA
- EXISTING UTILITY POLE
- FIRE HYDRANT
- GEOTHERMAL WELL

fgma FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.6300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.003392

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847.223.4804 (O)
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STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60563
630.717.5399 (O) 630.717.539781
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
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FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/21/2025

SITE PLAN - OVERALL

SHEET NO.
PC1.10

JOB NO. 25-4189.01

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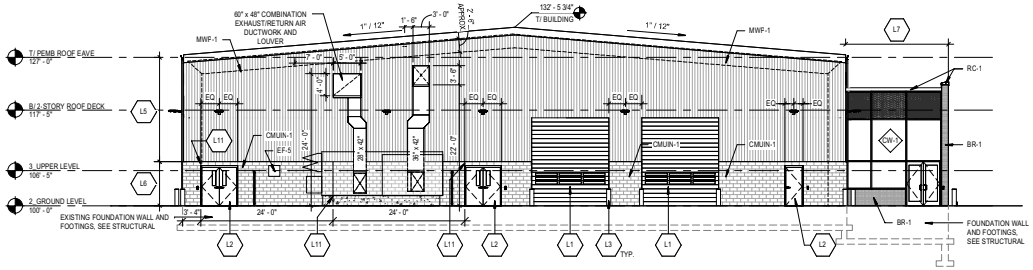
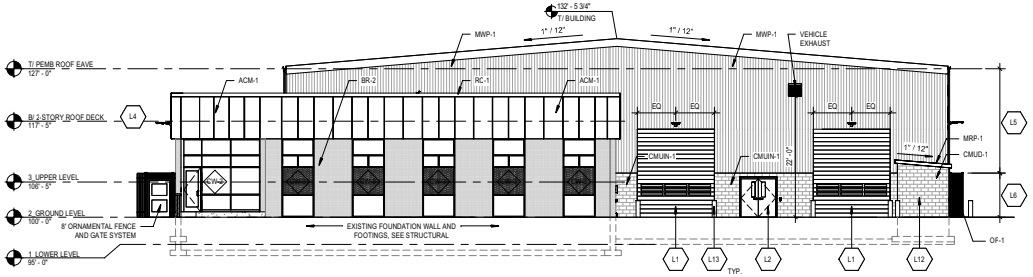
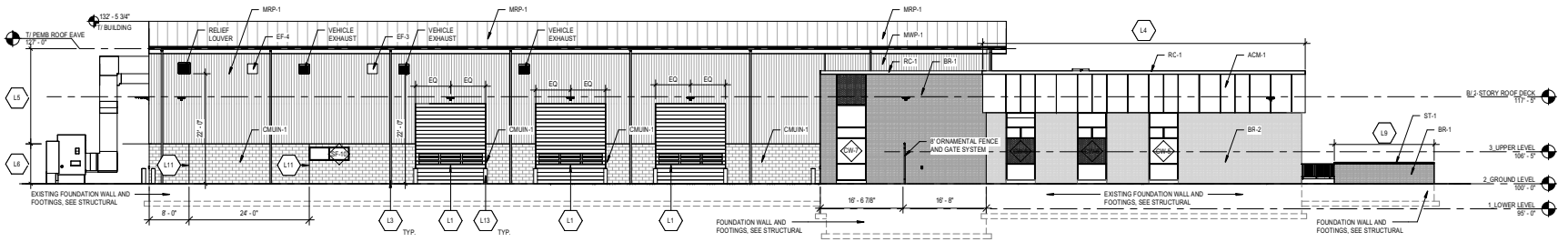
PROPOSED ELEVATIONS



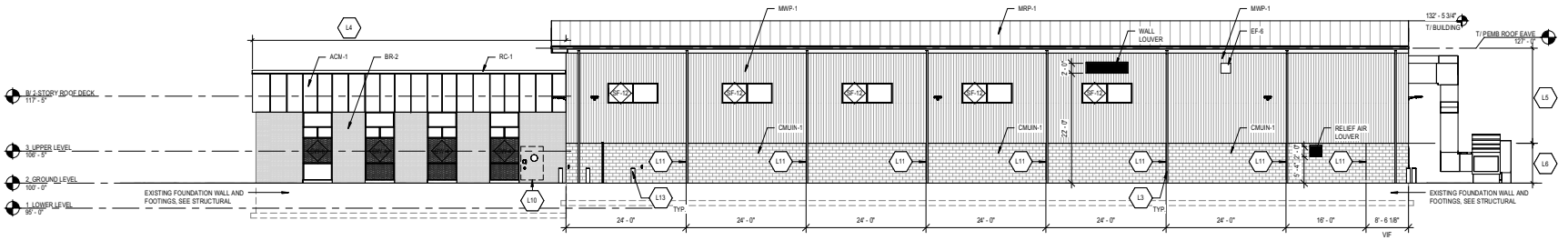
4 ELEVATION - NORTH
3/32" = 1'-0"



3 ELEVATION - SOUTH
3/32" = 1'-0"



2 ELEVATION - WEST
3/32" = 1'-0"



1 ELEVATION - EAST
3/32" = 1'-0"

EXTERIOR ELEVATIONS KEYED NOTES

TAG	DESCRIPTION
L1	INSTALL NEW OVERHEAD DOOR (14'W X 16'H) SEE ENLARGED PLANS FOR MORE INFORMATION.
L2	INSTALL NEW MAN DOOR. EXTERIOR OF DOOR AND FRAME TO BE FIELD PAINTED TO MATCH EXTERIOR FINISHES. SEE DOOR SCHEDULE FOR INFORMATION.
L3	INSTALL NEW GUTTER AND DOWNSPOUTS, TYPICAL.
L4	INSTALL NEW ROOF FASCIA.
L5	INSTALL NEW VERTICAL METAL PANEL SYSTEM, SEE WALL SECTIONS FOR MORE INFORMATION.
L6	INSTALL NEW MASONRY WAINSCOT, SEE WALL SECTIONS FOR MORE INFORMATION.
L7	NEW VEST/BULE ADDITION WITH ACCENT BRICK FINISH.
L9	INSTALL NEW ENTRY SLOPED WALKWAY AND SIGNAGE WALL, SEE SITE PLAN FOR MORE INFORMATION.
L10	APPROXIMATE LOCATION OF THE NEW KNOX BOX AND FIRE DEPARTMENT CONNECTIO. MOUNTED APPROXIMATELY 36"-48" ABOVE FINISHED FLOOR (AFF), ALONG WITH A WATERFLOW ALARM CONNECTED TO THE FIRE PROTECTION SYSTEM'S WATER FLOW, AND A HORN/STROBE SHALL ACTIVATE UPON FIRE ALARM INITIATION. COORDINATE EXACT EXTENTS IN THE FIELD AND WITH THE MEP SCOPE OF WORK.
L11	MASONRY CONTROL JOINT
L12	NEW MASONRY TRASH ENCLOSURE WITH FINISH TO MATCH BUILDING.
L13	INSTALL PIPE BOLLARD, TYPICAL.

fgma
FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.008390

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1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.5397(F)
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M.E.P.FP
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, IL.ILINOIS, 60090
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EXTERIOR ELEVATIONS

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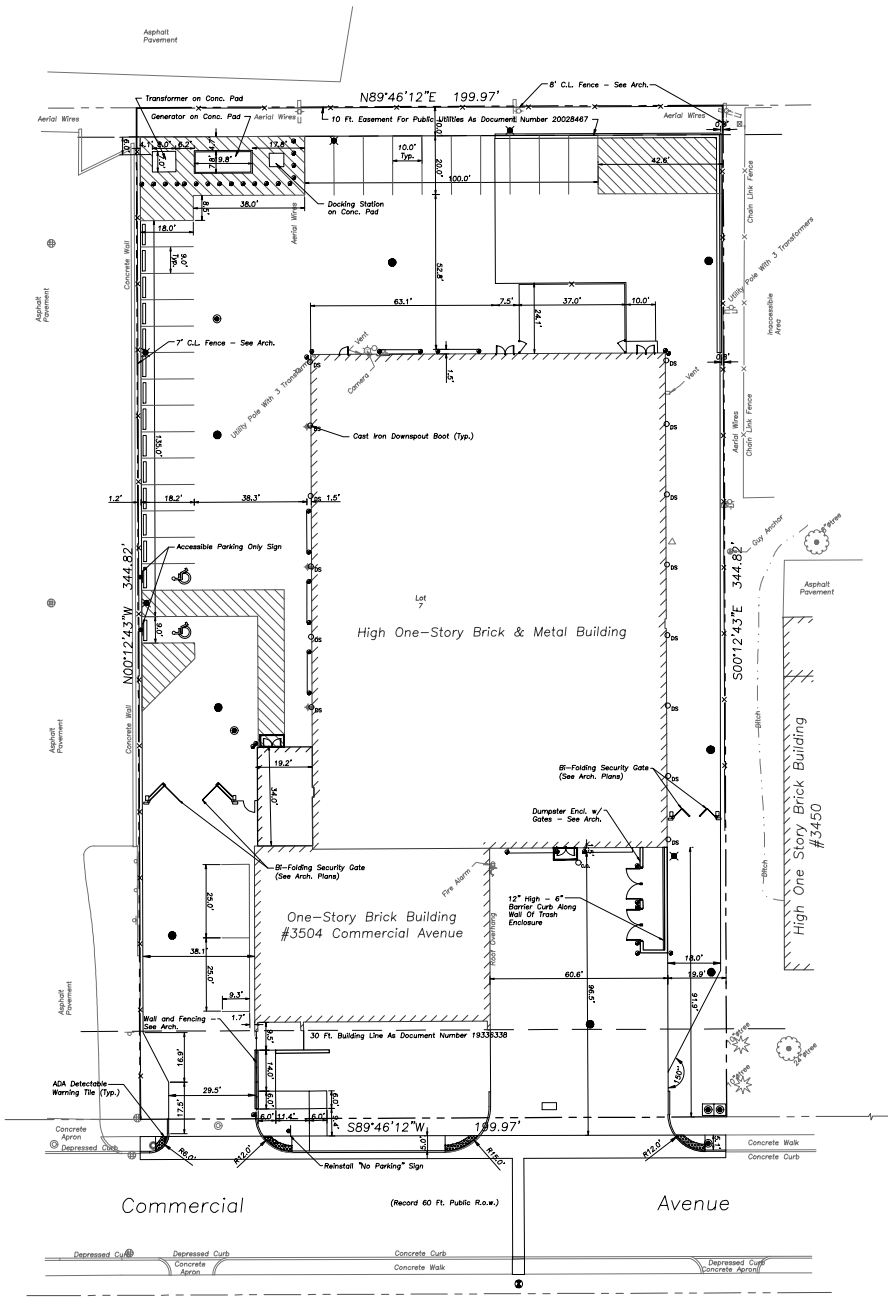

GENERAL NOTES

1. The Location of Existing Underground Utilities, Such As Watermains, Sewers, Gas Lines, Etc., As Shown On The Plans, Has Been Determined From The Best Available Information and Is Given For The Convenience of The Contractor. However, The Owner and The Engineer Do Not Assume Responsibility In The Event That During Construction, Utilities Other Than Those Shown May Be Encountered, and That The Actual Location of Those Which Are Shown May Be Different From The Location As Shown On The Drawings. Contact Engineer Immediately If Surface and/or Subsurface Features Are Different Than Shown On The Drawings.
2. Notify The Engineer Without Delay of Any Discrepancies Between the Drawings and Existing Field Conditions.
3. Contractor Shall Provide Private Utility Locating Services for the Project Area.
4. Notify The Owner, Engineer and The Village of Northbrook a Minimum of 48 Hours In Advance of Performing Any Work.
5. All Areas, On or Off Site, Disturbed During Construction Operations and Not Part of the Work As Shown Hereon Shall Be Restored To Original Condition to the Satisfaction of the Owner at No Additional Cost to the Owner. It Is Incumbent Upon Contractor to Show That Damaged Areas Were Not Disturbed By Construction Operations.
6. These Drawings Assume That The Contractor Will Utilize An Electronic Drawing File (DWG) to Stake All Site Improvements Accordingly. Contractor Shall Re–Establish Horizontal Control. Horizontal Control Points Not Provided.
7. No Person May Utilize The Information Contained Within These Drawings Without Written Approval From Eriksson Engineering Associates, Ltd.
8. The Engineer Is Furnishing These Drawings For Construction Purposes As A Convenience To The Owner, Architect, Surveyor, or Contractor. Prior To The Use Of These Drawings For Construction Purposes, The User Of This Media Shall Verify All Dimensions And Locations Of Buildings With The Foundation Drawings And Architectural Site Plan, and Coordinate All Dimensions and Locations of All Site Items. If Conflicts Exist The User Of This Information Shall Contact The Engineer Immediately.
9. Provide An As–built Survey Prepared By A Licensed Professional Land Surveyor In Accordance With The Authorities Having Jurisdiction Which Shall Include As a Minimum All Detention Basins and Best Management Practices, Include All Storm and Sanitary Sewers, Structure Locations, Sizes, Rim and Invert Elevations, Final Detention Volume Calculations For The Basin(s), Watermain and Valve and Appurtenance Locations. Provide Photograph Of Restrictor Plate(s) Including Ruler Across Opening For Verification Of Restrictor Diameter.
10. The Illinois Department Of Transportation Standard Specifications For Road And Bridge Construction Latest Edition, And All Addenda Thereto, Shall Govern The Earthwork And Paving Work Under This Contract Unless Noted Otherwise.

SURVEY PROVIDED BY:

ALTA / NSPS Land Title Survey Provided by Gremley & Biedermann for Eriksson Engineering on January 28, 2025. Order Number 2024–32526–001.

PROJECT BENCHMARKS

1. Found Cross in Walk, 8.24' South and 0.22' East of Southwest Property Corner.
   Elevation 682.99 NGVD88
2. Found Cross in Walk 9.55' South and 10.68' West of Southeast Property Corner.
   Elevation 682.15 NGVD88

GEOMETRY NOTES

1. All Dimensions Contained Herein Reference Back Of Curb, Face Of Retaining Wall, Edge Of Pavement, Center of Structure And Outside Face Of Building Foundation Unless Otherwise Noted.
2. All Pavement Striping Shall Be 4" Wide Yellow Paint Per Specifications, Two Coats for Latex Paints. All Cross Hatch Striping Shall Be 45° At 2'–0" Centers.
3. All Accessible Parking Signs (R7–8) Must Be Placed at the Center of the Space and Within 5 Feet of the Space.
4. Refer to Architectural Drawings for Exact Locations of All Buildings.
5. Refer to Architectural Drawings for Locations and Details of All Permanent Site Fencing.
6. Traffic Sign Posts Shall Be Breakaway Green U–Channel Posts, 2–lb/ft. 11 Gauge Steel, Embedded 42" Minimum into Ground.

N

20 0 20 40 60

Scale: 1"=20'

LEGEND

EXISTING		PROPOSED
	Manhole	
	Drainage Structure	
	Drainage Structure	
	Area Drain	
	Clean Out	
	Flared End Section	
	Storm Sewer	
	Sanitary Sewer	
	Combined Sewer	
W	Water Main	W
G	Gas Line	G
OH	Overhead Wires	OH
E	Electrical Cable (Buried)	E
T	Telephone Line	T
	Fire Hydrant	
	Valve Vault	
	Buffalo Box	
DS	Downspout	DS
BOL	Bollard	
	Gas Valve	
	Gas Meter	
	Electric Meter	
	Electric Manhole	
	Hand Hole	
	Light Pole	
	Light Pole w/ Mast Arm	
	Utility Pole	
	Telephone Pedestal	
	Telephone Manhole	
	Sign	
	Fence	
	Accessible Parking Stall	
	Curb & Gutter	
	Depressed Curb	
x C 782.50	Curb Elevation	C 782.50
x G 782.00	Gutter Elevation	G 782.00
x P 783.25	Pavement Elevation	P 783.25
x W 782.10	Sidewalk Elevation	W 782.10
x 784.0	Ground Elevation	x 784.0
x T/W 785.20	Top of Retaining Wall Elevation	T/W 785.20
	Swale	
781	Contour Line	781
	Deciduous Tree	
	Coniferous Tree	
	Brushline	
	Tree Protection Fencing at Drip Line	

J.U.L.I.E.

Note: The exact location of all utilities shall be verified by the contractor prior to construction activities. For utility locations call: J.U.L.I.E. 1 (800) 892–0123

fgma
FGMA ARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.006186

CIVIL AND LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES
145 COMMERCE DR. SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 FAX
IL STATE CERTIFICATE OF AUTHORITY

STRUCTURAL
MCCLUSKEY ENGINEERING CO.
1887 WASHINGTON LN
WAUKEGAN, ILLINOIS, 60085
630.717.5335 (C) 630.717.5337 (F)
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 S MILWAUKEE AVE, SUITE E
WHEELING, ILLINOIS, 60090
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	08/01/2025	BP1: ISSUED FOR 50% CD

FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

BP 1: ISSUED FOR 50% CD

SITE GEOMETRY PLAN

SHEET NO.
C1.2

JOB NO. 25-4189.01

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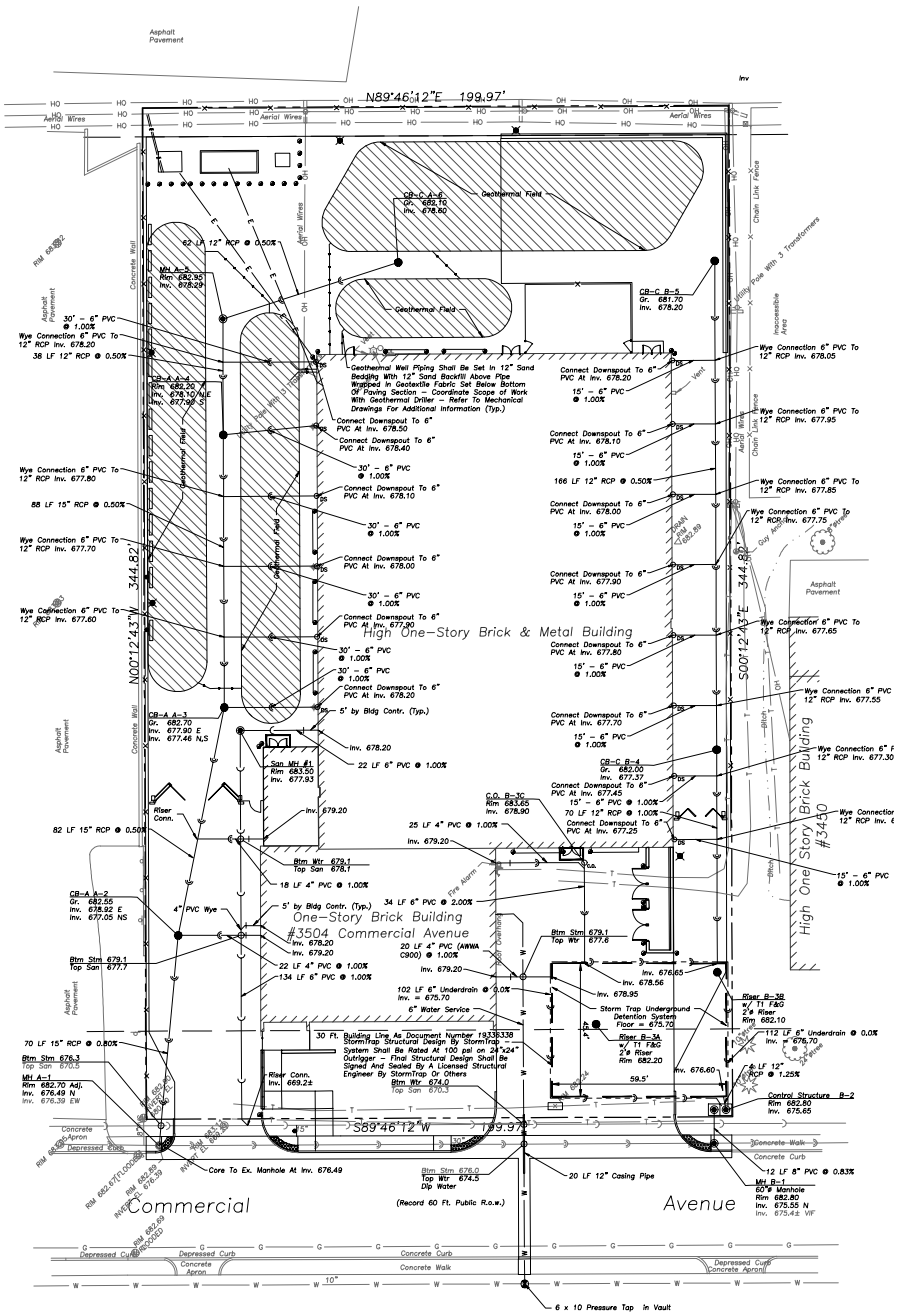

GENERAL NOTES

1. The Location of Existing Underground Utilities, Such As Watermains, Sewers, Gas Lines, Etc., As Shown On The Plans, Has Been Determined From The Best Available Information and Is Given For The Convenience of The Contractor. However, The Owner and The Engineer Do Not Assume Responsibility In The Event That During Construction, Utilities Other Than Those Shown May Be Encountered, and That The Actual Location of Those Which Are Shown May Be Different From The Location As Shown On The Drawings. Contact Engineer Immediately If Surface and/or Subsurface Features Are Different Than Shown On The Drawings.
2. Notify The Engineer Without Delay of Any Discrepancies Between the Drawings and Existing Field Conditions.
3. Contractor Shall Provide Private Utility Locating Services for the Project Area.
4. Notify The Owner, Engineer and The Village of Northbrook a Minimum of 48 Hours In Advance of Performing Any Work.
5. All Areas, On or Off Site, Disturbed During Construction Operations and Not Part of the Work As Shown Hereon Shall Be Restored To Original Condition to the Satisfaction of the Owner at No Additional Cost to the Owner. It Is Incumbent Upon Contractor to Show That Damaged Areas Were Not Disturbed By Construction Operations.
6. These Drawings Assume That The Contractor Will Utilize An Electronic Drawing File (DWG) to Stake All Site Improvements Accordingly. Contractor Shall Re-Establish Horizontal Control. Horizontal Control Points Not Provided.
7. No Person May Utilize The Information Contained Within These Drawings Without Written Approval From Eriksson Engineering Associates, Ltd.
8. The Engineer Is Furnishing These Drawings For Construction Purposes As A Convenience To The Owner, Architect, Surveyor, or Contractor. Prior To The Use Of These Drawings For Construction Purposes, The User Of This Media Shall Verify All Dimensions And Locations Of Buildings With The Foundation Drawings And Architectural Site Plan, and Coordinate All Dimensions and Locations of All Site Items. If Conflicts Exist The User Of This Information Shall Contact The Engineer Immediately.
9. Provide An As-built Survey Prepared By A Licensed Professional Land Surveyor In Accordance With The Authorities Having Jurisdiction Which Shall Include As a Minimum All Detention Basins and Best Management Practices, Include All Storm and Sanitary Sewers, Structure Locations, Sizes, Rim and Invert Elevations, Final Detention Volume Calculations For The Basin(s), Watermain and Valve and Appurtenance Locations. Provide Photograph Of Restrictor Plate(s) Including Ruler Across Opening For Verification Of Restrictor Diameter.
10. The Illinois Department Of Transportation Standard Specifications For Road And Bridge Construction Latest Edition, And All Addenda Thereto, Shall Govern The Earthwork And Paving Work Under This Contract Unless Noted Otherwise.

UTILITY NOTES

1. This Project Is Located In A Separate Sewer Area.
2. Utility Service Lines as Shown Hereon are Approximate. Coordinate The Exact Locations With The Plumbing Drawings. Coordinate The Locations With The Plumbing Contractor and/or the Owner's Construction Representative Prior to Installation of Any New Utilities.
3. Refer to Plumbing Drawings for Continuation of All Utilities Within 5 Feet of Building Face.
4. Field Verify Invert & Locations of Existing Utility Mains Prior to Installing Any On-Site Utilities or Structures. All Elevations and Inverts Referencing Said Utility Shall Be Field Verified Prior To Installation Of Any New Structures Or Utilities, and Adjustments Shall Be Made as Necessary. Contact Engineer Prior to Installation If Discrepancy Exists With These Drawings.
5. Coordinate the Relocation Of Any Utilities Encountered And Replacement Of Any Utilities Damaged Within Influence Zone Of New Construction. Contact Engineer If The Existing Utilities Vary Appreciably From The Plans.
6. All Water Main and Services Shall Be Installed at a Minimum Depth of 5.5' From Top of Finished Ground Elevation to Top of Main.
7. Protection Of Water Supplies Shall Be As Described In Section 370.350 Of The Illinois Recommended Standards For Sewage Works Or Section 41-2.01 Of The Standard Specifications For Water and Sewer Main Construction in Illinois, Latest Edition.
8. Clean Out All Existing and Proposed Storm Inlets and Catch Basins at the Completion of Construction.
9. The "Standard Specifications for Water and Sewer Main Construction In Illinois", Current Edition Shall Govern Work Where Applicable.
10. Adjust Frame Elevations Of All Structures Located Within The Limits Of The Project To Match Proposed Elevations. Add Or Remove Adjusting Rings As Necessary And Install New Mortar At Rings And Frame. Install New Chimney Seals On Any Sanitary Structures Being Adjusted.
11. Obtain As-Built Information For All Pipes, In Accordance With As-Built Document Requirements, Prior To The Installation Of Any Inlet Hoods Or Trash Racks.

STRUCTURE NOTES

1. All Catch Basins to Be Installed in Paved Areas Shall Have Neenah R2504-D Frame & Grate or Approved Equal.
2. All Catch Basins to Be Installed in Landscaped Areas Shall Have Neenah R4340-B / R2504-D Frame & Grate or Approved Equal. For Cone Sections Install a Minimum of 4" Grade Rings For Topsoil Respread. For Flat Slab Tops Install the Following Minimum Height of Grade Rings:
   4' Diameter Structure– 4"
   5' Diameter Structure– 6"
   6' Diameter Structure– 8"
3. All Catch Basins to Be Installed Along Curb and Gutter (B-6.12) Shall Have Neenah R3281-A Frame & Grate or Approved Equal.
4. All Catch Basins to Be Installed Along Depressed Curb and Gutter (Dep B-6.12) Shall Have East Jordan Iron Works 5120 Catch Basin Inlet Frame and Grate, or Approved Equal.
5. Where Structures are Shown Along the Curbline, Unless Specifically Stated Otherwise, it is Intended That the Frame of the Structure is To Fall Within the Flowline Of The Gutter or at the Pavement Edge Where No Gutter Exists.
6. All Manholes Shall Have Neenah R1713-B Frame & Closed Lid or Approved Equal, with "Storm" or "Sanitary" Imprinted as Appropriate.
7. For All Structures Indicated to be Adjusted, Remove and Install Adjusting Rings, Cone Section, Barrel Sections, or Flat Slab Top as Necessary.
8. All Flared End Sections 12" and Larger Shall Include an IDOT Standard Grate.
9. All Flared End Sections Shall Be Concrete.
10. All Sanitary Manholes Shall Include a Chimney Seal.

SURVEY PROVIDED BY:

ALTA / NSPS Land Title Survey Provided by Gremley & Biedermann for Eriksson Engineering on January 28, 2025. Order Number 2024-32526-001.

PROJECT BENCHMARKS

1. Found Cross in Walk, 8.24' South and 0.22' East of Southwest Property Corner.
   Elevation 682.99 NGVD88
2. Found Cross in Walk 9.55' South and 10.68' West of Southeast Property Corner.
   Elevation 682.15 NGVD88



LEGEND

EXISTING		PROPOSED
	Manhole	
	Drainage Structure	
	Drainage Structure	
	Area Drain	
	Clean Out	
	Flared End Section	
	Storm Sewer	
	Sanitary Sewer	
	Combined Sewer	
	Water Main	
	Gas Line	
	Overhead Wires	
	Electrical Cable (Buried)	
	Telephone Line	
	Fire Hydrant	
	Valve Vault	
	Buffalo Box	
	Downspout	
	Bollard	
	Gas Valve	
	Gas Meter	
	Electric Meter	
	Electric Manhole	
	Hand Hole	
	Light Pole	
	Light Pole w/ Mast Arm	
	Utility Pole	
	Telephone Pedestal	
	Telephone Manhole	
	Sign	
	Fence	
	Accessible Parking Stall	
	Curb & Gutter	
	Depressed Curb	
x C 782.50	Curb Elevation	C 782.50
x G 782.00	Gutter Elevation	G 782.00
x P 783.25	Pavement Elevation	P 783.25
x W 782.10	Sidewalk Elevation	W 782.10
x 784.0	Ground Elevation	x 784.0
x T/W 785.20	Top of Retaining Wall Elevation	T/W 785.20
	Swale	
781	Contour Line	781
	Deciduous Tree	
	Coniferous Tree	
	Brushline	
	Tree Protection Fencing at Drip Line	

J.U.L.I.E.

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fgma
FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
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185 COMMERCE DR, SUITE A
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FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

BP 1: ISSUED FOR 50% CD

SITE UTILITY PLAN

SHEET NO.
C1.3

JOB NO. 25-4189.01

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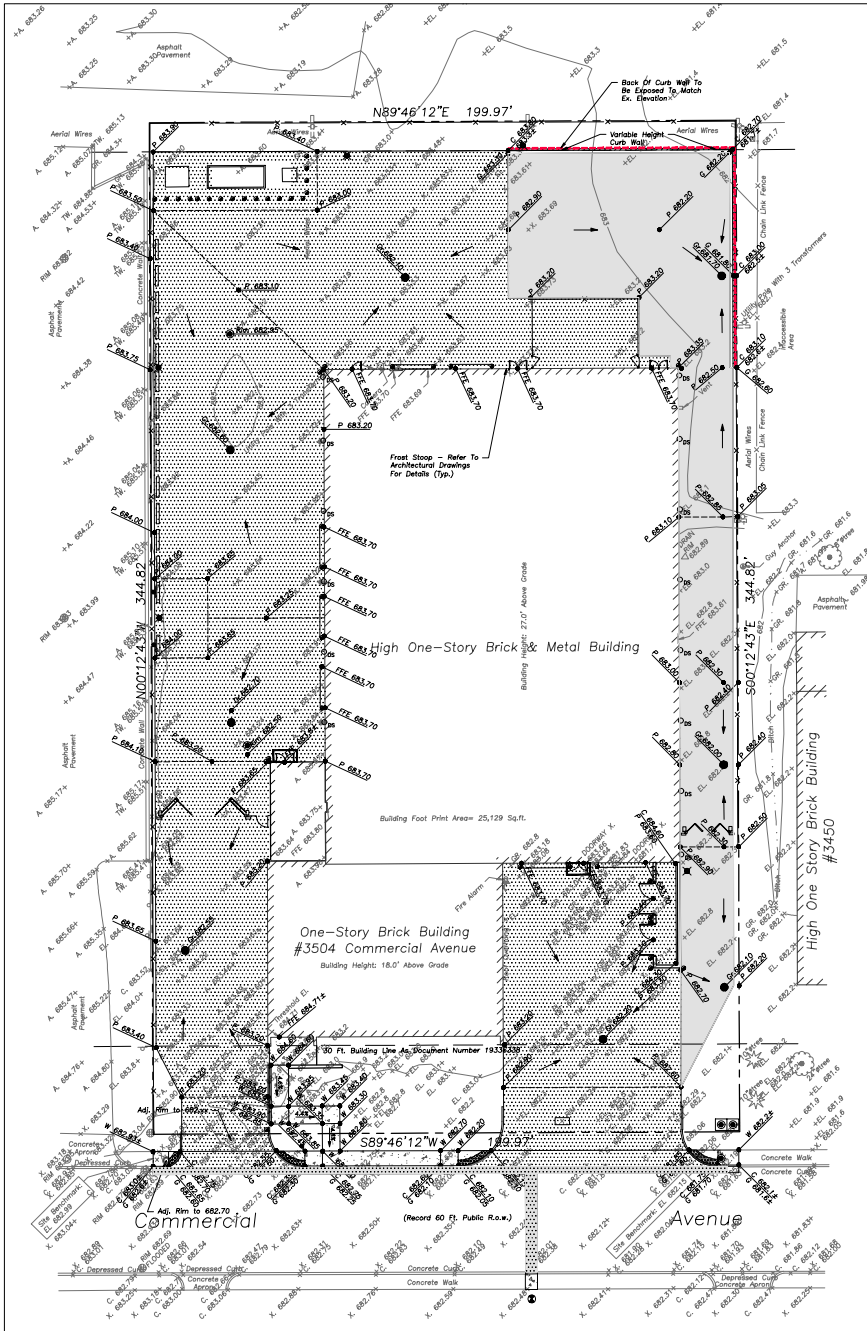

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GRADING NOTES

1. The Grading and Construction of Proposed Improvements Shall Be Done In A Manner Which Will Allow For Positive Drainage, and Not Cause Ponding of Stormwater on the Surface of Proposed Improvements.
2. All Landscaped Areas Disturbed By Construction Shall Be Respread With 6 Inches (Min.) to 12 Inches (Max.) Topsoil and Hydroseeded Unless Noted Otherwise On The Landscape Drawings.
3. Refer to Architectural Drawings for Locations and Patterns of Expansion and Control Joints in Concrete Pavement and Sidewalks.
4. Accessible Parking Spaces and Loading Spaces Shall Be Sloped at Maximum 2.0% in Any Direction. Maximum Sidewalk Cross Slopes Shall be 2.0%. Maximum Longitudinal Sidewalk Slope Shall Be 4.3%. Contact Engineer If Conflicts Exist.
5. Adjust Frame Elevations Of All Structures Located Within The Limits Of The Project To Match Proposed Elevations. Add Or Remove Adjusting Rings As Necessary And Install New Mortar At Rings And Frame. Install New Chimney Seals On Any Sanitary Structures Being Adjusted
6. Conditions May Require Contractor to Excavate Clay Borrow Pit in Order to Produce Suitable Fill Material for Building Pad Preparation or Site Paving. Borrow Pit Shall Not Be Located In Proposed Hardscape Areas. Contractor Shall Backfill Borrow Pit to Meet Proposed Grades, or Existing Grades in Otherwise Undisturbed Areas, and May Use Topsoil and Unsuitable Material to Backfill. Review Soil Studies Prior to Excavation.

SURVEY PROVIDED BY:

ALTA / NSPS Land Title Survey Provided by Gremley & Biedermann for Eriksson Engineering on January 28, 2025. Order Number 2024–32526–001.

PROJECT BENCHMARKS

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   Elevation 682.99 NGVD88
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N

20 0 20 40 60

Scale: 1"=20'

LEGEND

EXISTING		PROPOSED
	Manhole	
	Drainage Structure	
	Drainage Structure	
	Area Drain	
	Clean Out	
	Flared End Section	
	Storm Sewer	
	Sanitary Sewer	
	Combined Sewer	
W	Water Main	W
G	Gas Line	G
OH	Overhead Wires	OH
E	Electrical Cable (Buried)	E
T	Telephone Line	T
	Fire Hydrant	
	Valve Vault	
	Buffalo Box	
DS	Downspout	DS
BOL	Bollard	
	Gas Valve	
	Gas Meter	
	Electric Meter	
	Electric Manhole	
	Hand Hole	
	Light Pole	
	Light Pole w/ Mast Arm	
	Utility Pole	
	Telephone Pedestal	
	Telephone Manhole	
	Sign	
	Fence	
	Accessible Parking Stall	
	Curb & Gutter	
	Depressed Curb	
x C 782.50	Curb Elevation	C 782.50
x G 782.00	Gutter Elevation	G 782.00
x P 783.25	Pavement Elevation	P 783.25
x W 782.10	Sidewalk Elevation	W 782.10
x 784.0	Ground Elevation	x 784.0
x T/W 785.20	Top of Retaining Wall Elevation	T/W 785.20
	Swale	
781	Contour Line	781
	Deciduous Tree	
	Coniferous Tree	
	Brushline	
	Tree Protection Fencing at Drip Line	

PAVING & SURFACE LEGEND

- Heavy–Duty Asphalt Pavement Section
  2" Hot Mix Asphalt,Mix D, IL–9.5, N50
  3" Hot Mix Asphalt, IL–19.0, N50
  Prime Coat (0.25 gal/sq yd)
  6" Aggregate Base Course, Type B, Crushed, CA–6
  4" Drainage Course, CA–7
  Non–Woven Geotextile Fabric, 8 oz
- Concrete Driveway Section
  8" Portland Cement Concrete
  Curing and Sealing Compound
  6"x6" W2.9xW2.9 Welded Wire Fabric
  6" Aggregate Base Course, Type B, Crushed
- Concrete Sidewalk Section
  5" Portland Cement Concrete
  Curing and Sealing Compound
  6"x6" W1.4xW1.4 Welded Wire Fabric
  2" Aggregate Base Course, Type B, Crushed
- Concrete Street Patching
  7" Portland Cement Concrete
  4" Aggregate Base Course, Type B, Crushed
  *See Detail on C5.1 For Reinforcement
- Stormwater Overland Flow Path
- Ridge Line/High Point

J.U.L.I.E.

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SITE GRADING AND PAVING PLAN

SHEET NO.
C1.4

JOB NO. 25-4189.01

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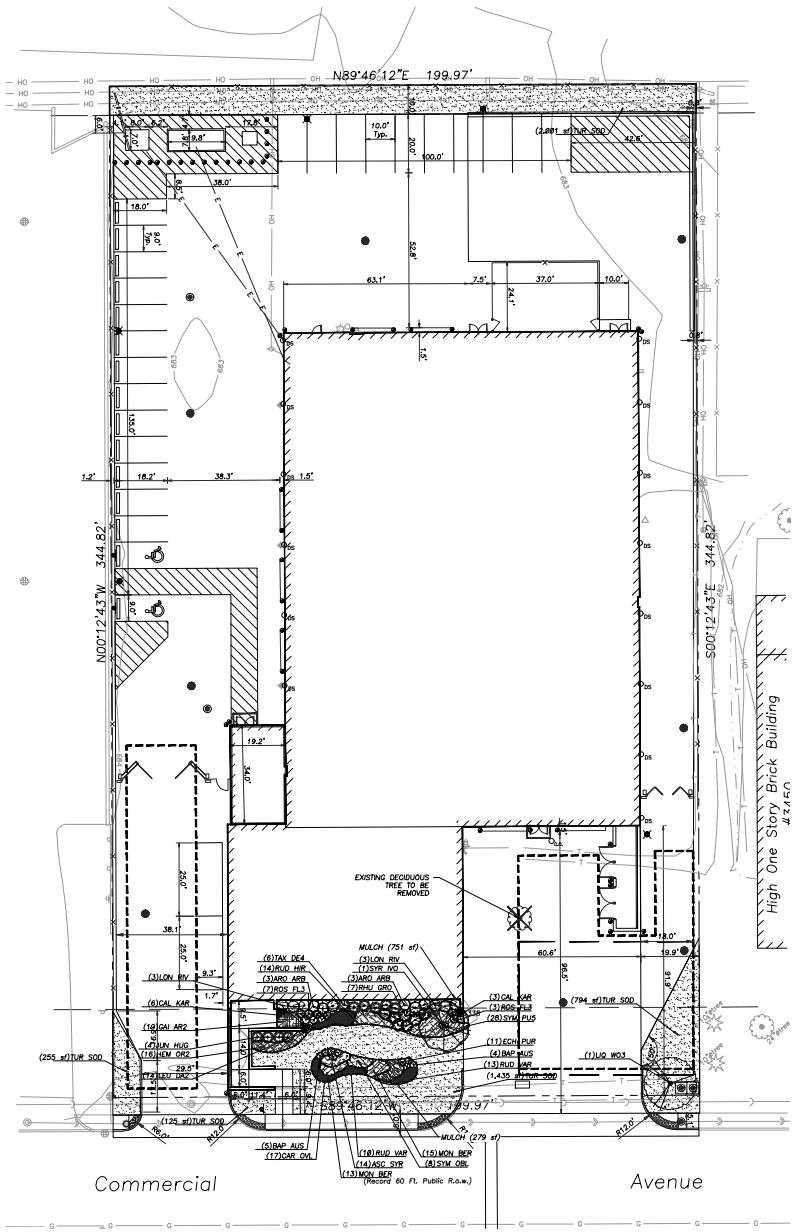

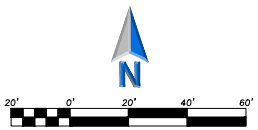

Scale: 1"= 20'

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL / COMMON NAME	COND	SIZE	QTY
CANOPY TREES					
	LIQ WO3	LIQUIDAMBAR STYRACIFLUA 'WORPLESDON' / WORPLESDON SWEET GUM	B & B	3" CAL.	1
UNDERSTORY TREES					
	SYR IVO	SYRINGA RETICULATA 'IVORY SILK' / IVORY SILK JAPANESE TREE LILAC	B & B	2.5" CAL.	1
SYMBOL	**CODE**	**BOTANICAL / COMMON NAME**	**COND.**	**SIZE**	**QTY**
DECIDUOUS SHRUBS					
	ARO ARB	ARONIA ARBUTIFOLIA / RED CHOKEBERRY	B & B	36" HT.	6
	LON RIV	DIERVILLA X 'G2X88544' / KODIAK® ORANGE DIERVILLA	CONT.	36" HT.	6
	RHU GRO	RHUS AROMATICA 'GRO-LOW' / GRO-LOW FRAGRANT SUMAC	CONT.	#5	7
	ROS FL3	ROSA X 'FLOWER CARPET CORAL' / ROSE	CONT.	24" SPREAD	18
EVERGREEN SHRUBS					
	JUN HUG	JUNIPERUS HORIZONTALIS 'HUGHES' / HUGHES JUNIPER	B & B	24" SPREAD.	4
	TAX DE4	TAXUS X MEDIA / DENSE YEW	B & B	36" HT.	6
GRASSES					
	CAL KAR	CALAMAGROSTIS X ACUTIFLORA 'KARL FOERSTER' / KARL FOERSTER FEATHER REED GRASS	CONT.	#1	9
PERENNIALS					
	BAP AUS	BAPTISIA AUSTRALIS / BLUE WILD INDIGO	CONT.	#3	9
SYMBOL	**CODE**	**BOTANICAL / COMMON NAME**	**COND**	**SIZE**	**QTY**
PERENNIALS					
	GAI AR2	GAILLARDIA X GRANDIFLORA 'ARIZONA SUN' / ARIZONA SUN BLANKETFLOWER	CONT.	#1	19
	HEM OR2	HEMEROCALLIS X 'STELLA DE ORO' / STELLA DE ORO DAYLILY	CONT.	#1	16
	LEU DA2	LEUCANTHEMUM X SUPERBUM 'DAISY MAY' / SHASTA DAISY	CONT.	#1	14
	RUD HIR	RUDBECKIA HIRTA / BLACK-EYED SUSAN	CONT.	#1	14
	SYM PU5	SYMPHYOTRICHUM NOVAE-ANGLIAE 'PURPLE DOME' / NEW ENGLAND ASTER	CONT.	#1	28
RAIN GARDEN					
	ASC SYR	ASCLEPIAS SYRIACA / COMMON MILKWEED	CONT.	#1	14
	CAR OVL	CAREX BREVIOR / OVAL SEDGE	CONT.	#1	17
	ECH PUR	ECHINACEA PURPUREA / CONEFLOWER	CONT.	#1	11
	MON BER	MONARDA FISTULOSA / BERGAMOT	CONT.	#1	28
	RUD VAR	RUDBECKIA FULGIDA FULGIDA / ORANGE CONEFLOWER	CONT.	#1	23
	SYM OBL	SYMPHYOTRICHUM OBLONGIFOLIUM / FALL ASTER	CONT.	#1	8
TURF GRASS					
	TUR SOD	TURF SOD / DROUGHT TOLERANT FESCUE BLEND	SOD	S.F.	4,618 SF

SITE MATERIALS SCHEDULE

	MULCH	1,030 SF

LANDSCAPE NOTES:

1. PLANT QUANTITIES SHOWN IN THE PLANT SCHEDULE ARE FOR CONVENIENCE ONLY. THE CONTRACTOR IS RESPONSIBLE FOR PROVIDING AND INSTALLING ALL MATERIALS SHOWN ON THE PLAN AND SHOULD NOT RELY ON THE PLANT SCHEDULE FOR DETERMINING QUANTITIES.
2. ALL PLANT MATERIALS SHALL BE NURSERY GROWN STOCK AND SHALL BE FREE FROM ANY DEFORMITIES, DISEASES OR INSECT DAMAGE. ANY MATERIALS WITH DAMAGED OR CROOKED/DISFIGURED LEADERS, BARK ABRASION, SUNSCALD, INSECT DAMAGE, ETC. ARE NOT ACCEPTABLE AND WILL BE REJECTED. TREES WITH MULTIPLE LEADERS WILL BE REJECTED UNLESS CALLED OUT IN THE PLANT SCHEDULE AS MULTI-STEM. NO PRUNING TO BE DONE AT THE TIME OF INSTALLATION EXCEPT FOR DEAD OR BROKEN LIMBS.
3. ALL LANDSCAPE IMPROVEMENTS SHALL MEET MUNICIPALITY REQUIREMENTS AND GUIDELINES, WHICH SHALL BE VERIFIED BY MUNICIPAL AUTHORITIES.
4. ALL PLANTING OPERATIONS SHALL BE COMPLETED IN ACCORDANCE WITH STANDARD HORTICULTURAL PRACTICES. THIS MAY INCLUDE, BUT NOT BE LIMITED TO, PROPER PLANTING BED AND TREE PIT PREPARATION, PLANTING MIX, PRUNING, STAKING AND GUYING, WRAPPING, SPRAYING, FERTILIZATION, PLANTING AND ADEQUATE MAINTENANCE OF MATERIALS DURING CONSTRUCTION ACTIVITIES.
5. ALL PLANT MATERIALS SHALL BE INSPECTED AND APPROVED BY THE LANDSCAPE ARCHITECT PRIOR TO INSTALLATION. ANY MATERIALS INSTALLED WITHOUT APPROVAL MAY BE REJECTED.
6. THE CONTRACTOR SHALL GUARANTEE PLANT MATERIALS FOR A PERIOD OF ONE YEAR FROM DATE OF ACCEPTANCE BY OWNER. THE CONTRACTOR SHALL OUTLINE PROPER MAINTENANCE PROCEDURES TO THE OWNER AT THE TIME OF ACCEPTANCE. DURING THE GUARANTEE PERIOD, DEAD OR DISEASED MATERIALS SHALL BE REPLACED AT NO COST TO THE OWNER. AT THE END OF THE GUARANTEE PERIOD THE CONTRACTOR SHALL OBTAIN FINAL ACCEPTANCE FROM THE OWNER.
7. ANY EXISTING TREES TO BE RETAINED SHALL BE PROTECTED FROM SOIL COMPACTION AND OTHER DAMAGES THAT MAY OCCUR DURING CONSTRUCTION ACTIVITIES BY ERECTING FENCING AROUND SUCH MATERIALS THE DRIP LINE OF THE TREE TO BE PROTECTED UNLESS SPECIFIED OTHERWISE.
8. ALL GRASS, CLUMPS, OTHER VEGETATION, DEBRIS, STONES, ETC., SHALL BE RAKED OR OTHERWISE REMOVED FROM PLANTING AND LAWN AREAS PRIOR TO INITIATION OF INSTALLATION PROCEDURES.
9. THE CONTRACTOR SHALL VERIFY THE LOCATIONS OF ALL UNDERGROUND UTILITIES PRIOR TO INITIATING PLANTING OPERATIONS. THE CONTRACTOR SHALL REPAIR/ REPLACE AND UTILITY, PAVING, CURBING, ETC., WHICH IS DAMAGED DURING PLANTING OPERATIONS.
10. SIZE AND GRADING STANDARDS OF PLANT MATERIALS SHALL CONFORM TO THE LATEST EDITION OF ANSI Z60.1, AMERICAN STANDARDS FOR NURSERY STOCK, BY THE AMERICAN NURSERY & LANDSCAPE ASSOCIATION.
11. REFER TO PLAT OF SURVEY FOR LEGAL DESCRIPTION, BOUNDARY DIMENSIONS AND EXISTING CONDITIONS.
12. ALL PLANT MATERIAL ON THIS PLANTING PLAN REPRESENTS THE INTENTION AND INTENSITY OF THE PROPOSED LANDSCAPE MATERIAL. THE EXACT SPECIES AND LOCATIONS MAY VARY IN THE FIELD DO TO MODIFICATIONS IN THE SITE IMPROVEMENTS AND THE AVAILABILITY OF PLANT MATERIAL AT THE TIME OF INSTALLATION. ANY SUCH CHANGES MUST FIRST BE APPROVED BY THE CITY IN WRITING
13. ALL PLANT MATERIAL SHALL BE PLANTED WITH A MINIMUM OF SIX INCHES OF ORGANIC SOIL AND MULCHED WITH A SHREDDED BARK MATERIAL TO A MINIMUM 3" DEPTH.
14. ALL BEDS SHALL BE EDGED, HAVE WEED PREEMERGENTS APPLIED AT THE RECOMMENDED RATE.
15. ALL PARKWAYS SHALL HAVE LAWN ESTABLISHED WITH SEED A GROUNDCOVER, UNLESS OTHERWISE NOTED.
16. ALL LAWN AREAS ON THIS PLAN SHALL BE GRADED SMOOTH AND TOPPED WITH AT LEAST 6" OF TOPSOIL. ALL LAWN AREAS TO BE ESTABLISHED USING SOD. ALL TURF GRASS AREAS ADJACENT TO PAVEMENT OR CURB SHALL BE GRADED FLUSH WITH THAT PAVEMENT AND ALLOW POSITIVE DRAINAGE. ANY SETTLEMENT OF THE TURF GRASS AREAS SHALL BE CORRECTED BY THE LANDSCAPE CONTRACTOR AT THE CONTRACTOR'S EXPENSE PRIOR TO FINAL ACCEPTANCE BY OWNER.
17. THIS LANDSCAPE PLAN ASSUMES THE SITE WILL BE PREPARED WITH TOP SOIL SUITABLE FOR THE ESTABLISHMENT OF THE LANDSCAPE MATERIAL PRESENTED ON THIS PLAN. IF ADDITIONAL TOP SOIL IS REQUIRED IT IS UP TO THE LANDSCAPE CONTRACTOR ON THE PROJECT TO PROVIDE, SPREAD AND PREPARE THE SITE AS NEEDED FOR THE IMPLEMENTATION OF THIS LANDSCAPE PLAN.
18. CONTRACTORS MUST VERIFY ALL QUANTITIES AND OBTAIN ALL PROPER PERMITS AND LICENSES FROM THE PROPER AUTHORITIES.
19. ALL MATERIAL MUST MEET INDUSTRY STANDARDS AND THE LANDSCAPE ARCHITECT HAS THE RIGHT TO REFUSE ANY POOR MATERIAL OR WORKMANSHIP.
20. LANDSCAPE ARCHITECT IS NOT RESPONSIBLE FOR UNSEEN SITE CONDITIONS.
21. ALL PLANTINGS SHALL BE SPACED EQUAL DISTANT, BACK FILLED WITH AMENDED SOIL IN A HOLE TWICE THE ROOTBALL DIAMETER, WATERED, FERTILIZED, PRUNED, AND HAVE ALL TAGS AND ROPES REMOVED.
22. LAWN AND BED AREAS SHALL BE ROTOTILLED, RAKED OF CLUMPS AND DEBRIS.
23. REMOVE ALL DEAD AND DISEASED PLANT MATERIAL FROM SITE AND DISPOSE OF PROPERLY.
24. PLANTS TO BE PLANTED SO THAT ROOT FLARE IS AT THE GRADE OF THE AREA WHERE PLANTED. NO PRUNING TO BE DONE AT THE TIME OF INSTALLATION EXCEPT TO REMOVE DEAD OR BROKEN LIMBS.

fgma
FGMA ARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184-005350

CIVIL AND LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES
205 COMMERCE DR, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.5800 (O)
IL STATE CERTIFICATE OF AUTHORITY

STRUCTURAL
MCCLUSKEY ENGINEERING CO.
1807 W 64 GROVE LN
WARRENVILLE, ILLINOIS, 60540
630.717.5305 (O) 630.717.5307 (F)
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP.
CONSOLIDATED CONSULTING ENGINEERS
224 S MILWAUKEE AVE, SUITE E
WHEELING, ILLINOIS, 60090
847.215.0690 (O)
IL STATE CERTIFICATE OF AUTHORITY

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ISSUANCE		
06/27/2025	BP1: ISSUED FOR BID	
07/27/2025	PROGRESS SET	
08/01/2025	BP1: ISSUED FOR 50% CD	

FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

BP1: ISSUED FOR 50% CD

LANDSCAPE PLAN

SHEET NO.
L1.0

JOB NO. 25 4189.01

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EEA — P:\24140 — FGM — Northbrook Fleet Maintenance Bldg\Drawings\Northbrook Fleet Maintenance Building Landscape Plan.dwg
Plotted: 7/30/25 @ 2:24pm By: sgregory
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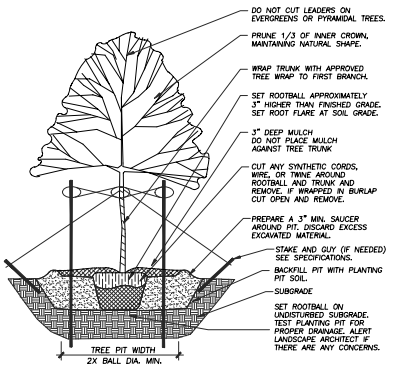
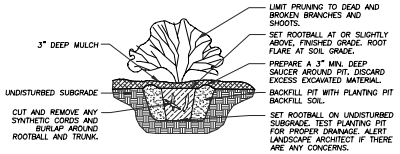


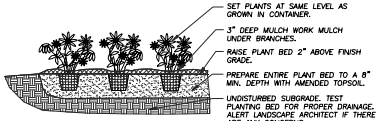
1 TREE PLANTING DETAIL

Not To Scale 329343-01



2 SHRUB PLANTING DETAIL

Not To Scale 329333-01



3 ANNUAL, PERENNIAL, & GROUNDCOVER DETAIL

Not To Scale 329301-03

fgma
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN
FIRM #184-001316

CIVIL AND LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES
205 COMMERCE DR, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.5800 (O)
IL STATE CERTIFICATE OF AUTHORITY

STRUCTURAL
MCCLUSKEY ENGINEERING CO.
1807 W 64 GROVE LN
NAPERVILLE, ILLINOIS, 60540
630.717.5305 (O) 630.717.5307 (F)
IL STATE CERTIFICATE OF AUTHORITY

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ISSUANCE	
06/27/2025	BP1: ISSUED FOR BID
07/27/2025	PROGRESS SET
08/01/2025	BP1: ISSUED FOR 50% CD

FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

BP1: ISSUED FOR 50% CD

LANDSCAPE DETAILS

SHEET NO.
L2.0

JOB NO. 25 4189.01

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Village Board of Trustees Minutes

Sandra "Sandy" Frum Board Room
1225 Cedar Lane Northbrook, IL 60062
Tuesday, June 10, 2025

Village President Kathryn Ciesla called the meeting to order at 7:33 PM

1. ROLL CALL

Attendee Name	Title	Status
Kathryn Ciesla	Village President	Present
Robert Israel	Trustee	Present
Heather Ross	Trustee	Present
Johannah Hebl	Trustee	Absent
Joy Ebhomielen	Trustee	Present
Michelle Kohler	Trustee	Present
Matt Cassidy	Trustee	Present

2. PLEDGE OF ALLEGIANCE

3. SWEARING-IN OF CAPTAIN BRAD PUTNEY, LIEUTENANT TED PETERS, AND FIREFIGHTER/PARAMEDIC JACOB FIOLKA

4. MINUTES APPROVAL

A. May 27, 2025 Regular Board Meeting Minutes for Approval

RESULT:	**APPROVED [5 – 0]**
MOVER:	Heather Ross, Trustee
SECONDER:	Robert Israel, Trustee
AYES:	Israel, Ross, Hebl, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	Johannah Hebl, Trustee

5. PUBLIC COMMENT TIME

David Hochberg asked whether a discussion has taken place between Village officials and Village attorneys regarding the public forum space. Also, he inquired about when public input will be scheduled and how the days are being counted when signs are displayed in the public forum space.

6. MANAGER'S REPORT

Village Manager Pavlicek highlighted significant Cook County Road Improvement Projects.

Public Works has replaced nearly 25% of water meters village wide.

Thanked the Sustainability Commission for their Climate Action Day event.

B. Preliminary Review of a Zoning Request by the Village of Northbrook for the development of a Village fleet garage at 3504 Commercial Avenue

RESULT:	**MOTION TO REFER TO PLAN COMMISSION [5 – 0]**
MOVER:	Robert Israel, Trustee
SECONDER:	Joy Ebhomielen, Trustee
AYES:	Israel, Ross, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	Johannah Hebl, Trustee

Amy McEwan, Director of Development & Planning Services, discussed an application submitted by Village of Northbrook for the property located at 3504 Commercial Avenue. The applicant is requesting a comprehensive plan map amendment and zoning relief to rezone the property from I-1 Restricted to IB Institutional Building. She provided a brief overview of the following: property's history, zoning, and proposed plan.

She noted the requested relief/primary issues the Village Board should consider.

Trustees Israel, Ross, Ebhomielen, Kohler, and Cassidy were in favor of the comprehensive plan map amendment and rezoning.

C. Preliminary Review of a Zoning Request by the Village of Northbrook for the development of a fire station at 820 Dundee Road

RESULT:	**MOTION TO REFER TO PLAN COMMISSION [5 – 0]**
MOVER:	Michelle Kohler, Trustee
SECONDER:	Heather Ross, Trustee
AYES:	Israel, Ross, Ebhomielen, Kohler, Cassidy
NAYES:	None
ABSTAIN:	Kathryn Ciesla, President
ABSENT:	Johannah Hebl, Trustee

Amy McEwan, Director of Development & Planning Services, discussed an application submitted by Village of Northbrook for the property located at 3504 Commercial Avenue. The applicant is requesting a comprehensive plan map amendment and zoning relief to rezone the property from R-2 Single Family Residential to IB Institutional Building. She provided a brief overview of the following: property's history, zoning, and proposed plan.

She noted the requested relief/primary issues the Village Board should consider.

Trustees Israel, Ross, Ebhomielen, Kohler, and Cassidy were in favor of the comprehensive plan map amendment and rezoning.

12. **COMMUNITY AND SUSTAINABILITY** – None

13. **HOUSING** – None

14. **PUBLIC WORKS AND FACILITIES** – None

15. **PUBLIC SAFETY** – None

16. **COMMUNICATIONS AND OUTREACH** – None

APPROVED
RESOLUTION NO. 25-PC-19

VILLAGE OF NORTHBROOK PLAN COMMISSION
DOCKET NO. PCD-25-13
(3504 COMMERCIAL AVENUE)

WHEREAS, an application has been filed by Village of Northbrook (the "Applicant") as owner of the property commonly known as 3504 Commercial Avenue (the "Subject Property"), for development of a new Village fleet maintenance garage, and

WHEREAS, the Applicant has filed an application (Docket No. PCD-25-13) with the Village of Northbrook requesting:

a) Comprehensive Plan Map Amendment from General Industrial, Warehouse, and Office to Government Facility;
b) Rezoning from I-1 Restricted Industrial to IB Institutional Building District;
c) Variations of the following bulk and space regulations in the IB District:
    i) Lot Area from 85,000 square feet to 69,000 square feet;
    ii) Lot width from 300 feet to 200 feet;
    iii) Required yard: interior side (east) from 20' to 19'11"; interior side (west) from 20' to 0'; and rear (north) from 20' to 10';
    iv) Required setback: front (south) from 35' to 32'10"; and interior side (east) from 20' to 19'11"; and
    v) Floor Area Ratio from 0.35 to 0.45
d) Variation to reduce the required parking from 35 spaces to 27 spaces (23%);
e) Variation to reduce the loading space requirement from 1 to 0;
f) Site Plan Approval; and
g) Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

WHEREAS, the Subject Property is designated as appropriate for General Industrial, Warehouse, and Office uses in the Village of Northbrook Comprehensive Plan; and

WHEREAS, a public notice for this docket was duly published on August 28, 2025 in the *Northbrook Star* and a public hearing was scheduled for September 16, 2025, but due to a lack of quorum the meeting was continued and held at a special meeting of the Plan Commission on September 30, 2025; and

WHEREAS, the Applicant has submitted evidence that sign was properly posted on the Subject Property, indicating the time and date of the Commission hearing, and that all property owners within 250 feet of the Subject Property were notified of the Commission hearing by certified mail; and

WHEREAS, the Plan Commission has considered all the evidence presented to it, including, but not limited to, the following:

1. Village of Northbrook Plan Commission Application form & attachments received August 19, 2025, and all subsequent additions and revisions to these application materials and attachments.
2. Comments made by the Board of Trustees during its review of the preliminary application regarding this request.
3. All written and oral testimony concerning the application.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the Village of Northbrook, Cook County, Illinois, THAT:

1. Findings:

A. Comprehensive Plan Compliance. The Northbrook Plan Commission does hereby find that with respect to Docket No. PCD-25-13A, the Plan Commission hereby finds that the request to amend the Comprehensive Plan to change the designation of the Subject Property from General Industrial, Warehouse, and Office to Government Facility **does comply** with the standards for approval of such requests as established in the Northbrook Zoning Code.

B. Zoning Map Amendment. With respect to Docket No. PCD-25-13B, the Plan Commission hereby finds that the Applicant's request to rezone the Subject Property from I-1 Restricted Industrial to IB Institutional Building District is consistent with the Northbrook Comprehensive Plan, as amended, and **does comply** with the standards for approval of such rezoning requests as established in Subsection 11-301 E(8) of the Northbrook Zoning Code.

C. Variations. With respect to Docket No. PCD-25-13C, a request to reduce bulk and space requirements, the Plan Commission finds that the following variations **are consistent** with the standards for variations established in Subsection 11-503F of the Zoning Code:
   i) Lot Area from 85,000 square feet to 69,000 square feet;
   ii) Lot width from 300 feet to 200 feet;
   iii) Required yard: interior side (east) from 20' to 19'11"; interior side (west) from 20' to 0'; and rear (north) from 20' to 10';
   iv) Required setback: front (south) from 35' to 32'10"; and interior side (east) from 20' to 19'11"; and
   v) Floor Area Ratio from 0.35 to 0.45

D. Parking Variation. With respect to Docket No. PCD-25-13D, the Plan Commission finds that a variation to reduce the required number of parking spaces from 35 to 27 spaces is **consistent** with the standards for such approvals as established in Section 11-503F of the Zoning Code.

E. Loading Space Variation. With respect to Docket No. PCD-25-13E, the Plan Commission finds that a variation to reduce the required number of loading space from 1 to 0 is **consistent** with the standards for variations established in subsection 11-503F of the Zoning Code.

F. Site Plan Approval. With respect to Docket No. PCD-25-13F, the Plan Commission does hereby find that the proposed improvements on the Subject Property are **consistent** with the standards for such approvals as established in Section 11-604 of the Zoning Code.

G. Other Relief. With respect to Docket No. PCD-25-13G, the Plan Commission does hereby find that no other relief is necessary.

2. Recommendations: The Northbrook Plan Commission does hereby recommend to the Board of Trustees of the Village of Northbrook **approval** of Docket No. PCD-25-13A/B/C/D/E/F based on the findings established herein, subject to the following conditions:

A. Comprehensive Plan Amendment. The Future Land Use Classifications component of the Comprehensive Plan shall be amended to designate the Subject Property as appropriate for Government Facility.

B. Zoning Map Amendment. The Subject Property shall be rezoned to be located in the IB Institutional Building District and shall comply with all requirements of the IB District, except for any variations granted.

C. Variations. The below requested variations shall be granted:

a) Lot Area from 85,000 square feet to 69,000 square feet;

b) Lot width from 300 feet to 200 feet;

c) Required yard: interior side (east) from 20' to 19'11"; interior side (west) from 20' to 0'; and rear (north) from 20' to 10';

d) Required setback: front (south) from 35' to 32'10"; and interior side (east) from 20' to 19'11"; and

e) Floor Area Ratio from 0.35 to 0.45

f) Variation to reduce the required parking from 35 spaces to 27 spaces (23%); and

g) Variation to reduce the required loading space requirement from 1 to 0.

D. Site Plan Approval. The site plan consisting of one page, prepared by FGM Architects, with the plan dated June 27, 2025, attached as ***Exhibit A***, shall be approved.

ADOPTED THIS 30th day of September 2025.

AYES: (6) Braiman, Halperin, Morgen, Pipito, Walden, Elisco

NAYS: (0)

ABSENT: (1) Karavitis

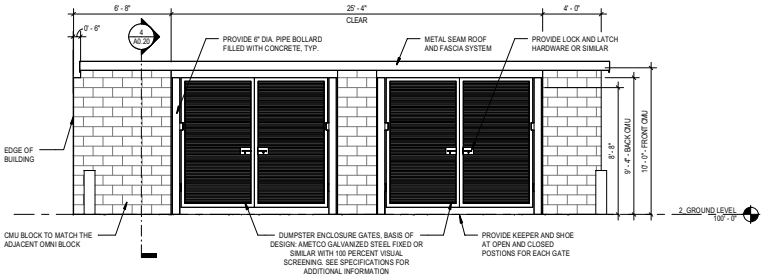
ABSTAIN: (0)

/s/ Steven Elisco
Steven Elisco, Chairman
Northbrook Plan Commission

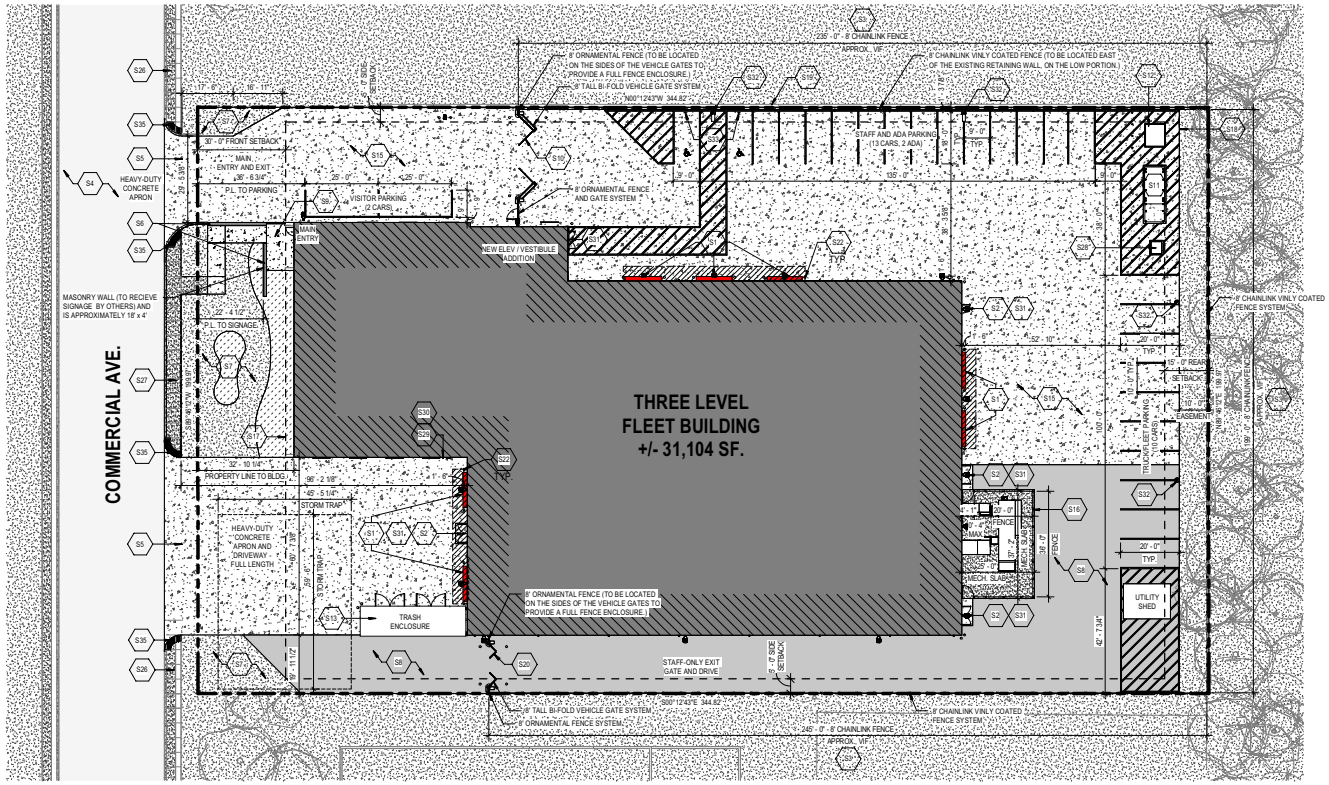
ATTEST:
/s/ Amy McEwan
Amy McEwan, Director
Development and Planning Services

EXHIBIT A

Site Plan



2 TRASH ENCLOSURE
1/4" = 1'-0"



PLAN NORTH
TRUE NORTH

1 OVERALL SITE PLAN
1" = 20'-0"

SITE PLAN KEYED NOTES

TAG	DESCRIPTION
S1	INSTALL NEW OVERHEAD DOOR (14'W X 16'H), MODIFY SURROUNDING CONSTRUCTION AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
S2	INSTALL NEW MAN DOOR(S).
S3	INSTALL NEW 8' CHAINLINK FENCE.
S4	EXISTING ROAD PAVEMENT TO REMAIN.
S5	NEW CONCRETE APRON.
S6	INSTALL NEW MASONRY KNEE / SIGNAGE WALL. SIGNAGE BY OTHERS.
S7	NEW RAIN GARDEN / BUTTERFLY GARDEN.
S8	INSTALL NEW ASPHALT PAVEMENT.
S9	PROVIDE NEW MAIN ENTRY STOOP/LANDING AND TIE INTO THE EXISTING BULDING AND ADJACENT CONSTRUCTION AS REQUIRED. REPAIR ANY AREAS DAMAGED DURING CONSTRUCTION.
S10	INSTALL NEW ACCORDION RETRACTING SECURITY GATE. (20' CLEAR, 8' HEIGHT) SEE ENLARGED PLANS AND DETAILS FOR ADDITIONAL INFORMATION.
S11	PROPOSED GENERATOR LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S12	PROPOSED TRANSFORMER LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S13	INSTALL NEW DUMPSTER ENCLOSURE.
S15	INSTALL NEW HEAVY-DUTY CONCRETE PAVEMENT.
S16	INSTALL NEW FENCED AREA FOR MECHANICAL UNITS. EXACT SIZE / LOCATION TBD.
S17	30' FRONT YARD SETBACK.
S18	10' UTILITY EASEMENT.
S19	NOTE: THE EXISTING RETAING WALL IS NOT LOCATED ON OUR PROJECT'S PROPERTY. ANY NEW PERIMETER FENCE MAY BE LOCATED ON PROJECT PROPERTY OR THE NEIGHBOR WOULD NEED TO PERMIT THE FENCE TO BE INSTALLED ON THEIR LAND (AND AT THE TOP OF THE RETAINING WALL).
S20	INSTALL NEW ACCORDION RETRACTING SECURITY GATE. (12' CLEAR, 8' HEIGHT). SEE ENLARGED PLANS AND DETAILS FOR ADDITIONAL INFORMATION.
S22	PROVIDE NEW PIPE BOLLARD, SEE DETAIL ON SHEET A0.20 FOR ADDITIONAL INFORMATION.
S26	EXISTING SIDEWALK SYSTEM TO REMAIN. PROTECT DURING CONSTRUCTION.
S27	PROVIDE NEW SIDEWALK AND/OR CURB AND GRANULAR BASE SYSTEM AS REQUIRED. COORDINATE EXACT EXTENTS IN THE FIELD AND WITH THE CIVIL SCOPE OF WORK.
S28	PROPOSED TEMPORARY GENERATOR CONNECTION LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S29	APPROXIMATE LOCATION OF THE NEW FIRE DEPARTMENT CONNECTION AND WATERFLOW ALARM AND COMPONENTS AS REQUIRED TO PROVIDE A FULLY FUNCTIONAL SYSTEM. COORDINATE EXACT EXTENTS IN THE FIELD AND WITH THE NEW AND MEP SCOPE OF WORK.
S30	APPROXIMATE LOCATION OF THE NEW KNOX BOX ADJACENT TO THE FIRE DEPARTEMENT CONNECTION. KNOX BOX TO MEET ALL LOCAL AHJ REQUIREMENTS.
S31	PROVIDE FROST STOOP SYSTEM, TYPICAL AT EVERY EXTERIOR DOOR LOCATION. COORDINATE EXTENS WITH THE FIELD CONDITIONS AND CIVIL SCOPES OF WORK.
S32	PARKING LOT LIGHT POLE AND FOUNDATION SYSTEM. COORDINATE WITH CIVIL AND ELECTRICAL SCOPES OF WORK.
S33	ACCESSIBLE PARKING ONLY SIGN.
S35	DETECTABLE WARNING SYSTEM, CAST INTO THE CONCRETE SIDEWALK SYSTEM.

SITE PLAN LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE
- FENCE LINE
- OVERHEAD DOOR
- CONCRETE SIDEWALK / MECHANICAL SLABS
- STREET
- HEAVY-DUTY CONCRETE PAVEMENT. CONCRETE APRONS/STOOPS TYPICAL AT OVERHEAD DOORS AND MAN DOORS. SEE PLANS FOR ADD'L NOTES.
- HEAVY-DUTY ASPHALT PAVEMENT
- INDICATED SNOW MELT SYSTEM. COORDINATE WITH CIVIL AND MECHANICAL SCOPES OF WORK.
- GRASS
- PLANTING AREA
- EXISTING UTILITY POLE
- FIRE HYDRANT
- GEOTHERMAL WELL

fgma
FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.8300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.003190

CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
IL STATE CERTIFICATE OF AUTHORITY

STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.539791
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
847.215.0600 (O)
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ISSUANCE

NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/21/2025

SITE PLAN - OVERALL

SHEET NO.
PC1.10

JOB NO. 25-4189.01

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9/8/2025 9:28:52 AM
Autodesk Docs://Northbrook Fleet Maintenance Facility/25-4189.01_Northbrook_Fleet_Maintenance_Facility_CD-CA_2024.rvt
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MEMORANDUM

To: Plan Commission
From: Senior Planner Swati Pandey
CC: Deputy Director Michaela Kohlstedt
Date: September 30, 2025
Subject: PCD-25-13: 3504 Commercial Avenue – Village Fleet Maintenance Garage Facility

INTRODUCTION

On September 30, 2025 the Plan Commission will conduct a public hearing on an application filed by Village of Northbrook (the "Applicant") as owner of the property commonly known as 3504 Commercial Avenue (the "Subject Property"). The applicant proposes to repurpose an existing industrial building for a new Village fleet maintenance garage facility on the Subject Property. The following zoning relief is requested:

a) Comprehensive Plan Map Amendment from General Industrial, Warehouse, and Office to Government Facility;

b) Rezoning from I-1 Restricted Industrial to IB Institutional Building District;

c) Variations of the following bulk and space regulations in the IB District:

   i) Lot Area from 85,000 square feet to 69,000 square feet;

   ii) Lot width from 300 feet to 200 feet;

   iii) Required yard: interior side (east) from 20' to 19'11"; interior side (west) from 20' to 0'; and rear (north) from 20' to 10';

   iv) Required setback: front (south) from 35' to 32'10"; and interior side (east) from 20' to 19'11"; and

   v) Floor Area Ratio from 0.35 to 0.45

d) Variation to reduce the required parking from 35 spaces to 27 spaces (23%);

e) Variation to reduce the loading space requirement from 1 to 0;

f) Site Plan Approval; and

g) Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

A sign has been posted on the Subject Property indicating the time and date of the Plan Commission public hearing. The Applicant has submitted evidence that the mailed notice requirements of the Zoning Code have been satisfied. The Plan Commission hearing was properly noticed in the August 28, 2025 edition of the *Northbrook Star*. To date staff has not received any public comments on the application.

PROPERTY DESCRIPTION

The Subject Property is noted as being:

- located on the north side of Commercial Avenue, between Huehl Road and Era Drive;
- approximately 69,000 square feet (1.58 acres) in size;
- improved with an industrial building (25,132 square feet) which was used by Glenkirk for intellectual and developmental services;

- zoned I-1 Restricted Industrial District;
- designated as appropriate for General Industrial, Warehouse, and Office in the Comprehensive Plan's Future Land Use;
- surrounded by properties with land uses as depicted on the attached Application Summary;
- not located within the 100-year flood plain; and
- not located in proximity to any areas identified in the Master Stormwater Management Plan.
- The Village's Bicycle and Pedestrian Plan designates Commercial Avenue in front of the subject property appropriate for a Conventional Bike Lanes (signage and striping to delineate the right-of-way assigned to bicyclists and motorists).

BACKGROUND INFORMATION

The property is developed with a single-story building in the industrial district, which is currently vacant. It was formerly occupied by Glenkirk, which was a non-profit organization running programs and services for individuals with intellectual disabilities.

The Village of Northbrook has purchased the property to move the fleet maintenance garage operations from its current location behind the Village Hall at 1225 Cedar Lane to this new location in the Sky Harbor Industrial Park. The applicant has proposed an adaptive reuse of the existing building, along with a small building addition and site work. The proposal requires a rezoning of the property amongst other zoning relief requests noted above.

Preliminary Review

On June 10, 2025, the Board of Trustees conducted a preliminary review of the request for a fleet maintenance garage facility for the Village. The Board found the use to be appropriate. An excerpt of the Board of Trustees minutes is attached for reference, and the meeting, and Board of Trustees commentary can be viewed on the Village website here.

The following is a table of the comments made by members of the Board of Trustees on the preliminary review application and concept site plan:

Trustee	Title	Status	Comments
Kathryn Ciesla	Village President	Present	In-favor of the use
Robert Israel	Trustee	Present	In-favor of the use
Heather Ross	Trustee	Present	In-favor of the use
Johannah Hebl	Trustee	Present	In-favor of the use
Joy Ebhomielen	Trustee	Present	In-favor of the use
Michelle Kohler	Trustee	Present	In-favor of the use
Matt Cassidy	Trustee	Present	In-favor of the use

Staff Review

Prior to scheduling a public hearing the application underwent the standard review process and was reviewed by the following departments/entities:

- Development and Planning Services (Planning & Zoning)
- Sustainability
- Public Works Department (Engineering and Tree Preservation)
- Fire
- Police

Staff reviewed the application and found it to be in compliance with the requirements. All departments have approved the application to proceed for a public hearing. Any comments pending are to be reviewed at the time of site work and building permit submittal.

Compliance with Village Plans

- The Comprehensive Plan identifies the property for General Industrial, Warehouse, and Office uses. The Applicant is requesting to amend the Future Land Use map to change the designation to 'Government Facility'. This designation is intended "to provide areas to accommodate existing and future government buildings".
- The Village's Bicycle and Pedestrian Plan designates Commercial Avenue in front of the subject property appropriate for Conventional Bike Lanes (signage and striping to delineate the right-of-way assigned to bicyclists and motorists)

PROPOSED PROJECT

- The Applicant owns the property and wants to repurpose the existing building to operate the Village activity of a fleet maintenance garage facility on publicly owned land. The current facility is located behind the Village Hall on Cedar Lane. The use will be considered as Village Activity Conducted on Publicly Owned Land (SIC No. 9100.02), which is a permitted use in the IB District. Details regarding the proposed request are outlined in the attached material submitted by the Applicant.
- The site will be rebuilt with expanded access drive, new stormwater detention facility, and site utilities. The applicant has proposed a parking lot reconfiguration on the north and west side of the property. The existing parking spaces immediately to the west of the building would be removed. The total parking count on the property would reduce from 35 spaces to 27 spaces. The proposed site plan shows mechanical equipment area immediately to the north of the building as well as in the northwest corner of the site. There will be a small utility shed in the rear as well.
- The existing building will be renovated with an approximately 1,000 square-foot addition located on the west side of the building, for a new vestibule and an elevator.
- The existing building structure and parking lot does not comply with the yard and setback requirements of the IB district; and will require variations. The proposed building addition does not increase the yard or setback non-conformity on the property.
- The facility would be staffed by eight existing employees.
- The facility will operate with standard business hours and in operation for emergency, evening, weekend hours as needed.
- Parking: The proposed site plan shows 27 parking spaces provided on-site. The parking requirement for a Village owned fleet garage would require 35 parking spaces (1 space per 900 square feet). Therefore, there will be a deficit of 8 parking spaces on the property per the requirements of the Zoning Code. A parking variation of approximately 23% will be required, where a maximum of 25% can be requested per Code.
- A six-foot tall chain-link fence will be installed along the rear and interior side property line. A six-foot decorative fence with gates will be installed perpendicular to the building to restrict access on the property. The location of the proposed fence is depicted on the proposed site plan.
- A new trash enclosure with a roof will be constructed adjacent to the building, as shown on the site plan. The enclosure would be ten-foot tall. The primary materials of the enclosure would match the building materials.
- A landscape plan has been provided by the Applicant. The plan shows landscaping proposed along Commercial Avenue and ground cover along north property line. Given the nature of use on the property, there is limited scope for landscaping and will be paved to accommodate heavy fleet vehicles on-site.
- A new ground sign will be installed along Commercial Avenue, which will be in compliance with the requirements of the Zoning Code. A sign permit will be required prior to installation.

- Stormwater detention system will be underground primarily in the southeast portion of the site under the driveway.

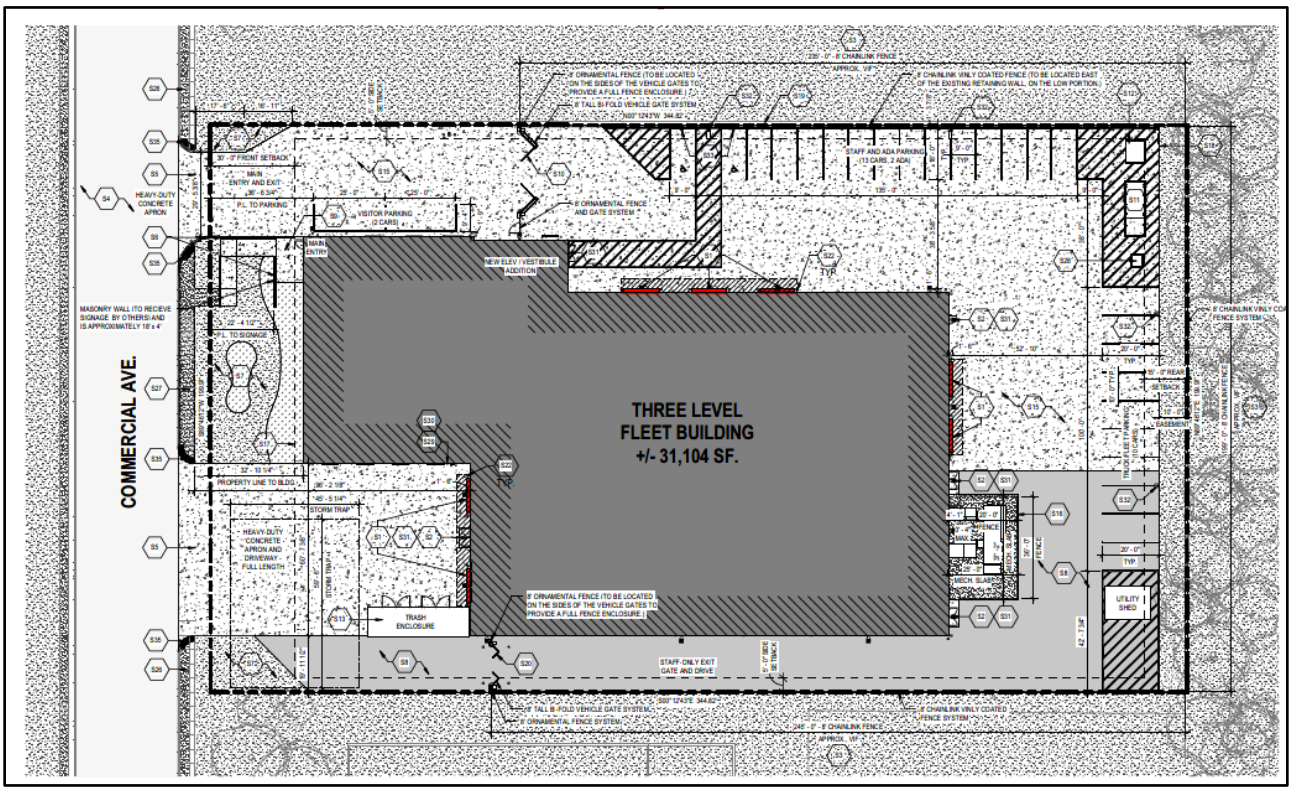


Figure 1: Proposed Site Plan

SUSTAINABILITY

Following the adoption of the Climate Action Plan (CAP), it is important to reference action items found in the CAP as they relate to development proposals. The Village's Sustainability Coordinator has drafted a Sustainability Addendum attached to this report, which goes into further detail on CAP items that are relevant to the Subject Property and the proposed plan.

ZONING RELIEF

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

Comprehensive Plan Amendment

The Applicant is requesting to amend the Comprehensive Plan Future Land Use Map to change the land use classification for the Subject Property from General Industrial, Warehouse, and Office to Government Facility. The Comprehensive Plan currently designates the Subject Property as appropriate for industrial uses. General Industrial, Warehouse, and Office category is intended to provide areas to accommodate a range of manufacturing, warehousing, wholesaling, and office uses, for Sky Harbor Industrial Park.

An excerpt of the Comprehensive Plan is attached to this report noting the purpose, principal land uses, and applicable zoning district for Government Facility designation. This land use category is intended for existing and future government buildings, administrative offices, maintenance facilities and activities of the Village, Park District, County, State, and Federal government. Government Facility properties can be located anywhere throughout the Village.

The Plan Commission will want to consider whether or not it is appropriate to amend the Comprehensive Plan to designate the Subject Property as appropriate for Government Facility Uses. The Park District Headquarters, also located within the Sky Harbor Industrial Park is designated as Government Facility. There are several locations within the Village of Northbrook that are mapped as an Institutional Building and/or Government Facility as shown on the GIS map exhibits attached. Most properties zoned IB for government uses are scattered throughout the community, in what may appear as spot zoning; however, given the nature of the public services provided the district is appropriate to be located as standalone zoned lots within other districts.

Rezoning

If the Plan Commission finds it appropriate to amend the Comprehensive Plan to designate the Subject Property as appropriate for Government Facility uses, the Applicant will also need approval of a rezoning from the I-1 Restricted Industrial District to the IB Institutional Building District. All adjacent properties are zoned I-1 Restricted Industrial District, however, as earlier stated, the Park District headquarters office is zoned IB district in a similar condition in Sky Harbor.

The Zoning Code states that the IB Institutional Building District is intended to accommodate existing and future public buildings and buildings having purposes and impacts similar to public buildings. Given the fact that the Applicant is repurposing an existing building and property, there are several non-conformities identified within the IB district, however, there is no expansion of a non-conforming condition.

Variations

In addition to the above noted relief, the Applicant has also requested the following variations. The bulk and space variation requests listed below would remain the same under the new Zoning Code as well, with the exception of FAR. There is no FAR requirement in the IB district under the new Zoning Code.

- *Lot Area*: to reduce the required area from 85,000 square feet to 69,000 square feet, given that it is an existing lot with no scope of current expansion as there are developed and occupied industrial properties on all sides;
- *Lot Width*: to reduce the required lot width from 300 feet to 200 feet; given that it is an existing lot and cannot be expanded further;
- *Yard*: to reduce the required interior side (east) from 20’ to 19’11”; interior side (west) from 20’ to 0’; and rear (north) from 20’ to 10’ to accommodate the proposed parking lot and drive aisles;
- *Setback*: to reduce the required front (south) from 35’ to 32’10”; and interior side (east) from 20’ to 19’11” to accommodate the existing building; the small building addition proposed on the west side of the building does not encroach the required setback;
- *FAR*: to increase the required FAR from 0.35 to 0.45; the small building addition does not significantly impact the required FAR, considering the new addition will be an elevator;
- *Parking*: There are 50 parking spaces on the Subject Property, as shown on the Plat of Survey submitted by the Applicant. The Applicant has proposed a redevelopment of the parking lot to accommodate a fleet services facility, and the proposed parking will be reduced to 27 spaces. The parking requirement for a Village owned fleet garage would require 35 parking spaces (1 space per 900 square feet). Therefore, there will be a deficit of 8 parking spaces on the Subject Property per the requirements of the Zoning Code. A parking variation of approximately 23% will be required for the Subject Property, where a maximum of 25% can be requested per Code.

  The Applicant has submitted a statement of justification for their request (which is attached), stating primarily that their use serves the public with limited Village staff at the facility. It is occupied by a single use and it is not open to the general public.
- *Loading Space*: In addition to the above noted relief, the proposed site plan requires a variation to reduce the required number of loading space from 1 to 0. The Applicant has stated that given the nature of the use, the facility does not require a 10’x25’ loading space; and the layout of the proposed facility does not accommodate a loading space of this size. In order to add a loading space, it would require eliminating required parking spaces.

SUMMARY

In reviewing this request, staff suggests the Plan Commission consider the following policy questions:

a) Is a fleet maintenance garage facility an appropriate use at the property?

b) Is it appropriate to amend the comprehensive plan map from General Industrial, Warehouse, and Office to Government Facility?

c) Is it appropriate to rezone the property from I-1 Restricted Industrial to IB Institutional Building District?

d) Is it appropriate to grant the following bulk and space variations in the IB district to accommodate the use?

   i) Lot Area from 85,000 square feet to 69,000 square feet;

   ii) Lot width from 300 feet to 200 feet;

   iii) Required yard: interior side (east) from 20' to 19'11"; interior side (west) from 20' to 0'; and rear (north) from 20' to 10';

   iv) Required setback: front (south) from 35' to 32'10"; and interior side (east) from 20' to 19'11"; and

   v) Floor Area Ratio from 0.35 to 0.45;

e) Is it appropriate to grant a 23% parking variation to reduce the required parking from 35 spaces to 27 spaces?

f) Is it appropriate to grant a loading space variation from 1 to 0?

Staff has prepared the attached draft resolution for consideration by the Commission. If the Commission should choose to amend and/or take action on this resolution, it would be **Resolution No. 25-PC-19.**

The Applicant and staff will attend the September 30, 2025 Plan Commission meeting to answer any questions.

MEMORANDUM

To: Plan Commission
From: Kate Carney, Sustainability Coordinator
cc: Amy McEwan, DPS Director
Date: September 30, 2025
Subject: PCD-25-13: 3504 Commercial – New Fleet Garage – Sustainability Addendum to Staff Report

Northbrook's Climate Action Plan (CAP) calls to foster sustainability and reduce 80% of community-wide carbon emissions by 2050 through strategic planning and action item implementation. With CAP adoption, development proposals are reviewed with respect to best environmental practices.

This property is owned by the Village of Northbrook. Several of the items outlined below were the subject of prior discussion by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025. Items that were part of these discussion are marked with an asterisk (*). These prior discussions offered guidance on several key design elements.

Of the items presented to the Applicant 80% were fully realized according to CAP standards, to the extent detailed below in italics.

Transportation and Land Use
In the Transportation and Land Use section of the CAP, recommendations are made to enhance active mobility and fossil fuel-free transit:

TL 5-2 Consider including wiring capacity to charge electric vehicles.

Applicant response: The Village has designed the facility so that it can support EV charging and is reviewing options for standardized stations to be used at this facility but also other Village facilities.

Buildings and Energy
The Building Energy section of the CAP provides the following items pertaining to reducing our community-wide carbon footprint and preserving wildlife:

BE 1- 1 Use this Village facility to showcase clean energy systems and promote the technical and financial information needed to support broader scale adoption. Conduct a renewable energy potentials assessment for facility.*

Applicant response: The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

BE 2- 1 Consider conducting a Solar PV Site Assessment. Assessment should include estimated installation cost, and projections for both energy generation potential and economic payback potential over a minimum 20-year timeframe. If installation will not be realized, confirm reserved space for solar-ready roof zone and plan for structural design loads and electrical service to allow for future installation of a dual pole circuit breaker if possible.*

Applicant response: The review of options for solar were considered for this building at the Committee of the Whole and Board of Trustees meetings held on April 22, 2025. It was determined that the existing roof structure over the warehouse could not support solar installation and the flat roof over the office space will not provide suitable sunlight or enough panels to be viable.

BE 5- 1 Explore opportunities for the property to utilize smart lights that can save energy through conservation. Achieve 100% LED installation if possible.

Applicant response: The facility has been designed so that all the lights will be LED and be managed for energy conservation.

BE 5- 4 Require purchase and installation of ENERGY STAR appliances when available.

Applicant response: The Village will attempt to use ENERGY STAR appliance whenever possible.

BE 7- 2 Consider the benefits of replacing fossil fuel burning heating equipment and with air-source heat-pumps, or other efficient electric heating options in development. Strive for zero on-site fossil fuel combustion with air-source heat-pumps, geo-thermal systems, solar thermal, electric cooktops, etc.*

Applicant response: The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025, and included a geothermal well system, be an all-electric building.

Waste Management
The CAP points to procedures that may facilitate waste reduction (with a goal of at least 50% landfill wasted diverted by 2030) in its Waste Management section:

WM 2- 5 Assure compliance with the Cook County Construction & Demolition Debris Diversion Ordinance, and encourage contractors and subcontractors to exceed minimum requirements, where demolition occurs.

Applicant response: This will be coordinated during interior demolition.

WM 2- 7 Consider offering recycling and compost collection services.

Applicant response: The facility has been designed to include both recycling and composting receptacles.

Water and Wastewater
In the Water and Wastewater category, the CAP states to prioritize mitigating stormwater before it enters the sewer system through multiple capture techniques:

WW 1- 2 Reduce landscaping water use with water-efficient irrigation systems, grass replacement, and planting native and drought-resistant trees and vegetation in landscaping plans.

Applicant response: The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. Staff is looking to install a butterfly garden in the front. There will be no irrigation system.

WW 1- 3 Evaluate the potential for installation of rainwater collection systems at Village facilities for graywater uses, and investigate opportunities for graywater reuse at existing and new Village facilities and properties.

Applicant response: These items were not incorporated into the plan.

WW 1- 4 Consider utilizing water conservation programs that focus on outdoor irrigation, which may also support better identification of water-related carbon sequestering opportunities such as using soil amendments, native grasses and proper tree watering.

Applicant response: The landscaping plan will emphasize the use of native plantings and drought-resistant trees and vegetation. There will be no irrigation system.

WW 2- 1 Prioritize managing stormwater before it enters the sewer system through a combination of overland flow, detention, and infiltration strategies (for example, permeable surfaces) where feasible.*

Applicant response: The design of the building will meet the goals established by the Board of Trustees at both the Committee of the Whole and Board of Trustees meetings held on April 22, 2025.

WW 3- 3 Reduce or offset impervious surfaces where possible and consider use of lighter colored pavements and building materials to lessen the impact of urban heat island effect.

Applicant response: This will be taken under advisement.

Greenspace and Ecosystem Health
The Plan's Greenspace category includes the following for expansion of tree canopy coverage, transforming beneficial lawns, and mitigation of heat island impacts:

GS 2- 5 Consider including exterior lighting design to protect native plants, species, biodiversity, and improve night sky quality.

Applicant response: This will be taken under advisement.

GS 1- 12 Plan for diversity of native tree cover and performance-based tree island within landscaping plan and parking lots with goals on percentage of pavement shaded. Consider a mix of canopy trees, shrubs, groundcovers, and raingarden components appropriate to the lot and its surroundings in any new landscaping where possible.

Applicant response: The landscaping plan will emphasize take this goal into consideration.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Rezoning the Property at 3504 Commercial Avenue and Amending the District Zoning Map (3504 Commercial Avenue) (Plan Commission Docket No. PCD-25-13)

Overview

The Village of Northbrook proposes to repurpose an existing industrial building, which formerly housed a not-for-profit organization, for a new Village fleet maintenance garage facility in the Sky Harbor Industrial Park replacing a 1956 facility located near Village Hall.

Fiscal Impact

N/A.

Recommendation

Approval.

Background

The applicant, the Village of Northbrook, is the owner of the property commonly known as 3504 Commercial Avenue. The applicant has requested the following zoning relief to allow operation of a Village fleet maintenance facility on the property:

a. Comprehensive Plan Map Amendment from General Industrial, Warehouse, and Office to Government Facility;
b. Rezoning from I-1 Restricted Industrial to IB Institutional Building District;
c. Variations of the following bulk and space regulations in the IB District:
    i. Lot Area from 85,000 square feet to 69,000 square feet;
    ii. Lot width from 300 feet to 200 feet;
    iii. Required yard: interior side (east) from 20’ to 19’11”; interior side (west) from 20’ to 0’; and rear (north) from 20’ to 10’;
    iv. Required setback: front (south) from 35’ to 32’10”; and interior side (east) from 20’ to 19’11”; and
    v. Floor Area Ratio from 0.35 to 0.45

d. Variation to reduce the required parking from 35 spaces to 27 spaces (23%);
e. Variation to reduce the loading space requirement from 1 to 0;
f. Site Plan Approval; and
g. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

On October 14, 2025, the Board is scheduled to consider the following approval documents for a Village fleet maintenance garage facility. Consistent with the policies endorsed by the Board, as this received an unanimous recommendation from the Plan Commission, it will be placed on the Board of Trustees consent agenda.

1. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook;
2. An Ordinance Rezoning the Property at 3504 Commercial Avenue and Amending the District Zoning Map;
3. An Ordinance Granting Variations and Site Plan Approval for a Village Fleet Maintenance Garage Facility.

The Village Board conducted the preliminary review for this request on June 10, 2025. The primary details of the request presented at preliminary review remained the same through the public hearing process.

A public notice for the September 16, 2025 Plan Commission meeting was provided, due to lack of a quorum, the Village followed the required legal procedures to continue the public hearing to a date certain, September 30, 2025, by posting notice on the website, posting notices on the doors to Village Hall and the anyone present on September 16, 2025 heard that the public hearing had been continued. Following presentation from staff on September 30, 2025, the Commission asked questions about storage capacity, services, and internal circulation of vehicles. The applicant responded and explained their operations, and plans for the proposed facility. There was no public comment received for this application. The Commission closed the public hearing, discussed briefly, and found the proposal acceptable.

On September 30, 2025, the Plan Commission adopted, by a vote of 6-0 (two absent members and there is a vacancy on the commission), the attached Resolution No. 25-PC-19 recommending approval of the Zoning relief noted above. The minutes from the meeting were not available at the time of writing this report.

The Applicant and staff will attend the October 14, 2025 meeting to answer any questions.

An Ordinance Rezoning the Property at 3504 Commercial Avenue and Amending the District Zoning Map
Rezoning Ordinance Exhibits A-B - 3504 Commercial

ORDINANCE NO. 2025-

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Rezoning the Property at 3504 Commercial Avenue and Amending the District Zoning Map

(3504 Commercial Avenue)
(Plan Commission Docket No. PCD-25-13)

shall be and is hereby adopted as follows:

Section 1. BACKGROUND.

The Village of Northbrook ("***Applicant***"), as the owner of the property commonly known as 3504 Commercial Avenue ("***Property***"), has filed an application requesting that the Property be rezoned.

On [***INSERT DATE***], the Board of Trustees of the Village of Northbrook adopted Ordinance No. 2025-[***INSERT***] which amended the Northbrook Comprehensive Plan (2010) to re-designate the Property as appropriate for Government Facility.

The Property is currently zoned I-1 Restricted Industrial District. The Applicant has requested an amendment to the District Zoning Map to rezone the Property from the I-1 Restricted Industrial District to the IB Institutional Building District ("***Amendment***").

The Board of Trustees hereby find that it is in the best interest of the Village and the public to adopt the Amendment in accordance with the Northbrook Zoning Code (1988), as amended ("***Zoning Code***") and pursuant to the Village's home rule powers.

Section 2. PUBLIC HEARING.

A public hearing to consider the Amendment was duly advertised on August 28, 2025 in the *Northbrook Star* and was held at the Plan Commission's special meeting on September 30, 2025. On September 30, 2025, the Plan Commission formally adopted Resolution No. 25-PC-19 recommending approval of the Amendment.

Section 3. AMENDMENT TO THE DISTRICT ZONING MAP.

The District Zoning Map shall be, and is hereby, amended to rezone the Property, as legally described in ***Exhibit A*** and depicted in ***Exhibit B***, attached to and by this reference made a part of this Ordinance, from the I-1 Restricted Industrial District to the IB Institutional Building District, in accordance with Section 11-601 of the Zoning Code and pursuant to the Village's home rule powers.

Section 4. EFFECTIVE DATE.

This Ordinance shall be effective upon passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law and publication in pamphlet form in the manner required by law.

PASSED: This __ day of October, 2025.

AYES: ( )

NAYS: ( )

ABSENT: ( )

ABSTAIN: ( )

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

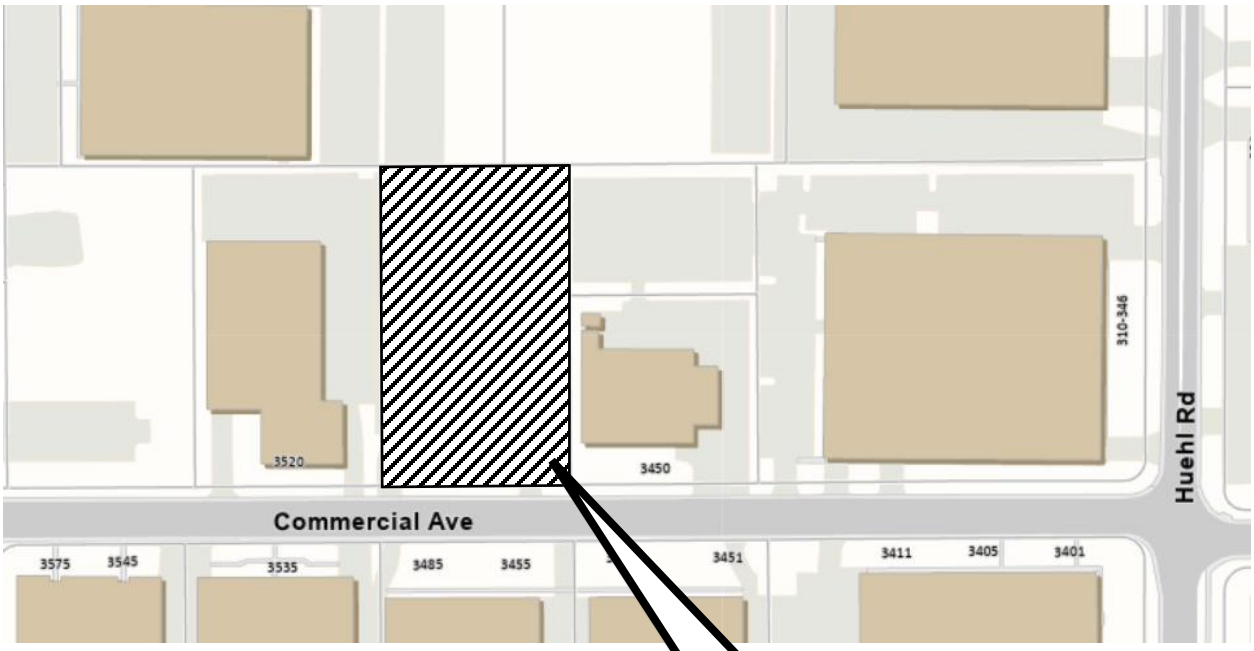
LOT 7 IN ADDITION TO LOTS 7, 10 AND 11 IN NORTHBROOK EDENS INDUSTRIAL PARK SUBDIVISION UNIT NUMBER 1, A SUBDIVISION OF PART OF THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 5 AND PART OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO PLAT RECORDED DECEMBER 22, 1966 AS DOCUMENT NO. 20028467 IN COOK COUNTY, ILLINOIS.

PERMANENT INDEX NUMBER: . 04-05-102-010-0000

Commonly known as 3504 Commercial Avenue, Northbrook, Illinois 60062

EXHIBIT B

DEPICTION OF REZONED PROPERTY



Rezone 3504 Commercial Avenue from the I-1 Restricted Industrial District to the IB Institutional Building District

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development and Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Granting Variations and Site Plan Approval for a Village Fleet Maintenance Garage Facility (Village of Northbrook - 3504 Commercial Avenue) (Plan Commission Docket No. PCD-25-13)

Overview

The Village of Northbrook proposes to repurpose an existing industrial building, which formerly housed a not-for-profit organization, for a new Village fleet maintenance garage facility in the Sky Harbor Industrial Park replacing a 1956 facility located near Village Hall.

Fiscal Impact

N/A.

Recommendation

Approval.

Background

The applicant, the Village of Northbrook, is the owner of the property commonly known as 3504 Commercial Avenue. The applicant has requested the following zoning relief to allow operation of a Village fleet maintenance facility on the property:

a. Comprehensive Plan Map Amendment from General Industrial, Warehouse, and Office to Government Facility;
b. Rezoning from I-1 Restricted Industrial to IB Institutional Building District;
c. Variations of the following bulk and space regulations in the IB District:
    i. Lot Area from 85,000 square feet to 69,000 square feet;
    ii. Lot width from 300 feet to 200 feet;
    iii. Required yard: interior side (east) from 20’ to 19’11”; interior side (west) from 20’ to 0’; and rear (north) from 20’ to 10’;
    iv. Required setback: front (south) from 35’ to 32’10”; and interior side (east) from 20’ to 19’11”; and
    v. Floor Area Ratio from 0.35 to 0.45

d. Variation to reduce the required parking from 35 spaces to 27 spaces (23%);
e. Variation to reduce the loading space requirement from 1 to 0;
f. Site Plan Approval; and
g. Approval of any such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

The application was filed prior to the adoption of the new Zoning Code on September 9, 2025, and therefore, this application has been reviewed and is seeking relief per the requirements of the Northbrook Zoning Code adopted in 1988 as amended.

On October 14, 2025, the Board is scheduled to consider the following approval documents for a Village fleet maintenance garage facility. Consistent with the policies endorsed by the Board, as this received an unanimous recommendation from the Plan Commission, it will be placed on the Board of Trustees consent agenda.

1. An Ordinance Amending the Comprehensive Plan of the Village of Northbrook;
2. An Ordinance Rezoning the Property at 3504 Commercial Avenue and Amending the District Zoning Map;
3. An Ordinance Granting Variations and Site Plan Approval for a Village Fleet Maintenance Garage Facility.

The Village Board conducted the preliminary review for this request on June 10, 2025. The primary details of the request presented at preliminary review remained the same through the public hearing process.

A public notice for the September 16, 2025 Plan Commission meeting was provided, due to lack of a quorum, the Village followed the required legal procedures to continue the public hearing to a date certain, September 30, 2025, by posting notice on the website, posting notices on the doors to Village Hall and the anyone present on September 16, 2025 heard that the public hearing had been continued. Following presentation from staff on September 30, 2025, the Commission asked questions about storage capacity, services, and internal circulation of vehicles. The applicant responded and explained their operations, and plans for the proposed facility. There was no public comment received for this application. The Commission closed the public hearing, discussed briefly, and found the proposal acceptable.

On September 30, 2025, the Plan Commission adopted, by a vote of 6-0 (two absent members and there is a vacancy on the commission), the attached Resolution No. 25-PC-19 recommending approval of the Zoning relief noted above. The minutes from the meeting were not available at the time of writing this report.

The Applicant and staff will attend the October 14, 2025 meeting to answer any questions.

Variations-Site Plan Ordinance - 3504 Commercial
Variations-Site Plan Ordinance Exhibits A-B - 3504 Commercial

ORDINANCE 2025-____

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Granting Variations and Site Plan Approval for a Village Fleet Maintenance Garage Facility

(Village of Northbrook – 3504 Commercial Avenue) (Plan Commission Docket No. PCD-25-13)

shall be, and is hereby, adopted as follows:

SECTION 1. BACKGROUND.

The Village of Northbrook (the "***Applicant***"), as owner of the property commonly known as 3504 Commercial Avenue (the "***Property***"), is requesting zoning relief to allow the development and operation of a Village fleet maintenance garage facility ("***Facility***") on the Property.

On [***INSERT DATE***], the Board of Trustees of the Village of Northbrook adopted: (i) Ordinance No. 2025-[***INSERT***] which amended the Northbrook Comprehensive Plan (2010) to re-designate the Property as appropriate for Government Facility; and (ii) Ordinance No. 2025-[***INSERT***] which rezoned the Property from the I-1 Restricted Industrial District to the IB Institutional Building District.

The Applicant has requested the following additional relief from the Village of Northbrook's Zoning Code (1988), as amended ("***Zoning Code***"): (i) a variation to reduce the required lot area from 85,000 square feet to 69,000 square feet; (ii) a variation to reduce the required lot width from 300 feet to 200 feet; (iii) a variation to reduce the following required yards: interior side (east) from 20' to 19'11"; interior side (west) from 20' to 0'; and rear (north) from 20' to 10'; (iv) a variation to reduce the following required setbacks: front (south) from 35' to 32'10"; and interior side (east) from 20' to 19'11"; (v) a variation to increase the required floor area ratio from 0.35 to 0.45; (vi) a variation reduce the required parking from 35 spaces to 27 spaces (23%); (vii) a variation to reduce the number of required loading space from one to zero; and (viii) Site Plan Approval (collectively "***Requested Relief***").

The Board of Trustees have determined that it is in the best interest of the Village and its residents to grant the Applicant the Requested Relief in accordance with the terms and conditions of this Ordinance.

SECTION 2. DESCRIPTION OF PROPERTY.

The Property is commonly known as 3504 Commercial Avenue, which is legally described in ***Exhibit A*** attached to and, by this reference, made a part of this Ordinance. The Property is located within the IB Institutional Building District.

SECTION 3. PUBLIC HEARING.

Pursuant to notice published in the August 28, 2025 edition of *Northbrook Star*, a public hearing was conducted by the Northbrook Plan Commission on September 30, 2025. The Plan Commission recommended approval of the Requested Relief on September 30, 2025 through Resolution No. 2025-PC-19.

SECTION 4. VARIATIONS.

The Property shall be, and is hereby granted the following variations, all in accordance with and pursuant to Section 11-503 of the Zoning Code and the home rule powers of the Village of Northbrook:

a) Variations of the following bulk and space regulations in the IB District:

   i) Reduce the required Lot Area from 85,000 square feet to 69,000 square feet;

   ii) Reduce the required lot width from 300 feet to 200 feet;

   iii) Reduce the following required yards: interior side (east) from 20' to 19'11"; interior side (west) from 20' to 0'; and rear (north) from 20' to 10';

   iv) Reduce the following required setbacks: front (south) from 35' to 32'10"; and interior side (east) from 20' to 19'11"; and

   v) Increase the maximum Floor Area Ratio from 0.35 to 0.45

b) Variation to reduce the required parking from 35 spaces to 27 spaces (23%); and

c) Variation to reduce the loading space requirement from 1 to 0.

SECTION 5. SITE PLAN APPROVAL.

The site plan consisting of one page, prepared by FGM Architects and dated June 27, 2025, a copy of which is attached to, and by this reference, made a part of this Ordinance as ***Exhibit B***, shall be, and is hereby, approved in accordance with and pursuant to Section 11-604 of the Zoning Code and the home rule powers of the Village of Northbrook.

SECTION 6. AMENDMENT TO RELIEF.

Any amendment to the relief granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

SECTION 7. BINDING EFFECT; TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until such person or entity

("***Transferee***") receives approval by the Board of Trustees for such transfer by resolution duly adopted.

SECTION 8. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law.

PASSED: This __ day of October, 2025
AYES: ()
NAYS: ()
ABSENT: ()
ABSTAIN: ()

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

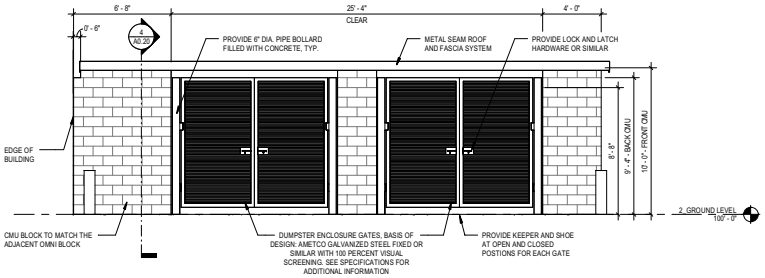
LOT 7 IN ADDITION TO LOTS 7, 10 AND 11 IN NORTHBROOK EDENS INDUSTRIAL PARK SUBDIVISION UNIT NUMBER 1, A SUBDIVISION OF PART OF THE SOUTHWEST ¼ OF THE NORTHWEST ¼ OF SECTION 5 AND PART OF THE SOUTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 6, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO PLAT RECORDED DECEMBER 22, 1966 AS DOCUMENT NO. 20028467 IN COOK COUNTY, ILLINOIS.

PERMANENT INDEX NUMBER: . 04-05-102-010-0000

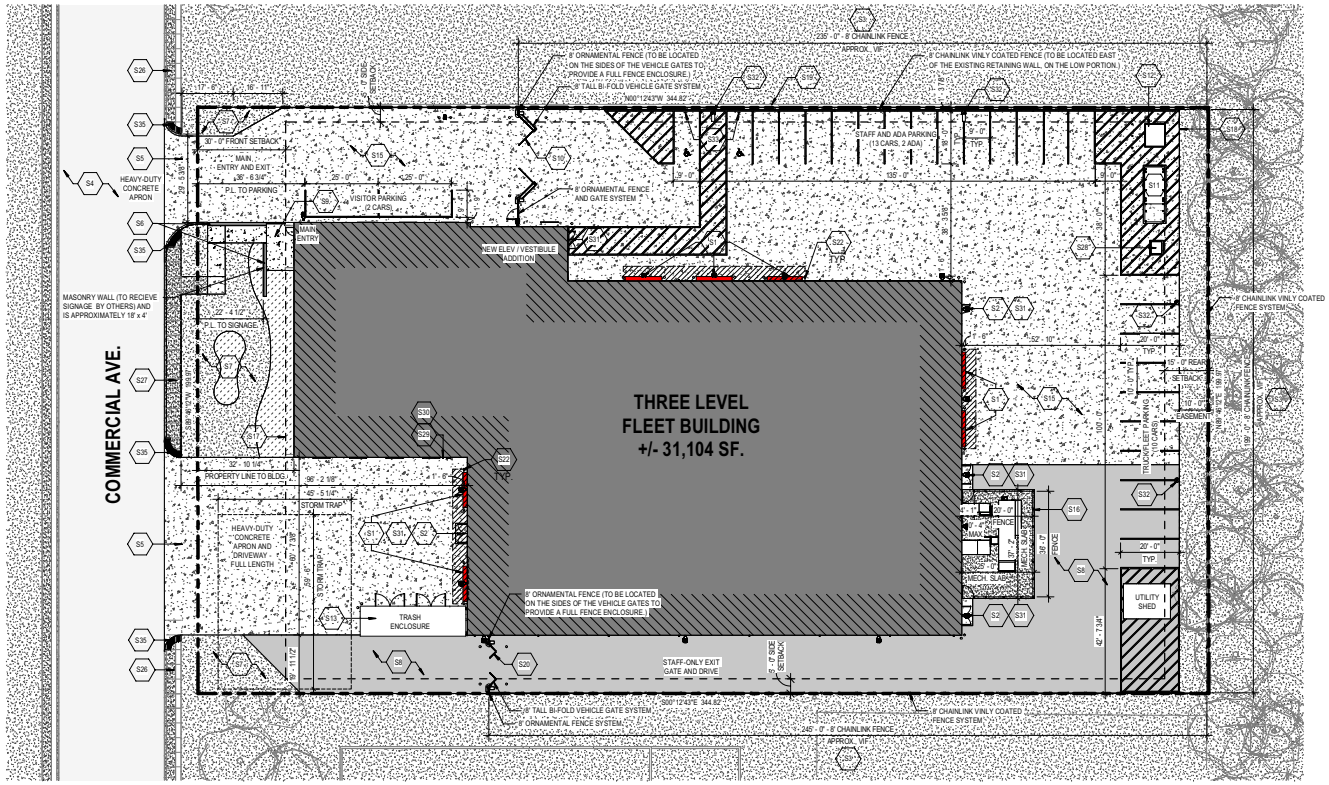
COMMONLY KNOWN AS 3504 COMMERCIAL AVENUE, NORTHBROOK, ILLINOIS 60062

EXHIBIT B

SITE PLAN



2 TRASH ENCLOSURE
1/4" = 1'-0"



1 OVERALL SITE PLAN
1" = 20'-0"

PLAN NORTH
TRUE NORTH

SITE PLAN KEYED NOTES

TAG	DESCRIPTION
S1	INSTALL NEW OVERHEAD DOOR (14'W X 16'H), MODIFY SURROUNDING CONSTRUCTION AS REQUIRED TO ACCOMMODATE THE NEW SCOPE OF WORK.
S2	INSTALL NEW MAN DOOR(S).
S3	INSTALL NEW 8' CHAINLINK FENCE.
S4	EXISTING ROAD PAVEMENT TO REMAIN.
S5	NEW CONCRETE APRON.
S6	INSTALL NEW MASONRY KNEE / SIGNAGE WALL. SIGNAGE BY OTHERS.
S7	NEW RAIN GARDEN / BUTTERFLY GARDEN.
S8	INSTALL NEW ASPHALT PAVEMENT.
S9	PROVIDE NEW MAIN ENTRY STOOP/LANDING AND TIE INTO THE EXISTING BUILDING AND ADJACENT CONSTRUCTION AS REQUIRED. REPAIR ANY AREAS DAMAGED DURING CONSTRUCTION.
S10	INSTALL NEW ACCORDION RETRACTING SECURITY GATE. (29' CLEAR, 8' HEIGHT) SEE ENLARGED PLANS AND DETAILS FOR ADDITIONAL INFORMATION.
S11	PROPOSED GENERATOR LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S12	PROPOSED TRANSFORMER LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S13	INSTALL NEW DUMPSTER ENCLOSURE.
S15	INSTALL NEW HEAVY-DUTY CONCRETE PAVEMENT.
S16	INSTALL NEW FENCED AREA FOR MECHANICAL UNITS. EXACT SIZE / LOCATION TBD.
S17	30' FRONT YARD SETBACK.
S18	10' UTILITY EASEMENT.
S19	NOTE: THE EXISTING RETAING WALL IS NOT LOCATED ON OUR PROJECT'S PROPERTY. ANY NEW PERIMETER FENCE MAY BE LOCATED ON PROJECT PROPERTY OR THE NEIGHBOR WOULD NEED TO PERMIT THE FENCE TO BE INSTALLED ON THEIR LAND (AND AT THE TOP OF THE RETAINING WALL).
S20	INSTALL NEW ACCORDION RETRACTING SECURITY GATE. (12' CLEAR, 8' HEIGHT). SEE ENLARGED PLANS AND DETAILS FOR ADDITIONAL INFORMATION.
S22	PROVIDE NEW PIPE BOLLARD, SEE DETAIL ON SHEET A0.20 FOR ADDITIONAL INFORMATION.
S26	EXISTING SIDEWALK SYSTEM TO REMAIN. PROTECT DURING CONSTRUCTION.
S27	PROVIDE NEW SIDEWALK AND/OR CURB AND GRANULAR BASE SYSTEM AS REQUIRED. COORDINATE EXACT EXTENTS IN THE FIELD AND WITH THE CIVIL SCOPE OF WORK.
S28	PROPOSED TEMPORARY GENERATOR CONNECTION LOCATION (EXACT SIZE AND ORIENTATION IS TBD).
S29	APPROXIMATE LOCATION OF THE NEW FIRE DEPARTMENT CONNECTION AND WATERFLOW ALARM AND COMPONENTS AS REQUIRED TO PROVIDE A FULLY FUNCTIONAL SYSTEM. COORDINATE EXACT EXTENTS IN THE FIELD AND WITH THE NEW AND MEP SCOPE OF WORK.
S30	APPROXIMATE LOCATION OF THE NEW KNOX BOX ADJACENT TO THE FIRE DEPARTEMENT CONNECTION. KNOX BOX TO MEET ALL LOCAL AHJ REQUIREMENTS.
S31	PROVIDE FROST STOOP SYSTEM, TYPICAL AT EVERY EXTERIOR DOOR LOCATION. COORDINATE EXTENS WITH THE FIELD CONDITIONS AND CIVIL SCOPES OF WORK.
S32	PARKING LOT LIGHT POLE AND FOUNDATION SYSTEM. COORDINATE WITH CIVIL AND ELECTRICAL SCOPES OF WORK.
S33	ACCESSIBLE PARKING ONLY SIGN.
S35	DETECTABLE WARNING SYSTEM, CAST INTO THE CONCRETE SIDEWALK SYSTEM.

SITE PLAN LEGEND

- PROPERTY LINE
- EASEMENT
- SETBACK LINE
- FENCE LINE
- OVERHEAD DOOR
- CONCRETE SIDEWALK / MECHANICAL SLABS
- STREET
- HEAVY-DUTY CONCRETE PAVEMENT. CONCRETE APRONS/STOOPS TYPICAL AT OVERHEAD DOORS AND MAN-DOORS. SEE PLANS FOR ADD'L NOTES.
- HEAVY-DUTY ASPHALT PAVEMENT
- INDICATED SNOW MELT SYSTEM. COORDINATE WITH CIVIL AND MECHANICAL SCOPES OF WORK.
- GRASS
- PLANTING AREA
- EXISTING UTILITY POLE
- FIRE HYDRANT
- GEOTHERMAL WELL

fgma
FGMARCHITECTS
FGM Architects
1 Westbrook Corporate Center
Suite 1000
Westchester, Illinois 60154
630.574.6300 OFFICE
ILLINOIS PROFESSIONAL DESIGN FIRM #184.003390

CIVIL & LANDSCAPE
ERIKSSON ENGINEERING ASSOCIATES, LTD.
145 COMMERCE DRIVE, SUITE A
GRAYSLAKE, ILLINOIS, 60030
847.223.4804 (O)
IL STATE CERTIFICATE OF AUTHORITY

STRUCTURAL
McCLUSKEY ENGINEERING CORPORATION
1887 HIGH GROVE LANE
NAPERVILLE, ILLINOIS, 60540
630.717.5399 (O) 630.717.539781
IL STATE CERTIFICATE OF AUTHORITY

M.E.P.FP
CONSOLIDATED CONSULTING ENGINEERS
224 SOUTH MILWAUKEE AVENUE, SUITE E
WHEELING, ILLINOIS, 60090
847.215.0600 (O)
IL STATE CERTIFICATE OF AUTHORITY

NOT FOR CONSTRUCTION

FOR REVIEW ONLY

Not for regulatory approval, permit or construction.

The information on this document is preliminary or incomplete, not for construction, recording purposes, or implementation.

ISSUANCE

NO	DATE	DESCRIPTION
	06/27/2025	100% DESIGN DEVELOPMENT

FLEET MAINTENANCE FACILITY
VILLAGE OF NORTHBROOK
3504 COMMERCIAL AVENUE, NORTHBROOK, IL

ISSUED FOR PLAN COMMISSION - 08/21/2025

SITE PLAN - OVERALL

SHEET NO.
PC1.10

JOB NO. 25-4189.01

© 2025 FGM Architects

9/8/2025 9:28:52 AM
Autodesk Docs://Northbrook Fleet Maintenance Facility/25-4189.01_Northbrook_Fleet_Maintenance_Facility_CD-CA_2024.rvt
Copyright 2025 FGM Architects

MEMORANDUM

To: **From:**
Date: **Subject:**
Overview

Fiscal Impact

Recommendation

Background

ORDINANCE 2025-____

BE IT ORDAINED by the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Granting a Special Permit and Variation for Personal Wireless Services Antenna Located on a Tower-Style Structure in Excess of District Height Limitations

(Crown Castle GT Company, LLC – 180 Anets Drive) (Plan Commission Docket No. PCD-25-07)

shall be, and is hereby, adopted as follows:

SECTION 1. BACKGROUND.

Crown Castle GT Company, LLC (the "***Applicant***") is the lessee of a personal wireless services antenna tower ("***Facility***") located at 180 Anets Drive ("***Property***") which is owned by the Northbrook Park District (the "***Owner***") and is located in the I-B Institutional Building District. The Applicant is seeking special permit approval and a variation for the continued operation and maintenance of the wireless service antenna tower.

The Applicant has requested relief from the Village of Northbrook's Zoning Code (1988), as amended ("***Zoning Code***") to allow the continued operation of the Facility at the Property, with a Special Permit to operate a personal wireless services facility on an antenna support structure in excess of district height limitations and a variation to reduce the required distancing between the existing personal wireless service antenna tower and nearby structures from 110' to 69' ("***Requested Relief***"). The Owner has consented to the Requested Relief.

The Board of Trustees have determined that it is in the best interest of the Village and its residents to grant the Applicant the Requested Relief in accordance with the terms and conditions of this Ordinance.

SECTION 2. DESCRIPTION OF PROPERTY.

The Property is commonly known as 180 Anets Drive, which is legally described in ***Exhibit A*** attached to and, by this reference, made a part of this Ordinance. The Property is located within the I-B Institutional Building District.

SECTION 3. PUBLIC MEETINGS & HEARINGS.

Pursuant to notice published in the August 28, 2025 edition of *Northbrook Star*, a public hearing was conducted by the Northbrook Plan Commission on September 30, 2025. The Plan Commission recommended approval of the Requested Relief on September 30, 2025 through Resolution No. 2025-PC-16.

SECTION 4. SPECIAL PERMIT.

A special permit to allow a Personal Wireless Services Antenna Located on a Tower-Style Structure in Excess of District Height Limitations (SIC Number 4810.02) on the Property is hereby granted to the Applicant in accordance with and pursuant to Section 11-602 of the Zoning Code and the home rule powers of the Village of Northbrook.

SECTION 5. VARIATION.

The Property shall be, and is hereby granted a variation to reduce the required distancing between the existing personal wireless service antenna tower and nearby structure from 110' to 69,' all in accordance with and pursuant to Section 11-503 of the Zoning Code and the home rule powers of the Village of Northbrook:

SECTION 6. FAILURE TO COMPLY WITH CONDITIONS.

Upon failure or refusal of the Applicant to comply with any provisions of this Ordinance, the special permit and variation granted in Sections 4 and 5 of this Ordinance shall, at the sole discretion of the Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Board of Trustees may not so revoke the special permit or variaiton unless it shall first provide the Applicant with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of the I-B Institutional Building District, as the same may, from time to time, be amended. Further, in the event of such revocation of the special permit, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Applicant acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by this Section has been given.

SECTION 7. AMENDMENT TO RELIEF.

Any amendment to the relief granted by this Ordinance that may be requested by the Applicant after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

SECTION 8. BINDING EFFECT; TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until such person or entity ("***Transferee***") receives approval by the Board of Trustees for such transfer by resolution duly adopted.

SECTION 9. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law.

PASSED: This __ day of October, 2025
AYES: ()
NAYS: ()
ABSENT: ()
ABSTAIN: ()

_____
Village President

ATTEST:

_____
Village Clerk

EXHIBIT A

LEGAL DESCRIPTION

EXISTING LEASE AREA DESCRIPTION PER SURVEY PREPARED BY STONELAKE SURVEY COMPANY, LTD DATED 9/10/97

THAT PART OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF THE SOUTH 525.40 FEET OF LOT 19 IN ASSESSOR'S DIVISION OF SAID SECTION 15, AT THE EASTERLY RIGHT OF WAY LINE OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD; THENCE NORTH 90 DEGREES EAST ALONG SAID NORTH LINE, 25.54 FEET; THENCE NORTH 00 DEGREES 00 MINUTES EAST, 47.96 FEET TO THE POINT OF BEGINNING; THENCE NORTH 01 DEGREES 25 MINUTES 05 SECONDS WEST, 20.00 FEET; THENCE SOUTH 88 DEGREES 34 MINUTES 55 SECONDS WEST, 30.00 FEET; THENCE SOUTH 01 DEGREES 25 MINUTES 05 SECONDS EAST, 20.00 FEET; THENCE NORTH 88 DEGREES 34 MINUTES 55 SECONDS EAST, 30.00 FEET TO THE POINT OF BEGINNING , ALL IN COOK COUNTY, ILLINOIS AND CONTAINING 600 SQUARE FEET.

EXISTING 12' ACCESS EASEMENT DESCRIPTION PER SURVEY PREPARED BY STONELAKE SURVEY COMPANY, LTD DATED 9/10/97

THAT PART OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF THE SOUTH 525.40 FEET OF LOT 19 IN ASSESSOR'S DIVISION OF SAID SECTION 15, AT THE EASTERLY RIGHT OF WAY LINE OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD; THENCE NORTH 90 DEGREES EAST ALONG SAID NORTH LINE, 372.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 00 DEGREES 00 MINUTES WEST, 470.00 FEET TO A POINT OF CURVE; THENCE NORTHWESTERLY ALONG A CURVE CONVEX NORTHEASTERLY AND HAVING A RADIUS OF 114.00 FEET, A DISTANCE OF 179.07 FEET; THENCE NORTH 90 DEGREES WEST, 350.0 FEET TO A POINT OF CURVE; THENCE SOUTHWESTERLY ALONG A CURVE CONVEX NORTHWESTERLY AND HAVING A RADIUS OF 52.00 FEET, A DISTANCE OF 97.52 FEET; THENCE SOUTH 17 DEGREES 27 MINUTES EAST, 322.53 FEET; THENCE SOUTH 15 DEGREES 45 MINUTES 40 SECONDS EAST, 147.04 FEET; THENCE SOUTH 01 DEGREES 25 MINUTES 05 SECONDS EAST, 20.00 FEET; THENCE NORTH 90 DEGREES WEST, 7.32 FEET; THENCE NORTH 15 DEGREES 45 MINUTES 40 SECONDS WEST, 164.25 FEET; THENCE NORTH 17 DEGREES 27 MINUTES WEST, 322.37 FEET TO A POINT OF CURVE; THENCE NORTHEASTERLY ALONG A CURVE CONVEX NORTHWESTERLY AND HAVING A RADIUS OF 64.00 FEET, A DISTANCE OF 120.02 FEET; THENCE SOUTH 90 DEGREES EAST, 350.00 FEET TO A POINT OF CURVE; THENCE SOUTHEASTERLY ALONG A CURVE CONVEX NORTHEASTERLY AND HAVING A RADIUS OF 126.00 FEET, A DISTANCE OF 197.92 FEET; THENCE SOUTH 00 DEGREES 00 MINUTES EAST, 470.00 FEET; THENCE SOUTH 90 DEGREES WEST, 12.00 FEET TO THE POINT OF BEGINNING, ALL IN COOK COUNTY, ILLINOIS AND CONTAINING 19,140 SQUARE FEET.

EXISTING 8' UTILITY EASEMENT DESCRIPTION PER SURVEY PREPARED BY STONELAKE SURVEY COMPANY, LTD DATED 9/10/97

THAT PART OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF THE SOUTH 525.40 FEET OF LOT 19 IN ASSESSOR'S DIVISION OF SAID SECTION 15, AT THE EASTERLY RIGHT OF WAY LINE OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD; THENCE NORTH 90 DEGREES EAST ALONG SAID NORTH LINE, 61.00 FEET; THENCE NORTH 00 DEGREES 00 MINUTES EAST, 4.00 FEET TO THE POINT OF BEGINNING, BEING THE CENTERLINE OF A 8.00 FOOT EASEMENT, 4.00 FEET EITHER SIDE OF THE FOLLOWING DESCRIBED LINE; THENCE SOUTH 90 DEGREES WEST, 22.00 FEET; THENCE NORTH 00 DEGREES 00 MINUTES EAST, 54.00 FEET; THENCE SOUTH 90 DEGREES WEST, 13.71 FEET TO THE END OF EASEMENT, ALL IN COOK COUNTY, ILLINOIS AND CONTAINING 718 SQUARE FEET.

PERMANENT INDEX NUMBER: . 04-15-101-029-0000

COMMONLY KNOWN AS 180 ANETS DRIVE, NORTHBROOK, ILLINOIS 60062

EXHIBIT A

LEGAL DESCRIPTION

EXISTING LEASE AREA DESCRIPTION PER SURVEY PREPARED BY STONELAKE SURVEY COMPANY, LTD DATED 9/10/97

THAT PART OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF THE SOUTH 525.40 FEET OF LOT 19 IN ASSESSOR'S DIVISION OF SAID SECTION 15, AT THE EASTERLY RIGHT OF WAY LINE OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD; THENCE NORTH 90 DEGREES EAST ALONG SAID NORTH LINE, 25.54 FEET; THENCE NORTH 00 DEGREES 00 MINUTES EAST, 47.96 FEET TO THE POINT OF BEGINNING; THENCE NORTH 01 DEGREES 25 MINUTES 05 SECONDS WEST, 20.00 FEET; THENCE SOUTH 88 DEGREES 34 MINUTES 55 SECONDS WEST, 30.00 FEET; THENCE SOUTH 01 DEGREES 25 MINUTES 05 SECONDS EAST, 20.00 FEET; THENCE NORTH 88 DEGREES 34 MINUTES 55 SECONDS EAST, 30.00 FEET TO THE POINT OF BEGINNING , ALL IN COOK COUNTY, ILLINOIS AND CONTAINING 600 SQUARE FEET.

EXISTING 12' ACCESS EASEMENT DESCRIPTION PER SURVEY PREPARED BY STONELAKE SURVEY COMPANY, LTD DATED 9/10/97

THAT PART OF THE NORTHWEST QUARTER OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT A POINT ON THE NORTH LINE OF THE SOUTH 525.40 FEET OF LOT 19 IN ASSESSOR'S DIVISION OF SAID SECTION 15, AT THE EASTERLY RIGHT OF WAY LINE OF THE CHICAGO, MILWAUKEE, ST. PAUL AND PACIFIC RAILROAD; THENCE NORTH 90 DEGREES EAST ALONG SAID NORTH LINE, 372.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 00 DEGREES 00 MINUTES WEST, 470.00 FEET TO A POINT OF CURVE; THENCE NORTHWESTERLY ALONG A CURVE CONVEX NORTHEASTERLY AND HAVING A RADIUS OF 114.00 FEET, A DISTANCE OF 179.07 FEET; THENCE NORTH 90 DEGREES WEST, 350.0 FEET TO A POINT OF CURVE; THENCE SOUTHWESTERLY ALONG A CURVE CONVEX NORTHWESTERLY AND HAVING A RADIUS OF 52.00 FEET, A DISTANCE OF 97.52 FEET; THENCE SOUTH 17 DEGREES 27 MINUTES EAST, 322.53 FEET; THENCE SOUTH 15 DEGREES 45 MINUTES 40 SECONDS EAST, 147.04 FEET; THENCE SOUTH 01 DEGREES 25 MINUTES 05 SECONDS EAST, 20.00 FEET; THENCE NORTH 90 DEGREES WEST, 7.32 FEET; THENCE NORTH 15 DEGREES 45 MINUTES 40 SECONDS WEST, 164.25 FEET; THENCE NORTH 17 DEGREES 27 MINUTES WEST, 322.37 FEET TO A POINT OF CURVE; THENCE NORTHEASTERLY ALONG A CURVE CONVEX NORTHWESTERLY AND HAVING A RADIUS OF 64.00 FEET, A DISTANCE OF 120.02 FEET; THENCE SOUTH 90 DEGREES EAST, 350.00 FEET TO A POINT OF CURVE; THENCE SOUTHEASTERLY ALONG A CURVE CONVEX NORTHEASTERLY AND HAVING A RADIUS OF 126.00 FEET, A DISTANCE OF 197.92 FEET; THENCE SOUTH 00 DEGREES 00 MINUTES EAST, 470.00 FEET; THENCE SOUTH 90 DEGREES WEST, 12.00 FEET TO THE POINT OF BEGINNING, ALL IN COOK COUNTY, ILLINOIS AND CONTAINING 19,140 SQUARE FEET.

EXISTING 8' UTILITY EASEMENT DESCRIPTION PER SURVEY PREPARED BY STONELAKE SURVEY COMPANY, LTD DATED 9/10/97

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PERMANENT INDEX NUMBER: . 04-15-101-029-0000

COMMONLY KNOWN AS 180 ANETS DRIVE, NORTHBROOK, ILLINOIS 60062

APPROVED
RESOLUTION NO. 25-PC-16

VILLAGE OF NORTHBROOK PLAN COMMISSION
DOCKET NO. PCD-25-07
(180 ANETS DRIVE)

WHEREAS, an application has been filed by Crown Castle GT Company LC (the "Applicant") as lessee of the personal wireless services antenna commonly located and known as 180 Anets Drive (the "Subject Property"), which is owned by the Northbrook Park Distrct (the "Owner"), and

WHEREAS, the Applicant has filed an application (Docket No. PCD-25-07) with the Village of Northbrook requesting:

A. Special permit to allow a Personal Wireless Services Antenna located on a Tower-Style Structure in Excess of District Height Limitations in the I-B Institutional Building District; and

B. Variation to reduce the required distancing between the existing personal wireless service antenna tower and nearby structures from 110' to 69'; and

C. Approval of any other such variations, waivers, and zoning relief as may be necessary to accomplish development and use of the Subject Property as requested by the Applicant.

WHEREAS, the Subject Property is designated as appropriate for Government Facility uses in the Village of Northbrook Comprehensive Plan; and

WHEREAS, a public notice for this docket was duly published on August 28, 2025 in the *Northbrook Star* and a public hearing was scheduled for the September 16, 2025 Plan Commission's regular meeting, but due to a lack of quorum the meeting was canceled and the Plan Commission held the public hearing at a special meeting on September 30, 2025; and

WHEREAS, the Applicant has submitted evidence that signs were properly posted on the Subject Property, indicating the time and date of the Commission hearing, and that all property owners within 250 feet of the Subject Property were notified of the Commission hearing by certified mail; and

WHEREAS, the Plan Commission has considered all the evidence presented to it, including, but not limited to, the following:

1. Village of Northbrook Plan Commission Application form & attachments received June 26, 2025, and all subsequent additions and revisions to these application materials and attachments.
2. Comments made by the Board of Trustees during its review of the preliminary application regarding this request.
3. All written and oral testimony concerning the application.

NOW, THEREFORE, BE IT RESOLVED by the Plan Commission of the Village of Northbrook, Cook County, Illinois, THAT:

1. Findings:

A. Comprehensive Plan Compliance. The Northbrook Plan Commission does hereby find that with respect to Docket No. PCD-25-07 the proposed application **is in general compliance** with the Northbrook Comprehensive Plan, and specifically in compliance with the Future Land Use Map.

B. Special Permit. With respect to Docket No. PCD-25-07A, the Plan Commission does hereby find that the Special Permit standards established in Paragraph 11-602 E1 of the Zoning Code, for the existing personal wireless service (the "Facility"), are **satisfied** as follows:

1) The Facility will be in harmony with the general and specific purposes for which this Code was enacted and for which the regulations of the IB Institutional Building District were adopted, and with the general purpose and intent of the Official Comprehensive Plan.

2) The Facility will not have a substantial or undue adverse effect upon adjacent property, the character of the area or the public health, safety and general welfare.

3) The Facility will be arranged and operated so as not to dominate the immediate vicinity or to interfere with the use and development of neighboring property.

4) The Facility will be served adequately by essential public facilities and services.

5) The Facility will not cause undue traffic congestion nor draw significant amounts of traffic through residential streets.

6) The Facility will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance.

7) The Facility complies with all additional standards imposed on it by the particular provisions of the Zoning Code authorizing such use.

C. Variation. With respect to Docket No. PCD-25-07B, a request to reduce the required distancing between the existing personal wireless service antenna tower and nearby structures from 110' to 69', the Plan Commission finds that a variation to reduce the required distancing between the existing personal wireless service antenna tower and nearby structures from 110' to 69' is **consistent** with the standards for variations established in subsection 11-503F of the Zoning Code.

D. Other Relief. With respect to Docket No. PCD-25-07C, the Plan Commission does hereby find that no other relief is necessary.

2. Recommendations: The Northbrook Plan Commission does hereby recommend to the President and Board of Trustees of the Village of Northbrook **approval** of Docket No. PCD-25-07A/B based on the findings established herein, subject to the following conditions:

A. Special Permit for Personal Wireless Services Antenna. A special permit to allow a personal wireless services antenna located on a tower-style structure in excess of district height limitations (SIC No. 4810.02) shall be issued to the Applicant for the Subject Property.

B. Variation. A variation shall be granted to reduce the required distancing between the existing personal wireless service antenna tower and nearby structures from 110' to 69', on the Subject Property.

ADOPTED THIS 30TH day of September 2025.

AYES: (6) Braiman, Halperin, Morgen, Pipito, Walden, Elisco

NAYS: (0)

ABSENT: (2) Karavitis, Melnick

ABSTAIN: (0)

__/s/ Steven Elisco _____
Steven Elisco, Chairman
Northbrook Plan Commission

ATTEST:
____/s/ Amy McEwan _____
Amy McEwan, Director
Development and Planning Services

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Deputy Village Manager Jim Hawkins
Date: 2025-10-14
Subject: A Resolution Approving a Prosecutorial Services Agreement with Addis Law Group

Overview
As set forth in the Village Code, the Village Manager must appoint a prosecuting attorney for the prosecution of certain local ordinance violations including housing, business licensing, and vehicular violations in the Municipal Division of the Circuit Court of Cook County and the Village's local administrative hearings.

Fiscal Impact
Addis Law Group will be compensated a flat rate of $17,000 per month for an annual total not-to-exceed amount of $204,000. Paid from account 11-1200-549-00.

Recommendation
Approval.

Background
Wayne Addis of Addis Law Group, previously Addis Greenberg LLC, has served the Village of Northbrook as Village Prosecutor for the last 15 years. The current three-year agreement is nearing expiration and this is a successor agreement.

Over the years Mr. Addis has primarily worked with Northbrook's Police Department and Development and Planning Services. Since the establishment of the Administrative Hearing System in 2018, Mr. Addis' prosecutorial services have expanded to include Public Works. Based on these factors, the Village Manager is recommends entering into a successor agreement for a term of three years between the Village and Addis Law Group as he continues to serve as the Village Prosecutor.

A Resolution Approving a Prosecutorial Services Agreement with Addis Law Group
Exhibit A - Prosecutorial Services Agreement

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Approving a Prosecutorial Services Agreement with Addis Law Group

is hereby adopted, as follows:

Section 1. Recitals.

As set forth in the Village Code, the Village Prosecutor is appointed by the Village Manager and maintains the status of an independent contractor. The Village Prosecutor shall have the powers and duties assigned to them by the village manager and shall be subject to the authority and direction of the village manager.

Wayne Addis of Addis Law Group ("***Contractor***"), previously Addis Greenberg LLC, has served the Village of Northbrook as Village Prosecutor for the last 15 years. Over the years Mr. Addis has primarily worked with Northbrook's Police Department and Development and Planning Services. Since the establishment of the Administrative Hearing System in 2018, Mr. Addis' prosecutorial services have expanded to include Public Works.

Based on these factors, Village staff recommends entering into an agreement between the Village and Contractor to continue to serve as the Village Prosecutor ("***Agreement***") for a term of three years at the flat rate of $17,000 per month for an annual total not to exceed $204,000.

The President and the Board of Trustees have considered the Agreement and determined that it is in the best interests of the Village and the public to enter into the Agreement.

Section 2. Approval of Agreement.

The Agreement is approved in substantially the form attached to this Resolution as ***Exhibit A***, and in a final form to be approved by the Village Manager and Village Attorney.

Section 3. Authorization to Execute Agreement.

The Village Manager and the Village Clerk are hereby authorized and directed to execute and seal, on behalf of the Village, the Agreement in its final form.

ATTEST:

_____
Village President

_____
Village Clerk

VILLAGE OF NORTHBROOK

PROSECUTORIAL SERVICES AGREEMENT

This **PROSECUTORIAL SERVICES AGREEMENT** *(the "Agreement")* is dated _____ , 2025, and is by and between the **VILLAGE OF NORTHBROOK,** an Illinois home rule municipal corporation, *(the "Village"),* and **ADDIS LAW GROUP** *(the "Contractor"), (collectively, the "Parties").*

IN CONSIDERATION OF the covenants and agreements set forth in the Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the Village's statutory and home rule powers, the Parties agree as follows:

Section 1. Recitals.

A. Pursuant to Division 7 of Article III of Chapter 2 of the Northbrook Municipal Code, the Village seeks to engage attorneys for the prosecution of certain local ordinance violations including housing, business licensing, vehicular ordinance violations (both moving and non-moving) in the Municipal Division of the Circuit Court of Cook County and at the Village's local administrative hearings.

B. The Village desires to retain Contractor as a prosecuting attorney *(the "Village Prosecutor")* for the Village, and Contractor desires to accept that appointment, subject to the provisions of that Agreement.

Section 2. Engagement; At-Will Service; Term.

A. Engagement. Contractor is hereby retained as a prosecuting attorney for the Village of Northbrook, and Contractor accepts that engagement, subject to the provisions of this Agreement.

B. Service is At-Will. The engagement and service of Contractor is at the will of the Village Manager of the Village of Northbrook. Wayne B. Addis will be the lead prosecuting attorney on behalf of the Contractor who will perform the Services (as defined in Section 3).

C. Term. Without limitation on the at-will nature of Contractor's engagement and service as set forth in Subsection B above, this Agreement is for a three-year term commencing November 1, 2025 and expiring on October 31, 2028 *("Term"),* subject to the termination provisions in Section 6 of this Agreement. The Term of this Agreement may be extended for additional one-year periods. Any extension must be in writing, which may be in memorandum or letter form, signed by the Village Manager and by Contractor.

Section 3. Performance of Services.

A. Scope of Services. Engagement. Contractor will provide, perform, and complete the following professional services, all of which are herein referred to as the *"Services"*:

1. Work with Village staff to prepare cases for hearing/trial including review of charges, witness preparation, and settlement discussions;

2. Prosecute violations of the Village's ordinances, including, without limitation, building, zoning, property maintenance, business licensing, animal control, and parking in the Municipal Division of the Cook County Circuit Court and at the Village's local administrative hearings.

   - Circuit Court cases are heard at the Skokie Courthouse, 5600 Old Orchard Road, Skokie, IL 60077 five times a month, at the time of this agreement.

   - Local administrative hearings are conducted at Village Hall, 1225 Cedar Lane, Northbrook, IL 60062 once a month, at the time of this agreement.

3. Meet with and/or train Village officials and/or staff on an as-needed basis, as determined by the Village Manager (or their designee).

B. Hearing Schedules. The parties agree to work in good faith to coordinate hearing schedules that are mutually acceptable.

C. Standard of Performance. Contractor will provide, perform, and complete all of the Services in a professional manner consistent with the professional standards of practice, care, and diligence of qualified municipal prosecutors doing similar service in the Chicago Metropolitan Area and in full compliance with this Agreement (the *"Standard of Performance").*

D. Attendance at Hearings and Court Dates. If Contractor cannot attend a scheduled court or administrative hearing date, Contractor must notify the Village Manager (or their designee) at least ten business days in advance of the court or administrative hearing date of Contractor's inability to attend. In the event emergency circumstances preclude the ten-day notice, Contractor must notify the Village Manager (or their designee) as far in advance of the court date as practicable.

E. Substitute or Supplemental Counsel. In the event that Contractor cannot attend a scheduled court or administrative hearing date at which counsel for the Village is required to appear or requires additional support at such hearings, Contractor will make arrangements for substitute or supplemental counsel for the Village to appear. Any such substitute or supplemental counsel shall be approved in advance by the Village. Contractor will pay all hourly rates and expenses for substitute or supplemental counsel directly from the Compensation and will not be entitled to additional compensation for the participation of substitute or supplemental counsel.

F. Semi-Annual Review. No later than six months after the commencement of this Agreement, the Contractor, the Village Manager (or their designee), and Village staff, as applicable, will meet to review the Contractor's performance of the Services and determine if the amount of time the Contractor is devoting to the Services is proportional to the scope of the Services. The Parties shall continue to meet on a semi-annual basis to review the above-mentioned performance.

Section 4. Compensation and Method of Payment.

A. Compensation. For providing the Services, Contractor will be compensated at a flat rate of $17,000 per month for an annual total not to exceed $204,000. No separate or additional compensation will be paid by the Village for travel or other expenses incurred in connection to providing the Services. All filing fees, expert witness fees, subpoena fees, and other fees associated with the performance of the Services will be the responsibility of the Village.

B. Alternate Compensation in Case of Suspension of Proceedings. In the event that regular proceedings in Circuit Court or the Village's administrative hearings are disrupted or suspended for more than 30 consecutive days, Contractor will, at the direction of the Village Manager, revert to billing the Village for the Services on an hourly basis at a rate of $105.00 until regular proceedings resume. During such disruption or suspension of proceedings, Contractor will only bill Village for time spent performing the Services.

C. Invoices and Payment. Contractor will submit monthly invoices in an approved format to the Village Manager (or their designee). The Village will pay to Contractor the amount billed within 30 days after receiving and approving such an invoice.

Section 5. Representations and Warranties.

A. Representations and Warranties of Contractor. Contractor represents and warrants to the Village that Contractor: (1) is and has been for the three years immediately preceding the Effective Date duly licensed and in good standing as an attorney in the State of Illinois; (2) has no knowledge of any administrative proceedings or other matters which would affect Contractor's licensure within the State of Illinois; (3) agrees that if Contractor's license is suspended or terminated by the Illinois Attorney Registration and Disciplinary Commission, this Agreement will be immediately terminated, and (4) agrees that the foregoing representations and warranties constitute a continuing obligation.

B. Representations and Warranties of the Village. The Village represents and warrants to Contractor that it will: (1) provide Contractor with copies of, or full access to, all Village ordinances; (2) provide to Contractor copies of all relevant policies, rules, and regulations related to Contractor's provision of the Services; (3) provide to Contractor reasonable access to all pertinent documents and records for use in providing the Services, and (4) provide to Contractor appropriate facilities, support staff and security to facilitate efficient and safe provision of the Services.

Section 6. Termination.

As provided in Section 2 of this Agreement, Contractor serves at the will of the Village Manager. The Village Manager may terminate this Agreement immediately and at any time, without cause or reason. Contractor may terminate this Agreement at any time, without cause or reason, on 60-day written notice to the Village, unless the Village and Contractor agree to a shorter notice period. On termination of this Agreement, the Village will pay the Contractor final Compensation on a prorated scale based on the last date that the Agreement remained in effect. Contractor will be required to cooperate with the Village to transition ongoing matters and documents to replacement counsel or to the Village Attorney. Reasonable transition time spent by Contractor may be billed to the Village on an hourly basis at a rate of $105.00.

Section 7. Legal Relationships and General Provisions.

A. Relationship of the Parties. Contractor will act as an independent contractor in providing and performing the Services. Nothing in, or done pursuant to, this Agreement may be construed or applied to create the relationship of principal and agent, partners, or joint venturers between the Village and Contractor. Contractor will not be entitled to any employment benefits of any kind provided by the Village to its employees and Contractor hereby waives any right to such benefits.

B. Nature of the Agreement. Contractor will report as income for federal and state income tax purposes all Compensation paid under this Agreement. Contractor acknowledges Contractor's obligation to pay, if required by law, self-employment local, state, and federal taxes. Contractor acknowledges that the Village, if required by law, will report to Contractor compensation paid pursuant to this Agreement on a Form 1099 at the end of the year during which Contractor performed the Services. If the Internal Revenue Service (the *"IRS")* or any other governmental agency questions or challenges the independent contractor status of Contractor, Contractor hereby agrees to indemnify and hold harmless the Village with respect to any and all loss or liability arising from Contractor's failure to withhold for federal and state tax purposes Compensation paid under this Agreement. If the IRS or any other governmental agency questions or challenges the independent contractor status of Contractor, then both the Village and Contractor, on receipt by either of them of notice from the IRS or any other governmental agency, must promptly notify the other party and afford the other party the opportunity to participate in any discussion or negotiation with the IRS or other governmental agency. Both the Village and Contractor agree to participate in any such discussions or negotiations to the extent permitted by the IRS or other governmental agency.

C. No Collusion. Contractor hereby represents and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate revenue Act, its liability for the tax or the amount of the tax, as set forth in 65 ILCS 5/11-42.1-1; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 *et seq.* Contractor hereby represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed by Contractor prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that Contractor, in procuring this Agreement, has colluded with any other person, firm, or

corporation, then Contractor will be liable to the Village for all loss or damage that the Village may suffer thereby, and this Agreement will be null and void.

D. No Assignment. Contractor may not: (1) assign this Agreement in whole or in part; (2) assign any of Contractor's rights or obligations under this Agreement, or (3) assign any payment due or to become due under this Agreement without the prior express written approval of the Village, which approval may be withheld in the sole and unfettered discretion of the Village.

E. Additional Prosecuting Attorneys. This Agreement is not exclusive. The Village may at any time hire other prosecuting attorneys.

F. Ownership of Records. All documents, records, and work product pertaining to the administrative hearing system of the Village or circuit court cases brought by the Village are and will at all times remain the property of the Village. Contractor covenants that, on the termination of this Agreement, Contractor will not retain and will return to the Village all of the documents, records, and work product pertaining to the administrative hearing system of the Village.

G. Amendments. The parties by mutual written agreement may amend any provision of this Agreement during the life of the Agreement. Such amendments will be incorporated and made a part of this Agreement.

H. Conflict of Interest. Contractor represents and certifies that, to the best of Contractor's knowledge: (1) no Village employee or agent is interested in the business of Contractor or this Agreement; (2) as of the date of this Agreement neither Contractor nor any person employed or associated with Contractor has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement, and (3) neither Contractor nor any person employed by or associated with Contractor will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

I. Notice. All notices required or permitted to be given under this Agreement shall be in writing and shall be delivered (1) personally, (2) by a reputable overnight courier, or by (3) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid. Unless otherwise expressly provided in this Agreement, notices shall be deemed received upon the earlier of: (a) actual receipt; (b) one business day after deposit with an overnight courier, as evidenced by a receipt of deposit; or (c) four business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 7.I, each party shall have the right to change the address or the addressee, or both, for all future notices and communications to the other party, but no notice of a change of addressee or address shall be effective until actually received.

Notices and communications to the Village shall be addressed to, and delivered at, the following address:

Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062
Attention: Village Manager

With a copy to:

Elrod Friedman LLP
350 N. Clark Street, 2nd Floor
Chicago, Illinois 60650
Attention: Steven M. Elrod
E-mail: Steven.Elrod@elrodfriedman.com

Notices and communications to Contractor shall be addressed to, and delivered at, the following address:

Addis Law Group
1200 Shermer Road
Suite 112
Northbrook, IL. 60062
Attention: Wayne B. Addis

J. Third Party Beneficiary. No claim as a third-party beneficiary under this Agreement by any person, firm, or corporation shall be made or be valid against the Village.

K. Provisions Severable. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

L. Calendar Days and Time. Unless otherwise provided in this Agreement, any reference in this Agreement to "day" or "days" shall mean calendar days and not business days. If the date for giving of any notice required to be given, or the performance of any obligation, under this Agreement falls on a Saturday, Sunday, or federal holiday, then the notice or obligation may be given or performed on the next business day after that Saturday, Sunday, or federal holiday.

M. Governing Laws. This Agreement shall be governed by, construed and enforced in accordance with the internal laws, but not the conflicts of laws rules, of the State of Illinois. The parties irrevocably agree and hereby consent and submit to the exclusive jurisdiction of the Circuit Court of Cook County, Illinois with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement. The parties hereto hereby waive their respective right to transfer or change the venue of any litigation file in the Circuit Court of Cook County, Illinois.

N. Entire Agreement. This Agreement constitutes the entire agreement between the parties to this Agreement and supersedes all prior agreements and negotiations between the parties, whether written or oral, relating to the subject matter of this Agreement.

O. Waiver. Neither the Village nor Contractor shall be under any obligation to exercise any of the rights granted to them in this Agreement except as it shall determine to be in its best interest from time to time. The failure of the Village or Contractor to exercise at any time any such rights shall not be deemed or construed as a waiver of that right, nor shall the failure void or affect the Village's or Contractor's right to enforce such rights or any other rights.

P. Interpretation. This Agreement shall be construed without regard to the identity of the party who drafted the various provisions of this Agreement. Moreover, each and every provision of this Agreement shall be construed as though all parties to this Agreement participated equally in the drafting of this Agreement. As a result of the foregoing, any rule or construction that a document is to be construed against the drafting party shall not be applicable to this Agreement.

Q. Headings. The headings, titles, and captions in this Agreement have been inserted only for convenience and in no way define, limit, extend, or describe the scope or intent of this Agreement.

R. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement shall be cumulative and shall not be exclusive of any other rights, remedies, and benefits allowed by law.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, when executed, shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

ATTEST:

VILLAGE OF NORTHBROOK

By: _____

By: _____

Village Clerk

Village Manager

ATTEST:

ADDIS LAW GROUP

By: _____

By: _____

Title: _____

Its: _____

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Ratifying the Approval and Execution of the Agreement with WEX Bank of Sandy, Utah for Fleet Fuel Card Services through the State of Illinois Central Management Services Contract

Overview
Staff is actively implementing the use of WEX Bank cards to allow all Village vehicles that utilize unleaded fuel to transition to an off-site fuel card system at designated Northbrook fuel stations until the Village's Fuel Island Replacement project at the Public Works Center is complete.

Fiscal Impact
Staff estimates the Village may purchase up to $19,000 each month of unleaded fuel for the operation of its fleet. Therefore, a security deposit equal to the estimated spend of two months, or $38,000, is required of the Village to join the State's contract with Wex Bank (CMS 5790350). No transactional fees will be charged against the deposited amount unless the account is 120 days past due. The full $38,000 will be returned to the Village after the account is closed, so long as no payments are pending. The Vendor will invoice the Village the net of all Federal excise taxes on all fuel types, regardless of a particular merchant's participation, since the State, and the Village, are qualified as tax exempt. The WEX cards will be assigned to individual vehicles and programmed to only allow for the purchase of fuel.

Recommendation
Approval.

Background

On August 27, 2025, the Office of the State Fire Marshall completed its 5-year internal inspection of the Village's underground fuel tanks under the fuel island located at the Public Works Center. The Fire Marshall concluded that two of the three fuel tanks did not pass the inspection, and the tanks were taken out of service. The Public Works Department was able to source and install temporary fuel tanks for both diesel and unleaded fuel in the north Public Works yard.

The full replacement of the underground tanks and fuel system are a part of the Fuel Island Replacement project that was identified in the 2026-2030 Capital Improvement Plan (CIP).

Phase I of the project was included as part of the adopted FY25/26 General Fund Budget. Although, the project timeline has been accelerated to resume continuity of operations for all Village departments as soon as possible, the Public Works staff has worked to implement temporary options for the fueling of Village Vehicles.

On September 4, the 10,000-gallon tank which passed the inspection and held unleaded fuel, was converted to diesel fuel under a State-approved change-of-product permit. This conversion allowed the larger Public Works vehicles and equipment, as well as Fire Department apparatus that use diesel fuel, to resume fueling at the fuel island on-site.

The Village has utilized temporary above ground fuel tanks under emergency authorization by the Fire Department to ensure the Village's fleet can continue to obtain gasoline until a more permanent solution has been reached.

The Village evaluated the WEX Bank (" ***Vendor***") cards available through the State of Illinois Central Management Services contract (CMS 5790350) and determined that it was the best fueling option moving forward. In reviewing this option, it was identified that many other communities and organizations use this contract to provide fuel to their fleets as a temporary or long-term option for purchasing fuel.

Pursuant to the Northbrook Purchasing Policy adopted April 2021 and Chapter 2-118(b)(9) of the Municipal Code, the Village Manager gave advance notice to the Village Board on August 29, 2025, On September 8, the Village's Chief Financial Officer executed an application agreement (Exhibit A) under the direction of the Village Manager to participate in the State's contract. The Village Manager executed a deposit agreement (Exhibit B) with Wex Bank on October 3 and a deposit in the amount of $38,000 was placed with the vendor. The Vendor is in the process of providing the Village with the Wex fuel cards. This lead time for the establishment of an account are the reasons for the Village entering the agreements and providing a deposit and now seeking a confirming Resolution.

All Village vehicles that utilize unleaded fuel will be transitioned to the fuel card system for fueling at Northbrook retail gas stations and the temporary tanks will be removed. At that time, staff will be provided with detailed instructions on fueling procedures. The WEX cards will be assigned to individual vehicles and programmed to only allow for the purchase of fuel at designated Northbrook fuel stations. Employees will be required to enter the vehicle number, employee number and current vehicle milage prior to dispensing fuel.

A Resolution Ratifying the Approval and Execution of the Agreement with WEX Bank
Exhibit A - Agreement Signed Fuel Card Application
Exhibit B - Wex Deposit Agreement Signed
Supplemental Information - State of IL Contract 2016 and Amendment

Resolution 2025- _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Ratifying the Approval and Execution of the Agreement with WEX Bank of Sandy, Utah for Fleet Fuel Card Services through the State of Illinois Central Management Services Contract

is hereby adopted, as follows:

Section 1. Recitals.

On August 27, 2025, the Office of the State Fire Marshall completed its 5-year internal inspection of the Village's underground fuel tanks under the fuel island located at the Public Works Center. The Fire Marshall concluded that two of the three fuel tanks did not pass the inspection, and the tanks were required to be taken out of service.

The Public Works Department was able to source and install temporary fuel tanks for both diesel and unleaded fuel in the north Public Works yard in preparation for the inspection under temporary approval by the Fire Department. Following the tanks being taken out of service, the Village has continued to utilize these temporary above ground tanks with emergency approval by the Fire Department to fuel gasoline powered vehicles until a more permanent solution can be put in place.

In order to support the continuity of operations for all Village departments, all Village vehicles that utilize unleaded fuel will be transitioned to an off-site fuel card system. The State of Illinois Central Management Services already has a contract for Fleet Fuel Card Services in place through WEX Bank (***"Vendor"***), CMS 57903500.

To utilize the services of the Vendor through the State's joint purchasing contract, the Village had to complete and sign an Application Agreement ("***Exhibit A***"). Pursuant to the Northbrook Purchasing Policy adopted in April 2021 and Chapter 2-118(b)(9) of the Municipal Code, the Chief Financial Officer signed this application on September 8, 2025 at the direction of the Village Manager. Additionally, the Village Manager executed a Deposit Agreement for the Village's account on October 3, 2025 ("***Exhibit B***"). The required deposit of $38,000 has been placed with the Vendor. The documents attached as ***Exhibits A*** and ***B*** are collectively referred to as the Agreements ("***Agreements***"). The Agreements were executed and ratification is being sought due to the critical nature of fueling vehicles and the lead time required to get the account setup. The Village will begin utilizing the fuel cards immediately upon their receipt.

The President and the Board of Trustees have considered the Agreements and determined that it is in the best interests of the Village and the public to enter into the Agreements with the Vendor.

Section 2: Ratification of Agreements.

The Village President and the Board of Trustees hereby ratify and approve, the execution of the Agreements, attached as ***Exhibit A*** and ***B***, by the Chief Financial Officer and the Village Manager.

Section 3. Ratification of Expenditure.

The Village President and the Board of Trustees hereby ratify and approve the expenditure of $38,000 for the required deposit with the Vendor.

Section 4. Approval of Procurement.

The Village Manager is authorized to execute all such documents and to make such payments as are necessary to complete the procurement of Fleet Fuel Card Services from the Vendor as set forth in the Agreements.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYS:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

ADDENDUM TO THE FUEL CARD SERVICES AGREEMENT BETWEEN WEX BANK AND THE STATE OF ILLINOIS (the "STATE")

Participating Entity agrees that in the event the account is not paid as agreed, WEX BANK may report the undersigned's liability for and the status of the account to credit bureaus and others who may lawfully receive such information.

Participating Entity	Phone #	Fax#
Village of Northbrook	847-272-5050	NA

Headquarters Name and Physical Address (Do not include PO Box)	Applicant's Taxpayer ID # (TIN, FEIN or SSN)
1225 Cedar Lane, Northbrook, IL 60062	366006017
Non-Profit Only: SIC/Industry Code (e.g. 8399 Social Services; 6732 Education, Religious, Charitable Trusts; Other) 91990404 General government, Local government	If Participating Entity is a Non-Profit Provide Gross Annual Revenue

In Business Since (yyyy)	Year of Incorporation (yyyy)	Number of Vehicles	Avg Monthly Fuel Expenditures	Avg Monthly Service Expenditures
	1901	111	$ ~~10,000~~ 7,000	$ N/A

Write Participating Entity name as you wish it to appear on cards. Limit of 20 characters & spaces. Unless specified, no company name will appear on cards.
Village of Northbrook

Billing Contact	Billing Address	City	State	Zip+4
Steven Drazner	1225 Cedar Lane	Northbrook	IL	60062-2620

Designate the Fleet Contact authorized to receive all charge cards, reports, and other such information we provide from time to time and to take actions with respect to your account and account access. This is also the person designated by your company to provide all fleet vehicles, driver and other information we may request.

Authorized Fleet Contact Name	Title	Phone #	Fax #
Kelly Hamill	Director of Public Works	847-272- 4711	

Mailing Address (if different from billing address)	City	State	Zip+4
655 Huehl Road	Northbrook	IL	60062-2620

Email address (required to take advantage of product type card controls) kelly.hamill@northbrook.il.us

Card Controls: To help us estimate your credit needs, indicate the types of cards you anticipate using.

If you provide a valid email address above, you can select from these product type options: **x Fuel Only**

☐ All Products ☐ Fuel & Service ☐ Fuel & Fluids with Roadside Assistance ☐ Fuel with Roadside Assistance ☐ Mix of card types

x☐ Check here if business is exempt from motor fuels tax

DEFINITIONS:

"Agreement" means: **Contract No. #17-416CMS-BOSS4-P-39 (formerlyCMS7903500) effective July 1, 2016** for Fuel Cards and Fuel Management Services (the "Agreement") between the **(the State** and **WEX BANK**.

"Participating Entity" shall mean the Participating Entity as defined in the Agreement permitted to purchase services under the Agreement, as specified in the Credit Information above.

All other capitalized terms used in this Addendum without definition have the meanings set forth in the Agreement.

AGREEMENTS OF WEX BANK AND PARTICIPATING ENTITY:

1. This Addendum is to allow the Participating Entity to participate under the Agreement between WEX BANK and the State. It does not modify, amend or change the Agreement in any way.

2. Participating Entity represents that it is authorized or allowed by the laws of its home state to enter into this Addendum and to participate under the Agreement.

3. Participating Entity hereby requests the services of WEX BANK described in the Agreement and agrees to perform all duties of a Participating Entity under the Agreement, including, without limitation, payment of all charges on its account(s) within the time periods provided under the Agreement, payment of any fees provided in the Agreement, and cooperation with respect to providing all necessary information for the administration of the Agreement. Participating Entity agrees to be bound by the terms and conditions of the Agreement, including, without limitation, rules for authorized and unauthorized use of cards, disputes of charges, reporting lost and stolen cards, and all other rules and provisions relating to use of Participating Entity's account.

4. Participating Entity acknowledges that its failure to make timely payment in accordance with the terms of the Agreement and/or the Addendum may result in suspension or cancellation of the account(s). The undersigned represents and warrants that he/she is duly authorized to execute this Addendum on behalf of the Participating Entity and this Addendum is the valid and binding obligation of the Participating Entity, enforceable in accordance with its terms.

INFORMATION SHARING DISCLOSURE: Information regarding your transactions may be provided to accepting merchants or their service providers to facilitate discounts or other promotional campaigns of interest to you.

U.S.A. PATRIOT ACT: WEX Bank complies with Section 326 of the USA PATRIOT Act which requires all financial institutions to obtain, verify, and record information that identifies each company or person who opens an account. What this means for you: when you open an account, we will ask for your name, address, date of birth, and other information that will allow us to identify you. We may also ask to see your driver's license or other identifying documents for your business.

DISCLAIMER: **THIS IS AN APPLICATION FOR SERVICES AND SHALL NOT BE BINDING UPON WEX BANK UNTIL FINAL CREDIT APPROVAL HAS BEEN GRANTED BY WEX BANK.**

Any person signing on behalf of the Participating Entity has been duly authorized by all necessary action of Applicant's governing body, and that the undersigned is authorized to make this application on behalf of the Participating Entity.

Signature: _____ Printed Name: Steve Drazner

Title: Chief Financial Officer/Treasurer Date: September 8, 2025

[redacted]	Oppty Number	Sales Code	Plastic Type	Coupon Code	Account Number
		10900203		IL6	04

Complete and sign addendum. Email to tanya.watson@wexinc.com

DEPOSIT AGREEMENT—UNITED STATES

THIS AGREEMENT is made by and between **WEX Bank**[1], a Utah industrial bank, ("WEX Bank") with a place of business at 111 East Sego Lily Drive, Suite 250, Sandy, UT 84070 and Village of Northbrook _____ (Company legal name not D/B/A) with a place of business at 1225 Cedar Drive, Northbrook, IL 60062 (the "Company") and it shall become effective as of the date set forth below.

WHEREAS, Company intends to make credit card purchases using a WEX Bank issued charge or credit card; and

WHEREAS, WEX Bank has agreed to establish or has established a credit line (the "credit line") for Company on the condition that the Company deposit cash collateral with it to be held by WEX Bank as security for any and all obligations owing by the Company to WEX Bank arising on or after the date hereof.

NOW, THEREFORE, the parties hereto agree as follows:

1. **The deposit shall not be less than $500**.
2. The Company shall deposit with WEX Bank the sum of $38,000.00 (the "deposit"), the receipt of which is hereby acknowledged and the Company does hereby grant to WEX Bank a security interest in said deposit and in all credits or other amounts owing from WEX Bank to the Company, all in order to secure any and all obligations owing by the Company to WEX Bank arising on or after the date hereof.
3. WEX Bank shall record the deposit and any additional deposit on its books, but shall not be required to segregate the sum from its other funds. WEX Bank may, at its sole discretion and without notice, apply said deposit and any additional deposit, or so much thereof as is necessary, to satisfy any obligations including any outstanding account balances arising on or after the date hereof from the Company to WEX Bank. WEX Bank shall also have a right to set off with respect to any credits or other amount owing by WEX Bank to the Company.
4. If at any time the Company ceases to become a WEX Bank card holder, and all of the Company's accounts have been paid in full and no further amounts are owed from the Company to WEX Bank, then the remaining deposit amount shall be returned by WEX Bank to the Company within 30 days of termination.
5. The Company agrees that it will pay amounts owed for credit card purchases made using a WEX Bank issued charge card as such amounts become due and in accordance with credit terms established from time to time by WEX Bank. Nothing herein contained shall relieve the Company of its obligation to make such payments as they come due.
6. This Agreement shall be governed by and construed in accordance with federal law and the laws of the State of Utah (without reference to choice of law rules).
7. This Agreement sets forth the entire understanding and supersedes any previous understandings or agreements, written or oral, between the parties relating to the subject matter hereof. This Agreement may be modified only by an agreement in writing signed by both parties.

By signing this Deposit Agreement, you are indicating that you have the authority to bind the Company to this Deposit Agreement and to the terms contained herein.

Company legal name (not D/B/A): Village of Northbrook

Company's Physical Address: 1225 Cedar Drive, Northbrook, IL 60062

Company's Telephone Number: 847-272-5050

Application ID or Account Number: AR-1857050

Authorized Signature: _____ **Printed Name:** Cara Pavlicek

Title of Signatory: Village Manager **Date:** 10/3/25

To Provide a Deposit Return this Agreement and Certified Check to:

WEX Bank
111 East Sego Lily Drive, Suite 250
Sandy, UT 84070

You May Also Wire Your Deposit Funds to:

Fuel Account Deposits
WEX Bank
c/o Harris Bank
320 So. Canal, Chicago, IL 60606
Routing # 071000288
Account # 4539508
SWIFT Code: HATRUS44

MasterCard (Corp Payments) Deposits
WEX Bank
c/o Harris Bank
320 So. Canal, Chicago, IL 60606
Routing # 071000288
Account # 4539748
SWIFT Code: HATRUS44

****You must include an Application ID or Account Number on the notes section of your wire or certified check.**

[1] References to WEX Bank in this Agreement are also intended to refer to any entity to whom WEX Bank assigns its rights as allowed under any credit agreement between the parties.

STATE OF ILLINOIS
CONTRACT

Central Management Services

Fleet Fuel Card Services

CMS7903500

The Parties to this contract are the State of Illinois acting through the undersigned Agency (collectively the State) and the Vendor. This contract, consisting of the signature page and numbered sections listed below and any attachments referenced in this contract, constitute the entire contract between the Parties concerning the subject matter of the contract, and in signing the contract, the Contractor affirms that the Certifications and if applicable the Financial Disclosures and Conflicts of Interest attached hereto are true and accurate as of the date of the Contractor's execution of the contract. This contract supersedes all prior proposals, contracts and understandings between the Parties concerning the subject matter of the contract. This contract can be signed in multiple counterparts upon agreement of the Parties.

Contract uses Illinois Procurement Gateway Certifications and Disclosures?

☐ Yes (IPG Certifications and Disclosures including FORMS B)

☒ No

1. **DESCRIPTION OF SUPPLIES AND SERVICES**
2. **PRICING**
3. **TERM AND TERMINATION**
4. **STANDARD BUSINESS TERMS AND CONDITIONS**
5. **SUPPLEMENTAL PROVISIONS**
6. **STANDARD CERTIFICATIONS**
7. **FINANCIAL DISCLOSURES AND CONFLICTS OF INTEREST (IF APPLICABLE)**
8. **CONTRACT SPECIFIC CERTIFICATIONS AND DISCLOSURES – "FORMS B" (IF APPLICABLE)**

In consideration of the mutual covenants and agreements contained in this contract, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree to the terms and conditions set forth herein and have caused this contract to be executed by their duly authorized representatives on the dates shown on the following CONTRACT SIGNATURES page.

STATE OF ILLINOIS
CONTRACT
Central Management Services
Fleet Fuel Card Services
CMS7903500

VENDOR

Vendor Name: WEX Bank	Address: 7090 South Union Park Center, Suite 350, Midvale, UT 84047
Signature: Kirk S. Weiler	Phone: 888.842.0075
Printed Name: Kirk Weiler	Fax:
Title: President/CEO	Email:
Date: 6/30/16 APPROVED By Legal Support at 1:48 pm, Jun 30, 2016	

STATE OF ILLINOIS

Procuring Agency: Central Management Services	Phone: 217.557.5695
Street Address: 401 S. Spring	Fax: 217.782.5187
City, State ZIP: Springfield, IL 62706	
Official Signature: M. M. Hoffman 6	Date: 6/30/16
Printed Name: Michael Hoffman By Tracy Rutter	
Official's Title: Acting Director Tracy Rutter, DD	
Legal Signature:	Date:
Legal Printed Name: Michael Basil	
Legal Title:	
Fiscal Signature:	Date:
Fiscal Printed Name: Karen Pape	
Fiscal Title:	

AGENCY/UNIVERSITY USE ONLY	NOT PART OF CONTRACTUAL PROVISIONS
Agency Reference # 15-90350	Project Title Fleet Fuel Card Services
Contract # CMS7903500	Procurement Method (IFB, RFP, Small, etc.): RFP
IPB Ref. # 22038253	IPB Publication Date: 06/09/2016 Award Code: B
Subcontractor Utilization? ☐ Yes ☒ No	Subcontractor Disclosure? ☐ Yes ☒ No
Funding Source 9999	Obligation #
Small Business Set-Aside? ☐ Yes ☒ No	
Minority Owned Business? ☐ Yes ☒ No Percentage	
Female-Owned Business? ☐ Yes ☒ No Percentage	
Persons With Disabilities Owned Business? ☐ Yes ☒ No Percentage	
Other Preferences?	

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1. DESCRIPTION OF SUPPLIES AND SERVICES

1.1 SUPPLIES AND/OR SERVICES REQUIRED:

1.1.1 The State operates over 12,500 vehicles through various agencies, boards and commissions under the jurisdiction of the Governor. Additionally, vehicles operated by local governmental units, universities and constitutional officers may utilize services under this contract – referred to as the "Fleet". Vehicles include, but are not limited to, passenger cars, trucks, highway maintenance, law enforcement, public health and safety, and airplanes, all of which require 24-hour fuel purchase capability. About 9,500 of the vehicles in the state fleet are considered passenger type vehicles. Fleet uses multiple fuel types including gasoline, RFG, E-85, bio diesel, diesel and aviation fuel.

1.1.2 Vendor will provide fleet fuel cards that allow drivers of the Fleet to make fuel purchases. Vendor is not required to guarantee the supply of fuel at any of the locations in the vendor's network.

1.1.3 The vendor's network of fuel merchants must be geographically diverse across the State's 102 counties and shall encompass a variety of branded and independent gas stations.

1.1.4 Vendor will provide fueling networks outside of the State of Illinois and occasionally internationally. Any additional costs associated with usage of these networks are identified in the pricing section of this contract.

1.1.5 The State may refer additional fuel merchants to the vendor's merchant acquisition team to achieve maximum level of participation. Inclusion into the vendor's fuel network will be subject to the vendor's standard practices and will not be unreasonably withheld. Minimum information to be provided by the State to the vendor's merchant acquisition team includes fuel merchant name, address, contact person, phone and fax numbers, expected utilization/volume from the Fleet and the name and contact information of the Agency Vehicle Coordinator making the referral.

1.1.6 Vendor will provide AVCARD for fuel and related aviation services all other terms set forth herein remain the same.

1.1.7 All agencies, boards, and commissions under the jurisdiction of the Governor may utilize this contract. Other offices of elected officials, higher education and local governmental units that are authorized to participate in joint purchasing programs may choose to use the resulting contract but are not required to do so.

1.1.8 Fuel Network Administration

a. Upon contract execution, vendor will provide an online site directory of available fueling locations that can be searched by brand, city, state and zip code and that is available 24/7 via WEXOnline.

b. Vendor will provide applications (i.e. WEX Connect, Smart hub, or Driver Mobile) that

are compatible with iPhone and Androids to assist Agency Vehicle Coordinators and drivers with card usage, fuel locations, and security and service features.

c. Vendor will supply a paper directory of available fueling locations, by state, upon request at no cost.

d. Vendor shall provide access to agencies and drivers to the Daily Best Fuel Price and Fuel Price Mapping components of their web page. Access can be achieved by utilizing WEX Connect on cell phones with integrated text-to-speech technology 24 hours a day/7 days a week.

e. Vendor will provide resources to assist in locating diesel sites other than Tier 1 (Pilot, Flying J, Love's, and Petro), truck stops, if requested.

1.1.9 Information Management and Data Exchange

a. Vendor will provide standard Accounts Receivable reports for Agency Vehicle Coordinators.

b. Vendor shall have Customer Service Representatives (CSRs) trained to handle account billing and reporting questions 24 hours a day, 7 days a week.

c. Vendor will have Strategic Receivable Services specialists to assist in working with the State on billing structure and payment methods.

d. Vendor will, to the extent available, provide all fuel transaction data including odometer, pin specific, cost, quantity, fuel type, product codes, vehicle id, and etc. for automated billing and reporting for fleet. Data capture is at Level III which includes transaction specific, pin specific and quantity information for tax exemption.

e. Vendor's Merchant Operations will work with the State, individual agencies and merchants to correct any product code errors.

f. Vendor will have the capability of providing the following types of reports to the State:

(1) Management Reports:

Major Fleet Activity: current and previous monthly summary information by account, brand, outlining total spend, fueling spend, gallons and average PPG; helps identify which merchants Fleet is using and whether saving money;

Account Review: rolling 13-month review of cost and fuel consumption data to assist in identifying areas of cost savings opportunities.

Opportunity Report: outlines potential savings areas.

(2) Profile Reports:

Account Profile: itemizes the accounts and details to ensure accounts are set up as desired.

Card Profile: broad view of cards across multiple accounts

Vehicle Profile: broad view of vehicles and assets across multiple accounts.

Driver Profile: broad view of drivers across multiple accounts.

(3) Transaction Reports:

Ad Hoc Transaction: provides posted transaction details for a specific period of time with filtering and sorting capabilities.

Ad Hoc Transaction Summary: provides overview of posted transaction details for a specific period that can be drilled down for more information.

Transaction Management: allows analysis at certain merchants or within certain dollar amounts

Authorization Activity: real time authorization of transactions to help manage usage and policies.

(4) Exception Reports:

Ad Hoc Exceptions: view posted transaction details for exceptions

Flexible Exceptions: exception parameters for posted transactions with alerts

Real Time Alerts: set alerts when a transaction falls outside the set parameters.

(5) Benchmarking Reports:

Business Enterprise: monthly roll up of transactions at minority and women-owned merchants

WEXIndex: price per gallon of certain fuel types in a given month to understand pricing trends

(6) Billing Cycle Reports:

Purchase Activity: standard billing cycle reports

View Details: standard transaction detail

WEXLink: comprehensive data file

1.1.10 Security

a. Vendor will assign valid Driver Identification Numbers (DID). The DID will be

required at the point of sale as a security measure.

b. Vendor is able to provide the following controls at the request of CMS and at no additional cost:

(1) Custom Control: permits all types of purchases at locations accepting the fleet fuel card based on the coding in the magnetic strip. This includes fuel, maintenance, oil changes and other general merchandise items. This comes with the option for managers to apply Product Type Controls, allowing certain product categories to be deselected.

(2) Fuel Only: permits the purchase of fuel or alternative fuels based on the coding in the magnetic strip on the card. Non-fuel purchases are not permitted when non-fuel items are identified at the time of authorization.

(3) Purchase Controls: allows the State to control the amount and frequency of purchases on their fleet fuel cards, at the card or the account level. Defining limits may assist the Agency Vehicle Coordinator to detect and prevent unauthorized transactions, potentially saving money. Purchase Controls may be per transaction dollar limit, daily number of transactions limited, time of day limited or day of week.

(4) Product Type Controls: allows fleets to control what is being purchased by product type, not just the merchant type; more specific reporting

(5)Automatic Pump Shut-Off: works in conjunction with the parameters of fuel dollars per transaction, fuel dollars per timeframe and total dollars for all products; this technology allows for shut off if exceeded.

(6) Purchase Alerts: the State receives and email notification when a transaction has occurred that is outside the purchase policy. The transaction is authorized, keeping the driver on the road. Transactions that exceed set parameters will not be declined, but an email notification will be sent to the Vehicle Coordinator, notifying them that a parameter has been exceeded.

c. Fraud Prevention: Vendor's Fraud Department will use commercially reasonable efforts to identify and mitigate fraud. This includes reviewing transaction activity, identifying potentially abusive or fraudulent behavior, and notifying customers when such behavior occurs, as it does with overall portfolio monitoring. Provided however, the State is responsible for reviewing its reports and/or monitoring its accounts. The Fraud Department will provide recommendations to the State to prevent fraud from occurring and proactively identify fraudulent situations to minimize losses.

d. Replacement Cards: Lost/Stolen cards are to be reported immediately to 1-800-492-0669 Customer Service. Once reported, vendor will invalidate the lost or stolen card in the WEX system.

Requests for replacement cards (at no cost) will be processed within one business day and provided within 1-5 days of request, depending upon the emergency basis.

Overnight delivery requests may be subject to shipping fees as outlined in the pricing section of this contract.

1.1.11 Disaster Preparedness

a. Vendor will be prepared to support the needs of the State in the event of natural disasters, threats to national security and military mobilization. Vendor recognizes the critical importance of keeping fuel supplies available so that public sector vehicles can operate and respond during natural disasters and other emergencies.

b. Vendor's services during these times shall include: emergency plan development working with the State to prepare a plan of response should an emergency occur; set up of online emergency card profiles so the State can easily remove or change the card control limits to support the emergency needs; regular updates outlining which networks and fuel stations are open and active in disaster areas.

1.1.12 Training

a. Vendor will provide training through either web-based training tools or CDs.

b. Web-based training allows users to be trained on future enhancements by instructing them to visit a website through a hyperlink via email.

c. The vendor uses a "train the trainer" approach that would include hands on training for the key manager and trainers in the State's system.

d. Training for card holders typically lasts for one to two hours and is via webinar. Training for Program Administrators may take from four hours to several days, depending upon the complexity of the customized card program.

e. WEX will provide recorded training sessions that can be posted to the State's Intranet site.

f. Vendor will provide training as needed with new technology releases. WebEX and in-person training will be provided on the frequency determined by the State.

1.1.13 Resources: GPS

a. At the request of CMS, Vendor will provide GPS integration capabilities to provide custom oversight and management reporting options. Vendor will work with the State on cost saving options upon asset transfer and/or reduction for vehicles with GPS.

(1) Option 1 is an "out of the box" Track and Trace solution that includes basic diagnostic and reporting capabilities as well as asset Tracking Fuel Integrated Reporting suite.

(2) Option 2 more robust tracking, customizable dashboards, diagnostics with odometer and fuel tank levels, reporting capabilities, mobile app and fuel integrated reporting suite.

(3)Option 3 is very capable tracking, focused on safety and includes alerting and reporting with custom reports, dashboards and interactive driver coaching, mobile app and single fuel integrated reporting.

(4) Option 4 focused on complex for industrial utility and construction with fuel integrated reporting suite.

b. Additional costs associated with this are included in the pricing section of this contract. Also refer to Attachment A.

1.1.14 Resources: Analytics

a. At the request of CMS, vendor will provide data analytics to assist with the management of fuel consumption, costs and avoidance of theft and abuse.

b. Additional costs associated with this are included in the pricing section of this contract.

1.2 MILESTONES AND DELIVERABLES: N/A

1.3 VENDOR / STAFF SPECIFICATIONS:

1.3.1 Vendor will provide 24/7 access to trained call center representatives (CSRs) whenever needed. The toll free number is on each fleet fuel card.

1.3.2 Each Agency will assign an Agency Vehicle Coordinator to provide contract administration and to serve as the contact person responsible.

1.3.3 Vendor will provide a Government Relationship Manager: Denise Baumgart 21771 W 123rd Terrace, Olathe, KS 66061 phone 913.393.3208; fax 207.791.1687 and email denise.baumgart@wexinc.com

1.3.4 Vendor will provide Account Manager, Dan Neuville, day-to-day primary contact for Vehicle Coordinators.

1.3.5 Changes in contact persons shall be in writing within two business days.

1.3.6 Vendor will provide training on a frequency determined by the State. See 1.1.12.

1.4 TRANSPORTATION AND DELIVERY: N/A

1.5 SUBCONTRACTING

Subcontractors are allowed.

For purposes of this section, subcontractors are those specifically hired to perform all or part of the work covered by the contract. If subcontractors will be utilized, Vendor must identify below the names and addresses of all subcontractors it will be entering into a contractual agreement that has an annual value of $50,000 or more in the performance of this Contract, together with a description of the work to be performed by the subcontractor and the anticipated amount of money to the extent the information is known that each subcontractor is expected to receive pursuant to the Contract. Attach additional sheets as necessary.

1.5.1 Will subcontractors be utilized? ☐ Yes ☒ No

1.5.2 If at any time during the term of the Contract, Vendor adds or changes any subcontractors, Vendor will be required to promptly notify, in writing, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to the Contract. Any subcontracts entered into prior to award of the Contract are done at the Vendor's and subcontractor's risk.

1.5.3 Vendor shall report any payments made to any subcontractor that is certified with the State of Illinois as a Business Enterprise Program or Veteran Business Program participant no later than August 31st of each for the preceding fiscal year (July through June).

1.6 WHERE SERVICES ARE TO BE PERFORMED: Unless otherwise disclosed in this section all services shall be performed in the United States. If the Vendor performs the services purchased hereunder in another country in violation of this provision, such action may be deemed by the State as a breach of the contract by Vendor.

Vendor shall disclose the locations where the services required shall be performed and the known or anticipated value of the services to be performed at each location. If the Vendor received additional consideration in the evaluation based on work being performed in the United States, it shall be a breach of contract if the Vendor shifts any such work outside the United States.

- Location where services will be performed: Drivers will use the WEX Fleet card at locations that accept the card.
- Value of the Services: 100%

2 PRICING

2.1 TYPE OF PRICING: The Illinois Office of the Comptroller requires the State to indicate whether the contract value is firm or estimated at the time it is submitted for obligation. The total value of this contract is estimated.

2.2 EXPENSES ALLOWED: Expenses are not allowed.

2.3 DISCOUNT: N/A

2.4 VENDOR'S PRICING:

2.4.1. Vendor's Price for the Initial Term:

a. Vendor will issue a monthly price deduction, credited two months in arrears, of 1.5% of all Monthly Retail Transactions. This rebate is based upon payment in full within 30 days of the date of the invoice. "Monthly Retail Transactions" shall mean the total amount of all purchases made using Cards (as defined in Vendor's Supplementary Terms) at retail locations that appear on invoices provided to you in a calendar month. Monthly Retail Transactions shall not include: (i) those amounts representing credits, disputed items, fees, late fees or charges posted to your accounts (such as returned check fees, collection costs, administrative fees and reporting fees), (ii) fuel purchased at Tier 1 Truck Stop locations (currently Flying J, Loves, Petro, and Pilot), or (iii) any amounts posted to an account with respect to which a Card has been reported lost or stolen. Rebates for international transactions shall be paid at a rate of 50% of the ~~applicable~~ rebate percentage.

b. Merchant Price Adjustments: The following is a list of WEX accepting merchants for State and participating entities that provide additional discounts:

Merchant	Cents/Gallon	Fuel Type
Huck's Convenience Stores	$0.04	Gasoline & diesel
Gas City/Steel City	$0.03	Gasoline & diesel
Road Ranger	$.02/$.04	Gasoline/Diesel
Kelley Williamson	$0.03	Gasoline & diesel
Knapp Oil	$0.02	Gasoline & diesel
Hy-Vee Inc	$0.03	Gasoline & diesel
Safeway	$0.01	Gasoline & diesel

Merchant price adjustments are based on a) use of the WEX card at the location and b) the merchant participation in the vendor's fuel program.

Please note that the merchant may suspend, modify or discontinue participation in the vendor's fuel program at any time. Merchants may be added in the vendor fuel program during the life of this contract and, as such, the price adjustments will be included.

There is no guarantee that these price adjustments will remain the same throughout the life of the contract and are subject to annual review by the merchant of State's and participating entity's purchasing volume at the merchant's locations. These price adjustments will be paid monthly in arrears directly to the qualifying entity.

c. Fee Schedule:

Fee	Amount
Set Up Fee	$0.00
Monthly Card Charge	$0.00
Replacement Card	$0.00
International Currency Conversion Fee	2% of the total transaction value
Reproduced Reports	$25.00 per request
General Research Fee	$15.00 per hour
Expedited Shipping Fees	Acutal cost without markup
Returned Payment Fee	$50.00 per occurrence
Over Credit Limit	$0.00
Reactivation Fee	$0.00
Truck Stop Fee	$3.00 per card swipe @ Tier 1 Truck Stops*
Program Maintenance Charge	$0.00
Paper Delivery Fee	$0.00
*Tier 1 Truck Stop locations are currently Flying J, Loves, Petro and Pilot	

2.4.2. Analytics Pricing:

Clearview 0-999 cards	$.80 per card per month
1,000-9,999 cards	$.60 per card per month
10,000+ cards	$.40 per card per month

2.4.3. GPS Additional Pricing:

Option 1	Unit Cost $190.92	Monthly Cost $24.13
Option 2	Unit Cost $201.01	Monthly Cost $22.27
Option 3	Unit Cost $100.76	Monthly Cost $19.14
Option 4	Unit cost $393.93	Monthly Cost $27.15

Options 1, 2, and 3 have install rates of $75-$150; Option 4 is estimated at $100-$200. Standard shipping rates will apply. Unit prices will not exceed list price. WEX reserves the right to offer lower prices based on total opportunity. Some functionality may require additional parts/service depending on the vehicle. Payment plans are available that amortize hardware costs over 12, 24, or 36 months.

2.4.4. Renewal Compensation: If the contract is renewed, the price shall be at the same rate as for the initial term.

2.5 MAXIMUM AMOUNT: N/A as this is an indefinite quantity master contract.

3 TERM AND TERMINATION

3.1 TERM OF THIS CONTRACT: This contract has an initial term of July 1, 2016 to June 30, 2021. If a start date is not identified, the term shall commence upon the last dated signature of the Parties.

3.1.1 In no event will the total term of the contract, including the initial term, any renewal terms and any extensions, exceed 10 years.

3.1.2 Vendor shall not commence billable work in furtherance of the contract prior to final execution of the contract except when permitted pursuant to 30 ILCS 500/20-80.

3.2 RENEWAL:

3.2.1. Any renewal is subject to the same terms and conditions as the original contract unless otherwise provided in the pricing section. The State may renew this contract for any or all of the option periods specified, may exercise any of the renewal options early, and may exercise more than one option at a time based on continuing need and favorable market conditions, when in the best interest of the State. The contract may neither renew automatically nor renew solely at the Vendor's option.

3.2.2. Pricing for the renewal term(s), or the formula for determining price, is shown in the pricing section of this contract.

3.2.3. The State reserves the right to renew for a total of up to four (4) years in any one of the following manners:

3.2.3.1 One renewal covering the entire renewal allowance;

3.2.3.2 Individual one-year renewals up to and including the entire renewal allowance; or

3.2.3.3 Any combination of full or partial year renewals up to and including the entire renewal allowance.

3.3 TERMINATION FOR CAUSE: The State may terminate this contract, in whole or in part, immediately upon notice to the Vendor if: (a) the State determines that the actions or inactions of the Vendor, its agents, employees or subcontractors have caused, or reasonably could cause, jeopardy to health, safety, or property, or (b) the Vendor has notified the State that it is unable or unwilling to perform the contract.

If Vendor fails to perform to the State's satisfaction any material requirement of this contract, is in violation of a material provision of this contract, or the State determines that the Vendor lacks the financial resources to perform the contract, the State shall provide written notice to the Vendor to cure the problem identified within the period of time specified in the State's written notice. If not cured by that date the State may either: (a) immediately terminate the contract without additional written notice or (b) enforce the terms and conditions of the contract.

For termination due to any of the causes contained in this Section, the State retains its rights to seek any available legal or equitable remedies and damages.

3.4 **TERMINATION FOR CONVENIENCE:** The State may, for its convenience and with 30 days prior written notice to Vendor, terminate this contract in whole or in part and without payment of any penalty or incurring any further obligation to the Vendor.

3.4.1. The Vendor shall be entitled to compensation upon submission of invoices and proof of claim for supplies and services provided in compliance with this contract up to and including the date of termination.

3.5 **AVAILABILITY OF APPROPRIATION:** This contract is contingent upon and subject to the availability of funds. The State, at its sole option, may terminate or suspend this contract, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason (30 ILCS 500/20-60), (2) the Governor decreases the Department's funding by reserving some or all of the Department's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly, or (3) the Department determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. Contractor will be notified in writing of the failure of appropriation or of a reduction or decrease.

4 STANDARD BUSINESS TERMS AND CONDITIONS

4.1 PAYMENT TERMS AND CONDITIONS:

4.1.1 Late Payment: Payments, including late payment charges, will be paid in accordance with the State Prompt Payment Act and rules when applicable. 30 ILCS 540; 74 Ill. Adm. Code 900. This shall be Vendor's sole remedy for late payments by the State. Payment terms contained on Vendor's invoices shall have no force and effect.

4.1.2 Minority Contractor Initiative: Any Vendor awarded a contract under Section 20-10, 20-15, 20-25 or 20-30 of the Illinois Procurement Code (30 ILCS 500) of $1,000 or more is required to pay a fee of $15. The Comptroller shall deduct the fee from the first check issued to the Vendor under the contract and deposit the fee in the Comptroller's Administrative Fund. 15 ILCS 405/23.9.

4.1.3 Expenses: The State will not pay for supplies provided or services rendered, including related expenses, incurred prior to the execution of this contract by the Parties even if the effective date of the contract is prior to execution.

4.1.4 Prevailing Wage: As a condition of receiving payment Vendor must (i) be in compliance with the contract, (ii) pay its employees prevailing wages when required by law, (iii) pay its suppliers and subcontractors according to the terms of their respective contracts, and (iv) provide lien waivers to the State upon request. Examples of prevailing wage categories include public works, printing, janitorial, window washing, building and grounds services, site technician services, natural resource services, security guard and food services. The prevailing wages are revised by the Department of Labor and are available on the Department's official website, which shall be deemed proper notification of any rate changes under this subsection. Vendor is responsible for contacting the Illinois Department of Labor to ensure understanding of prevailing wage requirements at 217-782-6206 or (http://www.state.il.us/agency/idol/index.htm).

4.1.5 Federal Funding: This contract may be partially or totally funded with Federal funds. If federal funds are expected to be used, then the percentage of the good/service paid using Federal funds and the total Federal funds expected to be used will be provided in the award notice.

4.1.6 Invoicing: By submitting an invoice, Vendor certifies that the supplies or services provided meet all requirements of the contract, and the amount billed and expenses incurred are as allowed in the contract. Invoices for supplies purchased, services performed and expenses incurred through June 30 of any year must be submitted to the State no later than July 31 of that year; otherwise Vendor may have to seek payment through the Illinois Court of Claims. 30 ILCS 105/25. All invoices are subject to statutory offset. 30 ILCS 210.

4.1.6.1 The State shall participate in Vendor's Tax Program, as described in Attachment B, and comply with the terms of such program.

4.1.6.2 Vendor will include transactions that have posted to the system during the billing cycle and may not include transactions that have been made during the billing cycle.

4.1.6.3 Vendor will provide online invoicing access for every account via WEXLink or WEXOnline. State agencies are instructed to utilize the online reporting and invoicing in an effort to follow the Green Illinois initiative of reducing paper consumption.

4.1.6.4 Vendor will invoice each Agency net of all Federal excise taxes on all fuel types, regardless of merchant participation, since the State is qualified as tax exempt.

4.1.6.5 Vendor will invoice the State net of all applicable state and local taxes on all fuel types, depending on merchant participation since the State is qualified as tax exempt. If a merchant does not participate in the vendor's tax program, the State will receive reports on those transactions that were not exempted, indicated as show tax on invoice.

4.1.6.6 Vendor shall follow the Prompt Payment Act. Accounts with balances over 120 days from the invoice date may be subject to temporary suspension. The Parties agree to review and potentially renegotiate the Vendor's ability to suspend accounts that have not been paid within 120 days of the invoice date once the State of Illinois has passed a budget.

4.1.6.7 Send invoices to:

Agency/University:	Applicable Agency will provide invoicing information
Attn:	
Address:	
City, State Zip	

4.2 **ASSIGNMENT:** This contract may not be assigned, transferred in whole or in part by Vendor without the prior written consent of the State.

4.3 **SUBCONTRACTING:** For purposes of this section, subcontractors are those specifically hired to perform all or part of the work covered by the contract. Vendor must receive prior written approval before use of any subcontractors in the performance of this contract. Vendor shall describe, in an attachment if not already provided, the names and addresses of all authorized subcontractors to be utilized by Vendor in the performance of this contract, together with a description of the work to be performed by the subcontractor and the anticipated amount of money that each subcontractor is expected to receive pursuant to this contract. If required, Vendor shall provide a copy of any subcontracts within 15 days after execution of this contract. All subcontracts must include the same certifications that Vendor must make as a condition of this contract. Vendor shall include in each subcontract the subcontractor certifications as shown on the Standard Subcontractor Certification form available from the State. If at any time during the term of the Contract, Vendor adds or changes any subcontractors, then Vendor must promptly notify, by written amendment to the Contract, the State Purchasing Officer or the Chief Procurement Officer of the names and addresses and the expected amount of money that each new or replaced subcontractor will receive pursuant to the Contract.

4.4 **AUDIT/RETENTION OF RECORDS:** Vendor and its subcontractors shall maintain books and records relating to the performance of the contract or subcontract and necessary to support amounts charged to the State pursuant the contract or subcontract. Books and records, including information stored in databases or other computer systems, shall be maintained by the Vendor for a period of three years

from the later of the date of final payment under the contract or completion of the contract, and by the subcontractor for a period of three years from the later of final payment under the term or completion of the subcontract. If federal funds are used to pay contract costs, the Vendor and its subcontractors must retain its records for five years. Books and records required to be maintained under this section shall be available for review or audit by representatives of: the procuring Agency/University, the Auditor General, the Executive Inspector General, the Chief Procurement Officer, State of Illinois internal auditors or other governmental entities with monitoring authority, upon reasonable notice and during normal business hours. Vendor and its subcontractors shall cooperate fully with any such audit and with any investigation conducted by any of these entities. Failure to maintain books and records required by this section shall establish a presumption in favor of the State for the recovery of any funds paid by the State under the contract for which adequate books and records are not available to support the purported disbursement. The Vendor or subcontractors shall not impose a charge for audit or examination of the Vendor's books and records. 30 ILCS 500/20-65.

4.5 **TIME IS OF THE ESSENCE:** Time is of the essence with respect to Vendor's performance of this contract. Vendor shall continue to perform its obligations while any dispute concerning the contract is being resolved unless otherwise directed by the State.

4.6 **NO WAIVER OF RIGHTS:** Except as specifically waived in writing, failure by a Party to exercise or enforce a right does not waive that Party's right to exercise or enforce that or other rights in the future.

4.7 **FORCE MAJEURE:** Failure by either Party to perform its duties and obligations will be excused by unforeseeable circumstances beyond its reasonable control and not due to its negligence, including acts of nature, acts of terrorism, riots, labor disputes, fire, flood, explosion, and governmental prohibition. The non-declaring Party may cancel the contract without penalty if performance does not resume within 30 days of the declaration.

4.8 **CONFIDENTIAL INFORMATION:** Each Party, including its agents and subcontractors, to this contract may have or gain access to confidential data or information owned or maintained by the other Party in the course of carrying out its responsibilities under this contract. Vendor shall presume all information received from the State or to which it gains access pursuant to this contract is confidential. Vendor information, unless clearly marked as confidential and exempt from disclosure under the Illinois Freedom of Information Act, shall be considered public. No confidential data collected, maintained, or used in the course of performance of the contract shall be disseminated except as authorized by law and with the written consent of the disclosing Party, either during the period of the contract or thereafter. The receiving Party must return any and all data collected, maintained, created or used in the course of the performance of the contract, in whatever form it is maintained, promptly at the end of the contract, or earlier at the request of the disclosing Party, or notify the disclosing Party in writing of its destruction. The foregoing obligations shall not apply to confidential data or information lawfully in the receiving Party's possession prior to its acquisition from the disclosing Party; received in good faith from a third Party not subject to any confidentiality obligation to the disclosing Party; now is or later becomes publicly known through no breach of confidentiality obligation by the receiving Party; or is independently developed by the receiving Party without the use or benefit of the disclosing Party's confidential information.

4.9 **USE AND OWNERSHIP:** Notwithstanding other provisions contained herein, the State recognizes that this is a contract for fleet fuel card services and that Vendor will be providing credit to the State as well as ancillary services related to the credit being provided. Therefore, Vendor shall retain all ownership of its systems and report formats. However, the State shall retain ownership rights in its own transaction data from the purchases it makes using the Write Express Card Program. All work performed or supplies created by Vendor under this contract, whether written documents or data, goods or deliverables of any kind, shall be deemed work for hire under copyright law and all intellectual property and other laws, and the State of Illinois is granted sole and exclusive ownership to all such work, unless otherwise agreed in writing. Vendor hereby assigns to the State all right, title, and interest in and to such work including any related intellectual property rights, and/or waives any and all claims that Vendor may have to such work including any so-called "moral rights" in connection with the work. Vendor acknowledges the State may use the work product for any purpose. Confidential data or information contained in such work shall be subject to confidentiality provisions of this contract.

4.10 **INDEMNIFICATION AND LIABILITY:** The Vendor shall indemnify and hold harmless the State of Illinois, its agencies, officers, employees, agents and volunteers from any and all costs, demands, expenses, losses, claims, damages, liabilities, settlements and judgments, including in-house and contracted attorneys' fees and expenses, arising out of: (a) any breach or violation by Vendor of any of its certifications, representations, warranties, covenants or agreements; (b) any actual or alleged death or injury to any person, damage to any property or any other damage or loss claimed to result in whole or in part from Vendor's negligent performance; (c) any act, activity or omission of Vendor or any of its employees, representatives, subcontractors or agents; or (d) any actual or alleged claim that the services or goods provided under the contract infringing, misappropriating, or otherwise violating any intellectual property (patent, copyright, trade secret, or trademark) rights of a third party. Neither Party shall be liable for incidental, special, consequential or punitive damages.

4.11 **INSURANCE:** Vendor shall, at all times during the term and any renewals maintain and provide a Certificate of Insurance naming the State as additionally insured for all required bonds and insurance. Certificates may not be modified or canceled until at least 30 days' notice has been provided to the State. Vendor shall provide: (a) General Commercial Liability occurrence form in amount of $1,000,000 per occurrence (Combined Single Limit Bodily Injury and Property Damage) and $2,000,000 Annual Aggregate; (b) Auto Liability, including Hired Auto and Non-owned Auto, (Combined Single Limit Bodily Injury and Property Damage) in amount of $1,000,000 per occurrence; and (c) Worker's Compensation Insurance in amount required by law. Insurance shall not limit Vendor's obligation to indemnify, defend, or settle any claims.

4.12 **INDEPENDENT CONTRACTOR:** Vendor shall act as an independent contractor and not an agent or employee of, or joint venture with the State. All payments by the State shall be made on that basis.

4.13 **SOLICITATION AND EMPLOYMENT:** Vendor shall not employ any person employed by the State during the term of this contract to perform any work under this contract. Vendor shall give notice immediately to the Agency's director if Vendor solicits or intends to solicit State employees to perform any work under this contract.

4.14 **COMPLIANCE WITH THE LAW:** The Vendor, its employees, agents, and subcontractors shall comply with all applicable federal, state, and local laws, rules, ordinances, regulations, orders, federal circulars and all license and permit requirements in the performance of this contract. Vendor shall be in compliance with applicable tax requirements and shall be current in payment of such taxes. Vendor shall obtain at its own expense, all licenses and permissions necessary for the performance of this contract.

4.15 **BACKGROUND CHECK:** Whenever the State deems it reasonably necessary for security reasons, the State may conduct, at its expense, criminal and driver history background checks of Vendor's and subcontractors officers, employees or agents who will consistently be on the State's premises. For all other Vendor personnel, Vendor will follow Vendor's policies and procedures related to background checks. Vendor or subcontractor shall reassign immediately any such individual who, in the opinion of the State, does not pass the background check.

4.16 **APPLICABLE LAW:** This contract shall be construed in accordance with and is subject to the laws and rules of the State of Illinois. The Department of Human Rights' Equal Opportunity requirements (44 Ill. Adm. Code 750) are incorporated by reference. Any claim against the State arising out of this contract must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1. The State shall not enter into binding arbitration to resolve any contract dispute. The State of Illinois does not waive sovereign immunity by entering into this contract. The official text of cited statutes is incorporated by reference. An unofficial version can be viewed at (www.ilga.gov/legislation/ilcs/ilcs.asp).

4.17 **ANTI-TRUST ASSIGNMENT:** If Vendor does not pursue any claim or cause of action it has arising under federal or state antitrust laws relating to the subject matter of the contract, then upon request of the Illinois Attorney General, Vendor shall assign to the State rights, title and interest in and to the claim or cause of action.

4.18 **CONTRACTUAL AUTHORITY:** The Agency that signs for the State of Illinois shall be the only State entity responsible for performance and payment under the contract. When the Chief Procurement Officer or authorized designee signs in addition to an Agency, they do so as approving officer and shall have no liability to Vendor. When the Chief Procurement Officer or authorized designee, or State Purchasing Officer signs a master contract on behalf of State agencies, only the Agency that places an order with the Vendor shall have any liability to Vendor for that order.

4.19 **NOTICES:** Notices and other communications provided for herein shall be given in writing by registered or certified mail, return receipt requested, by receipted hand delivery, by courier (UPS, Federal Express or other similar and reliable carrier), by e-mail, or by fax showing the date and time of successful receipt. Notices shall be sent to the individuals who signed the contract using the contact information following the signatures. Each such notice shall be deemed to have been provided at the time it is actually received. By giving notice, either Party may change the contact information.

4.20 **MODIFICATIONS AND SURVIVAL:** Amendments, modifications and waivers must be in writing and signed by authorized representatives of the Parties. Any provision of this contract officially declared void, unenforceable, or against public policy, shall be ignored and the remaining provisions shall be interpreted, as far as possible, to give effect to the Parties' intent. All provisions that by their nature

would be expected to survive, shall survive termination. In the event of a conflict between the State's and the Vendor's terms, conditions and attachments, the State's terms, conditions and attachments shall prevail.

4.21 **PERFORMANCE RECORD / SUSPENSION:** Upon request of the State, Vendor shall meet to discuss performance or provide contract performance updates to help ensure proper performance of the contract. The State may consider Vendor's performance under this contract and compliance with law and rule to determine whether to continue the contract, suspend Vendor from doing future business with the State for a specified period of time, or to determine whether Vendor can be considered responsible on specific future contract opportunities.

4.22 **FREEDOM OF INFORMATION ACT:** This contract and all related public records maintained by, provided to or required to be provided to the State are subject to the Illinois Freedom of Information Act (FOIA) (50 ILCS 140) notwithstanding any provision to the contrary that may be found in this contract.

4.23 **SCHEDULE OF WORK:** Any work performed on State premises shall be done during the hours designated by the State and performed in a manner that does not interfere with the State and its personnel.

4.24 **WARRANTIES FOR SUPPLIES AND SERVICES:**

4.24.1. Vendor warrants that the supplies furnished under this contract will: (a) conform to the standards, specifications, drawing, samples or descriptions furnished by the State or furnished by the Vendor and agreed to by the State, including but not limited to all specifications attached as exhibits hereto; (b) be merchantable, of good quality and workmanship, and free from defects for a period of twelve months or longer if so specified in writing, and fit and sufficient for the intended use; (c) comply with all federal and state laws, regulations and ordinances pertaining to the manufacturing, packing, labeling, sale and delivery of the supplies; (d) be of good title and be free and clear of all liens and encumbrances and; (e) not infringe any patent, copyright or other intellectual property rights of any third party. Vendor agrees to reimburse the State for any losses, costs, damages or expenses, including without limitations, reasonable attorney's fees and expenses, arising from failure of the supplies to meet such warranties.

4.24.2. Vendor shall insure that all manufacturers' warranties are transferred to the State and shall provide a copy of the warranty. These warranties shall be in addition to all other warranties, express, implied or statutory, and shall survive the State's payment, acceptance, inspection or failure to inspect the supplies.

4.24.3. Vendor warrants that all services will be performed to meet the requirements of the contract in an efficient and effective manner by trained and competent personnel. Vendor shall monitor performances of each individual and shall reassign immediately any individual who is not performing in accordance with the contract, who is disruptive or not respectful of others in the workplace, or who in any way violates the contract or State policies.

4.25 **REPORTING, STATUS AND MONITORING SPECIFICATIONS:** Vendor shall immediately notify the State of any event that may have a material impact on Vendor's ability to perform the contract.

4.26 **EMPLOYMENT TAX CREDIT:** Vendors who hire qualified veterans and certain ex-offenders may be eligible for tax credits. 35 ILCS 5/216, 5/217. Please contact the Illinois Department of Revenue (telephone #: 217-524-4772) for information about tax credits. Vendors must report the hiring of qualified veterans and certain ex-offenders by August 31st of each year.

5. SUPPLEMENTAL PROVISIONS

5.1. STATE SUPPLEMENTAL PROVISIONS

☐ Agency/University Definitions

N/A

☐ Required Federal Clauses, Certifications and Assurances

N/A

☐ Public Works Requirements (construction and maintenance of a public work) 820 ILCS 130/4.

N/A

☐ Prevailing Wage (janitorial cleaning, window cleaning, building and grounds, site technician, natural resources, food services, and security services, if valued at more than $200 per month or $2,000 per year or printing) 30 ILCS 500/25-60.

N/A

☐ Agency/University Specific Terms and Conditions

N/A

☐ Other (describe)

N/A

5.2. VENDOR SUPPLEMENTAL PROVISIONS

See Attachment C.

Fleet Fuel Card Services
WEX Bank
CMS7903500
Attachment A

Item/Feature - as of July 2015	Available Feature / Functionality
Basic GPS Vehicle Tracking	
Basic Fleet Tracking	
Basic Tracking (Maps, Closest To, Landmarks, Speed)	✓
Route Replay / Turn by Turn Breadcrumb	✓
Posted Speed Violations	✓
Roadside Assistance	✓•
Real Time Alerts	✓
Robust Reporting Suite	✓
Last Gasp Alert at Unit Disconnection	✓
Integration w/ 3rd Party Applications (Routing, Maintenance, Etc...)	✓
Polygonal Geofencing	✓
GPS Vehicle Tracking w/ Diagnostics	
Vehicle Diagnostics & Maintenance	
Harsh Braking / Acceleration	✓
Improved Speed and Odometer Accuracy	✓
Engine Trouble Codes	✓
Fuel Consumption (Miles Per Gallon)	✓
Fuel Tank Levels	✓
Vehicle Maintenance Scheduling	✓
GPS Vehicle Tracking w/ Driver ID	
Driver ID (linking Driver to Vehicle)	
Automated Driver ID (key fob, garmin, card swipe)	✓
Manual Driver Assignment (within application)	✓
Automated Driver ID Available w/ Diagnostics	✓
Instant Driver Feedback & Safety	
Driver Behavior and Safety	
Driver behavior Alerts	✓
Harsh Braking / Acceleration	✓
Seatbelt Detection (limited by year, make and model)	✓
Accident Detection	✓
Driver Scorecard	✓
Recall Notifications	✓
Camera / Safety Solutions	✓
Emergency / Panic Button	✓
Misc / Other	
Web-based & Mobile	✓
Asset/Trailer Tracking	✓
Plug n Play Units (Self Installation Enabled w/ Support)	✓
API/Third Party Integration	✓
Mobile Apps /Access	✓
Customizable Dashboard	✓
Sensors (PTO, Doors Open/Closed)	✓
Innovative Green Fleet Features	✓
Robust Reporting Suite	✓
Custom Reports	✓
Fuel Reporting Suite	✓
Extended Vehicle History	✓
Dual Mode Devices (Cell and Satellite Tracking)	✓
HOS Comliance / Driver Logs	✓
State Mileage Reporting with Fuel Tax Data	✓

Product Category	Option	WEX Product Name	Alternative Description	Based Price [1-100]	101-499	500+
Monthly Service	Option 1	Asset Guard Monthly Service		$15.00	$15.00	$15.00
Harnesses	Option 1	16 Pin Mack/Volvo	PARTS070	$35.00	$35.00	$35.00
Misc Parts and Kits	Option 1	Asset Guard G3 Replacement Battery	Asset Guard G3 Replacement Battery	$75.00	$75.00	$75.00
Misc Parts and Kits	Option 1	Asset Guard G3 Magnet Mount Kit	Asset Guard G3 Magnet Mount Kit	$75.00	$75.00	$75.00
Telematics Hardware	Option 1	Asset Guard G3 (Battery)	Asset Guard	$235.00	$235.00	$235.00
Telematics Hardware	Option 1	$2000 GPS-Only Vehicle Unit	$2000 ELD GPS	$250.00	$250.00	$250.00
Monthly AddOn Service	Option 1	ELDaBee - Electronic Driver Logs	PARTS078	$6.00	$6.00	$6.00
Monthly AddOn Service	Option 1	ELDaBee - Electronic Driver Logs	PARTS079	$12.00	$12.00	$12.00
Hardware Installation	Option 1	ELD - Add on Installation	ELD Add on Installation	$35.00	$35.00	$35.00
Monthly MDS Addon Svc	Option 1	Add-On to Base Installation (Camera)	Add-On to Base Installation (Camera)	$45.00	$45.00	$45.00
Harnesses	Option 1	OBD Harness Extension	OBD Harness Extension	$10.00	$10.00	$10.00
Telematics Hardware	Option 1	Asset Guard FW	Asset Guard FW	$225.00	$225.00	$225.00
Misc Parts and Kits	Option 1	Automatic Driver ID Reader Adapter	Automatic Driver ID Reader Adapter	$40.00	$40.00	$40.00
Misc Parts and Kits	Option 1	Automatic Driver ID Reader	Automatic Driver ID Reader	$20.00	$20.00	$20.00
Misc Parts and Kits	Option 1	Automatic Driver ID Key	Automatic Driver ID Key	$4.00	$4.00	$4.00
Monthly AddOn Service	Option 1	Add On to Base Installation (Sensor)	Add On to Base Installation (Sensor)	$40.00	$40.00	$40.00
Telematics Hardware	Option 1	Asset Guard G2 (Tamper Proof)	Asset Guard G2	$225.00	$225.00	$225.00
Misc Parts and Kits	Option 1	Pelican Weatherproof Case for $700 w/ Harness	Pelican Weatherproof Case for $700 w/ Harness	$74.95	$74.95	$74.95
Misc Parts and Kits	Option 1	Bracket for AT 1400	Bracket for AT 1400	$25.00	$25.00	$25.00
Misc Parts and Kits	Option 1	Battery Replacement for AT 1400	Battery Replacement for AT 1400	$45.00	$45.00	$45.00
Misc Parts and Kits	Option 1	Tamper Resistant Zip Ties (100 per pack)	Tamper Resistant Zip Ties (100 per pack)	$50.00	$50.00	$50.00
Misc Parts and Kits	Option 1	Reinstallation Kit - Glue Strip, Razor and Alcohol Prep Pad	Reinstallation Kit - Glue Strip, Razor and Alcohol Prep Pad	$1.50	$1.50	$1.50
Monthly AddOn Service	Option 1	Garmin Add-on Service	Garmin Connect - Monthly Service	$5.00	$5.00	$5.00
Monthly Service	Option 1	Telematics Standard Monthly Svc	AT 1400 - Monthly Service (Asset Tracker)	$15.00	$15.00	$15.00
Harnesses	Option 1	Universal Harness (replacement)	Universal/$2000 3 Wire Harness	$15.00	$15.00	$15.00
Antenna	Option 1	Window Mount GPS Antenna for $2000/$3000	Window Mount GPS Antenna for $2000/$3000	$35.00	$35.00	$35.00
Antenna	Option 1	Combination Antenna A (Standard Antenna)	Combination Antenna A (Standard Antenna)	$10.00	$10.00	$10.00
Antenna	Option 1	Combination Antenna C ($4000 Units Only)	Combination Antenna C ($4000 Units Only)	$30.00	$30.00	$30.00
Misc Parts and Kits	Option 1	Garmin FMI Modified Cable (NWF)	Garmin FMI Modified Cable	$85.00	$85.00	$85.00
Misc Parts and Kits	Option 1	Garmin Cable w/ Traffic (NWF)	Garmin FMI 45 Cable with Traffic for Connect	$145.95	$145.95	$145.95
Misc Parts and Kits	Option 1	Alternate Power Adapter for $500/$700	Alternate Power Adapter for $500/$700	$20.00	$20.00	$20.00
Misc Parts and Kits	Option 1	OBD-II Adapter Kit Only - Connector & Adapters ($700/$5000)	OBD-II Adapter Kit Only - Connector & Adapters ($700/$5000)	$20.00	$20.00	$20.00
Misc Parts and Kits	Option 1	Sensor Input Harness for $700/$500	Sensor Input Harness for $700/$500	$10.00	$10.00	$10.00
Misc Parts and Kits	Option 1	OBD II Adapter Kit Only - Connector & Adapters ($500/$700)	OBD-II Adapter Kit Only - Connector & Adapters ($500/$700)	$20.00	$20.00	$20.00
Misc Parts and Kits	Option 1	$$$ M/Garmin Cable Kit	$$$M/Garmin Cable Kit	$75.00	$75.00	$75.00
Misc Parts and Kits	Option 1	Port Expansion Module	Port Expansion Module	$140.00	$140.00	$140.00
Hardware Installation	Option 1	Hardware Installation - Base	Hardware Installation	$125.00	$125.00	$125.00
Hardware Installation	Option 1	Hardware Installation Contracted Rate	Hardware Installation	$125.00	$125.00	$125.00
Harnesses	Option 1	Quick Install Harness	Quick Install Harness	$25.00	$25.00	$25.00
Harnesses	Option 1	Universal Harness	Universal Harness 15	$10.00	$10.00	$10.00
Harnesses	Option 1	LD Harness w/ OBD II adapter kit	LD Harness plus OBD II adapter kit($500/$700)	$35.00	$35.00	$35.00
Harnesses	Option 1	Universal Harness	Universal Harness for $700	$10.00	$10.00	$10.00
Harnesses	Option 1	HD Harness (9 Pin)	9 Pin HD Harness "D" ($500)	$25.00	$25.00	$25.00
Harnesses	Option 1	HD Harness (9 Pin)	9 Pin HD Harness - Square ($500)	$25.00	$25.00	$25.00
Harnesses	Option 1	HD Harness (6 Pin)	6 Pin HD Harness for $500	$15.00	$15.00	$15.00
Harnesses	Option 1	LD Harness w/ OBD II adapter kit	LD Harness plus OBD II adapter kit($500/$700)	$35.00	$35.00	$35.00
Misc. Hardware	Option 4	Garmin DEZL 760	Garmin Navigational Device	$400.00	$400.00	$400.00
Monthly Service	Option 4	Telematics Base Mode Monthly Svc	Base Mode	$24.00	$24.00	$24.00
Harnesses	Option 4	MDN -CAN1 Interface Harness	Interface Harness	$12.00	$12.00	$12.00
Misc. Hardware	Option 4	Hours of Service ELD - WIN CE	HOS AMULATT	$1,100.00	$1,100.00	$1,100.00
Monthly AddOn Service	Option 4	Garmin Messaging	Garmin Messaging Plan	$5.00	$5.00	$5.00
Monthly AddOn Service	Option 4	HOS Monthly Svc - Android	Geotab Drive HOS Plan	$5.00	$5.00	$5.00
Harnesses	Option 4	9-Pin Heavy Duty Harness	MDN-CDSTND	$30.00	$30.00	$30.00
Harnesses	Option 4	9-Pin Heavy Duty Harness	MDN-CDSTEXD	$10.00	$10.00	$10.00
Harnesses	Option 4	6-Pin Heavy Duty Harness	MDN-CDTND	$10.00	$10.00	$10.00
Harnesses	Option 4	3-wire harness for CG7	MDN-SWCP	$20.00	$20.00	$20.00
Harnesses	Option 4	OBDII (T Type / E series) Harness for CG6 and CG7	MDN-EZT	$25.00	$25.00	$25.00
Misc Parts and Kits	Option 4	OBDII Extension cable pack CG6 and CG7	MDN-INSTALLPACKV2	$30.00	$30.00	$30.00
Misc Parts and Kits	Option 4	Driver ID kit	GEO-NFCSDBLUX	$175.00	$175.00	$175.00
Misc Parts and Kits	Option 4	Driver ID kit	HOS NFCREADIA	$75.00	$75.00	$75.00
Harnesses	Option 4	Immobility Relay Harness	MDN ALLATEX	$10.00	$10.00	$10.00
Telematics Hardware	Option 4	GO7 Device - Canada		$150.00	$140.00	$130.00
Misc Parts and Kits	Option 4	Mounting Bracket for CG6 and CG7	SPR INSTALLBAG	$5.00	$5.00	$5.00
Misc Parts and Kits	Option 4	Green KEY - DRIVER ID Key	Green KEY - DRIVER ID Key	$23.00	$23.00	$23.00
Misc Parts and Kits	Option 4	KEY Downloader (USB)	KEY Downloader (USB)	$103.00	$103.00	$103.00
Misc Parts and Kits	Option 4	Mounting Bracket	Mounting Bracket	$10.00	$10.00	$10.00
Misc Parts and Kits	Option 4	Red KEY - Accident DATA Key	Red KEY - Accident DATA Key	$23.00	$23.00	$23.00
Misc Parts and Kits	Option 4	RF (Ethernet Downloader with antenna	RF (Ethernet Downloader with antenna	$534.00	$534.00	$534.00
Misc Parts and Kits	Option 4	RF site survey kit for determining yard coverage	RF site survey kit for determining yard coverage	$974.00	$974.00	$974.00
Misc Parts and Kits	Option 4	RF USB Downloader with antenna	RF USB Downloader with antenna	$238.00	$238.00	$238.00
Misc Parts and Kits	Option 4	Yellow KEY - Installer Test Key	Yellow KEY - Installer Test Key	$23.00	$23.00	$23.00
Misc Parts and Kits	Option 4	Yellow wire with terminal for IGN detect (HOS & Relay Ctrl add-on)	Yellow wire with terminal for IGN detect (HOS & Relay Ctrl a	$1.00	$1.00	$1.00
Monthly Service	Option 4	Telematics Standard Monthly Svc	CG6 GSM - Monthly Service AT&T - Includes MAN INSTALL A	$27.00	$27.00	$27.00
Monthly Service	Option 4	Telematics Standard Monthly Svc	CG6 GSM 5G - Monthly Service Rogers Network	$27.00	$27.00	$27.00
Monthly Service	Option 4	Telematics Standard Monthly Svc	CG6 GSM T-Mobile - Monthly Service	$27.00	$27.00	$27.00
Monthly Service	Option 4	Telematics Standard Monthly Svc	CG6 with Telus SIM - Monthly Service, Telus network - Cana	$27.00	$27.00	$27.00
Antenna	Option 4	GSM/CDMA/GPS Combo Antenna (window)	GSM/CDMA and GPS Combination Antenna (Internal glass m	$15.00	$15.00	$15.00
Antenna	Option 4	GSM/CDMA and GPS Combination antenna (Roof Mount)	GSM/CDMA and GPS Combination antenna (Roof Mount)	$45.00	$45.00	$45.00
Misc Parts and Kits	Option 4	Ram Mount (for Tablet)		$75.00	$75.00	$75.00
Misc Parts and Kits	Option 4	IOX Cable - Tablet	IO Extender add-on USBPWR	$60.00	$60.00	$60.00
Monthly AddOn Service	Option 4	HOS Monthly Svc -Canada	Garmin HOS Plan	$5.00	$5.00	$5.00
Misc Parts and Kits	Option 4	Driver ID kit	GEO-NFCSDBLU	$14.00	$14.00	$14.00
Misc Parts and Kits	Option 4	Driver ID kit	IOX NFC	$10.00	$10.00	$10.00
Antenna	Option 4	GPS Antenna (Internal Glass Mount)	GPS Antenna (Internal Glass Mount)	$27.00	$27.00	$27.00
Antenna	Option 4	MEARSON Antenna for RF w/ mounting bracket (requires cable)	MEARSON Antenna for RF w/ mounting bracket (requires cal	$85.00	$85.00	$85.00
Antenna	Option 4	WiFi Antenna (Internal Glass Mount)	WiFi Antenna (Internal Glass Mount)	$27.00	$27.00	$27.00
Misc. Hardware	Option 4	Garmin Cable FMI (Geotab)	Garmin add-on harness w/ relay ports Garmin Pro Traffic Sub	$78.00	$78.00	$78.00
Misc Parts and Kits	Option 4	GM vehicle - add-on PID support / CAN low speed (some GM made	GM vehicle - add-on PID support / CAN low speed (some GM	$13.00	$13.00	$13.00
Misc Parts and Kits	Option 4	IO Extender	IO Extender add-on for CG6 for Auxiliary support	$59.00	$59.00	$59.00
Misc Parts and Kits	Option 4	IO Extender	IO Extender add-on for CG6 for Daily John	$117.00	$117.00	$117.00
Misc Parts and Kits	Option 4	IOX Cable - Garmin (no Traffic)	IO Extender add-on for CG6 for Garmin (No traffic services)	$100.00	$100.00	$100.00
Antenna	Option 4	IOX Cable - Garmin (w/ Traffic)	IO Extender add-on for CG6 for Garmin (w/ traffic services)	$125.00	$125.00	$125.00
Misc Parts and Kits	Option 4	IO Extender	IO Extender add-on for CG6 for HID interface (school bus)	$117.00	$117.00	$117.00
Misc. Hardware	Option 4	IO Extender kit (w/modem & Antenna)	IO Extender CG6 add on harness kit w/ modem & antenna)	$875.00	$875.00	$875.00
Misc Parts and Kits	Option 4	IO Extender	IO Extender add on for CG6 for RS232 support (female conn	$78.00	$78.00	$78.00
Misc Parts and Kits	Option 4	IO Extender	IO Extender add on for CG6 for RS232 support (male connec	$74.00	$74.00	$74.00
Misc Parts and Kits	Option 4	Serialized Cable Tie, also know as a Zip Tie pack of 100	Serialized Cable Tie -also know as a Zip Tie pack of 100	$51.00	$51.00	$51.00
Misc Parts and Kits	Option 4	Wide gap door sensor	Wide gap door sensor	$49.00	$49.00	$49.00
Harnesses	Option 4	3 Wire Harness for GO Devices	3 Wire Harness for GO Devices	$13.00	$13.00	$13.00
Harnesses	Option 4	6-Pin Heavy Duty Harness	6-Pin Heavy Duty Harness	$18.00	$18.00	$18.00
Harnesses	Option 4	9-Pin Heavy Duty Harness	9-Pin Heavy Duty Harness	$18.00	$18.00	$18.00
Harnesses	Option 4	Heavy duty harness kit (6 / 9 pin + ALDL for J1708 and 9 pin J1939)	Heavy duty harness kit (6 / 9 pin + ALDL for J1708 and 9 pin	$36.00	$36.00	$36.00
Harnesses	Option 4	T Harness for Medium Duty trucks (J1708 and J1939)	T Harness for medium duty trucks J1708 and J1939)	$59.00	$59.00	$59.00
Misc. Hardware	Option 4	Garmin DEZL 580	Garmin Navigation Unit	$300.00	$300.00	$300.00

Misc Parts and Kits	Option 4	AUX for high volt backpack	$25.00	$25.00	$25.00
Misc Parts and Kits	Option 4	Blue ELY Data transfer key	$21.00	$21.00	$21.00
Monthly AddOn Service	Option 5	HOS Options	$12.00	$12.00	$12.00
Telematics Hardware	Option 5	SIM7000 W/I ECM Cable	$450.00	$450.00	$450.00
Misc Parts and Kits	Option 5	Keyfob Panic Button	$95.00	$95.00	$95.00
Monthly AddOn Service	Option 5	WiFi Data Charge	$45.00	$45.00	$45.00
Misc Parts and Kits	Option 5	DVIR Camera	$550.00	$550.00	$550.00
Misc Parts and Kits	Option 5	Front Facing Camera	$90.00	$90.00	$90.00
Misc Parts and Kits	Option 5	Camera Driver	$90.00	$90.00	$90.00
Monthly Service	Option 5	WiFi Service Fee - 3GB (Optional)	$55.00	$55.00	$55.00
Misc. Hardware	Option 5	A317 Android Tablet	$569.00	$569.00	$569.00
Misc. Hardware	Option 5	A317 Tablet Desk Mount	$40.00	$40.00	$40.00
Hardware Installation	Option 5	A317 Tablet Installation	$150.00	$150.00	$150.00
Harnesses	Option 5	ECM - J 1708 Cable 9-Pin	$60.00	$60.00	$60.00
Monthly Service	Option 5	WiF Hot Spot Service Charge 2GB	$38.00	$38.00	$38.00
Monthly Service	Option 5	WiFi Hot Spot Service Charge 1GB	$32.00	$32.00	$32.00
Misc Parts and Kits	Option 5	Rear Facing Camera	$90.00	$90.00	$90.00
Misc Parts and Kits	Option 5	Driver ID Package	$85.00	$85.00	$85.00
Harnesses	Option 5	Truck Harness	$45.00	$45.00	$45.00
Monthly Service	Option 5	ELD App Monthly	$7.00	$7.00	$7.00
Antenna	Option 5	Cellular Antenna	$42.00	$42.00	$42.00
Antenna	Option 5	GPS Antenna	$42.00	$42.00	$42.00
Hardware Installation	Option 5	Hardware Installation Connected Rate	$85.00	$85.00	$85.00
Monthly Service	Option 5	HOS Mobile Application	$12.00	$12.00	$12.00
Telematics Hardware	Option 5	SIM7000, Dual Mode w/ECM	$990.00	$990.00	$990.00
Misc Parts and Kits	Option 5	Parts (In-cab Buzzer)	$7.00	$7.00	$7.00
Misc Parts and Kits	Option 5	Power Reducer	$12.00	$12.00	$12.00
Harnesses	Option 5	ECM - J 1708 Cable 6-Pin	$60.00	$60.00	$60.00
Harnesses	Option 5	ECM - OBD-II Cable	$70.00	$70.00	$70.00
Misc Parts and Kits	Option 5	4G LAA Weather Proof Enclosure	$25.00	$25.00	$25.00
Misc Parts and Kits	Options 2 & 3	iPod 9-pin Deutsch Cable	$4.00	$4.00	$4.00
Monthly AddOn Service	Options 2 & 3	DataConnect	$62.00	$62.00	$62.00
Misc Parts and Kits	Options 2 & 3	ECOM 6 to 9 Pin conversion cable	$65.00	$65.00	$65.00
Misc Parts and Kits	Options 2 & 3	Replacement Battery	$17.00	$17.00	$17.00
Misc Parts and Kits	Options 2 & 3	Panic Button Kit	$30.00	$30.00	$30.00
Harnesses	Options 2 & 3	ECOM-1000, 2 Wire Harness	$25.00	$25.00	$25.00
Misc. Hardware	Options 2 & 3	ECOM-1000 Bare Mount	$25.00	$25.00	$25.00
Antenna	Options 2 & 3	ECOM-1000 Antenna	$25.00	$25.00	$25.00
Misc Parts and Kits	Options 2 & 3	NMEA Cable (23 Pin Connection)	$150.00	$150.00	$150.00
Telematics Hardware	Options 2 & 3	TT 3000 (Satellite) Expand 03_02_15	$20.00	$20.00	$20.00
Misc Parts and Kits	Options 2 & 3	Garmin 9 Pin Adapter (DLC)	$20.00	$20.00	$20.00
Misc Parts and Kits	Options 2 & 3	Garmin DLC) 760 Mount	$30.00	$30.00	$30.00
Monthly Service	Options 2 & 3	Monthly Service Fee (Cellular)	$300.00	$300.00	$300.00
Telematics Hardware	Options 2 & 3	GPS-19000VB (Battery Backup)	$300.00	$300.00	$300.00
Telematics Hardware	Options 2 & 3	GPS-19001VB (Battery Backup)	$225.00	$225.00	$225.00
Telematics Hardware	Options 2 & 3	AT 1000V1	$245.00	$245.00	$245.00
Telematics Hardware	Options 2 & 3	TTC 1000V (Internal Battery)	$300.00	$300.00	$300.00
Telematics Hardware	Options 2 & 3	TT 1800 Kit	$150.00	$150.00	$150.00
Telematics Hardware	Options 2 & 3	TT 3000 Set Enabled Trailer Tracker	$750.00	$750.00	$750.00
Telematics Hardware	Options 2 & 3	TT 3000 Set Enabled Trailer Tracker	$450.00	$450.00	$450.00
Telematics Hardware	Options 2 & 3	ECOM 1000v	$75.00	$75.00	$75.00
Misc Parts and Kits	Options 2 & 3	ST 1000 Solar Powered	$125.00	$125.00	$125.00
Monthly Service	Options 2 & 3	iPod	$24.00	$24.00	$24.00
Telematics Hardware	Options 2 & 3	iPod dongle	$350.00	$350.00	$350.00
Misc Parts and Kits	Options 2 & 3	GPS1-4000 Monthly Fee Vehicle Monitoring	$100.00	$100.00	$100.00
Telematics Hardware	Options 2 & 3	GPS1-4000HDV (Antenna + 6 pin Harness)	$250.00	$250.00	$250.00
Misc Parts and Kits	Options 2 & 3	Harness 6 to 9 Pin Conversion Cable	$150.00	$150.00	$150.00
Telematics Hardware	Options 2 & 3	GPS1-4000LDV	$10.00	$10.00	$10.00
Misc Parts and Kits	Options 2 & 3	iPod Cable Kit	$140.00	$140.00	$140.00
Harnesses	Options 2 & 3	GPS1-4000 22 pin	$150.00	$150.00	$150.00
Misc. Hardware	Options 2 & 3	Garmin Navi Device	$5.00	$5.00	$5.00
Telematics Hardware	Options 2 & 3	GPS1 4000HDV (Ant, 22p Har, iPOD)	$0.25	$0.25	$0.25
Misc Parts and Kits	Options 2 & 3	Key Fob	$3.00	$3.00	$3.00
Monthly AddOn Service	Options 2 & 3	Service For Add-on Product	$1.25	$1.25	$1.25
Monthly AddOn Service	Options 2 & 3	Service For Add-on Product	$5.00	$5.00	$5.00
Monthly AddOn Service	Options 2 & 3	Service For Add-on Product	$0.25	$0.25	$0.25
Monthly AddOn Service	Options 2 & 3	Service For Add-on Product	$2.25	$2.25	$2.25
Monthly AddOn Service	Options 2 & 3	Service For Add-on Product	$28.00	$28.00	$28.00
Monthly Service	Options 2 & 3	Monthly Service Fee (Cellular)	$19.00	$19.00	$19.00
Monthly Service	Options 2 & 3	Monthly Service Fee (Cellular)	$28.00	$28.00	$28.00
Monthly Service	Options 2 & 3	Monthly Service Fee (Cellular)	$31.00	$31.00	$31.00
Telematics Hardware	Options 2 & 3	TT 1800 SAT	$160.00	$160.00	$160.00
Monthly Service	Options 2 & 3	Monthly Service (ECOM 1000)	$55.00	$55.00	$55.00
Misc Parts and Kits	Options 2 & 3	RJ45 Garmin Traffic Cable	$110.00	$110.00	$110.00
Harnesses	Options 2 & 3	PNP 1000 Y OBD II Pass Thru Cable	$25.00	$25.00	$25.00
Misc Parts and Kits	Options 2 & 3	Driver ID Kit (Key Fob, Driver ID)	$25.00	$25.00	$25.00
Antenna	Options 2 & 3	1900 Antenna	$30.00	$30.00	$30.00
Misc Parts and Kits	Options 2 & 3	Garmin Cable	$85.00	$85.00	$85.00
Harnesses	Options 2 & 3	1900 Harness	$20.00	$20.00	$20.00
Misc Parts and Kits	Options 2 & 3	Driver ID Kit (Key Fob, Driver ID)	$35.00	$35.00	$35.00
Misc Parts and Kits	Options 2 & 3	6 to 9 Pin Deutsch Connector Conversion Cable	$45.00	$45.00	$45.00
Misc. Hardware	Options 2 & 3	Garmin Navi Device	$195.00	$195.00	$195.00

ATTACHMENT B

TAX EXEMPTION, RECOVERY, AND REPORTING PROGRAM

Federal Gasoline and Diesel Excise Tax-Exempt Program

WEX will invoice you net of all Federal excise taxes on gasoline and diesel, at the transaction level, regardless of merchant participation if you are qualified as tax-exempt.

State Sales, County and Local Taxes at Participating Merchants

WEX currently offers eligible tax-exempt entities a comprehensive tax exemption and reporting program for applicable motor fuel transactions based on merchant participation. The program supports the following levels of tax, including:

- State Primary (Excise Tax)
- State Secondary (Sales Tax)
- State Special
- County Primary (Excise Tax)
- County Secondary (Sales Tax)
- County Special
- City Primary (Excise Tax)
- City Secondary (Sales Tax)
- City Special

Your tax-exempt reporting through WEXOnline®, WEX*Link*™ 300, and the paper PAR (Purchase Activity Report) shows:

- Exempted Tax, at the transaction level
- Reported Tax, at the transaction level
- Summary of tax types by product for both exempted and reported transactions (available on the paper PAR only)

State Sales Tax and County Tax at Non-Participating Merchants

For fueling transactions with those fuel marketers who do not participate in the WEX tax-exempt program, but for which the fleet is eligible to receive tax exemption, WEX reports applicable taxes as "showtax." "Showtax" transactions clearly list any transactions and tax amounts that WEX does not exempt so the fleet can file for exemption directly. Many fleets use their WEX*Link*™ data file to aid in the recovery of taxes that could not be excluded through the tax-exempt program. Your reporting shows:

- Exempted tax, by transaction
- Reported tax, by transaction
- Summary of tax types by product for both exempted and reported transactions

Tax Exemption for Non-Fuel Purchases
For non-fuel transactions, merchants may provide transactional data to WEX net of tax on a fleet-by-fleet basis at their discretion. Your drivers must supply the merchant with proper documentation of their tax-exempt status at the point of sale. The merchant will then send the transaction to WEX net of tax for billing.

Qualification
Any fleet participating in this contract will be required to complete a certification process affirming their qualification to receive the tax exemption based upon the rules and criteria set by the appropriate taxing jurisdiction.

Required Data
Tax Exemption processing requires that the merchant provide electronically to WEX the following data points:

- Account Number
- Account Name
- Type of Fuel
- Gallons
- Price per gallon
- Total gross sale

Please note that not all transactions may have exemptions applied to them. WEX is not able to exempt applicable fuel taxes on transactions that are provided with certain data elements that are missing and may be autocorrected. Taxing jurisdictions require documentation from the party providing the exemption of the type of fuel, gallons purchased and price per gallon. There are occasions where the merchant is unable to provide all the required documentation, therefore these transactions will not go through our tax processing. However, if you provide us with a copy of the actual sales receipt we would be able to repost these transactions and apply the applicable exemptions.

ATTACHMENT C

VENDOR SUPPLEMENTAL PROVISIONS

1. Definitions. The following words have the following meanings:
"Account(s)" means the charge card credit line extended to Company by Issuer. An Account may be evidenced by a plastic Card or an account number.
"Account User" means Company or any other entity or individual authorized by Company to use Account or Cards.
"Agreement" means this Fleet Business Charge Card Agreement.
"Business Day" means any day other than a Saturday, Sunday or other day on which banking institutions in Utah are generally authorized or required by law or executive order to close.
"Card" means a charge card provided by Issuer which is used to access Company's Account.
"Controls" are a set of authorization tools designed to assist Company with managing purchases.
"Company" means the corporation, partnership, limited liability company, proprietorship or other business entity that has applied for, or accepted an Account with Issuer.
"DIN", "DID" or "PIN" means the identification number associated with an Account User or Card.
"Issuer" means WEX Bank.
"Transaction" means the use of a Card or Account to buy goods or services at accepting merchants.
"Unauthorized Transaction" means a Transaction made on a Card or Account by any person or entity other than an Account User.

2. Credit Limits and Accounts.
2.1. Issuer may, in its sole discretion, extend credit, establish Accounts and/or issue Cards under this Agreement. .
2.2. Account Users can make purchases on the Account up to the credit limit that is assigned by Issuer. The credit limit for each billing account appears on the billing statement. Company agrees not to exceed its total credit limit. Issuer may change the credit limit of an Account User or the Company without prior notice. If Issuer permits or has previously permitted Company to exceed its credit limit, it does not mean that Issuer will permit Company to exceed its credit limit again.
2.3. Issuer may suspend an Account or refuse to authorize any Transaction in its sole discretion and specifically in the event that: (i) any balance is more than 120 days past due; and/or (ii) the amount of the Transaction plus the outstanding balance (including Transactions authorized but not yet posted) exceeds the credit limit. Company shall, immediately upon request, begin the payment process for the amount over the limit and any associated fees or the entire balance due on the Account. Nothing contained in this Agreement prevents Company or an Account User from requesting an increase or decrease of the credit limit.
2.4. Company shall designate its Account Users as well as those contacts authorized to: (i) provide Issuer with the information necessary to establish and maintain Account(s), Cards, and DINs; (ii) provide vehicle, driver and other information; (iii) receive all Account numbers, Cards or reports; (iv) receive other Account information; and (v) select additional products and/or services that may be offered. Company will provide notice of any change or removal of any contact or Account User either in writing, by telephoning Issuer's customer service department or through Issuer's online system. Company remains liable for any unauthorized use until Issuer receives notice of any change in or removal of any Account User or contact. Issuer is authorized to take instruction from any Account User or contact with apparent authority to act on Company's behalf. Unless Company reports any errors in Account information or Cards within three (3) business days of receipt, Issuer is entitled to rely on that information for servicing the Account.
2.5. Company is responsible for notifying Issuer of any revocation of any Account User's authority to use or access its Accounts, Cards or, as applicable, DINs and Company shall remain liable for any charges made by an Account User until notice of revocation of authority is received by Issuer. Company agrees that use of a Card and the applicable DIN is deemed authorized use of the Account. Company assumes all risk if Company chooses to leave a Card at a merchant for use by its drivers or Account Users and as such, agrees to pay for all charges made with that Card. Company agrees to keep DINs confidential and to provide for its employees or Account Users to not disclose any DIN. If Account Users or

other employees disclose a DIN or write a DIN on a Card, then Company is liable for any fraudulent use that may result even if the disclosure is inadvertent or unintentional.
2.6. All Cards will be valid through the expiration date listed on the Card unless the Card has been suspended or terminated. Company will automatically receive new Cards prior to the expiration date of their current Cards unless this Agreement is terminated.
2.7. Accounts and Cards will only be used for the purchase of products and services for business or commercial purposes and not for personal, family or household purposes. Company shall adopt internal policies and controls to ensure that the Accounts and Cards are used strictly for business or commercial purposes. Purchases of lottery tickets or other games of chance, gift cards, pre-paid cards or other cash equivalent charges are prohibited. Company agrees that Company's use of Cards or Accounts is deemed acceptance by Company of this Agreement's terms. All Cards or Account numbers provided remain the property of Issuer and shall be returned to Issuer or destroyed upon our request.
2.8. Issuer is not responsible in the event a merchant does not accept or honor a Card or Account number as payment.
2.9. Company may purchase dyed special fuel using its Account or Cards. Company acknowledges that all dyed special fuel purchases will be used exclusively for off-road purposes and according to all applicable laws governing its use. Company understands that it may be subject to fines or other legal action by governmental authorities for misuse or mishandling of dyed special fuel. Issuer is not liable in any way for any misuse or mishandling by Company of any dyed special fuel. Upon request from applicable governmental authorities, Issuer may provide information regarding Company's dyed special fuel purchases without prior authorization from Company.

3. Controls. Company may request that Controls be applied to its Account(s).
3.1. The availability and effectiveness of Controls is dependent upon each merchant's adoption of card specifications and the information, including product codes that the merchant transmits to Issuer. The product codes are assigned by each merchant, and as such, Issuer is not responsible for inappropriate product code assignment. In addition, some Controls are not enforceable at island card readers.
3.2. Default Control values will be assigned by Issuer unless Company makes its own election(s) through the online product. More detailed information related to Controls and their limitations is available through the online product. Issuer is not responsible for the prudence of any particular Control level selected by Company. Issuer shall use reasonable efforts to deny requests for Transaction authorizations that fall outside the selected Control parameters. Company remains responsible for payment in full of Transactions which fall outside of the Control parameters selected, if such Transactions are made with a valid Card and are processed by Issuer. The existence and/or use of Controls will not affect Company's liability for Unauthorized Transactions.
3.3. Only transactions submitted for authorization are subject to Controls and those Controls can only be enforced when the merchant provides sufficient information as part of the authorization. Issuer may, in its sole discretion, at any time, without prior notice modify Controls for the purpose of, among others, aiding in the prevention of suspected fraudulent activity. Issuer will notify Company after any modification is made. Company agrees it is responsible for reviewing fraud control data provided by Issuer for the purpose of detecting fraud that may occur within Control parameters.

4. Reports. Issuer provides transaction data for each Account to the Company as transmitted by merchants. Company is responsible for reconciling that data. Issuer is not liable in connection with the accuracy or completeness of any specialty reports, management reports, data services or other information services provided to Company because that data is based upon third party information. In addition, Company understands that in the event an error is identified in a report, such as incorrect product code, Company is still liable for the Transaction, but may follow the dispute process to obtain clarifying information. Issuer understands the Company uses data and cost information for management decision making. Issuer agrees to produce reports as accurately and timely as possible. Issuer further agrees to discuss with the Company any discrepancies or concerns related to the integrity of the data as issues arise.

5. Disputed Amounts.
5.1. Company shall use its best efforts to resolve business-to-business purchase disputes directly with the relevant merchant such as disputes arising out of quality, warranty, or performance issues.

5.2. All charges must be paid in full regardless of disputes. Charges must be disputed in writing no later than sixty (60) days from the billing date or they will be considered final and binding. Company may dispute an amount reflected on a billing statement if: (i) the amount does not reflect the face value of the Transaction; (ii) the amount being disputed is a fee that is not properly accrued under this Agreement; or (iii) Company does not believe it is liable for that amount. Transactions made at an island card reader where the Company or Account User did not obtain a receipt at the time of sale are not eligible for dispute.
5.3. Certain Transactions in dispute may qualify for charge back to the merchant due to fraud or other circumstances in which the merchant may be liable. Issuer shall attempt to charge the Transaction back to the merchant in accordance with its procedures under its merchant acceptance agreements. Any accepted charge back will be credited to the relevant Account. The Company will be liable for the Transaction if the disputed item cannot be charged back to the merchant.

6. Notice of Loss, Theft or Unauthorized Use. In the event that Company or an Account User knows of or suspects the loss, theft or possible unauthorized use of a Card or Account or if Company would like to terminate an Account User, Issuer must be immediately notified by calling **1-800-492-0669.**

7. Unauthorized Use and Unauthorized Transactions.
7.1. Except as otherwise expressly provided below, Company will be liable to Issuer for all unauthorized use or Unauthorized Transactions that occur if: (i) a Card is lost or stolen and Company does not give immediate notice to Issuer as provided in Section 9 of this Agreement; ii) such use or suspected use occurs as a result of the Company's lack of reasonable security precautions and controls surrounding the Cards or Accounts; or (iii) such use results in a benefit, directly or indirectly, to the Company or Account User. Misuse by an Account User or other employee does not constitute unauthorized use or an Unauthorized Transaction.
7.2. If Company has less than ten (10) Cards issued to it for use by Company's Account Users or employees, Company's liability for Unauthorized Transactions will be limited as provided in the Truth in Lending Act and implementing federal regulations (currently $50.00).

8. Federal Law: We comply with federal law which requires all financial institutions to obtain, verify, and record information that identifies each company or person who opens an Account. We will ask you for your name, address, date of birth, or other applicable information to identify you.

9. International Use of Cards/Currency Conversion.
9.1. Cards are issued for use by Company's United States based operations, but may be used in Canada. If Cards are used in any other country other than the United States, Company will: (i) be billed in US Dollars; (ii) receive reporting in English; and (iii) accept the currency conversion fee as reflected in Issuer's Fee Schedule.
9.2. Issuer will convert any purchase made in a foreign currency into a U.S. Dollar amount before the Transaction is posted to the Account. The exchange rate between the Transaction currency (the foreign currency) and the billing currency (U.S. Dollars) used for processing international Transactions is a rate selected by Issuer using rates available in wholesale currency markets for the date that the Transaction is posted by Issuer, which rate may vary from the rate Issuer itself receives, or the government mandated rate in effect at that time.

10. Additional Products and Card Features. Company may elect to enroll in or use additional products or features that are offered by Issuer or approved vendors of Issuer. Company understands that additional terms of use for such products or features, including any associated fees may apply and will be provided to Company prior to enrollment. To the extent that Company elects to enroll in or use additional products or features, it must do so in accordance with the Illinois Procurement Code.
10.1. Online Products: Certain products and services may be accessed by Company or Account Users through the Internet. Although Issuer uses both passwords and data base security methods for our online products, security cannot be guaranteed. Issuer is not liable to Company for any data corruption, loss or unauthorized Account access, as a result

of Company's access to Issuer's website through the Internet or dial-in computer, notwithstanding reasonable security measures instituted by Issuer.10.2. Changes in Law: In the event that there is a change in applicable law deemed by Issuer to be material to the administration of the program, Issuer may seek to re-negotiate the terms, including but not limited to, the financial terms, of this Agreement. The Company shall have no obligation to renegotiate such terms; provided, that if the parties cannot agree on an adjustment of such terms, then Issuer may, at its option: (i) allow this Agreement to remain in effect without any such adjustment; or (ii) terminate this Agreement upon as much written notice as practicable to the Company.

STATE OF ILLINOIS
CONTRACT AMENDMENT

The undersigned Agency and Vendor, WEX Bank, (the Parties) agree that the following shall amend the Contract referenced herein. All terms and conditions set forth in the original Contract, not amended herein, shall remain in full force and effect as written. In the event of conflict, the terms of this Amendment shall prevail.

IN WITNESS WHEREOF, the Agency and the Vendor cause this Amendment to be executed on the dates shown below by representatives authorized to bind the respective PARTIES.

VENDOR

Vendor Name: WEX Bank	Address: 111 East Sego Lily Drive, Suite 250. Sandy, UT 84070
Signature: Signed by: Jason Price EE6EEC720DFF478...	Phone: 207.749.6176
Printed Name: Jason Price	Fax: 888.842.0075
Title: President	Email: Janet.Parker@wexinc.com
Date: 5/9/2025 APPROVED	

STATE OF ILLINOIS

Procuring Agency: Central Management Services	Phone: 800.526.0844
Street Address: 300 W. Jefferson Street, 3rd Floor	Fax: 217.782.5187
City, State ZIP: Springfield, IL 62702	
Official Signature: Raven DeVaughn by [signature]	Date: 6/10/25
Printed Name: Raven DeVaughn, Director by David Thomas, Agency Purchasing Officer	
Official's Title:	

STATE USE ONLY **NOT PART OF CONTRACTUAL PROVISIONS**

PBC# 15-90350 Project Title JPMC Fleet Fuel Card Services

Contract # 17-416CMS-BOSS4-P-39 Procurement Method (IFB, RFP, Small, etc.: RFP

IPB Ref. # 22038253 IPB Publication Date: 06/09/2016 Award Code: B

Subcontractor Utilization? ☐ Yes X No Subcontractor Disclosure? ☐ Yes X No

Funding Source Obligation #

CPO 33 – General Counsel Approval:

Signature Printed Name Date

1. **CONTRACT DESCRIPTION** (including Original Purchase Order or Contract Number): 17-416CMS-BOSS4-P-39/ CMS7903500 with WEX Bank to provide fleet fuel card Services used by agencies while performing State business.

2. **CHANGE ORDER**: Is this amendment a change order as defined in 30 ILCS 500/1-15.12 and 720 ILCS 5/33E?
☒ Yes ☐ No

3. **DESCRIPTION OF AMENDMENT** (Check all that apply, complete blanks and explain as necessary):

3.1. The completion date will be ☒ extended.

3.1.1. Original completion date: June 30, 2025.

3.1.2. Revised completion date: May 31, 2026.

3.2. The method of determining compensation (e.g., hourly rate, fixed fee, etc.) will ☒ stay the same.

3.3. The cost will be ☐ increased, ☐ decreased or ☒ remain the same.

3.3.1. Original cost: $180,000,000.00.

3.4. The supplies or services to be provided will ☒ stay the same.

3.5. Subcontractors ☒ remain the same.

4. **EFFECTIVE DATE OF AMENDMENT**: The effective date of the amendment shall commence upon the last dated signature of the Parties.

STATE OF ILLINOIS
TAXPAYER IDENTIFICATION NUMBER

I certify that:

The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and

I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and

I am a U.S. person (including a U.S. resident alien).

- If you are an individual, enter your name and SSN as it appears on your Social Security Card.
- If you are a sole proprietor, enter the owner's name on the name line followed by the name of the business and the owner's SSN or EIN.
- If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's name on the name line and the D/B/A on the business name line and enter the owner's SSN or EIN.
- If the LLC is a corporation or partnership, enter the entity's business name and EIN and for corporations, attach IRS acceptance letter (CP261 or CP277).
- For all other entities, enter the name of the entity as used to apply for the entity's EIN and the EIN.

Name: WEX Bank

Business Name: WEX Bank

Taxpayer Identification Number:

Social Security Number: Click here to enter text.

or

Employer Identification Number : 84-1425616

Legal Status (check one):

☐ Individual	☐ Governmental
☐ Sole Proprietor	☐ Nonresident alien
☐ Partnership	☐ Estate or trust
☐ Legal Services Corporation	☐ Pharmacy (Non-Corp.)
☐ Tax-exempt	☐ Pharmacy/Funeral Home/Cemetery (Corp.)
☐ Corporation providing or billing medical and/or health care services	☐ Limited Liability Company (select applicable tax classification)
☒ Corporation NOT providing or billing medical and/or health care services	☐ D = disregarded entity ☐ C = corporation ☐ P = partnership

Signature of Authorized Representative: Signed by: Jason Price EE6EEC720DFF478... Jason Price President

APPROVED W441202 , 5/9/2025, 2:01:58 PM

Date: 5/9/2025

MEMORANDUM

To: Village Board of Trustees
From: Village Manager Cara Pavlicek
Date: 2025-10-14
Subject: An Ordinance to Amend the Annual Fee Ordinance to Decrease the Number of Class B Liquor Licenses

Overview
The Ordinance Amendment will decrease available licenses for retail package sales for off-premise consumption as MarkVend Co., located at 3000 MacArthur Boulevard, has notified the Liquor Commissioner they are not continuing with their Class B liquor license.

Fiscal Impact
N/A.

Recommendation
Approval.

Background
The Village historically reduces the number of licenses which are available when a business advises they no longer wish to continue with the sale of alcoholic beverages.

An Ordinance to Amend the Annual Fee Ordinance to Decrease the Number of Class B Liquor Licenses

Ordinance 2025-

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance to Amend the Annual Fee Ordinance to Decrease the Number of Class B Liquor Licenses

shall be, and is hereby, adopted as follows:

Section 1. Amendment to Annual Fee Ordinance.

Section 5, entitled "Schedule of Fees, Charges and Rates," of the Annual Fee Ordinance (No. 2025-XX), as amended, shall be, and is hereby, further amended by repealing the portion of Section 5 corresponding to Section 4-54 of the Northbrook Municipal Code as amended, and replacing it with the following:

"Corresponding Section of the Northbrook" Municipal Code	Description and Amount	
Sec. 4-54.	Class	Number of Licenses
	A	35
	B	~~13~~ 12
	B-1	3
	C	1
	D	No Limit
	E	~~4~~
	F	5
	G	1
	G-1	2
	H	0
	I	0
	J	2
	K	2
	L	1
	M	No Limit
	N	No Limit
	O	No Limit
	P-1	0
	P-2	0
	Q	0
	Q-1	No Limit

Section 2. Effective Date.

This Ordinance shall be in full force and effect upon passage and publication in pamphlet form in accordance with State Statutes.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
ABSTAIN:
ABSENT:

ATTEST:

Village President

Village Clerk

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Execution of a Grant Agreement with the State of Illinois' Department of Commerce and Economic Opportunity in the Amount of $500,000 for the Purchase of a Rapid Response Traffic Barrier System, a Fire Response Utility Task Vehicle (UTV), and LED Message Boards.

Overview
The Villages of Northbrook and Wheeling are collaborating in the purchase of purchase first responder equipment to be used in both communities under a grant by the State of Illinois.

Fiscal Impact
The grant will reimburse the Village of Northbrook for this expenditure. Funds for this purchase were included in the FY 2025/26 Budget in Account 11-2100-705-31 and the $500,000 State of Illinois grant will reimburse the Village of Northbrook's expenditure. Separate authorization for the purchase of the barrier system, Fire Response Utility Task Vehicle, and four LED Message Boards will be brought forward on future agendas for their respective approval.

Recommendation
Approval.

Background
The Village of Northbrook was awarded a grant by the State of Illinois in the amount of $500,000 for the purchase first responder equipment. State Representative Tracy Katz Muhl who represents the 57th District covering parts of both communities initiated this collaborative grant to support the acquisition of public safety equipment to be shared between the Villages of Northbrook and Wheeling. A summary of the purchases this grant is intended to fund and their uses is outlined below:

- Rapid Response Barrier System - these barriers can be deployed for special events and other gatherings to provide additional protection from vehicles intentionally or unintentionally entering a pedestrian space.
- Fire Response Utility Task Vehicle (UTV) - this vehicle will be outfitted with equipment to address fires or other emergencies in the forest preserves located in the area.
- LED Message Boards - message boards are a valuable tool to communicate with the public during emergencies as they can be rapidly deployed and updated to disseminate

the most current information.

In conjunction with these purchases, the Village of Northbrook and the Village of Wheeling will be entering into an Intergovernmental Agreement (IGA) to share the equipment and identify the storage and care for these assets. That item will be considered under a separate agenda item.

Staff will be available at the October 14th Board meeting to answer any questions.

A Resolution Authorizing the Execution of a Grant Agreement with the State of Illinois' Department of Commerce and Economic Opportunity
Exhibit A - Grant Agreement with the State of Illinois' DCEO

Resolution 2025-_____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Execution of a Grant Agreement with the State of Illinois' Department of Commerce and Economic Opportunity in the Amount of $500,000 for the Purchase of a Rapid Response Traffic Barrier System, a Fire Response Utility Task Vehicle (UTV), and LED Message Boards

is hereby adopted, as follows:

Section 1. Recitals.

The Village of Northbrook has received a grant from the State of Illinois' Department of Commerce and Economic Opportunity in the amount of $500,000. This grant will reimburse the Village for the purchase of public safety resources including a rapid response traffic barrier system, a fire response utility task vehicle (UTV) and LED message boards. While the Village of Northbrook is the grant awardee, these resources will be shared with the Village of Wheeling.

The Village of Northbrook and the Village of Wheeling will enter into an Intergovernmental Agreement outlining the shared nature of these resources and responsibilities for their use and maintenance that will be considered separately by the Board. Additionally, the purchases themselves will be brought to future meetings for the Board's consideration.

To receive the grant funds from the State of Illinois, the Village must enter into a grant agreement ("***Agreement***") with the State of Illinois' Department of Commerce and Economic Opportunity. This Agreement outlines the terms and conditions of the grant and is included as ***Exhibit A*** to this Resolution. The Village of Northbrook has budgeted funds in account 11-2100-705-31 for these public safety purchases.

The President and the Board of Trustees have considered the Agreement and determined that it is in the best interests of the Village and the public to enter into the Agreement with the State.

Section 2. Approval of Agreement.

The Agreement with the State is approved in substantially the form attached as ***Exhibit A*** and in a form acceptable to the Village Manager and the Village Attorney.

Section 3. Authorization to Execute Agreement.

The Village President and Village Manager shall be, and are hereby, authorized and directed to execute and seal, on behalf of the Village, the Agreement and any other documents necessary to complete the Village's obligations under the Agreement.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

_____
Village Clerk

GRANT AGREEMENT
BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY
AND
Village of Northbrook

The parties to this Grant Agreement (Agreement) are the State of Illinois (State), acting through the undersigned agency (Grantor) and Village of Northbrook (Grantee) (collectively, the "Parties" and individually, a "Party"). The Agreement, consisting of the signature page, the parts listed below, and any additional exhibits or attachments referenced in this Agreement, constitute the entire agreement between the Parties. No promises, terms, or conditions not recited, incorporated or referenced herein, including prior agreements or oral discussions, are binding upon either Grantee or Grantor.

PART ONE – The Uniform Terms

Article I	**Definitions**
Article II	**Award Information**
Article III	**Grantee Certifications and Representations**
Article IV	**Payment Requirements**
Article V	**Scope of Award Activities/Purpose of Award**
Article VI	**Budget**
Article VII	**Allowable Costs**
Article VIII	**Lobbying**
Article IX	**Maintenance and Accessibility of Records; Monitoring**
Article X	**Financial Reporting Requirements**
Article XI	**Performance Reporting Requirements**
Article XII	**Audit Requirements**
Article XIII	**Termination; Suspension; Non-compliance**
Article XIV	**Subcontracts/Subawards**
Article XV	**Notice of Change**
Article XVI	**Structural Reorganization and Reconstitution of Board Membership**
Article XVII	**Conflict of Interest**
Article XVIII	**Equipment or Property**
Article XIX	**Promotional Materials; Prior Notification**
Article XX	**Insurance**
Article XXI	**Lawsuits and Indemnification**
Article XXII	**Miscellaneous**
Exhibit A	**Project Description**
Exhibit B	**Deliverables or Milestones**
Exhibit C	**Contact Information**
Exhibit D	**Performance Measures and Standards**
Exhibit E	**Specific Conditions**

PART TWO – Grantor-Specific Terms

PART THREE – Project-Specific Terms

The Parties or their duly authorized representatives hereby execute this Agreement.

ILLINOIS DEPARTMENT OF COMMERCE AND ECONOMIC OPPORTUNITY

By: _____
Signature of Kristin A. Richards, Director

Date: _____

By: _____
Signature of Designee

Date: _____

Printed Name: _____

Printed Title: _____
Designee

By: _____
Signature of Second Grantor Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____
Second Grantor Approver

By: _____
Signature of Third Grantor Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____
Third Grantor Approver

VILLAGE OF NORTHBROOK

By: _____
Signature of Authorized Representative

Date: _____

Printed Name: Kathryn L Ciesla

Printed Title: Village President

Email: Kathryn.Ciesla@northbrook.il.us

By: _____
Signature of Second Grantee Approver, if applicable

Date: _____

Printed Name: _____

Printed Title: _____
Second Grantee Approver
(optional at Grantee's discretion)

PART ONE – THE UNIFORM TERMS

ARTICLE I
DEFINITIONS

1.1. Definitions. Capitalized words and phrases used in this Agreement have the meanings stated in 2 CFR 200.1 unless otherwise stated below.

"Allowable Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Award" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Budget" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Catalog of State Financial Assistance" or "CSFA" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Close-out Report" means a report from the Grantee allowing Grantor to determine whether all applicable administrative actions and required work have been completed, and therefore closeout actions can commence.

"Conflict of Interest" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Cooperative Research and Development Agreement" has the same meaning as in 15 USC 3710a.

"Direct Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Financial Assistance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"GATU" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grant Agreement" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grantee Compliance Enforcement System" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Grant Funds" means the Financial Assistance made available to Grantee through this Agreement.

"Grantee Portal" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Indirect Costs" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Indirect Cost Rate" means a device for determining in a reasonable manner the proportion of Indirect Costs each Program should bear. It is a ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base. If reimbursement of Indirect Costs is allowable under an Award, Grantor will not reimburse those Indirect Costs unless Grantee has established an Indirect Cost Rate covering the applicable activities and period of time, unless Indirect Costs are reimbursed at a fixed rate.

"Indirect Cost Rate Proposal" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Obligations" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Period of Performance" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Prior Approval" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Profit" means an entity's total revenue less its operating expenses, interest paid, depreciation, and taxes. "Profit" is synonymous with the term "net revenue."

"Program" means the services to be provided pursuant to this Agreement. "Program" is used interchangeably with "Project."

"Program Costs" means all Allowable Costs incurred by Grantee and the value of the contributions made by third parties in accomplishing the objectives of the Award during the Term of this Agreement.

"Related Parties" has the meaning set forth in Financial Accounting Standards Board (FASB) Accounting Standards Codification (ASC) 850-10-20.

"SAM" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"State-issued Award" means the assistance that a grantee receives directly from a State agency. The funding source of the State-issued Award can be federal pass-through, State or a combination thereof. "State-issued Award" does not include the following:

contracts issued pursuant to the Illinois Procurement Code that a State agency uses to buy goods or services from a contractor or a contract to operate State government-owned, contractor-operated facilities;
agreements that meet the definition of "contract" under 2 CFR 200.1 and 2 CFR 200.331, which a State agency uses to procure goods or services but are exempt from the Illinois Procurement Code due to an exemption listed under 30 ILCS 500/1-10, or pursuant to a disaster proclamation, executive order, or any other exemption permitted by law;
amounts received for services rendered to an individual;
Cooperative Research and Development Agreements;
an agreement that provides only direct cash assistance to an individual;
a subsidy;
a loan;
a loan guarantee; or
insurance.

"Illinois Stop Payment List" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unallowable Cost" has the same meaning as in 44 Ill. Admin. Code 7000.30.

"Unique Entity Identifier" or "UEI" has the same meaning as in 44 Ill. Admin. Code 7000.30.

ARTICLE II
AWARD INFORMATION

2.1. Term. This Agreement is effective on **08/01/2025** and expires on **06/30/2026** (the Term), unless terminated pursuant to this Agreement.

2.2. Amount of Agreement. Grant Funds must not exceed **$500,000.00**, of which **$0.00** are federal funds. Grantee accepts Grantor's payment as specified in this ARTICLE.

2.3. Payment. Payment will be made as follows (see additional payment requirements in ARTICLE IV; additional payment provisions specific to this Award may be included in **PART TWO** or **PART THREE**):

The Award amount listed in Paragraph 2.2 is not a guarantee of payment, and Grantee's receipt of Grant Funds is contingent upon all terms and conditions of this Agreement.

Reimbursement
Payments to the Grantee are subject to the Grantee's submission and certification of eligible costs and any documentation as required by the Grantor. Payment shall be initiated upon the Grantor's approval of eligible costs and cash amount requested for reimbursement of those costs.

2.4. Award Identification Numbers. If applicable, the Federal Award Identification Number (FAIN) is **N/A**, the federal awarding agency is **N/A**, and the Federal Award date is **N/A**. If applicable, the Assistance Listing Program Title is **N/A** and Assistance Listing Number is **N/A**. The Catalog of State Financial Assistance (CSFA) Number is 420-00-2725 and the CSFA Name is Provision of Services to the Public from Named Line GRF &/or FIF Source. If applicable, the State Award Identification Number (SAIN) is 2725-60280.

ARTICLE III
GRANTEE CERTIFICATIONS AND REPRESENTATIONS

3.1. Registration Certification. Grantee certifies that: (i) it is registered with SAM and **JY8VA8LVQJG5** is Grantee's correct UEI; (ii) it is in good standing with the Illinois Secretary of State, if applicable; and (iii) Grantee has successfully completed the annual registration and prequalification through the Grantee Portal.

Grantee must remain current with these registrations and requirements. If Grantee's status with regard to any of these requirements changes, or the certifications made in and information provided in the uniform grant application changes, Grantee must notify Grantor in accordance with ARTICLE XV.

3.2. Tax Identification Certification. Grantee certifies that: **366006017** is Grantee's correct federal employer identification number (FEIN) or Social Security Number. Grantee further certifies, if applicable: (a) that Grantee is not subject to backup withholding because (i) Grantee is exempt from backup withholding, or (ii) Grantee has not been notified by the Internal Revenue Service (IRS) that Grantee is subject to backup withholding as a result of a failure to report all interest or dividends, or (iii) the IRS has notified Grantee that Grantee is no longer subject to backup withholding; and (b) Grantee is a U.S. citizen or other U.S. person. Grantee is doing business as a (check one):

_____	Individual	_____	Pharmacy-Non Corporate
_____	Sole Proprietorship	_____	Pharmacy/Funeral Home/Cemetery Corp.
_____	Partnership	_____	Tax Exempt
_____	Corporation (includes Not For Profit)	_____	Limited Liability Company (select applicable tax
_____	Medical Corporation		classification)
X	Governmental Unit	_____	P = partnership
_____	Estate or Trust	_____	C = corporation

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

3.3. Compliance with Uniform Grant Rules. Grantee certifies that it must adhere to the applicable Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, which are published in Title 2, Part 200 of the Code of Federal Regulations (2 CFR Part 200) and are incorporated herein by reference. 44 Ill. Admin. Code 7000.40(c)(1)(A). The requirements of 2 CFR Part 200 apply to the Grant Funds awarded through this Agreement, regardless of whether the original source of the funds is State or federal, unless an exception is noted in federal or State statutes or regulations. 30 ILCS 708/5(b).

3.4. Representations and Use of Funds. Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement must be used

only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions will be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

3.5. Specific Certifications. Grantee is responsible for compliance with the enumerated certifications in this Paragraph to the extent that the certifications apply to Grantee.

(a) **Bribery.** Grantee certifies that it has not been convicted of bribery or attempting to bribe an officer or employee of the State of Illinois, nor made an admission of guilt of such conduct which is a matter of record.

(b) **Bid Rigging.** Grantee certifies that it has not been barred from contracting with a unit of State or local government as a result of a violation of Paragraph 33E-3 or 33E-4 of the Criminal Code of 2012 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

(c) **Debt to State.** Grantee certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because Grantee, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless Grantee, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt.

(d) **International Boycott.** Grantee certifies that neither it nor any substantially owned affiliated company is participating or will participate in an international boycott in violation of the provision of the Anti-Boycott Act of 2018, Part II of the Export Control Reform Act of 2018 (50 USC 4841 through 4843), and the anti-boycott provisions set forth in Part 760 of the federal Export Administration Regulations (15 CFR Parts 730 through 774).

(e) **Discriminatory Club Dues or Fees.** Grantee certifies that it is not prohibited from receiving an Award because it pays dues or fees on behalf of its employees or agents, or subsidizes or otherwise reimburses employees or agents for payment of their dues or fees to any club which unlawfully discriminates (775 ILCS 25/2).

(f) **Pro-Children Act.** Grantee certifies that it is in compliance with the Pro-Children Act of 2001 in that it prohibits smoking in any portion of its facility used for the provision of health, day care, early childhood development services, education or library services to children under the age of eighteen (18) (except such portions of the facilities which are used for inpatient substance abuse treatment) (20 USC 7181-7184).

(g) **Drug-Free Workplace.** If Grantee is not an individual, Grantee certifies it will provide a drug free workplace pursuant to the Drug Free Workplace Act. 30 ILCS 580/3. If Grantee is an individual and this Agreement is valued at more than $5,000, Grantee certifies it will not engage in the unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance during the performance of the Agreement. 30 ILCS 580/4. Grantee further certifies that if it is a recipient of federal pass-through funds, it is in compliance with the government-wide requirements for a drug-free workplace as set forth in 41 USC 8103.

(h) **Motor Voter Law.** Grantee certifies that it is in full compliance with the terms and provisions of the National Voter Registration Act of 1993 (52 USC 20501 et seq.).

(i) **Clean Air Act and Clean Water Act.** Grantee certifies that it is in compliance with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 USC 7401 et seq.) and the Federal Water Pollution Control Act, as amended (33 USC 1251 et seq.).

(j) **Debarment.** Grantee certifies that it is not debarred, suspended, proposed for debarment or permanent inclusion on the Illinois Stop Payment List, declared ineligible, or voluntarily excluded from participation in this Agreement by any federal department or agency (2 CFR 200.205(a)), or by the State (30 ILCS 708/25(6)(G)).

(k) **Non-procurement Debarment and Suspension.** Grantee certifies that it is in compliance with Subpart C of 2 CFR Part 180 as supplemented by 2 CFR Part 376, Subpart C.

(l) **Health Insurance Portability and Accountability Act.** Grantee certifies that it is in compliance with the Health Insurance Portability and Accountability Act of 1996 (HIPAA) (Public Law No. 104-191, 45 CFR Parts 160, 162 and 164, and the Social Security Act, 42 USC 1320d-2 through 1320d-7), in that it may not use or disclose protected health information other than as permitted or required by law and agrees to use appropriate safeguards to prevent use or disclosure of the protected health information. Grantee must maintain, for a minimum of six (6) years, all protected health information.

(m) **Criminal Convictions.** Grantee certifies that:

(i) Neither it nor a managerial agent of Grantee (for non-governmental grantees only, this includes any officer, director or partner of Grantee) has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or that at least five (5) years have passed since the date of the conviction; and

(ii) It must disclose to Grantor all violations of criminal law involving fraud, bribery or gratuity violations potentially affecting this Award. Failure to disclose may result in remedial actions as stated in the Grant Accountability and Transparency Act. 30 ILCS 708/40. Additionally, if Grantee receives over $10 million in total federal Financial Assistance, during the period of this Award, Grantee must maintain the currency of information reported to SAM regarding civil, criminal or administrative proceedings as required by 2 CFR 200.113 and Appendix XII of 2 CFR Part 200, and 30 ILCS 708/40.

(n) **Federal Funding Accountability and Transparency Act of 2006 (FFATA)**. Grantee certifies that it is in compliance with the terms and requirements of 31 USC 6101 with respect to Federal Awards greater than or equal to $30,000. A FFATA subaward report must be filed by the end of the month following the month in which the award was made.

(o) **Illinois Works Review Panel.** For Awards made for public works projects, as defined in the Illinois Works Jobs Program Act, Grantee certifies that it and any contractor(s) or subcontractor(s) that performs work using funds from this Award, must, upon reasonable notice, appear before and respond to requests for information from the Illinois Works Review Panel. 30 ILCS 559/20-25(d).

(p) **Anti-Discrimination.** Grantee certifies that its employees and subcontractors under subcontract made pursuant to this Agreement, must comply with all applicable provisions of State and federal laws and regulations pertaining to nondiscrimination, sexual harassment and equal employment opportunity including, but not limited to: Illinois Human Rights Act (775 ILCS 5/1-101 et seq.), including, without limitation, 44 Ill. Admin. Code 750- Appendix A, which is incorporated herein; Public Works Employment Discrimination Act (775 ILCS 10/1 et seq.); Civil Rights Act of 1964 (as amended) (42 USC 2000a - 2000h-6); Section 504 of the Rehabilitation Act of 1973 (29 USC 794); Americans with Disabilities Act of 1990 (as amended) (42 USC 12101 et seq.); and the Age Discrimination Act of 1975 (42 USC 6101 et seq.).

(q) Internal Revenue Code and Illinois Income Tax Act. Grantee certifies that it complies with all provisions of the federal Internal Revenue Code (26 USC 1), the Illinois Income Tax Act (35 ILCS 5),

and all regulations and rules promulgated thereunder, including withholding provisions and timely deposits of employee taxes and unemployment insurance taxes.

ARTICLE IV
PAYMENT REQUIREMENTS

4.1. Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. Grantor may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (ii) the Governor or Grantor reserves funds, or (iii) the Governor or Grantor determines that funds will not or may not be available for payment. Grantor must provide notice, in writing, to Grantee of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Paragraph will be effective upon the date of the written notice unless otherwise indicated.

4.2. Pre-Award Costs. Pre-award costs are not permitted unless specifically authorized by Grantor in **Exhibit A**, **PART TWO** or **PART THREE** of this Agreement. If they are authorized, pre-award costs must be charged to the initial Budget Period of the Award, unless otherwise specified by Grantor. 2 CFR 200.458.

4.3. Return of Grant Funds. Grantee must liquidate all Obligations incurred under the Award within forty-five (45) days of the end of the Period of Performance, or in the case of capital improvement Awards, within forty-five (45) days of the end of the time period the Grant Funds are available for expenditure or obligation, unless Grantor permits a longer period in **PART TWO** OR **PART THREE**. Grantee must return to Grantor within forty-five (45) days of the end of the applicable time period as set forth in this Paragraph all remaining Grant Funds that are not expended or legally obligated.

4.4. Cash Management Improvement Act of 1990. Unless notified otherwise in **PART TWO** or **PART THREE**, Grantee must manage federal funds received under this Agreement in accordance with the Cash Management Improvement Act of 1990 (31 USC 6501 et seq.) and any other applicable federal laws or regulations. 2 CFR 200.305; 44 Ill. Admin. Code 7000.120.

4.5. Payments to Third Parties. Grantor will have no liability to Grantee when Grantor acts in good faith to redirect all or a portion of any Grantee payment to a third party. Grantor will be deemed to have acted in good faith when it is in possession of information that indicates Grantee authorized Grantor to intercept or redirect payments to a third party or when so ordered by a court of competent jurisdiction.

4.6. Modifications to Estimated Amount. If the Agreement amount is established on an estimated basis, then it may be increased by mutual agreement at any time during the Term. Grantor may decrease the estimated amount of this Agreement at any time during the Term if (i) Grantor believes Grantee will not use the funds during the Term, (ii) Grantor believes Grantee has used Grant Funds in a manner that was not authorized by this Agreement, (iii) sufficient funds for this Agreement have not been appropriated or otherwise made available to Grantor by the State or the federal funding source, (iv) the Governor or Grantor reserves funds, or (v) the Governor or Grantor determines that funds will or may not be available for payment. Grantee will be notified, in writing, of any adjustment of the estimated amount of this Agreement. In the event of such reduction, services provided by Grantee under **Exhibit A** may be reduced accordingly. Grantor must pay Grantee for work satisfactorily performed prior to the date of the notice regarding adjustment. 2 CFR 200.308.

4.7. Interest.

(a) All interest earned on Grant Funds held by a Grantee or a subrecipient will be treated in accordance with 2 CFR 200.305(b)(12), unless otherwise provided in **PART TWO** or **PART THREE**. Grantee

and its subrecipients must remit annually any amount due in accordance with 2 CFR 200.305(b)(12) or to Grantor, as applicable.

(b) Grant Funds must be placed in an insured account, whenever possible, that bears interest, unless exempted under 2 CFR 200.305(b)(10), (b)(11).

4.8. Timely Billing Required. Grantee must submit any payment request to Grantor within fifteen (15) days of the end of the quarter, unless another billing schedule is specified in ARTICLE II, **PART TWO**, or **PART THREE**. Failure to submit such payment request timely will render the amounts billed Unallowable Costs which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee shall timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension shall not be unreasonably withheld.

4.9. Certification. Pursuant to 2 CFR 200.415, each invoice and report submitted by Grantee (or subrecipient) must contain the following certification by an official authorized to legally bind Grantee (or subrecipient):

> By signing this report [or payment request or both], I certify to the best of my knowledge and belief that the report [or payment request] is true, complete, and accurate; that the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the State or federal pass-through award; and that supporting documentation has been submitted as required by the grant agreement. I acknowledge that approval for any other expenditure described herein is considered conditional subject to further review and verification in accordance with the monitoring and records retention provisions of the grant agreement. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil or administrative penalties for fraud, false statements, false claims or otherwise (U.S. Code Title 18, Sections 2, 1001, 1343 and Title 31, Sections 3729-3730 and 3801-3812; 30 ILCS 708/120).

ARTICLE V
SCOPE OF AWARD ACTIVITIES/PURPOSE OF AWARD

5.1. Scope of Award Activities/Purpose of Award. Grantee must perform as described in this Agreement, including as described in **Exhibit A** (Project Description), **Exhibit B** (Deliverables or Milestones), and **Exhibit D** (Performance Measures and Standards), as applicable. Grantee must further comply with all terms and conditions set forth in the Notice of State Award (44 Ill. Admin. Code 7000.360) which is incorporated herein by reference. All Grantor-specific provisions and programmatic reporting required under this Agreement are described in **PART TWO** (Grantor-Specific Terms). All Project-specific provisions and reporting required under this Agreement are described in **PART THREE** (Project-Specific Terms).

5.2. Scope Revisions. Grantee must obtain Prior Approval from Grantor whenever a scope revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b)(2). All requests for scope revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval. 2 CFR 200.308.

5.3. Specific Conditions. If applicable, specific conditions required after a risk assessment are included in **Exhibit E**. Grantee must adhere to the specific conditions listed therein. 44 Ill. Admin. Code 7000.340(e).

ARTICLE VI

BUDGET

6.1. Budget. The Budget submitted by Grantee at application, or a revised Budget subsequently submitted and approved by Grantor, is considered final and is incorporated herein by reference.

6.2. Budget Revisions. Grantee must obtain Prior Approval, whether mandated or discretionary, from Grantor whenever a Budget revision is necessary for one or more of the reasons enumerated in 44 Ill. Admin. Code 7000.370(b). All requests for Budget revisions that require Grantor approval must be signed by Grantee's authorized representative and submitted to Grantor for approval. Expenditure of funds under a requested revision is prohibited and will not be reimbursed if expended before Grantor gives written approval.

6.3. Notification. Within thirty (30) calendar days from the date of receipt of the request for Budget revisions, Grantor will review the request and notify Grantee whether the Budget revision has been approved, denied, or the date upon which a decision will be reached. 44 Ill. Admin. Code 7000.370(b)(7).

ARTICLE VII
ALLOWABLE COSTS

7.1. Allowability of Costs; Cost Allocation Methods. The allowability of costs and cost allocation methods for work performed under this Agreement will be determined in accordance with 2 CFR Part 200 Subpart E and Appendices III, IV, V, and VII.

7.2. Indirect Cost Rate Submission.

(a) All grantees, except for Local Education Agencies (as defined in 34 CFR 77.1), must make an Indirect Cost Rate election in the Grantee Portal, even grantees that do not charge or expect to charge Indirect Costs. 44 Ill. Admin. Code 7000.420(e).

(i) Waived and de minimis Indirect Cost Rate elections will remain in effect until Grantee elects a different option.

(b) Grantee must submit an Indirect Cost Rate Proposal in accordance with federal and State regulations, in a format prescribed by Grantor. For grantees who have never negotiated an Indirect Cost Rate before, the Indirect Cost Rate Proposal must be submitted for approval no later than three months after the effective date of the Award. For grantees who have previously negotiated an Indirect Cost Rate, the Indirect Cost Rate Proposal must be submitted for approval within 180 days of Grantee's fiscal year end, as dictated in the applicable appendices, such as:

(i) Appendix VII to 2 CFR Part 200 governs Indirect Cost Rate Proposals for state and Local Governments and Indian Tribes,

(ii) Appendix III to 2 CFR Part 200 governs Indirect Cost Rate Proposals for public and private institutions of higher education,

(iii) Appendix IV to 2 CFR Part 200 governs Indirect (F&A) Costs Identification and Assignment, and Rate Determination for Nonprofit Organizations, and

(iv) Appendix V to 2 CFR Part 200 governs state/Local Government-wide Central Service Cost Allocation Plans.

(c) A grantee who has a current, applicable rate negotiated by a cognizant federal agency must provide to Grantor a copy of its Indirect Cost Rate acceptance letter from the federal government and a copy of all documentation regarding the allocation methodology for costs used to negotiate that rate, e.g., without limitation, the cost policy statement or disclosure narrative statement. Grantor will accept that Indirect Cost Rate, up to any statutory, rule-based or programmatic limit.

(d) A grantee who does not have a current negotiated rate, may elect to charge a *de minimis* rate up to 15 percent of modified total direct costs, which may be used indefinitely. No documentation is required to justify the *de minimis* Indirect Cost Rate. 2 CFR 200.414(f).

7.3. Transfer of Costs. Cost transfers between Grants, whether as a means to compensate for cost overruns or for other reasons, are unallowable. 2 CFR 200.451.

7.4. Commercial Organization Cost Principles. The federal cost principles and procedures for cost analysis and the determination, negotiation and allowance of costs that apply to commercial organizations are set forth in 48 CFR Part 31.

7.5. Financial Management Standards. The financial management systems of Grantee must meet the following standards:

(a) **Accounting System**. Grantee organizations must have an accounting system that provides accurate, current, and complete disclosure of all financial transactions related to each state- and federally-funded Program. Accounting records must contain information pertaining to State and federal pass-through awards, authorizations, Obligations, unobligated balances, assets, outlays, and income. These records must be maintained on a current basis and balanced at least quarterly. Cash contributions to the Program from third parties must be accounted for in the general ledger with other Grant Funds. Third party in-kind (non-cash) contributions are not required to be recorded in the general ledger, but must be under accounting control, possibly through the use of a memorandum ledger. To comply with 2 CFR 200.305(b)(9) and 30 ILCS 708/97, Grantee must use reasonable efforts to ensure that funding streams are delineated within Grantee's accounting system. 2 CFR 200.302.

(b) **Source Documentation**. Accounting records must be supported by such source documentation as canceled checks, bank statements, invoices, paid bills, donor letters, time and attendance records, activity reports, travel reports, contractual and consultant agreements, and subaward documentation. All supporting documentation must be clearly identified with the Award and general ledger accounts which are to be charged or credited.

(i) The documentation standards for salary charges to Grants are prescribed by 2 CFR 200.430, and in the cost principles applicable to the Grantee's organization.

(ii) If records do not meet the standards in 2 CFR 200.430, then Grantor may notify Grantee in **PART TWO**, **PART THREE** or **Exhibit E** of the requirement to submit personnel activity reports. 2 CFR 200.430(g)(8). Personnel activity reports must account on an after-the-fact basis for one hundred percent (100%) of the employee's actual time, separately indicating the time spent on the Award, other grants or projects, vacation or sick leave, and administrative time, if applicable. The reports must be signed by the employee, approved by the appropriate official, and coincide with a pay period. These time records must be used to record the distribution of salary costs to the appropriate accounts no less frequently than quarterly.

(iii) Formal agreements with independent contractors, such as consultants, must include a description of the services to be performed, the period of performance, the fee and method of payment, an itemization of travel and other costs which are chargeable to the agreement, and the signatures of both the contractor and an appropriate official of Grantee.

(iv) If third party in-kind (non-cash) contributions are used for Award purposes, the valuation of these contributions must be supported with adequate documentation.

(c) **Internal Control**. Grantee must maintain effective control and accountability for all cash, real and personal property, and other assets. Grantee must adequately safeguard all such property and must provide assurance that it is used solely for authorized purposes. Grantee must also have systems in place that provide reasonable assurance that the information is accurate, allowable, and compliant with the terms and conditions of this Agreement. 2 CFR 200.303.

(d) **Budget Control**. Grantee must maintain records of expenditures for each Award by the cost categories of the approved Budget (including Indirect Costs that are charged to the Award), and actual expenditures are to be compared with budgeted amounts at least quarterly.

(e) **Cash Management**. Requests for advance payment must be limited to Grantee's immediate cash needs. Grantee must have written procedures to minimize the time elapsing between the receipt and the disbursement of Grant Funds to avoid having excess funds on hand. 2 CFR 200.305.

7.6. Profits. It is not permitted for any person or entity to earn a Profit from an Award. See, e.g., 2 CFR 200.400(g); see also 30 ILCS 708/60(a)(7).

7.7. Management of Program Income. Grantee is encouraged to earn income to defray Program Costs where appropriate, subject to 2 CFR 200.307.

ARTICLE VIII
LOBBYING

8.1. Improper Influence. Grantee certifies that it will not use and has not used Grant Funds to influence or attempt to influence an officer or employee of any government agency or a member or employee of the State or federal legislature in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. Additionally, Grantee certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

8.2. Federal Form LLL. If any federal funds, other than federally-appropriated funds, were paid or will be paid to any person for influencing or attempting to influence any of the above persons in connection with this Agreement, the undersigned must also complete and submit Federal Form LLL, Disclosure of Lobbying Activities Form, in accordance with its instructions.

8.3. Lobbying Costs. Grantee certifies that it is in compliance with the restrictions on lobbying set forth in 2 CFR 200.450. For any Indirect Costs associated with this Agreement, total lobbying costs must be separately identified in the Program Budget, and thereafter treated as other Unallowable Costs.

8.4. Procurement Lobbying. Grantee warrants and certifies that it and, to the best of its knowledge, its subrecipients have complied and will comply with Illinois Executive Order No. 1 (2007) (EO 1-2007). EO 1-2007 generally prohibits grantees and subcontractors from hiring the then-serving Governor's family members to lobby procurement activities of the State, or any other unit of government in Illinois including local governments, if that procurement may result in a contract valued at over $25,000. This prohibition also applies to hiring for that same purpose any former State employee who had procurement authority at any time during the one-year period preceding the procurement lobbying activity.

8.5. Subawards. Grantee must include the language of this ARTICLE in the award documents for any subawards made pursuant to this Award at all tiers. All subrecipients are also subject to certification and disclosure. Pursuant to Appendix II(I) to 2 CFR Part 200, Grantee must forward all disclosures by contractors regarding this certification to Grantor.

8.6. Certification. This certification is a material representation of fact upon which reliance was placed to enter into this transaction and is a prerequisite for this transaction, pursuant to 31 USC 1352. Any person who fails to file the required certifications will be subject to a civil penalty of not less than $10,000, and not more than $100,000, for each such failure.

ARTICLE IX
MAINTENANCE AND ACCESSIBILITY OF RECORDS; MONITORING

9.1. Records Retention. Grantee must maintain for three (3) years from the date of submission of the final expenditure report, adequate books, all financial records and, supporting documents, statistical records, and all other records pertinent to this Award, adequate to comply with 2 CFR 200.334, unless a different retention period is specified in 2 CFR 200.334, 44 Ill. Admin. Code 7000.430(a) and (b) or **PART TWO** or **PART THREE**. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

9.2. Accessibility of Records. Grantee, in compliance with 2 CFR 200.337 and 44 Ill. Admin. Code 7000.430(f), must make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized Grantor representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, Grantor's Inspector General, federal authorities, any person identified in 2 CFR 200.337, and any other person as may be authorized by Grantor (including auditors), by the State of Illinois or by federal statute. Grantee must cooperate fully in any such audit or inquiry.

9.3. Failure to Maintain Books and Records. Failure to maintain adequate books, records and supporting documentation, as described in this ARTICLE, will result in the disallowance of costs for which there is insufficient supporting documentation and also establishes a presumption in favor of the State for the recovery of any Grant Funds paid by the State under this Agreement for which adequate books, records and supporting documentation are not available to support disbursement.

9.4. Monitoring and Access to Information. Grantee must monitor its activities to assure compliance with applicable state and federal requirements and to assure its performance expectations are being achieved. Grantor will monitor the activities of Grantee to assure compliance with all requirements, including applicable programmatic rules, regulations, and guidelines that the Grantor promulgates or implements, and performance expectations of the Award. Grantee must timely submit all financial and performance reports, and must supply, upon Grantor's request, documents and information relevant to the Award. Grantor may make site visits as warranted by Program needs. 2 CFR 200.329; 200.332. Additional monitoring requirements may be in **PART TWO** or **PART THREE**.

ARTICLE X
FINANCIAL REPORTING REQUIREMENTS

10.1. Required Periodic Financial Reports. Grantee must submit financial reports as requested and in the format required by Grantor no later than the dues date(s) specified in **PART TWO** or **PART THREE**. Grantee must submit reports to Grantor describing the expenditure(s) of the funds related thereto at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in either PART TWO or PART THREE (approved as an exception by GATU) or on Exhibit E pursuant to specific conditions. 2 CFR 200.328(b). Any report required by 30 ILCS 708/125 may be detailed in **PART TWO** or **PART THREE**.

10.2. Financial Close-out Report.

(a) Grantee must submit a financial Close-out Report, in the format required by Grantor, by the due date specified in **PART TWO** or **PART THREE**, which must be no later than sixty (60) calendar days following the end of the Period of Performance for this Agreement or Agreement termination. The format of this financial Close-out Report must follow a format prescribed by Grantor. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

(b) If an audit or review of Grantee occurs and results in adjustments after Grantee submits a Close-out Report, Grantee must submit a new financial Close-out Report based on audit adjustments, and immediately submit a refund to Grantor, if applicable. 2 CFR 200.345; 44 Ill. Admin. Code 7000.450.

10.3. Effect of Failure to Comply. Failure to comply with the reporting requirements in this Agreement may cause a delay or suspension of funding or require the return of improper payments or Unallowable Costs, and will be considered a material breach of this Agreement. Grantee's failure to comply with ARTICLE X, ARTICLE XI, or ARTICLE XVII will be considered prima facie evidence of a breach and may be admitted as such, without further proof, into evidence in an administrative proceeding before Grantor, or in any other legal proceeding. Grantee should refer to the State Grantee Compliance Enforcement System for policy and consequences for failure to comply. 44 Ill. Admin. Code 7000.80.

ARTICLE XI
PERFORMANCE REPORTING REQUIREMENTS

11.1. Required Periodic Performance Reports. Grantee must submit performance reports as requested and in the format required by Grantor no later than the due date(s) specified in **PART TWO** or **PART THREE**. 44 Ill. Admin. Code 7000.410. Grantee must report to Grantor on the performance measures listed in **Exhibit D**, **PART TWO** or **PART THREE** at the intervals specified by Grantor, which must be no less frequent than annually and no more frequent than quarterly, unless otherwise specified in either **PART TWO** or **PART THREE** (approved as an exception by GATU), or on **Exhibit E** pursuant to specific conditions. For certain construction-related Awards, such reports may be exempted as identified in **PART TWO** or **PART THREE**. 2 CFR 200.329.

11.2. Performance Close-out Report. Grantee must submit a performance Close-out Report, in the format required by Grantor by the due date specified in **PART TWO** or **PART THREE**, which must be no later than 60 calendar days following the end of the Period of Performance or Agreement termination. 2 CFR 200.344; 44 Ill. Admin. Code 7000.440(b).

11.3. Content of Performance Reports. Pursuant to 2 CFR 200.329(b) and (c), all performance reports must relate the financial data and project or program accomplishments to the performance goals and objectives of this Award and also include the following: a comparison of actual accomplishments to the objectives of the Award established for the reporting period (for example, comparing costs to units of accomplishment); computation of the cost and demonstration of cost effective practices (e.g., through unit cost data); performance trend data and analysis if required; the reasons why established goals were not met, if appropriate; and additional information, analysis, and explanation of any cost overruns or higher-than-expected unit costs. Additional content and format guidelines for the performance reports will be determined by Grantor contingent on the Award's statutory, regulatory and administrative requirements, and are included in **PART TWO** or **PART THREE** of this Agreement.

ARTICLE XII
AUDIT REQUIREMENTS

12.1. Audits. Grantee is subject to the audit requirements contained in the Single Audit Act Amendments of 1996 (31 USC 7501-7507), Subpart F of 2 CFR Part 200, and the audit rules and policies set forth by the Governor's Office of Management and Budget. 30 ILCS 708/65(c); 44 Ill. Admin. Code 7000.90.

12.2. Consolidated Year-End Financial Reports (CYEFR). All grantees must complete and submit a CYEFR through the Grantee Portal, except those exempted by federal or State statute or regulation, as set forth in **PART TWO** or **PART THREE**. The CYEFR is a required schedule in Grantee's audit report if Grantee is required to complete and submit an audit report as set forth herein.

(a) Grantee's CYEFR must cover the same period as the audited financial statements, if required, and must be submitted in accordance with the audit schedule at 44 Ill. Admin. Code 7000.90. If Grantee is not required to complete audited financial statements, the CYEFR must cover Grantee's fiscal year and must be submitted within 6 months of the Grantee's fiscal year-end.

(b) The CYEFR must include an in relation to opinion from the auditor of the financial statements included in the audit.

(c) The CYEFR must follow a format prescribed by Grantor.

12.3. Entities That Are Not "For-Profit".

(a) This Paragraph applies to Grantees that are not "for-profit" entities.

(b) Single and Program-Specific Audits. If, during its fiscal year, Grantee expends at least $1,000,000 in federal Awards (direct federal and federal pass-through awards combined), Grantee must have a single audit or program-specific audit conducted for that year as required by 2 CFR 200.501 and other applicable sections of Subpart F of 2 CFR Part 200. The audit report packet must be completed as described in 2 CFR 200.512 (single audit) or 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90(h)(1) and the current GATA audit manual and submitted to the Federal Audit Clearinghouse, as required by 2 CFR 200.512. The results of peer and external quality control reviews, management letters issued by the auditors and their respective corrective action plans if significant deficiencies or material weaknesses are identified, and the CYEFR(s) must be submitted to the Grantee Portal at the same time the audit report packet is submitted to the Federal Audit Clearinghouse. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than $1,000,000 in federal Awards, Grantee is subject to the following audit requirements:

(i) If, during its fiscal year, Grantee expends at least $750,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Government Auditing Standards (GAGAS). Grantee may be subject to additional requirements in **PART TWO**, **PART THREE** or **Exhibit E** based on Grantee's risk profile.

(ii) If, during its fiscal year, Grantee expends less than $750,000 in State-issued Awards, but expends at least $500,000 in State-issued Awards, Grantee must have a financial statement audit conducted in accordance with the Generally Accepted Auditing Standards (GAAS).

(iii) If Grantee is a Local Education Agency (as defined in 34 CFR 77.1), Grantee must have a financial statement audit conducted in accordance with GAGAS, as required by 23 Ill. Admin. Code 100.110, regardless of the dollar amount of expenditures of State-issued Awards.

(iv) If Grantee does not meet the requirements in subsections 12.3(b) and 12.3(c)(i-iii) but is required to have a financial statement audit conducted based on other regulatory requirements, Grantee must submit those audits for review.

(v) Grantee must submit its financial statement audit report packet, as set forth in 44 Ill. Admin. Code 7000.90(h)(2) and the current GATA audit manual, to the Grantee Portal within the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) six (6) months after the end of Grantee's audit period.

12.4. "For-Profit" Entities.

(a) This Paragraph applies to Grantees that are "for-profit" entities.

(b) Program-Specific Audit. If, during its fiscal year, Grantee expends at least $1,000,000 in federal pass-through funds from State-issued Awards, Grantee must have a program-specific audit conducted in accordance with 2 CFR 200.507. The auditor must audit federal pass-through programs with federal pass-through Awards expended that, in the aggregate, cover at least 50 percent (0.50) of total federal pass-through Awards expended. The audit report packet must be completed as described in 2 CFR 200.507 (program-specific audit), 44 Ill. Admin. Code 7000.90 and the current GATA audit manual, and must be submitted to the Grantee Portal. The due date of all required submissions set forth in this Paragraph is the earlier of (i) thirty (30) calendar days after receipt of the auditor's report(s) or (ii) nine (9) months after the end of Grantee's audit period.

(c) Financial Statement Audit. If, during its fiscal year, Grantee expends less than $1,000,000 in federal pass-through funds from State-issued Awards, Grantee must follow all of the audit requirements in Paragraphs 12.3(c)(i)-(v), above.

(d) Publicly-Traded Entities. If Grantee is a publicly-traded company, Grantee is not subject to the single audit or program-specific audit requirements, but must submit its annual audit conducted in accordance with its regulatory requirements.

12.5. Performance of Audits. For those organizations required to submit an independent audit report, the audit must be conducted by the Illinois Auditor General (as required for certain governmental entities only), or a Certified Public Accountant or Certified Public Accounting Firm licensed in the State of Illinois or in accordance with Section 5.2 of the Illinois Public Accounting Act (225 ILCS 450/5.2). For all audits required to be performed subject to GAGAS or Generally Accepted Auditing Standards, Grantee must request and maintain on file a copy of the auditor's most recent peer review report and acceptance letter. Grantee must follow procedures prescribed by Grantor for the preparation and submission of audit reports and any related documents.

12.6. Delinquent Reports. When audit reports or financial statements required under this ARTICLE are prepared by the Illinois Auditor General, if they are not available by the above-specified due date, they must be provided to Grantor within thirty (30) days of becoming available. Grantee should refer to the State Grantee Compliance Enforcement System for the policy and consequences for late reporting. 44 Ill. Admin. Code 7000.80.

ARTICLE XIII
TERMINATION; SUSPENSION; NON-COMPLIANCE

13.1. Termination.

(a) Either Party may terminate this Agreement, in whole or in part, upon thirty (30) calendar days' prior written notice to the other Party.

(b) If terminated by the Grantee, Grantee must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If Grantor determines in the case of a partial termination that the reduced or modified portion of the Award will not accomplish the purposes for which the Award was made, Grantor may terminate the Agreement in its entirety. 2 CFR 200.340(a)(3).

(c) This Agreement may be terminated, in whole or in part, by Grantor:

(i) Pursuant to a funding failure under Paragraph 4.1;

(ii) If Grantee fails to comply with the terms and conditions of this or any Award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any Award; or

(iii) If the Award no longer effectuates the Program goals or agency priorities and if this termination is permitted in the terms and conditions of the Award, which must be detailed in **Exhibit A**, **PART TWO** or **PART THREE**.

13.2. Suspension. Grantor may suspend this Agreement, in whole or in part, pursuant to a funding failure under Paragraph 4.1 or if the Grantee fails to comply with terms and conditions of this or any Award. If suspension is due to Grantee's failure to comply, Grantor may withhold further payment and prohibit Grantee from incurring additional Obligations pending corrective action by Grantee or a decision to terminate this Agreement by Grantor. Grantor may allow necessary and proper costs that Grantee could not reasonably avoid during the period of suspension.

13.3. Non-compliance. If Grantee fails to comply with the U.S. Constitution, applicable statutes, regulations or the terms and conditions of this or any Award, Grantor may impose additional conditions on Grantee, as described in 2 CFR 200.208. If Grantor determines that non-compliance cannot be remedied by imposing additional conditions, Grantor may take one or more of the actions described in 2 CFR 200.339. The Parties must follow all Grantor policies and procedures regarding non-compliance, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 44 Ill. Admin. Code 7000.80 and 7000.260.

13.4. Objection. If Grantor suspends or terminates this Agreement, in whole or in part, for cause, or takes any other action in response to Grantee's non-compliance, Grantee may avail itself of any opportunities to object and challenge such suspension, termination or other action by Grantor in accordance with any applicable processes and procedures, including, but not limited to, the procedures set forth in the State Grantee Compliance Enforcement System. 2 CFR 200.342; 44 Ill. Admin. Code 7000.80 and 7000.260.

13.5. Effects of Suspension and Termination.

(a) Grantor may credit Grantee for allowable expenditures incurred in the performance of authorized services under this Agreement prior to the effective date of a suspension or termination.

(b) Except as set forth in subparagraph (c), below, Grantee must not incur any costs or Obligations that require the use of Grant Funds after the effective date of a suspension or termination, and must cancel as many outstanding Obligations as possible.

(c) Costs to Grantee resulting from Obligations incurred by Grantee during a suspension or after termination of the Agreement are not allowable unless Grantor expressly authorizes them in the notice of suspension or termination or subsequently. However, Grantor may allow costs during a suspension or after termination if:

(i) The costs result from Obligations properly incurred before the effective date of suspension or termination, are not in anticipation of the suspension or termination, and the costs would be allowable if the Agreement was not suspended or terminated prematurely. 2 CFR 200.343.

13.6. Close-out of Terminated Agreements. If this Agreement is terminated, in whole or in part, the Parties must comply with all close-out and post-termination requirements of this Agreement. 2 CFR 200.340(d).

ARTICLE XIV
SUBCONTRACTS/SUBAWARDS

14.1. Subcontracting/Subrecipients/Delegation. Grantee must not subcontract nor issue a subaward for any portion of this Agreement nor delegate any duties hereunder without Prior Approval of Grantor. The requirement for Prior Approval is satisfied if the subcontractor or subrecipient has been identified in the uniform grant application, such as, without limitation, a Project description, and Grantor has approved. Grantee must follow all applicable requirements set forth in 2 CFR 200.332.

14.2. Application of Terms. If Grantee enters into a subaward agreement with a subrecipient, Grantee must notify the subrecipient of the applicable laws and regulations and terms and conditions of this Award by attaching this Agreement to the subaward agreement. The terms of this Agreement apply to all subawards authorized in accordance with Paragraph 14.1. 2 CFR 200.101(b).

14.3. Liability as Guaranty. Grantee will be liable as guarantor for any Grant Funds it obligates to a subrecipient or subcontractor pursuant to this ARTICLE in the event Grantor determines the funds were either misspent or are being improperly held and the subrecipient or subcontractor is insolvent or otherwise fails to return the funds. 2 CFR 200.345; 30 ILCS 705/6; 44 Ill. Admin. Code 7000.450(a).

ARTICLE XV
NOTICE OF CHANGE

15.1. Notice of Change. Grantee must notify Grantor if there is a change in Grantee's legal status, FEIN, UEI, SAM registration status, Related Parties, senior management (for non-governmental grantees only) or address. If the change is anticipated, Grantee must give thirty (30) days' prior written notice to Grantor. If the change is unanticipated, Grantee must give notice as soon as practicable thereafter. Grantor reserves the right to take any and all appropriate action as a result of such change(s).

15.2. Failure to Provide Notification. To the extent permitted by Illinois law (see Paragraph 21.2), Grantee must hold harmless Grantor for any acts or omissions of Grantor resulting from Grantee's failure to notify Grantor as required by Paragraph 15.1.

15.3. Notice of Impact. Grantee must notify Grantor in writing of any event, including, by not limited to, becoming a party to litigation, an investigation, or transaction that may have a material impact on Grantee's ability to perform under this Agreement. Grantee must provide notice to Grantor as soon as possible, but no later than five (5) days after Grantee becomes aware that the event may have a material impact.

15.4. Effect of Failure to Provide Notice. Failure to provide the notice described in this ARTICLE is grounds for termination of this Agreement and any costs incurred after the date notice should have been given may be disallowed.

ARTICLE XVI
STRUCTURAL REORGANIZATION AND RECONSTITUTION OF BOARD MEMBERSHIP

16.1. Effect of Reorganization. This Agreement is made by and between Grantor and Grantee, as Grantee is currently organized and constituted. Grantor does not agree to continue this Agreement, or any license related thereto, should Grantee significantly reorganize or otherwise substantially change the character of its corporate structure, business structure or governance structure. Grantee must give Grantor prior notice of any such action or changes significantly affecting its overall structure or, for non-governmental grantees only, management makeup (for example, a merger or a corporate restructuring), and must provide all reasonable documentation necessary for Grantor to review the proposed transaction including financial records and corporate and shareholder minutes of any corporation which may be involved. Grantor reserves the right to terminate the Agreement based on whether the newly organized entity is able to carry out the requirements of the Award. This ARTICLE does not require Grantee to report on minor changes in the makeup of its board membership or

governance structure, as applicable. Nevertheless, **PART TWO** or **PART THREE** may impose further restrictions. Failure to comply with this ARTICLE constitutes a material breach of this Agreement.

ARTICLE XVII
CONFLICT OF INTEREST

17.1. Required Disclosures. Grantee must immediately disclose in writing any potential or actual Conflict of Interest to Grantor. 2 CFR 200.112; 30 ILCS 708/35.

17.2. Prohibited Payments. Payments made by Grantor under this Agreement must not be used by Grantee to compensate, directly or indirectly, any person currently holding an elective office in this State including, but not limited to, a seat in the General Assembly. In addition, where Grantee is not an instrumentality of the State of Illinois, as described in this Paragraph, Grantee must request permission from Grantor to compensate, directly or indirectly, any officer or any person employed by an office or agency of the State of Illinois. An instrumentality of the State of Illinois includes, without limitation, State departments, agencies, boards, and State universities. An instrumentality of the State of Illinois does not include, without limitation, units of Local Government and related entities.

17.3. Request for Exemption. Grantee may request written approval from Grantor for an exemption from Paragraph 17.2. Grantee acknowledges that Grantor is under no obligation to provide such exemption and that Grantor may grant any such exemption subject to additional terms and conditions as Grantor may require.

ARTICLE XVIII
EQUIPMENT OR PROPERTY

18.1. Purchase of Equipment. For any equipment purchased in whole or in part with Grant Funds, if Grantor determines that Grantee has not met the conditions of 2 CFR 200.439, the costs for such equipment will be disallowed. Grantor must notify Grantee in writing that the purchase of equipment is disallowed.

18.2. Prohibition against Disposition/Encumbrance. Any equipment, material, or real property that Grantee purchases or improves with Grant Funds must not be sold, transferred, encumbered (other than original financing) or otherwise disposed of during the Award Term without Prior Approval of Grantor unless a longer period is required in **PART TWO** or **PART THREE** and permitted by 2 CFR Part 200 Subpart D. Use or disposition of real property acquired or improved using Grant Funds must comply with the requirements of 2 CFR 200.311. Real property, equipment, and intangible property that are acquired or improved in whole or in part using Grant Funds are subject to the provisions of 2 CFR 200.316. Grantor may require the Grantee to record liens or other appropriate notices of record to indicate that personal or real property has been acquired or improved with this Award and that use and disposition conditions apply to the property.

18.3. Equipment and Procurement. Grantee must comply with the uniform standards set forth in 2 CFR 200.310–200.316 governing the management and disposition of property, the cost of which was supported by Grant Funds. Any waiver from such compliance must be granted by either the President's Office of Management and Budget, the Governor's Office of Management and Budget, or both, depending on the source of the Grant Funds used. Additionally, Grantee must comply with the standards set forth in 2 CFR 200.317-200.327 to establish procedures to use Grant Funds for the procurement of supplies and other expendable property, equipment, real property and other services.

18.4. Equipment Instructions. Grantee must obtain disposition instructions from Grantor when equipment, purchased in whole or in part with Grant Funds, is no longer needed for their original purpose. Notwithstanding anything to the contrary contained in this Agreement, Grantor may require transfer of any equipment to Grantor or a third party for any reason, including, without limitation, if Grantor terminates the

Award or Grantee no longer conducts Award activities. Grantee must properly maintain, track, use, store and insure the equipment according to applicable best practices, manufacturer's guidelines, federal and state laws or rules, and Grantor requirements stated herein.

18.5. Domestic Preferences for Procurements. In accordance with 2 CFR 200.322, to the greatest extent practicable and consistent with law, Grantee must, under this Award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this Paragraph must be included in all subawards and in all contracts and purchase orders under this Award.

ARTICLE XIX
PROMOTIONAL MATERIALS; PRIOR NOTIFICATION

19.1. Promotional and Written Materials. Use of Grant Funds for promotions is subject to the prohibitions for advertising or public relations costs in 2 CFR 200.421(e). To use Grant Funds in whole or in part to produce any written publications, announcements, reports, flyers, brochures or other written materials, these uses must be allowable under 2 CFR 200.421 and 200.467 and Grantee must include in these publications, announcements, reports, flyers, brochures and all other such material, the phrase "Funding provided in whole or in part by the [Grantor]." 2 CFR 200.467. Exceptions to this requirement must be requested, in writing, from Grantor and will be considered authorized only upon written notice thereof to Grantee.

19.2. Prior Notification/Release of Information. Grantee must notify Grantor ten (10) days prior to issuing public announcements or press releases concerning work performed pursuant to this Agreement, or funded in whole or in part by this Agreement, and must cooperate with Grantor in joint or coordinated releases of information.

ARTICLE XX
INSURANCE

20.1. Maintenance of Insurance. Grantee must maintain in full force and effect during the Term of this Agreement casualty and bodily injury insurance, as well as insurance sufficient to cover the replacement cost of any and all real or personal property (including equipment), or both, purchased or, otherwise acquired, or improved in whole or in part, with funds disbursed pursuant to this Agreement. 2 CFR 200.310. Additional insurance requirements may be detailed in **PART TWO** or **PART THREE**.

20.2. Claims. If a claim is submitted for real or personal property, or both, purchased in whole with funds from this Agreement and such claim results in the recovery of money, such money recovered must be surrendered to Grantor.

ARTICLE XXI
LAWSUITS AND INDEMNIFICATION

21.1. Independent Contractor. Neither Grantee nor any employee or agent of Grantee acquires any employment rights with Grantor by virtue of this Agreement. Grantee must provide the agreed services and achieve the specified results free from the direction or control of Grantor as to the means and methods of performance. Grantee must provide its own equipment and supplies necessary to conduct its business; provided, however, that in the event, for its convenience or otherwise, Grantor makes any such equipment or supplies available to Grantee, Grantee's use of such equipment or supplies provided by Grantor pursuant to this Agreement is strictly limited to official Grantor or State of Illinois business and not for any other purpose, including any personal benefit or gain.

21.2. Indemnification and Liability.

(a) Non-governmental entities. This subparagraph applies only if Grantee is a non-governmental entity. Grantee must hold harmless Grantor against any and all liability, loss, damage, cost or expenses, including attorneys' fees, arising from the intentional torts, negligence or breach of contract of Grantee, with the exception of acts performed in conformance with an explicit, written directive of Grantor. Indemnification by Grantor is governed by the State Employee Indemnification Act (5 ILCS 350/.01 et seq.) as interpreted by the Illinois Attorney General. Grantor makes no representation that Grantee, an independent contractor, will qualify or be eligible for indemnification under said Act.

(b) Governmental entities. This subparagraph applies only if Grantee is a governmental unit as designated in Paragraph 3.2. Neither Party shall be liable for actions chargeable to the other Party under this Agreement including, but not limited to, the negligent acts and omissions of the other Party's agents, employees or subcontractors in the performance of their duties as described under this Agreement, unless such liability is imposed by law. This Agreement is not construed as seeking to enlarge or diminish any obligation or duty owed by one Party against the other or against a third party.

ARTICLE XXII
MISCELLANEOUS

22.1. Gift Ban. Grantee is prohibited from giving gifts to State employees pursuant to the State Officials and Employees Ethics Act (5 ILCS 430/10-10) and Illinois Executive Order 15-09.

22.2. Assignment Prohibited. This Agreement must not be sold, assigned, or transferred in any manner by Grantee, to include an assignment of Grantee's rights to receive payment hereunder, and any actual or attempted sale, assignment, or transfer by Grantee without the Prior Approval of Grantor in writing renders this Agreement null, void and of no further effect.

22.3. Copies of Agreements upon Request. Grantee must, upon request by Grantor, provide Grantor with copies of contracts or other agreements to which Grantee is a party with any other State agency.

22.4. Amendments. This Agreement may be modified or amended at any time during its Term by mutual consent of the Parties, expressed in writing and signed by the Parties.

22.5. Severability. If any provision of this Agreement is declared invalid, its other provisions will remain in effect.

22.6. No Waiver. The failure of either Party to assert any right or remedy pursuant to this Agreement will not be construed as a waiver of either Party's right to assert such right or remedy at a later time or constitute a course of business upon which either Party may rely for the purpose of denial of such a right or remedy.

22.7. Applicable Law; Claims. This Agreement and all subsequent amendments thereto, if any, are governed and construed in accordance with the laws of the State of Illinois. Any claim against Grantor arising out of this Agreement must be filed exclusively with the Illinois Court of Claims. 705 ILCS 505/1 *et seq*. Grantor does not waive sovereign immunity by entering into this Agreement.

22.8. Compliance with Law. Grantee is responsible for ensuring that Grantee's Obligations and services hereunder are performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules, including but not limited to 44 Ill. Admin. Code Part 7000, laws and rules which govern disclosure of confidential records or other information obtained by Grantee concerning persons served under this Agreement, and any license requirements or professional certification provisions.

22.9. Compliance with Freedom of Information Act. Upon request, Grantee must make available to Grantor all documents in its possession that Grantor deems necessary to comply with requests made under the Freedom of Information Act. 5 ILCS 140/7(2).

22.10 Compliance with Whistleblower Protections. Grantee must comply with the Whistleblower Act (740 ILCS 174/1 *et seq.*) and the whistleblower protections set forth in 2 CFR 200.217, including but not limited to, the requirement that Grantee and its subrecipients inform their employees in writing of employee whistleblower rights and protections under 41 U.S.C. 4712.

22.11. Precedence.

(a) Except as set forth in subparagraph (b), below, the following rules of precedence are controlling for this Agreement: In the event there is a conflict between this Agreement and any of the exhibits or attachments hereto, this Agreement controls. In the event there is a conflict between **PART ONE** and **PART TWO** or **PART THREE** of this Agreement, **PART ONE** controls. In the event there is a conflict between **PART TWO** and **PART THREE** of this Agreement, **PART TWO** controls. In the event there is a conflict between this Agreement and relevant statute(s) or rule(s), the relevant statute(s) or rule(s) controls.

(b) Notwithstanding the provisions in subparagraph (a), above, if a relevant federal or state statute(s) or rule(s) requires an exception to this Agreement's provisions, or an exception to a requirement in this Agreement is granted by GATU, such exceptions must be noted in **PART TWO** or **PART THREE**, and in such cases, those requirements control.

22.12. Illinois Grant Funds Recovery Act. In the event of a conflict between the Illinois Grant Funds Recovery Act and the Grant Accountability and Transparency Act, the provisions of the Grant Accountability and Transparency Act control. 30 ILCS 708/80.

22.13. Headings. Articles and other headings contained in this Agreement are for reference purposes only and are not intended to define or limit the scope, extent or intent of this Agreement or any provision hereof.

22.14. Counterparts. This Agreement may be executed in one or more counterparts, each of which are considered to be one and the same agreement, binding on all Parties hereto, notwithstanding that all Parties are not signatories to the same counterpart. Duplicated signatures, signatures transmitted via facsimile, or signatures contained in a Portable Document Format (PDF) document are deemed original for all purposes.

22.15. Attorney Fees and Costs. Unless prohibited by law, if Grantor prevails in any proceeding to enforce the terms of this Agreement, including any administrative hearing pursuant to the Grant Funds Recovery Act or the Grant Accountability and Transparency Act, Grantor has the right to recover reasonable attorneys' fees, costs and expenses associated with such proceedings.

22.16. Continuing Responsibilities. The termination or expiration of this Agreement does not affect: (a) the right of Grantor to disallow costs and recover funds based on a later audit or other review; (b) the obligation of the Grantee to return any funds due as a result of later refunds, corrections or other transactions, including, without limitation, final Indirect Cost Rate adjustments and those funds obligated pursuant to ARTICLE XIV; (c) the CYEFR(s); (d) audit requirements established in 44 Ill. Admin. Code 7000.90 and ARTICLE XII ; (e) property management and disposition requirements established in 2 CFR 200.310 through 2 CFR 200.316 and ARTICLE XVIII; or (f) records related requirements pursuant to ARTICLE IX. 44 Ill. Admin. Code 7000.440.

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EXHIBIT A

PROJECT DESCRIPTION

Grantee must complete the Award Activities described on this **Exhibit A**, the Deliverables and Milestones listed on **Exhibit B** and the Performance Measures listed on **Exhibit D** within the term of this Agreement, as provided in Paragraph 2.1, herein.

AUTHORITY: The Grantor is authorized to make this Award pursuant to 20 ILCS 605/605-55 and/or 20 ILCS 605/605-30.

The purpose of this authority is as follows:

To make and enter into contracts, including grants, as authorized pursuant to appropriations by the General Assembly. and/or to use the State and federal programs, grants, and subsidies that are available to assist in the discharge of the provisions of the Civil Administrative Code of Illinois.

PROJECT DESCRIPTION:

The Grantee is a governmental entity which provides essential public services to the citizens of the Village of Northbrook in Cook County.

Grant funds will be utilized for a portion of the costs, including any that are prior incurred, associated with public safety and equipment expenses at the Grantee owned Village Hall located at 1225 Cedar Lane in the Village of Northbrook, Illinois. The project is necessary as the equipment will help support the emergency response of the Grantee by providing rapid response traffic barrier system, which the Grantee currently does not have, increase the number of message boards that can be used for traffic control and informational purposes, and provide a Fire Response Utility Task Vehicle, which will assist response in hard-to-reach areas. Funds from this Grant will be used to purchase a Utility Task Vehicle, multiple LED message boards, and a rapid-deployment barrier system for traffic control. All other costs associated with the completion of the project will be paid via the use of other funding sources.

Specifically, Grant funds will include a portion of the "Equipment" costs associated with the purchase of a rapid-deployment barrier system and trailer, LED message boards, and Utility Task Vehicle.

The completion of this project will benefit the public by providing the Grantee with much better capacity to more efficiently respond to emergencies and provide better traffic control and messaging.

EXHIBIT B

DELIVERABLES OR MILESTONES

To be stated on the initial submitted Periodic Performance Report (PPR), as directed by the Report Deliverable Schedule, the Grantee will provide a detailed task list of projected deliverables, which must be approved by Grantor. These tasks and associated due dates, and any subsequent revisions, shall be incorporated by reference into this Agreement. These tasks will be used to measure performance throughout the life of the Award and can be updated and reported on each PPR reporting due date.

EXHIBIT C

CONTACT INFORMATION

CONTACTS FOR NOTIFICATION AND GRANT ADMINISTRATION:

Unless specified elsewhere, all notices required or desired to be sent by either Party must be sent to the persons listed below. Grantee must notify Grantor of any changes in its contact information listed below within five (5) business days from the effective date of the change, and Grantor must notify Grantee of any changes to its contact information as soon as practicable. The Party making a change must send any changes in writing to the contact for the other Party. No amendment to this Agreement is required if information in this Exhibit is changed.

FOR OFFICIAL GRANT NOTIFICATIONS

GRANTOR CONTACT

Name: Kristin A. Richards

Title: Director

Address: 1011 S. 2nd St.
Springfield, IL 62704

GRANTEE CONTACT

Name: Kathryn L Ciesla

Title: Village President

Address: 1225 Cedar Lane
Northbrook, IL 60062-4513

GRANTEE PAYMENT ADDRESS
(If different than the address above)

Address: N/A

FOR GRANT ADMINISTRATION

GRANTOR CONTACT

Name: Alex Fuller
Title: Grant Manager
Address: 1011 S. 2nd St.
Springfield, IL 62704
Phone: 217-782-9988
TTY#: (800) 785-6055
Email Address: Alex.Fuller@Illinois.gov

GRANTEE CONTACT

Name: Kelly Hamill
Title: Director, Public Works
Address: 1225 Cedar Lane
Northbrook, IL 60062-4513
Phone: 847-272-4711
TTY#: N/A
Email Address: kelly.hamill@northbrook.il.us

GRANTEE DESIGNEES

The following are designated as Authorized Designee(s) for the Grantee (*See* **PART TWO**, ARTICLE XXIII):

Authorized Designee: Kelly Hamill
Authorized Designee Title: Director, Public Works
Authorized Designee Phone: 847-272-4711 x4110
Authorized Designee Email: kelly.hamill@northbrook.il.us

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

Authorized Designee: Cara Pavlicek
Authorized Designee Title: Village Manager
Authorized Designee Phone: 847-664-4011
Authorized Designee Email: cara.pavlicek@northbrook.il.us

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

Authorized Designee: _____
Authorized Designee Title: _____
Authorized Designee Phone: _____
Authorized Designee Email: _____

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

Authorized Designee: _____
Authorized Designee Title: _____
Authorized Designee Phone: _____
Authorized Designee Email: _____

Authorized Designee Signature: _____

Authorized Signatory Approval: _____

GRANTOR CONTACT FOR AUDIT OR CONSOLIDATED YEAR-END FINANCIAL REPORTS QUESTIONS—AUDIT UNIT

Email: CEO.GrantHelp@Illinois.gov

GRANTOR CONTACT FOR FINANCIAL CLOSEOUT AND REFUNDS—PROGRAM ACCOUNTANT

Name:	Sam Huston
Email:	samuel.huston@illinois.gov
Phone:	000-000-0000
Fax#:	N/A
Address:	IDCEO-ACCOUNTING OFFICE 1011 S 2ND ST SPRINGFIELD IL 62704-3004

EXHIBIT D

PERFORMANCE MEASURES AND STANDARDS

To be stated on the initial submitted Periodic Performance Report (PPR), as directed by the Report Deliverable Schedule, the Grantee will incorporate project specific performance measures within the corresponding section of the PPR. The project specific performance measures will encompass the following standardized performance measures listed below.

- Did the deliverables specified in the task list submitted pursuant to Exhibit B lead to the completion of the project described in Exhibit A?
- Given the total amount of Grant Funds available, does the percent currently drawn and expended directly correlate to the percent of the completion of the project to date?
- At the time of Award closeout, has the Grantee fulfilled the public purpose of the project stated in Exhibit A?

The Grantor reserves the right to deny any voucher request(s) at its discretion, based on lack of progress toward meeting completion goals. If the Grantee fails to meet any of the performance measures/goals, and if deemed appropriate at the discretion of the Grantor, the Grant Funds may be decreased by an amount proportionate to the size of the shortfall, and/or the Grantee may be responsible for the return of the Grant Funds in the amount specified by the Grantor. Grantor may initiate a grant modification(s) to de-obligate Grant Funds based on non-performance. The Grantee will submit grant modification requests as necessary in a timely manner, including a request to de-obligate Grant Funds in an amount that the Grantee determines will be unspent by the end of the Grant Agreement Term.

EXHIBIT E

SPECIFIC CONDITIONS

Grantor may remove (or reduce) a Specific Condition included in this Exhibit by providing written notice to the Grantee, in accordance with established procedures for removing a Specific Condition.

There were no conditions resulting from the Internal Control Questionnaire (ICQ).

There were no conditions resulting from the Programmatic Risk Assessment.

PART TWO – GRANTOR-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE**, Grantor has the following additional requirements for its Grantee:

ARTICLE XXIII
AUTHORIZED SIGNATORY

23.1. Authorized Signatory. In processing this Award and related documentation, Grantor will only accept materials signed by the Authorized Signatory or Designee of this Agreement, as designated or prescribed in the Grantee's signature block or on **Exhibit C**. If the Authorized Signatory chooses to assign a designee to sign or submit materials required by this Agreement to Grantor, the Authorized Signatory must either send written notice to Grantor indicating the name of the designee, or provide notice as set forth in **Exhibit C**. Without this notice, Grantor will reject any materials signed or submitted on the Grantee's behalf by anyone other than the Authorized Signatory. The Authorized Signatory must approve each Authorized Designee separately by signing as indicated on **Exhibit C** or on the appropriate form provided by Grantor. If an Authorized Designee(s) appears on **Exhibit C**, the Grantee should verify the information and indicate any changes as necessary. Signatures of both the Authorized Signatory and the Authorized Designee are required in order for the Authorized Designee to have signature authority under this Agreement.

ARTICLE XXIV
ADDITIONAL AUDIT PROVISIONS

24.1. Discretionary Audit. The Grantor may, at any time and in its sole discretion, require a program-specific audit, or other audit, SAS 115/AU-C265 letters (Auditor's Communication of Internal Control Related Matters) and SAS 114/AU-C260 letters (Auditor's Communication With Those Charged With Governance).

ARTICLE XXV
ADDITIONAL MONTORING PROVISIONS

25.1. Cooperation with Audits and Inquiries, Confidentiality. Pursuant to ARTICLE IX, above, the Grantee is obligated to cooperate with the Grantor and other legal authorities in any audit or inquiry related to the Award. The Grantor or any other governmental authority conducting an audit or inquiry may require the Grantee to keep confidential any audit or inquiry and to limit internal disclosure of the audit or inquiry to those Grantee personnel who are necessary to support the Grantee's response to the audit or inquiry. This confidentiality requirement does not limit Grantee's right to discuss an audit or inquiry with its legal counsel. If a third party seeks to require the Grantee, pursuant to any law, regulation, or legal process, to disclose an audit or inquiry that has been deemed confidential by the Grantor or other governmental authority, the Grantee must promptly notify the entity that is conducting the audit or inquiry of such effort so that the entity that is conducting the audit or inquiry may seek a protective order, take other appropriate action, or waive compliance by the Grantee with the confidentiality requirement.

ARTICLE XXVI
ADDITIONAL INTEREST PROVISIONS

26.1. Interest Earned on Grant Funds. Interest earned on Grant Funds in an amount up to $500 per year may be retained by the Grantee for administrative expenses unless otherwise provided in **PART THREE**. Any additional interest earned on Grant Funds above $500 per year must be returned to the Grantor pursuant to Paragraphs 4.3 and 29.2 herein, or as otherwise instructed by the Grant Manager or as set forth in **PART THREE**. All interest earned must be expended prior to Grant Funds. Any unspent Grant Funds or earned interest unspent must be returned as Grant Funds to the Grantor as described in Paragraphs 4.3 and 29.2 herein. All interest earned on Grant Funds must be accounted for and reported to the Grantor as provided in ARTICLE X herein. If applicable, the Grantor will remit interest earned and returned by Grantee to the U.S. Department of Health and Human Services

Payment Management System through the process set forth at 2 CFR 200.305(b)(12), or as otherwise directed by the federal awarding agency. The provisions of this Paragraph are inapplicable to the extent any statute, rule or program requirement provides for different treatment of interest income. Any provision that deviates from this paragraph is set forth in **PART THREE**.

ARTICLE XXVII
ADDITIONAL BUDGET PROVISIONS

27.1. Restrictions on Line Item Transfers. Unless set forth otherwise in **PART THREE** herein, Budget line item transfers within the guidelines set forth in paragraph 6.2 herein, which would not ordinarily require approval from Grantor, but result in an increase of ten percent (10%) or more to any expenditure category of the current approved Budget, are considered changes in the project scope and require Prior Approval from Grantor pursuant to 44 Ill. Admin. Code 7000.370(b).

ARTICLE XXVIII
ADDITIONAL REPRESENTATIONS AND WARRANTIES

28.1. Grantee Representations and Warranties. In connection with the execution and delivery of this Agreement, the Grantee makes the following representations and warranties to Grantor:

(a) That it has no public or private interest, direct or indirect, and will not acquire, directly or indirectly any such interest which does or may conflict in any manner with the performance of the Grantee's services and obligations under this Agreement;

(b) That no member of any governing body or any officer, agent or employee of the State, has a personal financial or economic interest directly in this Agreement, or any compensation to be paid hereunder except as may be permitted by applicable statute, regulation or ordinance;

(c) That there is no action, suit or proceeding at law or in equity pending, nor to the best of Grantee's knowledge, threatened, against or affecting the Grantee, before any court or before any governmental or administrative agency, which will have a material adverse effect on the performance required by this Agreement;

(d) That to the best of the Grantee's knowledge and belief, the Grantee, its principals and key project personnel:

(i) Are not presently declared ineligible or voluntarily excluded from contracting with any federal or State department or agency;

(ii) Have not, within a three (3)-year period preceding this Agreement, been convicted of any felony; been convicted of a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; had a civil judgment rendered against them for commission of fraud; been found in violation of federal or state antitrust statutes; or been convicted of embezzlement, theft, larceny, forgery, bribery, falsification or destruction of records, making a false statement, or receiving stolen property;

(iii) Are not presently indicted for, or otherwise criminally or civilly charged, by a government entity (federal, state or local) with commission of any of the offenses enumerated in subparagraph (ii) of this certification; and

(iv) Have not had, within a three (3)-year period preceding this Agreement, any judgment rendered in an administrative, civil or criminal matter against the Grantee, or any entity

associated with its principals or key personnel, related to a grant issued by any federal or state agency or a local government.

Any request for an exception to the provisions of this subparagraph (d) must be made in writing, listing the name of the individual, home address, type of conviction and date of conviction; and

(e) Grantee certifies that it is not currently operating under, or subject to, any cease and desist order, or subject to any informal or formal regulatory action, and, to the best of Grantee's knowledge, that it is not currently the subject of any investigation by any state or federal regulatory, law enforcement or legal authority. Should it become the subject of an investigation by any state or federal regulatory, law enforcement or legal authority, Grantee shall promptly notify Grantor of any such investigation. Grantee acknowledges that should it later be subject to a cease and desist order, Memorandum of Understanding, or found in violation pursuant to any regulatory action or any court action or proceeding before any administrative agency, that Grantor is authorized to declare Grantee out of compliance with this Agreement and suspend or terminate the Agreement pursuant to ARTICLE XIII herein and any applicable rules.

ARTICLE XXIX
ADDITIONAL TERMINATION, SUSPENSION, BILLING SCHEDULE AND NON-COMPLIANCE PROVISIONS

29.1. Remedies for Non-Compliance. If Grantor suspends or terminates this Agreement pursuant to ARTICLE XIII herein, Grantor may also elect any additional remedy allowed by law, including, but not limited to, one or more of the following remedies:

(a) Direct the Grantee to refund some or all of the Grant Funds disbursed to it under this Agreement; and

(b) Direct the Grantee to remit an amount equivalent to the "Net Salvage Value" of all equipment or materials purchased with Grant Funds provided under this Agreement. For purposes of this Agreement, "Net Salvage Value" is defined as the amount realized, or that the Parties agree is likely to be realized from, the sale of equipment or materials purchased with Grant Funds provided under this Agreement at its current fair market value, less selling expenses.

29.2. Grant Refunds. In accordance with the Illinois Grant Funds Recovery Act, 30 ILCS 705/1 *et seq.*, the Grantee must, within forty-five (45) days of the effective date of a termination of this Agreement, refund to Grantor, any balance of Grant Funds not spent or not obligated as of that date.

29.3. Grant Funds Recovery Procedures. In the event that Grantor seeks to recover from Grantee Grant Funds received pursuant to this Award that: (i) Grantee cannot demonstrate were properly spent, or (ii) have not been expended or legally obligated by the time of expiration or termination of this Award, the Parties agree to follow the procedures set forth in the Illinois Grant Funds Recovery Act, 30 ILCS 705/1 *et seq*. (GFRA), for the recovery of Grant Funds, including the informal and formal hearing requirements. All remedies available in Section 6 of the GFRA will apply to these proceedings. The Parties agree that Grantor's Administrative Hearing Rules (56 Ill. Admin. Code Part 2605) and/or any other applicable hearing rules shall govern these proceedings.

29.4. Grantee Responsibility. Grantee will be held responsible for the expenditure of all Grant Funds received through this Award, whether expended by Grantee or a subrecipient or contractor of Grantee. Grantor may seek any remedies against Grantee permitted pursuant to this Agreement and 2 CFR 200.339 for the action of a subrecipient or contractor of Grantee that is not in compliance with the applicable statutes, regulations or the terms and conditions of this Award.

29.5. Billing Schedule. In accordance with paragraph 4.8, herein Grantee must submit all payment requests to Grantor within thirty (30) days of the end of the quarter, unless another billing schedule is specified in **PART THREE** or Paragraph 2.3. Failure to submit such payment request timely will render the amounts billed an

unallowable cost which Grantor cannot reimburse. In the event that Grantee is unable, for good cause, to submit its payment request timely, Grantee must timely notify Grantor and may request an extension of time to submit the payment request. Grantor's approval of Grantee's request for an extension cannot be unreasonably withheld. The payment requirements of this Paragraph supersede those set forth in Paragraph 4.8.

ARTICLE XXX
ADDITIONAL MODIFICATION PROVISIONS

30.1. Modifications by Operation of Law. This Agreement is subject to such modifications as the Grantor determines, in its sole discretion, may be required by changes in federal or State law or regulations applicable to this Agreement. Grantor will initiate such modifications, and Grantee will be required to agree to the modification in writing as a condition of continuing the Award. Any such required modification will be incorporated into and become part of this Agreement as if fully set forth herein. The Grantor will timely notify the Grantee of any pending implementation of or proposed amendment to any laws or regulations of which it has notice.

30.2. Discretionary Modifications. If either the Grantor or the Grantee wishes to modify the terms of this Agreement other than as set forth in ARTICLES V and VI and Paragraphs 30.1 and 30.3, written notice of the proposed modification must be given to the other Party. Modifications will only take effect when agreed to in writing by both the Grantor and the Grantee. However, if the Grantor notifies the Grantee in writing of a proposed modification, and the Grantee fails to respond to that notification, in writing, within thirty (30) days, the Grantor may commence a process to suspend or terminate this Award. In making an objection to the proposed modification, the Grantee must specify the reasons for the objection and the Grantor will consider those objections when evaluating whether to follow through with the proposed modification. The Grantor's notice to the Grantee must contain the Grantee name, Agreement number, Amendment number and purpose of the revision. If the Grantee seeks any modification to the Agreement, the Grantee must submit a detailed narrative explaining why the Project cannot be completed in accordance with the terms of the Agreement and how the requested modification will ensure completion of the Grant Activities, Deliverables, Milestones and/or Performance Measures (**Exhibits A**, **B** and **D**).

30.3. Unilateral Modifications. The Parties agree that Grantor may, in its sole discretion, unilaterally modify this Agreement without prior approval of the Grantee when the modification is initiated by Grantor for the sole purpose of increasing the Grantee's funding allocation as additional funds become available for the Award during the program year covered by the Term of this Agreement.

30.4. Management Waiver. The Parties agree that the Grantor may issue a waiver of specific requirements of this Agreement after the term of the Agreement has expired. These waivers are limited to non-material changes to specific provisions that the Grantor determines are necessary to place the Grantee in administrative compliance with the requirements of this Agreement. A management waiver issued after the Term of the Agreement has expired will supersede the original requirements of this Agreement that would normally require a modification of this Agreement to be executed. The Grantor will make no modifications of this Agreement not agreed to prior to the expiration of the Agreement beyond what is specifically set forth in this Paragraph.

30.5. Term Extensions. The Grantee acknowledges that all Grant Funds must be expended or legally obligated, and all Grant Activities, Deliverables, Milestones and Performance Measures (**Exhibits A**, **B** and **D**) must be completed during the Term of the Agreement. Extensions of the Term will be granted only for good cause, subject to the Grantor's discretion. Pursuant to the Grant Funds Recovery Act (30 ILCS 705/1 *et seq.*), no Award may be extended in total beyond a two (2)-year period unless the Grant Funds are expended or legally obligated during that initial two-year period, or unless Grant Funds are disbursed for reimbursement of costs previously incurred by the Grantee. If Grantee requires an extension of the Award Term, Grantee should submit a written request to the Grant Manager at least sixty (60) days prior to the end of the Award Term or extended Award Term, as applicable, stating the reason for the extension. If Grantee provides reasonable extenuating circumstances, Grantee may request an extension of the Award Term with less than sixty (60) days remaining.

ARTICLE XXXI
ADDITIONAL CONFLICT OF INTEREST PROVISIONS

31.1. Bonus or Commission Prohibited. The Grantee shall not pay any bonus or commission for the purpose of obtaining the Grant Funds awarded under this Agreement.

ARTICLE XXXII
ADDITIONAL EQUIPMENT OR PROPERTY PROVISIONS

32.1. Equipment Management. The Grantee is responsible for replacing or repairing equipment and materials purchased with Grant Funds that are lost, stolen, damaged, or destroyed. Any loss, damage or theft of equipment and materials must be investigated and fully documented, and immediately reported to the Grantor and, where appropriate, the appropriate law enforcement authorities.

32.2. Purchase of Real Property. If permitted by the Award Budget and scope of activities provided in this Agreement, a Grantee may use the Grant Funds during the Award Term for the costs associated with the purchase of real property (as defined by 2 CFR 200.1) either through the use of reimbursement or advanced funds as permitted in Paragraph 2.3 of this Agreement for the following purposes and consistent with the Grantor's bondability guidelines and 2 CFR 200:

(a) Cash payment of the entirety or a portion of the real property acquisition;

(b) Cash Payment of a down payment for the acquisition;

(c) Standard and commercially reasonable costs required to be paid at the acquisition closing (*i.e.*, closing costs); or

(d) Payments to reduce the debt incurred by Grantee to purchase the real property.

32.3. Bonding Requirements. If Grant Funds through this Award are used for construction or facility improvement projects that exceed the Simplified Acquisition Threshold, the Grantee must comply with the minimum bonding requirements listed in 2 CFR 200.326(a) – (c). Grantor will not accept the Grantee's own bonding policy and requirements.

32.4. Lien Requirements. Grantor may direct Grantee in writing to record a lien or notice of State or federal interest on the property purchased or improved with Grant Funds. 2 CFR 200.316. If Grantor makes this direction and the Grantee does not comply, the Grantor may: (a) record the lien or notice of State or federal interest and reduce the amount of the Grant Funds by the cost of recording the lien or notice of State or federal interest, or (b) suspend this Award until Grantee complies with Grantor's direction.

ARTICLE XXXIII
APPLICABLE STATUTES

To the extent applicable, Grantor and Grantee shall comply with the following:

33.1. Land Trust Beneficial Interest Disclosure Act (765 ILCS 405/2.1). No Grant Funds will be paid to any trustee of a land trust, or any beneficiary or beneficiaries of a land trust, for any purpose relating to the land, which is the subject of such trust, any interest in such land, improvements to such land or use of such land unless an affidavit is first filed with the Grantor identifying each beneficiary of the land trust by name and address and defining such interest therein. This affidavit must be filed with the Illinois Office of the Comptroller as an attachment to this Agreement.

33.2. Historic Preservation Act (20 ILCS 3420/1 *et seq.*). The Grantee will not expend Grant Funds under this Agreement which result in the destruction, alteration, renovation, transfer or sale, or utilization of a historic property, structure or structures, or in the introduction of visual, audible or atmospheric elements to a historic property, structure or structures, which will result in the change in the character or use of any historic property, except as approved by the Illinois Department of Natural Resources, Historic Preservation Division. The Grantee must not expend Grant Funds under this Agreement for any project, activity, or program that can result in changes in the character or use of historic property, if any historic property is located in the area of potential effects without the approval of the Illinois Department of Natural Resources, Historic Preservation Division. 20 ILCS 3420/3(f).

33.3. Victims' Economic Security and Safety Act (820 ILCS 180 *et seq.*). If the Grantee has one (1) or more employees, it may not discharge or discriminate against an employee who is a victim of domestic or sexual violence, or who has a family or household member who is a victim of domestic or sexual violence, for taking up to the allowable amount of leave from work to address the domestic violence, pursuant to the Victims' Economic Security and Safety Act. 820 ILCS 180/20(a)(2). The Grantee is not required to provide paid leave under the Victims' Economic Security and Safety Act, but may not suspend group health plan benefits during the leave period. Any failure on behalf of the Grantee to comply with all applicable provisions of the Victims' Economic Security and Safety Act, or applicable rules and regulations promulgated thereunder, may result in a determination that the Grantee is ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked, as provided by statute or regulation.

33.4. Equal Pay Act of 2003 (820 ILCS 112 *et seq.*). If the Grantee has one (1) or more employees, it is prohibited by the Equal Pay Act of 2003 from: (a) discriminating between employees by paying unequal wages on the basis of sex for doing the same or substantially similar work; (b) discriminating between employees by paying wages to an African-American employee at a rate less than the rate at which the Grantee pays wages to another employee who is not African-American for the same or substantially similar work; (c) remedying violations of the Equal Pay Act of 2003 by reducing the wages of other employees or discriminating against any employee exercising their rights under the Equal Pay Act of 2003; and (d) screening job applicants based on their current or prior wages or salary histories, or requesting or requiring a wage or salary history from an individual as a condition of employment or consideration for employment. Any failure on behalf of the Grantee to comply with all applicable provisions of the Equal Pay Act of 2003, or applicable rules and regulations promulgated thereunder, may result in a determination that the Grantee is ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and this Agreement may be cancelled or voided in whole or in part, and such other sanctions or penalties may be imposed or remedies invoked, as provided by statute or regulation.

33.5. Steel Products Procurement Act (30 ILCS 565/1 *et seq.*). The Grantee, if applicable, hereby certifies that any steel products used or supplied in accordance with this Award for a public works project shall be manufactured or produced in the United States per the requirements of the Steel Products Procurement Act (30 ILCS 565/1 *et seq.*).

33.6. Business Enterprise for Minorities, Women, and Persons with Disabilities Act and Illinois Human Rights Act (30 ILCS 575/0.01; 775 ILCS 5/2-105). The Grantee acknowledges and hereby certifies compliance with the provisions of the Business Enterprise for Minorities, Women, and Persons with Disabilities Act, and the equal employment practices of Section 2-105 of the Illinois Human Rights Act for the provision of services which are directly related to the Award activities to be performed under this Agreement.

33.7. Identity Protection Act (5 ILCS 179/1 *et seq.*) and Personal Information Protection Act (815 ILCS 530/1 *et seq.*). The Grantor is committed to protecting the privacy of its vendors, grantees and beneficiaries of programs and services. At times, the Grantor will request social security numbers or other personal identifying information. Federal and state laws, rules and regulations require the collection of this information for certain purposes relating to employment and/or payments for goods and services, including, but not limited to, Awards. The Grantor also collects confidential information for oversight and monitoring purposes.

Furnishing personal identity information, such as a social security number, is voluntary; however, failure to provide required personal identity information may prevent an individual or organization from using the services/benefits provided by the Grantor as a result of state or federal laws, rules and regulations.

To the extent the Grantee collects or maintains protected personal information as part of carrying out the Award activities, the Grantee must maintain the confidentiality of the protected personal information in accordance with applicable law and as set forth below.

(a) Personal Information Defined. As used herein, "Personal Information" shall have the definition set forth in the Personal Information Protection Act, 815 ILCS 530/5 ("PIPA").

(b) Protection of Personal Information. The Grantee must use at least reasonable care to protect the confidentiality of Personal Information that is collected or maintained as part of the Award activities and (i) not use any Personal Information for any purpose outside the scope of the Award activities and (ii) except as otherwise authorized by the Grantor in writing, limit access to Personal Information to those of its employees, contractors, and agents who need such access for purposes consistent with the Award Activities. If Grantee provides any contractor or agent with access to Personal Information, it must require the contractor or agent to comply with the provisions of this Paragraph.

(c) Security Assurances. Grantee represents and warrants that it has established and will maintain safeguards against the loss and unauthorized access, acquisition, destruction, use, modification, or disclosure of Personal Information and shall otherwise maintain the integrity of Personal Information in its possession in accordance with any federal or state law privacy requirements, including PIPA. These safeguards must be reasonably designed to (i) ensure the security and confidentiality of the Personal Information, (ii) protect against any anticipated threats or hazards to the security or integrity of Personal Information, and (iii) protect against unauthorized access to or use of Personal Information. Additionally, Grantee will have in place policies, which provide for the secure disposal of documents and information which contain Personal Information, including but not limited to shredding documents and establishing internal controls over the authorized access to such information. 815 ILCS 530/40.

(d) Breach Response. In the event of any unauthorized access to, unauthorized disclosure of, loss of, damage to or inability to account for any Personal Information (a "Breach"), Grantee agrees that it will promptly, at its own expense: (i) report such Breach to the Grantor by telephone with immediate written confirmation sent by e-mail, describing in detail any accessed materials and identifying any individual(s) who may have been involved in such Breach; (ii) take all actions necessary or reasonably requested by the Grantor to stop, limit or minimize the Breach; (iii) restore and/or retrieve, as applicable, and return all Personal Information that was lost, damaged, accessed, copied or removed; (iv) cooperate in all reasonable respects to minimize the damage resulting from such Breach; (v) provide any notice to Illinois residents as required by 815 ILCS 530/10, 815 ILCS 530/12 or applicable federal law, in consultation with the Grantor; and (vi) cooperate in the preparation of any report related to the Breach that the Grantor may need to present to any governmental body.

(e) Injunctive Relief. Grantee acknowledges that, in the event of a breach of this Paragraph, Grantor will likely suffer irreparable damage that cannot be fully remedied by monetary damages. Accordingly, in addition to any remedy which the Grantor may possess pursuant to applicable law, the Grantor retains the right to seek and obtain injunctive relief against any such breach in any Illinois court of competent jurisdiction.

(f) Compelled Access or Disclosure. The Grantee may disclose Personal Information if it is compelled by law, regulation, or legal process to do so, provided the Grantee gives the Grantor at least ten (10) days' prior notice of such compelled access or disclosure (to the extent legally permitted) and reasonable assistance if the Grantor wishes to contest the access or disclosure.

ARTICLE XXXIV
ADDITIONAL MISCELLANEOUS PROVISIONS

34.1. Workers' Compensation Insurance, Social Security, Retirement and Health Insurance Benefits, and Taxes. The Grantee must provide Workers' Compensation insurance where the same is required and accepts full responsibility for the payment of unemployment insurance, premiums for Workers' Compensation, Social Security and retirement and health insurance benefits, as well as all income tax deduction and any other taxes or payroll deductions required by law for its employees who are performing services specified by this Agreement.

34.2. Required Notice. Grantee agrees to give prompt notice to the Grantor of any event that may materially affect the performance required under this Agreement. Any notice or final decision by Grantor relating to (a) a Termination or Suspension (ARTICLE XIII), (b) Modifications, Management Waivers or Term Extensions (ARTICLE XXX) or (c) Assignments (Paragraph 22.2) must be executed by the Director of the Grantor or her or his authorized designee.

ARTICLE XXXV
ADDITIONAL REQUIRED CERTIFICATIONS

The Grantee makes the following certifications as a condition of this Agreement. These certifications are required by State statute and are in addition to any certifications required by any federal funding source as set forth in this Agreement. Grantee's execution of this Agreement shall serve as its attestation that the certifications made herein are true and correct.

35.1. Sexual Harassment. The Grantee certifies that it has written sexual harassment policies that must include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of sexual harassment under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the Grantee's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and the Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and the Human Rights Commission; and (vii) protection against retaliation as provided by Sections 6-101 and 6-101.5 of the Illinois Human Rights Act. 775 ILCS 5/2-105(A)(4). A copy of the policies must be provided to the Grantor upon request.

35.2. Federal, State and Local Laws; Tax Liabilities; State Agency Delinquencies. The Grantee is required to comply with all federal, state and local laws, including but not limited to the filing of any and all applicable tax returns. If Grantee is delinquent in filing and/or paying any federal, state and/or local taxes, the Grantor will disburse Grant Funds only if the Grantee enters into an installment payment agreement with the applicable tax authority and remains in good standing with that authority. Grantee is required to tender a copy of all relevant installment payment agreements to the Grantor. In no event may Grantee utilize Grant Funds to discharge outstanding tax liabilities or other debts owed to any governmental unit. **The execution of this Agreement by the Grantee is its certification that: (i) it is current as to the filing and payment of any federal, state and/or local taxes applicable to Grantee; and (ii) it is not delinquent in its payment of moneys owed to any federal, state, or local unit of government.**

35.3. Lien Waivers. If applicable, the Grantee must monitor construction to assure that necessary contractors' affidavits and waivers of mechanics liens are obtained prior to release of Grant Funds to contractors and subcontractors.

35.4. Grant for the Construction of Fixed Works. Grantee certifies that all Projects for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement will be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the

construction of the Projects, Grantee must comply with the requirements of the Prevailing Wage Act including, but not limited to: (a) paying the prevailing rate of wages required by the Illinois Department of Labor, or a court on review, to all laborers, workers and mechanics performing work with Grant Funds provided through this Agreement, (b) inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Project must be paid to all laborers, workers, and mechanics performing work under this Award; and (c) requiring all bonds of contractors to include a provision as will guarantee the faithful performance of the prevailing wage clause as provided by contract.

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PART THREE – PROJECT-SPECIFIC TERMS

In addition to the uniform requirements in **PART ONE** and Grantor-Specific Terms in **PART TWO**, Grantor has the following additional requirements for this Project:

ARTICLE XXXVI
REPORT DELIVERABLE SCHEDULE

36.1. External Audit Reports. External Audit Reports may be required. Refer to ARTICLE XII of this Agreement to determine whether you are required to submit an External Audit Report and the applicable due date.

36.2. Annual Financial Reports. Annual Financial Reports may be required. Refer to Paragraph 12.2 of this Agreement to determine whether you are required to submit Annual Financial Reports.

36.3. Required Periodic Reports. Below is the required periodic reporting schedule for this Award.

October 2025

- Quarterly Periodic Financial Report (10/30/2025) - Covering Period of 08/01/2025 - 09/30/2025; Send To: Grant Manager
- Quarterly Periodic Performance Report (10/30/2025) - Covering Period of 08/01/2025 - 09/30/2025; Send To: Grant Manager

January 2026

- Quarterly Periodic Financial Report (01/30/2026) - Covering Period of 10/01/2025 - 12/31/2025; Send To: Grant Manager
- Quarterly Periodic Performance Report (01/30/2026) - Covering Period of 10/01/2025 - 12/31/2025; Send To: Grant Manager

April 2026

- Quarterly Periodic Financial Report (04/30/2026) - Covering Period of 01/01/2026 - 03/31/2026; Send To: Grant Manager
- Quarterly Periodic Performance Report (04/30/2026) - Covering Period of 01/01/2026 - 03/31/2026; Send To: Grant Manager

July 2026

- Quarterly Periodic Financial Report (07/30/2026) - Covering Period of 04/01/2026 - 06/30/2026; Send To: Grant Manager
- Quarterly Periodic Performance Report (07/30/2026) - Covering Period of 04/01/2026 - 06/30/2026; Send To: Grant Manager

August 2026

- End of grant Closeout Financial Report (08/14/2026) - Covering Period of 08/01/2025 - 06/30/2026; Send To: Grant Manager
- End of grant Closeout Performance Report (08/14/2026) - Covering Period of 08/01/2025 - 06/30/2026; Send To: Grant Manager

36.4. Changes to Reporting Schedule. Changes to the schedules for periodic reporting, the external audit reports and the annual financial reports do not require a formal modification to this Agreement pursuant to

Paragraph 22.4 and ARTICLE XXX, and may be changed unilaterally by the Grantor if necessitated by a change in the project schedule or at the discretion of the Grantor. The Grantee may not modify the reporting deliverable schedules in ARTICLES X, XI, XII and XXXVI unilaterally, and must obtain prior written approval from Grantor or the Grant Accountability and Transparency Unit of the Governor's Office of Management and Budget, if applicable, to change any reporting deadlines.

ARTICLE XXXVII
GRANT-SPECIFIC TERMS/CONDITIONS

37.1. Compensation To The Grantee.

(a) Method of Compensation. The method of compensation shall be in accordance with the applicable State laws relative to such compensation by which the Grantor is governed. Grantee shall comply with direction issued by the Grantor as to procedures to be followed when requesting disbursement of Grant Funds. All payment requests submitted by the Grantee shall be reviewed by the Grantor to ensure that such requests are:

(i) in accordance with the approved Award Budget;

(ii) in accordance with the provisions of this Agreement and any special terms and conditions of approved funding requests. Any expenditure of Grant Funds which does not comply with these provisions will be subject to the enforcement remedies at 2 CFR 200.339.

(b) Grantor Review of Expenditures. When making a request for funding, the Grantee shall provide Grantor support documentation evidencing that the costs are allowable, necessary and reasonable in accordance with this Agreement and all applicable laws and regulations. Grantor will review such documentation prior to approving Grantee's requests for funds. However, the Grantee acknowledges that, because the Grantor's initial determination will be based solely on the Grantee's documentation and self-declarations and/or attestations, the Grantor's initial determination shall not be considered a final acceptance or approval of the Award costs. Permissibility of all Award costs are subject to subsequent on-site monitoring reviews and/or audits of the Grantee's books and records as well as corresponding source documentation, including, but not limited to, detailed invoices received from and checks paid to external vendors for services provided during the course of the Award Term.

37.2. Funding Terms and Restrictions.

(a) Reimbursement Limitation. The Grantee cannot be reimbursed for costs incurred in excess of the total approved Grant Budget. The Grantee may be reimbursed for costs exceeding amounts budgeted by specific cost categories only in accordance with provisions of Articles VI, XXVII and XXX.

(b) Budget Modifications. The Grantee should obtain approval prior to incurring expenditures which necessitate a change in the approved Grant Budget, unless permitted as a discretionary line item transfer pursuant to paragraphs 6.2 and 27.1 herein. The Grantor reserves the right to withhold funds for such expenditures until a revised Budget has been submitted by the Grantee and approved by the Grantor.

(c) Overpayment. In addition to the return of unspent Grant Funds at the end of the expiration of this Agreement pursuant to paragraph 4.3 herein, the Grantee agrees to repay the Grantor for any funds that are determined by the Grantor to have been spent improperly in accordance with

applicable regulations or rules.

(d) Supportive Services & Participant Support Costs. If Grantor approves of Supportive Services as part of Grantee's Budget, costs must meet the basic considerations at 2 CFR 200.402 – 200.411.

37.3. Travel Regulations. Costs in accordance with 2 CFR 200.475 and the latest State of Illinois Travel Regulations or such reasonable travel policies approved and adopted by the Grantee are allowable for expenses for transportation, lodging, subsistence, and related items incurred by Grantee's employees who are in travel status on official business necessary to the grant program. If State of Illinois Travel Regulations are not followed by the Grantee, the Grantee must have on file its approved travel policy for reference by the Grantor, the Comptroller of the State of Illinois, Comptroller General of the United States, or any of their duly authorized representatives. Provided, however, that travel expenses which exceed limitations established by federal statute or regulation (including OMB circulars, etc.) applicable to this Agreement are not allowable costs under this Agreement. For domestic travel to be an allowable cost, it must be necessary, reasonable, allocable and conform to the Grantee's written policies and procedures. *See also* 30 ILCS 708/130.

37.4. Reports Required. The Grantee shall submit programmatic and expenditure reports as required pursuant to written direction issued by the Grantor to the Grantee.

37.5. Monitoring And Evaluation. Grantor will periodically monitor and evaluate programmatic activities and the financial records pursuant to this Agreement. The Grantee will be monitored for compliance with all applicable federal and State laws, regulations, and rules, and Grantor policies applicable to this Agreement. The Grantee's performance will be assessed to gauge its impact upon the target population and for the effective and efficient utilization of the funds.

37.6. Equipment and Property Management. The Grantee may not purchase nonexpendable equipment exceeding the amount specified in 2 CFR 200.1 (equipment definition) without the Grantor's prior written approval. 2 CFR 200.439.

37.7. Managing Subawards and Subrecipients.

(a) Monitoring. The Grantee is responsible for the monitoring of any approved subrecipient, ensuring that the terms and conditions of this Agreement are in all subaward packages and that the subrecipient is in compliance with all applicable regulations and the terms and conditions of this Award. 2 CFR 200.101(b); 2 CFR 200.332. *See also* ARTICLE XIV, herein.

(b) Agreements. Pursuant to paragraph 14.1 herein, Prior Approval by Grantor is required for all subcontracts and subawards entered into by Grantee related to this Award. The Grantee shall provide the Grantor with copies of all subaward and contractual agreements between the Grantee and all subrecipients and contractors related to the performance of this Award. Grantee shall provide these agreements to the Grantor prior to receiving its first funding disbursement. If Grantee enters into any subaward or contractual agreement(s) related to this Award during the Award Term, Grantee shall provide to Grantor such agreements within five (5) calendar days of full execution of the agreement(s).

37.8. Procurement. The Grantee shall follow the procurement standards as established in 2 CFR §§ 200.317 – 200.327 when purchasing goods and services using Grant Funds. Grantee shall ensure compliance with 2 CFR 200.323, if applicable, and must ensure that every purchase order or other contract includes any clauses required by 2 CFR 200.327. In addition, Grantee must follow the procurement requirements at 2 CFR 200.319, which calls for free and open competition. Effective October 1, 2018, pursuant to Office of Management and Budget Memorandum M-18-18, dated June 20, 2018, the federal financial assistance awards threshold for micro-purchases increased to $10,000 and the threshold for simplified acquisitions increased to $250,000.

37.9. Assurances. The Grantee hereby assures and certifies that no part of the payments to be made by the Grantor to the Grantee under this Agreement are available to the Grantee under the terms of any other federal, State or local government grant or subsidy existing as of the date of this Agreement.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Chief Financial Officer Steve Drazner
Date: 2025-10-14
Subject: A Resolution Accepting the Fiscal Year 2025 Annual Comprehensive Financial Report (ACFR) and Supporting Documents

Overview

Pursuant to 65 ILCS 5/8-8-3b, the Village is required to have an independent annual audit completed and submitted to the Illinois Comptroller's Office within six months of fiscal year end, which in this case is October 31, 2025. Aside from this State statutory requirement, the annual audit provides numerous benefits for transparency and the overall public good, as well as provides elected officials with substantive financial information which has been audited and verified by an independent third party.

Fiscal Impact

N/A.

Recommendation

Approve.

Background

A presentation and high level overview of the Annual Comprehensive Financial Report was conducted at the October 14, 2025 Committee of the Whole meeting. Included at that meeting were the audit manager on the engagement, Ms. Ann Scales, as well as CFO Drazner, who presented the information to elected officials and addressed questions or concerns.

The overall purpose of the financial audit is to determine if the financial data of the Village is presented fairly in all material respects and whether the Village has complied with applicable laws and regulations. Per the audit opinion letter located within the ACFR document, Lauterbach & Amen LLP has communicated that the financial statements for the Fiscal Year ended April 30, 2025, are presented fairly, in all material respects, and comply with U.S. generally accepted accounting principles.

In addition to the ACFR, the Auditor's Communication Letter to the Board includes important information on the audit process as well as required adjusting journal entries. This letter is a direct communication tool to report relevant findings from the auditor to top management and elected officials. This Management Letter generally identifies matters that the auditor believes may assist the organization going forward and improve internal processes as well as financial controls.

Of primary importance is that the auditor issued a non-qualified audit opinion which basically means that the auditing firm agrees that the audited financial information is free from material misstatements/inaccuracies.

The audit will be submitted to the Illinois Comptroller's Office on or before the October 31, 2025 deadline (six months after fiscal year end). In addition, CFO Drazner will publish the Annual Treasurer's Report in the local Northbrook Star as required under law. This report summarizes the financial information in a condensed table format and also includes detail on revenues/collections and disbursements.

A Resolution Accepting the FY2025 ACFR
Exhibit A - FY25 Annual Comprehensive Financial Report

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

A Resolution Accepting the Fiscal Year 2025 Annual Comprehensive Financial Report and Supporting Documents

is hereby adopted as follows:

Section 1. Recitals.

The Village of Northbrook ("***Village***") is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970.

The President and the Board of Trustees are committed to ensuring full financial transparency and compliance with all State of Illinois statutory rules and regulations.

The public accounting firm Lauterbach & Amen, LLP was engaged by the Village to complete the annual Fiscal Year 2025 audit.

Lauterbach & Amen, LLP successfully completed the Fiscal Year 2025 audit engagement and reported the results to Village elected officials and staff at the Committee of the Whole meeting on October 14, 2025.

Upon Village Board acceptance of the Fiscal Year 2025 Annual Comprehensive Financial Report, Lauterbach & Amen, LLP shall submit the audit and any other related required information and documentation to the Illinois Comptroller's Office.

Section 2. Approval of Annual Audit.

The President and Village Board hereby accept the Annual Comprehensive Financial Report as presented by Lauterbach & Amen, LLP in its entirety.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
ABSTAIN:
ABSENT:

ATTEST:

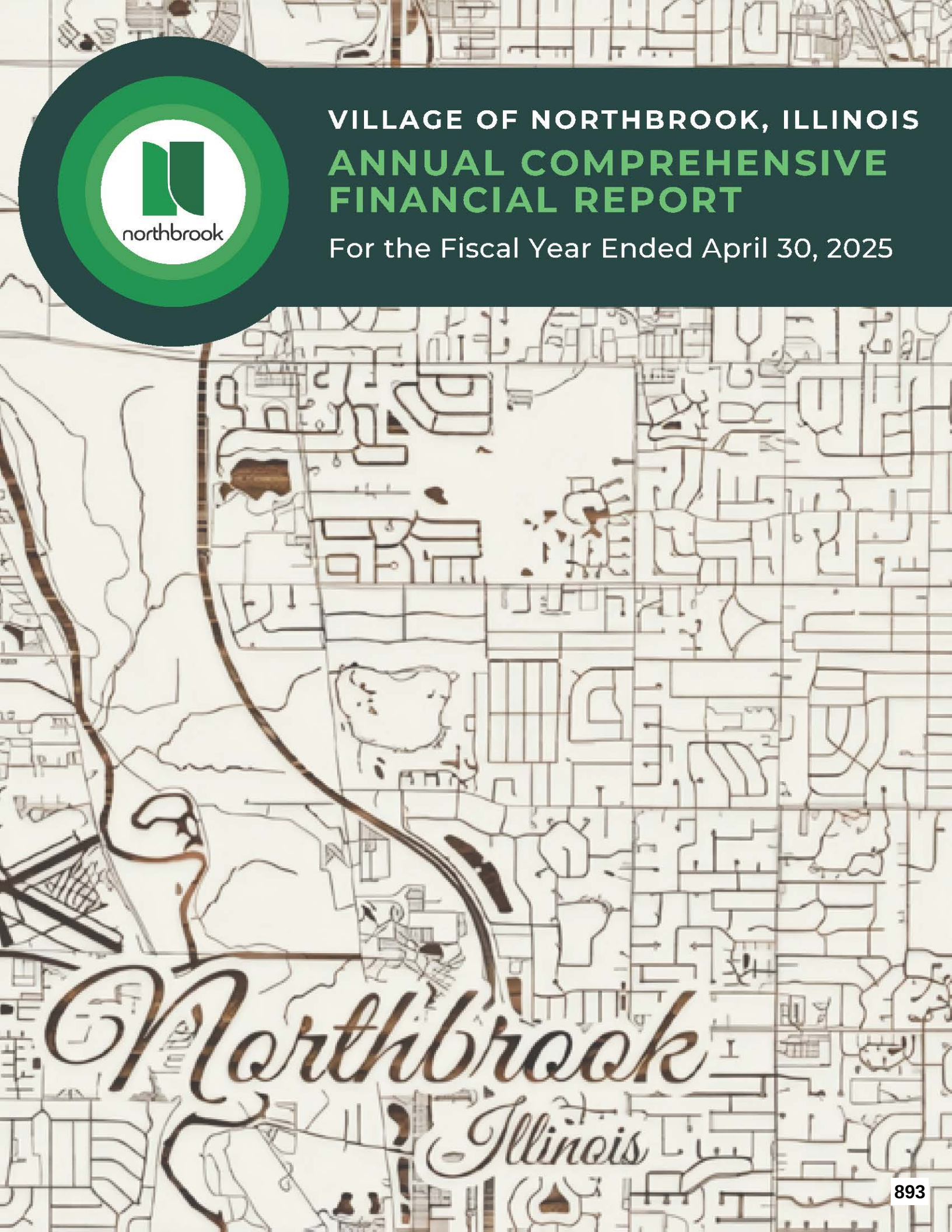
_____
Village President

_____
Village Clerk

VILLAGE OF NORTHBROOK, ILLINOIS

ANNUAL COMPREHENSIVE FINANCIAL REPORT

For the Fiscal Year Ended April 30, 2025



VILLAGE OF NORTHBROOK, ILLINOIS

ANNUAL COMPREHENSIVE FINANCIAL REPORT

FOR THE FISCAL YEAR ENDED APRIL 30, 2025

Prepared by:
Finance Department

Steve Drazner, CPA, Chief Financial Officer
Anita Bozic, CPA, Deputy Chief Financial Officer
Sarah Yamada. CPA, Accounting Manager

VILLAGE OF NORTHBROOK, ILLINOIS

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INTRODUCTORY SECTION

This section includes miscellaneous data regarding the Village of Northbrook including: List of Principal Officials, Organization Chart, Letter of Transmittal from Village Manager and Chief Financial Officer, and Certificate of Achievement for Excellence in Financial Reporting.

VILLAGE OF NORTHBROOK

PRINCIPAL OFFICIALS



LEGISLATIVE

BOARD OF TRUSTEES
Kathryn L. Ciesla, Village President

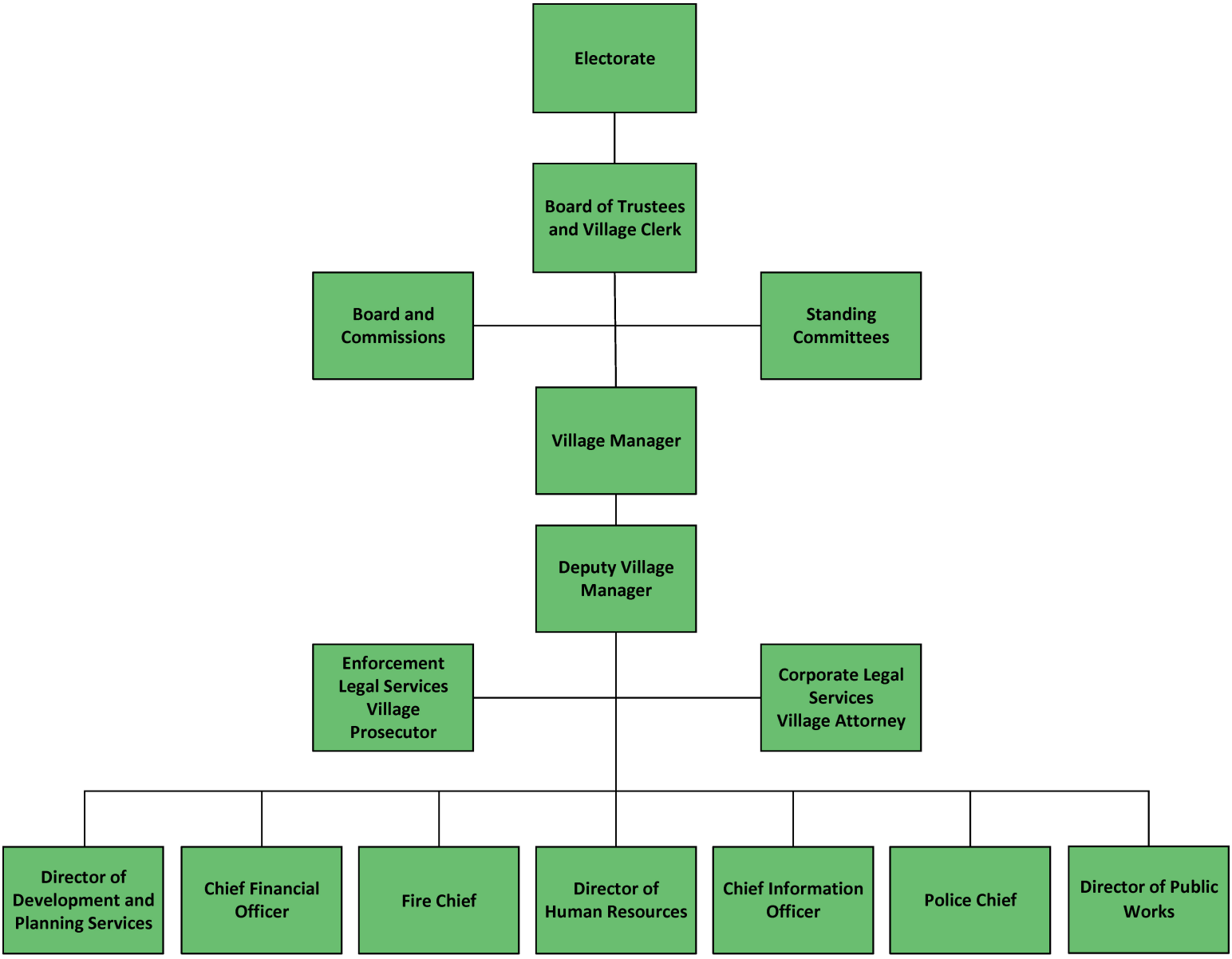
TRUSTEES
Robert P. Israel, Heather E. Ross, Johannah K. Hebl,
Joy U. Ebhomielen, Michelle Z. Kohler, Matt Cassidy

VILLAGE CLERK
Derek Gau

ADMINISTRATIVE

Cara Pavlicek, Village Manager
Jim Hawkins, Deputy Village Manager
Sarah Bagley, Director of Human Services
Amy McEwan, Director of Development & Planning Services
Steve Drazner, Chief Financial Officer & Treasurer
David Schweihs, Fire Chief
Lori Baker, Chief Information Officer
John Ustich, Chief of Police
Kelly Hamill, Director of Public Works

Village of Northbrook



Boards and Commissions

Architectural Control Commission
Arts Commission
Board of Fire and Police Commissioners
Community Commission
Disability Inclusion Commission
Economic Strategy Commission
Electrical Commission
Emergency Telephone Systems Board
Firefighters' Pension Fund Board
Foreign Fire Insurance Board
Pedestrian and Bicycle Commission
Plan Commission
Police Pension Fund Board
Senior Services Commission
Stormwater Management Commission
Sustainability Commission
Zoning Board of Appeals

Standing Committees

Administration and Finance Committee
Communications and Outreach Committee
Community and Sustainability Committee
Housing Committee
Planning and Economic Development Committee
Public Safety Committee
Public Works and Facilities Committee

northbrook

September 19, 2025

The Honorable Village President Ciesla
Members of the Board of Trustees
Citizens of the Village
Village of Northbrook, Illinois

Village President
Kathryn L. Ciesla

Board of Trustees
Matt T. Cassidy
Joy U. Ebhomielen
Johannah K. Hebl
Robert P. Israel
Michelle Z. Kohler
Heather E. Ross

Village Clerk
Derek R. Gau

Village Manager
Cara L. Pavlicek

The Fiscal Year 2025, ending April 30, 2025, Annual Comprehensive Financial Report for the Village of Northbrook is hereby submitted. Responsibility for the accuracy, completeness, and fairness of the information hereby presented, including all disclosures, resides with the Village. To the best of our knowledge and belief, the enclosed data are accurate in all material respects and reported in a manner designed to present fairly the financial position and results of operations of the Village's various funds and account groups. Disclosures necessary to enable readers of this document to gain an understanding and form an impression of the Village's financial condition have been fully included.

The financial section described above is prepared in accordance with generally accepted accounting principles for governments as prescribed by the Governmental Accounting Standards Board (GASB) and other professional associations as applicable. For financial reporting purposes, in conformity with GASB Statement No. 14, this report includes all the funds, account groups and component units of the Village. For additional disclosures concerning the Village's reporting entity, see Note 1 of the financial statements.

State of Illinois statutes require an annual audit by independently certified public accountants. The accounting firm Lauterbach and Amen, LLP was selected by the Village Board of Trustees and has fulfilled this statutory requirement as specified within the Illinois Complied Statutes. The auditor's report on the basic financial statements and combined and individual fund schedules as well as the information listed as supplemental is included in the financial section of this report.

Lauterbach and Amen, LLP has issued an unmodified (or "clean") opinion on the Village of Northbrook's financial statements for the year ending April 30, 2025. This is the highest standard of opinion that a municipality can achieve.

The Management Discussion and Analysis (MD&A) immediately follows the independent auditor's report and provides a narrative introduction, overview, and analysis of the main financial statements. The MD&A serves as supplemental information to this transmittal letter and covers the more technical aspects of the financial report.

PROFILE OF THE GOVERNMENT

The Village of Northbrook occupies a land area of 13.3 square miles and is located approximately 26 miles north of downtown Chicago at the border of Cook and Lake Counties. Northbrook is bounded by Glencoe on the east, Highland Park and Deerfield to the north, Wheeling to the west and Glenview and Northfield to the south. A significant amount of area was annexed into Village boundaries in 1988.

The community was incorporated in 1901 as the Village of Shermerville. In 1923, by referendum, the Village was reincorporated and renamed Northbrook in recognition of the middle and west forks of the North Branch of the Chicago River which flow through the Village. According to the 2020 Census, the Village population was 35,222, an increase of 6.2% over the 2010 figure.

The Village of Northbrook is a home rule municipality under the Constitution and laws of the State of Illinois and operates a Council/Manager form of government. The governing body of the Village is the President and Board of Trustees. The Village President is elected for a four-year term. As the Chief Elected Official of the Village, the President presides over Village Board meetings and executes official documents. The Village President appoints, with the consent of the Board of Trustees, the members of Committees and Commissions. The Village Board of Trustees consists of six members elected at large for four-year staggered terms.

The Village Manager is the Chief Operating Officer of the Village and is responsible for the management of all Village operations under the policy direction of the President and Board of Trustees. The Manager is appointed by the President and Board of Trustees and serves at their pleasure. The Village's Department Directors are appointed by and report to the Village Manager. Northbrook is a full-service community and provides all essential local government functions. Services include but are not limited to: police and fire protection; emergency medical services; water, storm water and sanitary sewer services; land use planning and zoning, building permitting and code enforcement; the construction and maintenance of highways, streets, infrastructure; cultural events; and general administrative services.

ACCOUNTING SYSTEM AND BUDGETARY CONTROL

The accounts of the Village are organized based on Funds, each of which is considered a separate and distinct accounting entity. The operations of each Fund utilize a separate set of "self-balancing" accounts that include assets, deferred outflows of resources, liabilities, deferred inflows of resources, fund balance/net position, revenues, and expenditures/expenses.

Revenues are allocated and accounted for in funds based upon the purpose they serve as well as any restrictions or limitations which are set either locally or by the State or Federal government for expending such revenues. In essence, each fund operates as its own "profit-and-loss center."

The accounting records for general governmental operations are maintained on a modified accrual basis, with revenues recorded when available and measurable, while expenditures are recorded when materials or services are received and the fund liability incurred. Accounting records for the Village's enterprise funds, internal service funds and pension trust funds are maintained on a full accrual basis of accounting.

In brief, the three major types of accounting are:

Cash: The cash method recognizes revenues and expenditures at the time cash is received or paid out.

Modified Accrual: This accounting method commonly used by government agencies can be considered a hybrid between full accrual and cash basis accounting. Modified accrual accounting recognizes revenues when they become measurable and available and with a few exceptions, recognizes expenditures when fund liabilities are incurred. This system divides available funds into separate entities within the organization to ensure that funds are spent as intended.

Accrual: This accounting method measures the performance and position of an entity by recognizing economic events regardless of when cash transactions occur. The general concept is that economic events are recognized by matching revenues to expenses (the matching principle) at the time in which the transaction occurs rather than when payment is made (or received). This method allows for current cash inflows/outflows to be combined with future expected cash inflows/outflows to provide an accurate picture of a government's current financial condition based on foreseeable financial events.

Village Management is responsible for establishing and maintaining a system of internal accounting controls. These controls are designed to ensure that the assets of the Village are safeguarded against material loss, theft or misuse. These controls also provide assurance that the financial statements are in conformity with generally accepted accounting principles.

Internal accounting controls are designed to provide reasonable assurances that control objectives are met. The concept of reasonable assurances recognizes that (1) the cost of control should not exceed the anticipated benefits to be derived; and (2) the evaluation of costs and benefits may require certain estimates and judgments by Management.

The annual budget serves as a foundation for the Village's financial planning and control. State law requires that a municipality operating under the budget system adopt its annual budget prior to the start of its fiscal year. Through the budget, spending authority is conveyed by expenditure object codes. The legal level of budgetary control is at the department level, or, where no departmental segregation of a fund exists, at the fund level. An electronic copy of the annual budget is located on the Village's website.

ECONOMIC CONDITION AND OUTLOOK

The Village of Northbrook maintains a strong local economy with greater than average personal wealth; strong employment diversification; diversity of industrial, commercial and office development; and natural and economic geographic advantages. As the location for several corporate headquarters, it has an additional distinction as a residential community for several corporate executives and of high home values. Northbrook offers convenient transportation and proximity to Chicago and beyond. With a broad-based diversification of Village revenues and relatively low tax rates, the Village can offer a high level of governmental services to its residents.

The Village's retail sector is evolving with the changing nature of brick-and-mortar retail including the 417,000-square foot Willow Festival shopping center, and the 335,000-square foot Village Square shopping center, both of which have a strong grocery presence that continues to provide stability in the sales tax base. Northbrook's low retail vacancy rate of 4.5% through December 2024 demonstrates the strength of our local economy, despite the many changes in the world of retailing and e-commerce. The Village's varied shopping areas provide area residents with a combination of luxury, convenience, and discount shopping experiences. For decades the Northbrook Court Mall was a retail anchor as well and is now a TIF District which was established to support the complete redevelopment of the 100+ acre Northbrook Court property. The property owner, Brookfield Properties, and Village entered into a Redevelopment and Economic Incentive Agreement in late 2023 and updated in 2025 to establish a foundation for the comprehensive redevelopment of the property as new retail and dining destination for the North Shore Region with an integration of thoughtfully planned residential to create a mixed-use neighborhood, incorporation of open space, parks, walkability, and neighborhood amenities for the community.

The community also maintains a strong residential sector, and the number of new homes constructed throughout the Village remains steady year over year in both new subdivisions and infill development, as well as an increase in the number of home remodeling projects.

Redevelopment continues in other sectors of Northbrook and includes the 2024/2025 openings of a RH Outlet and Lazy Dog Restaurant and Bar in Willow Festival, Moksha Indian Grill and Bean Bar in downtown Northbrook, Cabo Mexican Cocina at Landwehr and Dundee, as well as Barnes & Nobel Booksellers, J Crew Factory, The Fresh Market and The North Shore Bistro all on Skokie Boulevard. Both Northbrook's Tesla Sales, Service and Delivery facility and Toyota on Edens opened a new facility on Skokie Boulevard in 2024 as well.

Significant developments for which zoning entitlements have recently been granted include:

1. The redevelopment of 175 Pointe Drive with 34 rental townhomes, including 5 affordable townhome units. As of December 2024, all 34-townhome unit building permits were issued and units are under construction.
2. The redevelopment of 2625 Techny Road for the three new carriage house buildings, totaling 36 units, at Covenant Village. As of December 2024, all permits have been issued. This project will add significant housing, and facility upgrades to the Northbrook community.

3. As of November 2024, the Village Board approved an Economic Incentive and Development Agreement with Hometown Coffee Northbrook, LLC to renovate an existing building in downtown Northbrook at 1290 Shermer Road for one of their newest locations. This new location will mark Hometown's Coffee's fourth location on the north shore, joining locations in Glencoe, Lake Forest, and Winnetka.
4. As of February 2025, Housing Opportunity Development Corporation (HODC) received final plan approval of the planned development for the 48-unit affordable and supportive housing apartment building located at 1657 Shermer Road. The project is currently under construction.
5. The redevelopment of 3700 Dundee, a vacant property that was previously the home of Our Lady of the Brook Catholic Church, was approved for 53 age-restricted townhomes as part of the new Reserve at the Brook Subdivision.
6. Bell Flavors and Fragrances, located at 3100 Arnold Lane completed a commercial alteration in 2024 with a construction value of $450,000.
7. In 2025, Underwriter Laboratories applied for three permits including a commercial alteration of an existing building with a construction value of $7.1 million and a new building and associated site work with a construction value of $46.8 million.
8. Lifetime Fitness applied in 2025 for permits to renovate the former Five Seasons including adding several pickleball courts with a construction value of $20 million.

LONG-TERM FINANCIAL PLANNING & FINANCING

Management of the Village is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the Village are protected from loss, theft or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principles.

The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived; and (2) the valuation of costs and benefits requires estimates and judgments by management.

Budgeting Controls. The objective of budgetary controls is to ensure compliance with legal provisions embodied in the annual budget approved by the Village Board. Activities of the general fund, debt service fund, capital projects fund, enterprise funds, internal service fund and pension trust funds are included in the annual budget. The level of budgetary control (that is, the level at which expenditures cannot legally exceed the appropriated amount) is established at the fund level.

As demonstrated by the statements and schedules included in the financial section of this report, the Village continues to meet its responsibility of sound financial management.

General Fund Balance. The unassigned fund balance of the General Fund as of the fiscal year ended April 30, 2025 increased by approximately .5% from the prior year ended April 30, 2024. This reflects highly stable financial results from both higher revenues and favorable expenditures despite transferring out approximately $5 million to other Funds. Additional details can be found within this document by reviewing the General Fund Budget and Actual financial statement.

Debt Administration. As of April 30, 2025, the Village had several general obligation debt issues outstanding totaling approximately $89.7 million. Both Moody's and Standard & Poor's assigned their highest rating to the Village of Northbrook based on its highly diversified tax base, affluence, and a host of other factors as discussed earlier.

Under current state statutes, home rule communities do not have a legal limit on the amount of debt which can be issued, thus the Village's general obligation bonded debt issuances are not subject to a legal limitation. As of April 30, 2025, the Village's general obligation bonded debt for governmental funds was $50.8 million and debt per capita equaled $1,442. Governmental fund debt includes all general obligation debt which is not typically paid via user fees (Enterprise Funds).

Pension Benefits. As required by the State of Illinois, the Village sponsors two independently defined benefit pension plans known as the Police and Firefighters' Pension Plans. Each year, a certified actuary hired by the Village calculates the recommended annual required contributions that the Village must levy for each pension plan in order to ensure that the plan will be able to fully meet all its present and future financial obligations to those public safety employees accruing pension benefits as well as existing retirees.

The Village of Northbrook funds the annual required contribution to each public safety pension plan as determined by the independent actuary. As of April 30, 2025, funding levels were 62.8% and 59.0% of the actuarial accrued liabilities for the Police Pension and Firefighters' Pension, respectively. Signed by Governor Pritzker with an effective date starting in 2022, all "downstate" public safety pension plan investments throughout the State are now consolidated. The benefits of consolidating include reducing professional service fees (i.e. actuarial, investment advisor, etc.) as well as creating economies of scale and permitting greater returns on the pooled funds. However, for example, the Village public safety pension boards remain responsible for administering pension benefits as well as managing other tasks such as disability hearings and mandatory reporting requirements.

The Village also provides pension benefits for eligible non-public-safety employees. These benefits are provided through a state-wide plan managed by the Illinois Municipal Retirement Fund (IMRF) Board. This plan invests all participant funds on a pooled basis, thus increasing investment returns from economies of scale. However, employer participant accounts are maintained by IMRF separately and employer contribution rates are determined by IMRF on an annual basis. The Village therefore has no discretion in the amount or percentage of payroll it must contribute. Employees participating in IMRF are also required to contribute 4.50% of their annual pensionable salary pursuant to State statute.

OTHER INFORMATION

Awards. The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Village of Northbrook for its Annual Comprehensive Financial Report for the fiscal year ended April 30, 2024. The Certificate of Achievement is a prestigious national award recognizing conformance with the highest standards for preparation of state and local government financial reports.

To be awarded a Certificate of Achievement, a governmental unit must publish an easily readable and efficiently organized Annual Comprehensive Financial Report (ACFR), whose contents conform to program standards. Such an ACFR must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe our current report continues to conform to the Certificate of Achievement Program requirements, and we are submitting it to GFOA.

Acknowledgments. The timely preparation and submission of the Annual Comprehensive Financial Report was made possible by the dedicated service of the entire staff of the Finance Department and the assistance of our auditing firm, Lauterbach and Amen, LLP. We also appreciate the efforts of all the others who have assisted and contributed to preparing the Financial Report. Recognition is also provided to the Village Board, whose dedication and financial stewardship is a consistent and strong influence contributing to the financial success of the Village.

Respectfully submitted,

Cara Pavlicek
Village Manager

Steven Drazner
Chief Financial Officer

Government Finance Officers Association

Certificate of Achievement for Excellence in Financial Reporting

Presented to

Village of Northbrook
Illinois

For its Annual Comprehensive
Financial Report
For the Fiscal Year Ended

April 30, 2024

Christopher P. Morrill

Executive Director/CEO

FINANCIAL SECTION

This section includes:

Independent Auditor's Report

Management’s Discussion and Analysis

Basic Financial Statements

Required Supplementary Information

Other Supplementary Information

Supplemental Schedules

INDEPENDENT AUDITOR'S REPORT

This section includes the opinion of the Village's independent auditing firm.

Lauterbach & Amen
668 N. River Road
Naperville, IL 60563
630.393.1483
lauterbachamen.com

INDEPENDENT AUDITOR'S REPORT

September 19, 2025

The Honorable Village President
Members of the Board of Trustees
Village of Northbrook, Illinois

Opinions

We have audited the accompanying financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Northbrook (the Village), Illinois as of and for the year ended April 30, 2025, and the related notes to the financial statements, which collectively comprise the Village's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Village of Northbrook, Illinois, as of April 30, 2025, and the respective changes in financial position and, where applicable, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

We did not audit the financial statements of the Northbrook Public Library, which represent 12.9 percent, 10.5 percent, and 36.3 percent of the assets, revenues and net position, respectively, of the Village as of April 30, 2025. Those statements were audited by other auditors whose reports have been furnished to us, and our opinion, insofar as it relates to the amounts included for the Northbrook Public Library, are based solely on the report of the other auditors.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Village, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Village's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, the budgetary comparison schedules, and supplementary pension and other post-employment benefit (OPEB) schedules, as listed in the table of contents, be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Village of Northbrook, Illinois' basic financial statements. The other supplementary information and supplemental schedules are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. The information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the other supplementary information and supplemental schedules are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Information

Management is responsible for the other information included in the annual report. The other information comprises the introductory and statistical sections but does not include the basic financial statements and our auditor's report thereon. Our opinions on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon.

In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Lauterbach & Amen, LLP

LAUTERBACH & AMEN, LLP

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Village of Northbrook (the Village), Illinois' financial performance provides an overview of the Village's financial activities for the fiscal year ended April 30, 2025. Please read it in conjunction with the transmittal letter, located in the introductory section of this report and the Village's financial statements, included in the basic financial statements section of this report.

FINANCIAL HIGHLIGHTS

- The Village's net position increased from $28.6 million to $32.6 million as a result of substantially higher revenues. Taxes and other revenues for governmental programs were $71.7 million while expenses were $66.2 million. While the governmental activities net position increased by approximately $4.4 million in FY 2025, this was a larger increase compared to the previous year, primarily due to an increase in the Sales Tax and Other General Revenue categories. Charges for Services and other revenues for business-type activities were $14.9 million while expenses were $15.1 million, generating a decrease in net position of $183.6 thousand, before interfund transfers.

- The General Fund had a financially strong year ending with approximately $4.7 million in operating surplus, before factoring in other financing sources/uses. However, the Fund reported a net deficit of $300 thousand, which included interfund transfers of $4.0 million of calculated "surplus" in the General Fund into the Facility Capital Projects Fund and $1.0 million to Stormwater Fund, as well as a $0.7 million contribution to the Police and Firefighters' pension funds to accelerate a reduction in the unfunded pension liabilities. The primary reasons for the surplus before transfers-out include favorable actual to budget revenues from sales taxes, investment income, ambulance fees and property taxes, as well as cost savings from various position vacancies due to retirements and staff turnover, along with the timing of contractual and capital expenditures.

- The Village's governmental activities net position was restated for the implementation of GASB 101. Also, beginning net position was restated to correct the allocation of the future bond payments made by GO Bonds 2016 and 2018A between funds.

USING THIS ANNUAL REPORT

This annual report consists of a series of financial statements. The Statement of Net Position and the Statement of Activities provide information about the activities of the Village of Northbrook as a whole and present a longer-term view of the Village's finances. For governmental activities, these statements tell how these services were financed in the short term as well as what remains for future spending. Fund financial statements also report the Village's operation in more detail than the government-wide statements by providing information about the Village's most significant funds. The remaining statements provide financial information about activities for which the Village acts solely as a trustee or agent for the benefit of those outside of the government.

Government-Wide Financial Statements

The government-wide financial statements provide readers with a broad overview of the Village's finances, in a matter similar to a private-sector business.

The Statement of Net Position reports information on all of the Village's assets/deferred outflows and liabilities/ deferred inflows, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the Village is improving or deteriorating. Consideration of other nonfinancial factors, such as changes in the Village's property tax base and the condition of the Village's roads, is needed to assess the overall health of the Village.

USING THIS ANNUAL REPORT - Continued

Government-Wide Financial Statements - Continued

The Statement of Activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

Both of the government-wide financial statements distinguish functions of the Village that are principally supported by taxes and intergovernmental revenues (governmental activities) or from other functions that are intended to recover all or a significant portion of their costs through user fees and charges (business-type activities). The governmental activities of the Village include general government, finance, information services, public safety, highways and streets, and development and planning. The business-type activities of the Village include waterworks, sewerage, storm water management, parking operations and senior housing.

The Village includes one separate legal entity in its report, the Northbrook Public Library. Although legally separate, this "component unit" is important because the Village is financially accountable for it. Financial information for the component unit is reported separately from the financial information presented for the primary government itself.

Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds, and fiduciary funds.

Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating the Village's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements.

By doing so, readers may better understand the long-term impact of the Village's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate the comparison between governmental funds and governmental activities.

USING THIS ANNUAL REPORT - Continued

Governmental Funds - Continued

The Village maintains eight individual governmental funds. Information is presented separately in the governmental fund balance sheet and in the governmental fund statement of revenues, expenditures, and changes in fund balances for the General Fund, Debt Service Fund, Infrastructure Capital Projects Fund, and Facility Capital Projects Fund, all of which are considered major funds. Data from the other four governmental funds are combined into a single, aggregated presentation. Individual fund data for each of these nonmajor governmental funds is provided in the form of combining statements elsewhere in this report.

The Village adopts an annual budget for all funds. A budgetary comparison schedule for all other funds has been provided to demonstrate compliance with the budget.

Proprietary Funds

The Village maintains two different types of proprietary funds: enterprise and internal service. Enterprise funds are used to report the same functions presented as business-type activities in the government-wide financial statements.

The Village utilizes enterprise funds to account for its waterworks and sewerage, storm water management, senior housing and parking operations. Internal service funds are an accounting device used to accumulate and allocate costs internally among the Village's various functions.

The Village uses internal service funds to account for its insurance programs. Because these services predominantly benefit governmental rather than business-type functions, they have been included within governmental activities in the government-wide financial statements.

Proprietary fund financial statements provide the same type of information as the government-wide financial statements, only in more detail. The proprietary fund financial statements provide separate information for the Water Fund, Sanitary Sewer Fund, Stormwater Fund, and Senior Housing Fund, all of which are considered to be major funds of the Village. The Parking Fund is reported as a nonmajor fund.

Fiduciary Funds

Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Village's own programs.

The accounting use for fiduciary funds is much like that used for proprietary funds.

Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

Net position may serve over time as a useful indicator of a government's financial position. The following tables show that in the case of the Village, assets/deferred outflows exceeded liabilities/deferred inflows by $32.6 million.

	Net Position					
	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
Other Assets	$ 77,697,253	80,792,456	(1,460,330)	10,075,710	76,236,923	90,868,166
Capital Assets	100,634,423	94,675,611	88,684,314	79,503,748	189,318,737	174,179,359
Total Assets	178,331,676	175,468,067	87,223,984	89,579,458	265,555,660	265,047,525
Deferred Outflows	15,720,664	18,772,579	1,006,118	1,450,193	16,726,782	20,222,772
Total Assets/Deferred Outflows	194,052,340	194,240,646	88,230,102	91,029,651	282,282,442	285,270,297
Long-Term Liabilities	164,083,805	171,728,361	39,357,382	42,810,274	203,441,187	214,538,635
Other Liabilities	17,383,865	18,761,291	5,886,107	6,139,206	23,269,972	24,900,497
Total Liabilities	181,467,670	190,489,652	45,243,489	48,949,480	226,711,159	239,439,132
Deferred Inflows	22,651,282	16,880,223	308,417	376,195	22,959,699	17,256,418
Total Liabilities/Deferred Inflows	204,118,952	207,369,875	45,551,906	49,325,675	249,670,858	256,695,550
Net Position						
Net Investment in Capital Assets	59,143,290	52,670,873	48,528,275	36,389,455	107,671,565	89,060,328
Restricted	2,929,701	1,367,191	—	—	2,929,701	1,367,191
Unrestricted (Deficit)	(72,139,603)	(67,167,293)	(5,850,079)	5,314,521	(77,989,682)	(61,852,772)
Total Net Position	(10,066,612)	(13,129,229)	42,678,196	41,703,976	32,611,584	28,574,747

Net position was $32.6 million in FY 2025, an increase of $5.2 million, before the change in accounting principle adjustment. Of the Village's net position, $107.7 million was net investment in capital assets. The Village uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. Although the Village's investment in its capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities. An additional $2.9 million of the Village's net position represents resources that are subject to external restrictions on how they may be used. Unrestricted net position was negative $78.0 million. The negative net position is due to incorporation of GASB Statement No. 68, requiring the inclusion of about $108.0 million of net pension liability and GASB Statement No. 75, resulting in a $7.8 million OPEB liability recorded on the financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS - Continued

	Changes in Net Position					
	Governmental Activities		Business-type Activities		Total	
	2025	2024	2025	2024	2025	2024
Revenues						
Program Revenues						
Charges for Services	$ 11,581,604	11,285,808	14,544,132	14,391,183	26,125,736	25,676,991
Capital Grants/Contributions	—	—	212,971	—	212,971	—
Operating Grants/Contributions	1,841,031	1,845,840	—	—	1,841,031	1,845,840
General Revenues						
Property Taxes	22,825,493	22,558,184	—	—	22,825,493	22,558,184
Sales Taxes	19,880,433	16,957,035	—	—	19,880,433	16,957,035
State Income Taxes	6,121,738	5,766,354	—	—	6,121,738	5,766,354
Telecommunication Taxes	1,221,404	1,245,368	—	—	1,221,404	1,245,368
Utility Taxes	1,427,061	997,924	—	—	1,427,061	997,924
Other Taxes	2,920,198	3,275,078	—	—	2,920,198	3,275,078
Other General Revenues	3,831,492	3,392,819	138,171	593,596	3,969,663	3,986,415
Total Revenues	71,650,454	67,324,410	14,895,274	14,984,779	86,545,728	82,309,189
Expenses						
General Government	12,301,786	7,081,384	—	—	12,301,786	7,081,384
Public Safety	43,756,318	43,515,007	—	—	43,756,318	43,515,007
Public Works	8,367,744	12,040,429	—	—	8,367,744	12,040,429
Interest on Long-Term Debt	1,792,078	1,942,850	—	—	1,792,078	1,942,850
Water	—	—	9,300,839	9,212,230	9,300,839	9,212,230
Sewer	—	—	2,086,368	1,979,902	2,086,368	1,979,902
Storm Water	—	—	2,523,992	2,276,469	2,523,992	2,276,469
Senior Housing	—	—	998,478	1,059,524	998,478	1,059,524
Parking Facilities	—	—	169,177	162,883	169,177	162,883
Total Expenses	66,217,926	64,579,670	15,078,854	14,691,008	81,296,780	79,270,678
Change in Net Position before Transfers	5,432,528	2,744,740	(183,580)	293,771	5,248,948	3,038,511
Transfers-Internal Balances	(1,000,000)	—	1,000,000	—	—	—
Increase in Net Position	4,432,528	2,744,740	816,420	293,771	5,248,948	3,038,511
Net Position - Beginning as Previously Reported	(13,129,229)	(15,873,969)	41,703,976	41,410,205	28,574,747	25,536,236
Change in Accounting Principal	(1,212,111)	—	—	—	(1,212,111)	—
Error Correction	(157,800)	—	157,800	—	—	—
Net Position - Beginning as Restated	(14,499,140)	(15,873,969)	41,861,776	41,410,205	27,362,636	25,536,236
Net Position - Ending	(10,066,612)	(13,129,229)	42,678,196	41,703,976	32,611,584	28,574,747

GOVERNMENT-WIDE FINANCIAL ANALYSIS - Continued

The consolidated Net position of the Village's Primary Government activities increased by $4.0 million, including the change in accounting principle adjustment, compared to the prior year. This increase reflects a negative $1.2 million restatement of the fund balance resulting from the implementation of GASB Statement No. 101, which requires the accrual of liabilities for employees' earned sick time expected to be used when its use is both probable and measurable.

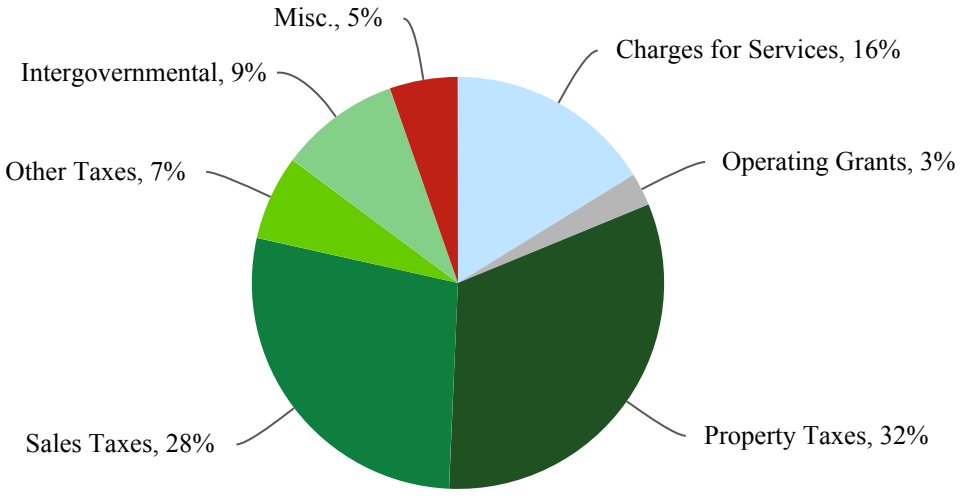
The $3.2 million increase in Net position of Governmental activities for the fiscal year ending April 30, 2025 is primarily driven by favorable revenue variances relative to budget-particularly in sales taxes, interest income, ambulance fees and property taxes. Additional savings were realized through temporary personnel vacancies and the timing of contractual and capital expenses. The $0.8 million increase in Net position of Business-Type activities is mainly due to a $1.0 million transfer from General fund.

Governmental Activities

Revenues for governmental activities were $71.7 million, while total expenses were $66.2 million. Revenues increased by 6.4% from prior year, primarily driven by a $2.9 million increase in sales tax collections, a $0.5 million rise in ambulance fees, a $0.4 million increase in utility taxes, and a $0.4 million increase in state income tax. Expenses in general government increased by 74% from prior year primarily due to a total of $5.7 million transfer into the Facility Capital Project Fund, Stormwater Fund and Pension Funds.

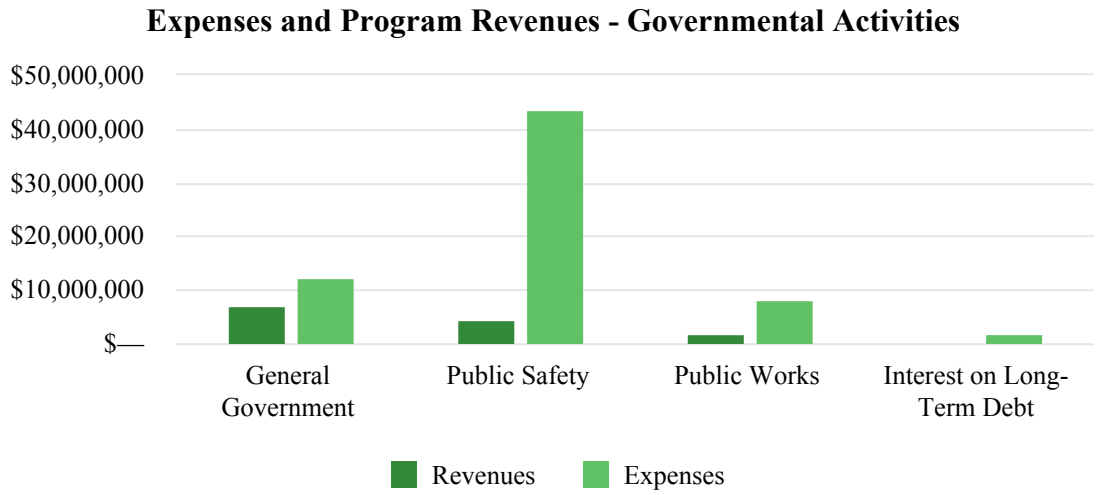
The following table graphically depicts the major revenue sources of the Village. It depicts very clearly the reliance not only on property taxes but also on sales taxes to fund governmental activities. It also clearly identifies the minor percentage the Village receives from other governments.

Revenues by Source - Governmental Activities



GOVERNMENT-WIDE FINANCIAL ANALYSIS - Continued

Governmental Activities - Continued



The 'Expenses and Program Revenues' Table identifies those governmental functions where program expenses greatly exceed revenues. Clearly public safety and public works expenses far exceed any directly allocated revenues.

Business-Type Activities

Net position of business-type activities increased 2.0% from the prior year ($42.7 million compared to $41.9 million). The Village generally can only use this net position to finance the continuing operations of the waterworks, sewerage, storm water, senior housing and parking operations.

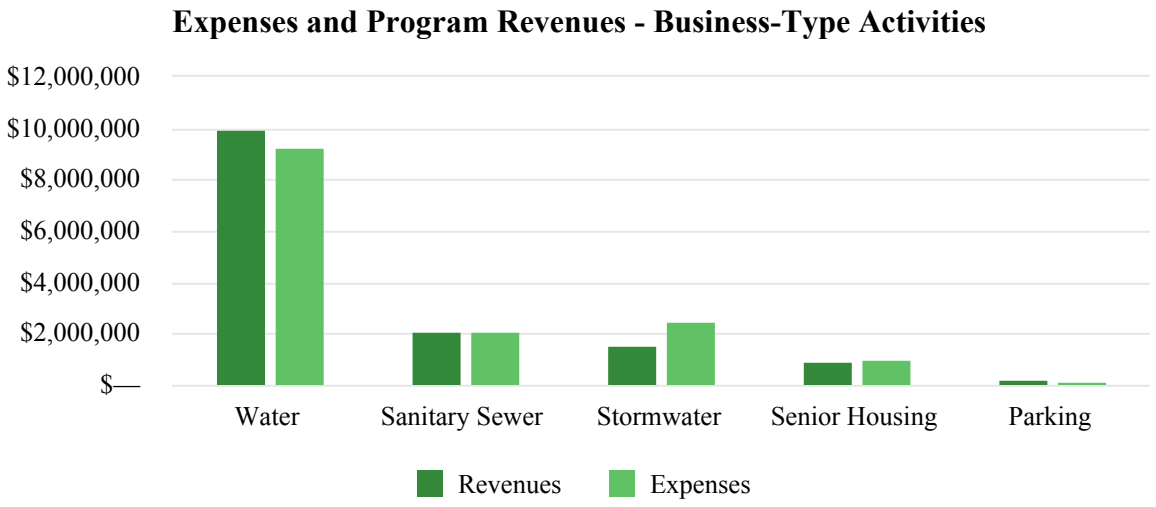
Total revenues and costs for all programs and services were comparable to the prior fiscal year. The $0.8 million increase in net position mainly resulted from a $0.7 million increase from the Water fund.

Expenses from business-type activities increased by 2.6%, while revenues decreased by 0.6%. The increase in expenses is primarily attributable to changes in the Village's net pension liabilities and deferred items. The Stormwater Fund experienced an increase of $0.1 million for the current fiscal year, after receiving a $1.0 million transfer from the General Fund primarily due to high debt service costs and a historically low stormwater rate. A comprehensive stormwater rate study is scheduled to be completed in FY 2026. A notable change in Business type activity is a $1 parking fee increase from $1.00 to $2.00 that took effect in June 2024. It was determined that this increase was needed to accrue reserves for future parking lot capital expenses.

The graph on the following page compares program revenues to expenses for the Village's enterprise operations. As noted earlier, the FY 2025 deficit for the Stormwater Fund is mainly due to high debt service cost and a stormwater user rate that does not adequately cover the cost of expenditures and debt service in this Fund. A stormwater rate study is anticipated to be completed in FY 2026.

GOVERNMENT-WIDE FINANCIAL ANALYSIS - Continued

Business-Type Activities - Continued



FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, the Village uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements.

Governmental Funds

The focus of the Village's governmental funds is to provide information on near-term inflows, outflows, and balances of spendable resources. In particular, unrestricted fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, the governmental funds reported combined ending fund balances of $46.3 million, representing a decrease $4.5 million compared to last year's total of $50.7 million. This decrease is primarily attributable to a $1.0 million transfer to the Stormwater Fund and $4.3 million in expenditures for various Infrastructure Capital Projects, including a Rebuild Illinois-funded project totaling $2.4 million.

The Unassigned General Fund Balance increased slightly by $0.13 million, or 0.5%, despite the General Fund having a transfer-out amount comparable to the previous fiscal year. The General Fund experienced an operating surplus of $4.7 million before transfer-outs, primarily due to higher revenues from sales taxes, investment income, ambulance fees and property taxes, as well as cost savings from position vacancies and timing of contractual and capital expenditures. The $0.3 million decrease in the total fund balance primarily affected the restricted portion of the fund balance and resulted from the spend down of previously issued bond proceeds.

The Debt Service Fund had a stable year, as the levy adopted for revenue is typically matched up to annual debt service expenditures.

FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS - Continued

Governmental Funds - Continued

The Infrastructure Capital Projects Fund reported a decrease in fund balance of $3.8 million. This decrease was due to a $2.4 million Rebuild Illinois Funded capital project and a $1.6 million transfer out to the Debt Service Fund.

The Facility Capital Projects Fund reported a modest increase in fund balance of $27,986 following a $4.0 million transfer of calculated "surplus" from the General Fund. Current year expenditures included $2.6 million for the fleet maintenance garage project, $1.3 million for Fire Station 11 project, and $0.5 million for the police station project.

Proprietary Funds

The Village's proprietary funds provide the same type of information found in the government-wide financial statements, but in more detail. The Village reports the Water, Sanitary Sewer, Stormwater, and Senior Housing Funds as major proprietary funds.

The Water Fund accounts for all the operations of the municipal water system. The Village is the only municipality in Illinois that is not on the lakefront but pumps its' own water directly from Lake Michigan. Many years ago, the Village constructed a pipeline directly to the lake by purchasing various rights- of- way.

The Village intends to run the Water Fund at a breakeven rate, after factoring in cash flow needs for future capital projects or purchases. Periodically, there will be an annual surplus or draw down due to timing of major maintenance expenditures and water consumption. Customers are billed at a rate of $6.27 per thousand gallons of water used. The current fiscal year experienced a increase of $689,091.

The Sanitary Sewer Fund accounts for all operations of the Village's sanitary sewer system. Customers are billed at a rate of $1.70 per thousand gallons of water used. This fund experienced a decrease of $12,501 for the current year.

The Stormwater Fund is used to account for the maintenance and construction of the Village's storm water management system. All activities necessary to provide these services are accounted for in this fund, including, but not limited to, operation, maintenance and repair, construction, and related debt service. Customers are billed at a rate of $1.00 per thousand gallons of water used. This fund experienced an increase of $70,841 for the current year but this surplus included an interfund transfer-in of $1.0 million. Without this transfer in, the deficit would have significantly added to the accumulated fund balance deficit. A stormwater rate study will be completed in FY 2026.

The Senior Housing Fund accounts for all operations of Crestwood Place, a senior housing apartment complex owned by the Village. Day-to-day operations are handled by a management company. Since the Village owns the property, it has been able to use reserves from a prior debt issue to fund immediate capital improvements and keep rents artificially low compared to rents in the surrounding market. This fund experienced An increase of $12,463 for the current year.

The Parking Fund accounts for the provision of public parking services for commuters. Effective June 2024, the daily parking fee increased to $2.00 from $1.00. As a result, the fund experienced an increase of $56,526 for the current year, following a pattern of continued decreases in prior fiscal years, including a $49,099 deficit in FY 2024.

GENERAL FUND BUDGETARY HIGHLIGHTS

The General Fund revenues exceeded budget by approximately $4.4 million, or 7.1%, attributable to significantly higher revenues from sales tax, state income tax, investment income, ambulance fees, utility tax, and single use bag tax. Expenditures ended the fiscal year at $2.8 million, or 4.3% below amended budget. This decrease is mostly attributable to salary savings from temporary vacancies and turnover, and timing of contractual and capital expenditures, partially offset by an increase in the Village's contribution to the pension funds.

CAPITAL ASSETS AND DEBT ADMINISTRATION

Capital Assets

The Village's investment in capital assets for its governmental and business type activities as of April 30, 2025 was $189.3 million (net of accumulated depreciation). This investment in capital assets includes land, construction in progress, buildings and improvements, land improvements, vehicles, machinery and equipment, roads, sidewalks, storm sewers, and bridges.

	Capital Assets - Net of Depreciation					
	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
Land	$ 43,894,382	40,087,223	1,674,404	1,674,404	45,568,786	41,761,627
Construction in Progress	968,355	—	6,614,100	3,928,252	7,582,455	3,928,252
Land Improvements	—	—	1,176,854	1,202,381	1,176,854	1,202,381
Buildings	9,416,907	8,783,745	8,735,934	9,201,843	18,152,841	17,985,588
Equipment and Vehicles	4,344,563	3,906,690	3,987,667	3,989,759	8,332,230	7,896,449
Infrastructure	41,219,105	40,788,986	66,495,355	59,507,109	107,714,460	100,296,095
Subscription Assets	791,111	1,108,967	—	—	791,111	1,108,967
Total	100,634,423	94,675,611	88,684,314	79,503,748	189,318,737	174,179,359

This year's major additions included:

Land	$ 3,807,159
Construction in Progress	3,654,203
Buildings	1,081,242
Equipment and Vehicles	1,281,530
Infrastructure	14,616,098
	24,440,232

Additional information on the Village's capital assets can be found in Note 3 of this report.

CAPITAL ASSETS AND DEBT ADMINISTRATION - Continued

Debt Administration

At year-end, the Village had total outstanding bonded debt of $90.56 million as compared to $98.79 million the previous year. The following is a comparative statement of outstanding debt:

	Long-Term Debt					
	Governmental Activities		Business-Type Activities		Total	
	2025	2024	2025	2024	2025	2024
General Obligation Bonds	$ 50,795,731	55,632,311	38,950,270	42,034,690	89,746,001	97,667,001
Subscriptions Payable	816,074	1,120,126	—	—	816,074	1,120,126
	51,611,805	56,752,437	38,950,270	42,034,690	90,562,075	98,787,127

The Village maintains an AAA rating from Standard & Poor's and an Aaa rating from Moody's for general obligation debt. The rating from Moody's has not changed in twenty-nine years. The Village first sought a rating from Standard & Poor's in November 2000 and was awarded the AAA rating at that time. As a home-rule unit, no legal limit exists on the amount of debt that can be outstanding. Additional information on the Village's long-term debt can be found in Note 3 of this report.

ECONOMIC FACTORS

The Village continued with its strong financial footing and ended the year with slightly over $26 million in unassigned General Fund reserves, even after transferring a total of $5.7 million of surplus funds to other funds, including $4 million into its Facilities Fund, $1 million to the Stormwater Fund, and another approximate $0.7 million into the Police and Firefighters' Pension Funds to reduce unfunded liabilities. The General Fund which is the main cost center for all service operations of the village including police, fire, public works, development & planning, as well as several administrative departments ended the year with approximately $4.7 million in operating surplus (before transfers out), which is attributable to higher revenues from sales tax, state income tax, ambulance fees, and investment income, as well as cost savings from various position vacancies and timing of contractual and capital expenditures. The General Fund reported a net deficit for the year of $0.3 million and ending fund balance of $26.8 million which includes a small amount of restricted fund balance. However, excluding interfund transfers-out of $5.7 million, the General Fund would have ended the year with a significant surplus. The Village has established that 70% of the surplus in excess of the Fund Balance Policy for General Fund may be transferred into the Facility Capital Projects Fund in anticipation of future expenses associated with the replacement of facilities that are each more than fifty years old including Fire Station 11/Fire Administration, Police Station, and the Public Works Fleet Maintenance Garage. Remaining surplus in excess of the Fund Balance Policy is directed toward Capital replacement programs, unfunded pension liabilities, and/or retirement of existing debt.

ECONOMIC FACTORS - Continued

Northbrook continues to remain financially sound as evidenced by maintaining its assigned Aaa and AAA ratings from Moody's and S&P Global rating agencies, respectively, as performed in conjunction with a recent debt issuance. In the rating reports, the agencies made note of Northbrook's strong economic profile with median resident income that is at 190% of the national average. Northbrook's economy is described as unique in that it has access to the large Chicago metropolitan statistical area (MSA), a significant retail base, a very desirable and growing residential sector, and many small-to-large businesses. In addition, it is home to corporate headquarters of major international businesses, including Crate and Barrel and UL. Both of these organizations are expected to remain in the village for the foreseeable future, with Crate and Barrel under a 99 year-lease on its current property and UL undergoing a $40 million renovation to its campus. S&P Global additionally highlighted the Village's strong management practices and skill levels in financial stewardship.

Like many municipalities in the Chicago area, Northbrook is addressing issues primarily related to its outstanding general obligation debt currently at $89.7 million as well as public safety pension plans funded in the range of 59-63% of the total pension liability. While these existing debt levels are quite manageable, the Village will be issuing sizeable new debt over the next two to three years for the construction of the essential replacement of public safety facilities as noted above which will serve the community for decades to come. Fortunately, the debt service will be supported by the existing diversified revenue stream in the Village, whereas there are also options available to increase revenues to support debt service which will not put its debt burden out of range compared to surrounding communities.

Looking into the future, ongoing private investment continues to redevelop property in the Village. The resulting expectation is that long-term municipal revenue streams will continue to be highly diversified. This expectation is further reinforced by Northbrook's location, just slightly off the Edens Expressway, with easy access to most of the Chicago area and nestled among other affluent towns. The strength of this economic region compliments Northbrook perfect mix of all types of residential, commercial/retail, and industrial properties.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Village of Northbrook's finances for all those with an interest in the Village's finances. Questions concerning any of the information provided in this report or requests for additional information should be directed to Office of the Chief Financial Officer, Village of Northbrook, 1225 Cedar Lane, Northbrook, Illinois 60062.

BASIC FINANCIAL STATEMENTS

The basic financial Statements include integrated sets of financial statements as required by the GASB. The sets of statements include:

- Government-Wide Financial Statements
- Fund Financial Statements

  Governmental Funds

  Proprietary Funds

  Fiduciary Funds

In addition, the notes to the financial statements are included to provide information that is essential to a user's understanding of the basic financial statements.

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Net Position
April 30, 2025

See Following Page

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Net Position
April 30, 2025

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Totals	Public Library
ASSETS				
Current Assets				
Cash and Cash Equivalents	$ 47,047,694	2,317,830	49,365,524	18,817,054
Receivables - Net of Allowances	18,669,331	2,411,624	21,080,955	4,862,792
Due from Other Governments	1,968,595	—	1,968,595	—
Internal Balances	6,189,784	(6,189,784)	—	—
Prepaids	3,821,849	—	3,821,849	234,392
Total Current Assets	77,697,253	(1,460,330)	76,236,923	23,914,238
Noncurrent Assets				
Capital Assets				
Nondepreciable	44,862,737	8,288,504	53,151,241	588,227
Depreciable/Amortizable	155,196,623	186,528,098	341,724,721	34,443,587
Accumulated Depreciation/Amortization	(99,424,937)	(106,132,288)	(205,557,225)	(19,650,353)
Total Noncurrent Assets	100,634,423	88,684,314	189,318,737	15,381,461
Total Assets	178,331,676	87,223,984	265,555,660	39,295,699
DEFERRED OUTFLOWS OF RESOURCES				
Deferred Items - IMRF	3,509,398	829,409	4,338,807	1,273,387
Deferred Items - Police Pension	4,230,202	—	4,230,202	—
Deferred Items - Firefighters' Pension	5,880,324	—	5,880,324	—
Deferred Items - RBP	1,502,682	176,709	1,679,391	101,022
Loss on Refunding	598,058	—	598,058	—
Total Deferred Outflows of Resources	15,720,664	1,006,118	16,726,782	1,374,409
Total Assets and Deferred Outflows of Resources	194,052,340	88,230,102	282,282,442	40,670,108

The notes to the financial statements are an integral part of this statement.

	Primary Government			Component Unit
	Governmental Activities	Business-Type Activities	Totals	Public Library
LIABILITIES				
Current Liabilities				
Accounts Payable	$ 3,020,456	2,080,524	5,100,980	316,610
Retainage Payable	39,311	—	39,311	—
Accrued Payroll and Related	629,638	7,323	636,961	178,439
Accrued Interest Payable	711,647	534,458	1,246,105	177,715
Deposits Payable	5,844,160	106,675	5,950,835	—
Due to Other Funds	878,442	—	878,442	—
Current Portion of Long-Term Debt	6,260,211	3,157,127	9,417,338	657,902
Total Current Liabilities	17,383,865	5,886,107	23,269,972	1,330,666
Noncurrent Liabilities				
Compensated Absences Payable	2,351,911	165,096	2,517,007	323,891
Net Pension Liability - IMRF	4,954,681	1,170,986	6,125,667	1,797,809
Net Pension Liability - Police Pension	46,489,683	—	46,489,683	—
Net Pension Liability - Firefighters' Pension	55,417,312	—	55,417,312	—
Total OPEB Liability - RBP	6,651,013	779,805	7,430,818	262,128
Subscriptions Payable	504,296	—	504,296	—
General Obligation Bonds Payable - Net	47,714,909	37,241,495	84,956,404	8,048,677
Total Noncurrent Liabilities	164,083,805	39,357,382	203,441,187	10,432,505
Total Liabilities	181,467,670	45,243,489	226,711,159	11,763,171
DEFERRED INFLOWS OF RESOURCES				
Property Taxes	17,819,530	—	17,819,530	10,137,100
Deferred Items - IMRF	25,652	6,062	31,714	9,308
Deferred Items - Police Pension	2,151,868	—	2,151,868	—
Deferred Items - Firefighters' Pension	83,093	—	83,093	—
Deferred Items - RBP	2,571,139	302,355	2,873,494	209,016
Total Deferred Inflows of Resources	22,651,282	308,417	22,959,699	10,355,424
Total Liabilities and Deferred Inflows of Resources	204,118,952	45,551,906	249,670,858	22,118,595
NET POSITION				
Net Investment in Capital Assets	59,143,290	48,528,275	107,671,565	6,874,684
Restricted				
Public Safety	346,285	—	346,285	—
Motor Fuel Tax	1,142,877	—	1,142,877	—
Perpetual Care - Nonexpendable	381,813	—	381,813	—
Affordable Housing	1,058,726	—	1,058,726	—
Public Library	—	—	—	757,048
Unrestricted (Deficit)	(72,139,603)	(5,850,079)	(77,989,682)	10,919,781
Total Net Position	(10,066,612)	42,678,196	32,611,584	18,551,513

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Activities
For the Fiscal Year Ended April 30, 2025

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants/ Contributions	Program Revenues: Capital Grants/ Contributions
Governmental Activities				
General Government	$ 12,301,786	7,046,644	—	—
Public Safety	43,756,318	4,534,960	—	—
Highways and Streets	8,367,744	—	1,841,031	—
Interest on Long-Term Debt	1,792,078	—	—	—
Total Governmental Activities	66,217,926	11,581,604	1,841,031	—
Business-Type Activities				
Water	9,300,839	9,962,645	—	—
Sanitary Sewer	2,086,368	2,073,249	—	—
Stormwater	2,523,992	1,381,862	—	212,971
Senior Housing	998,478	905,116	—	—
Parking	169,177	221,260	—	—
Total Business-Type Activities	15,078,854	14,544,132	—	212,971
Total Primary Government	81,296,780	26,125,736	1,841,031	212,971
Component Unit - Public Library	10,342,880	49,056	150,736	—

General Revenues
Taxes
Property Taxes
Use Taxes
Auto Rental Taxes
Utility Taxes
Telecommunication Taxes
Admissions and Entertainment Taxes
Hotel Occupancy Taxes
Single Use Bag Taxes
Intergovernmental - Unrestricted
Sales Taxes
State Income Taxes
Replacement Taxes
Investment Income
Miscellaneous
Transfers - Internal Balances
Total General Revenues

Change in Net Position

Net Position - Beginning as Previously Reported
Change in Accounting Principle
Error Correction
Net Position - Beginning as Restated

Net Position - Ending

The notes to the financial statements are an integral part of this statement.

Net (Expenses)/Revenues			
Primary Government			Component Unit
Governmental Activities	Business-Type Activities	Totals	Public Library
(5,255,142)	—	(5,255,142)	—
(39,221,358)	—	(39,221,358)	—
(6,526,713)	—	(6,526,713)	—
(1,792,078)	—	(1,792,078)	—
(52,795,291)	—	(52,795,291)	—
—	661,806	661,806	—
—	(13,119)	(13,119)	—
—	(929,159)	(929,159)	—
—	(93,362)	(93,362)	—
—	52,083	52,083	—
—	(321,751)	(321,751)	—
(52,795,291)	(321,751)	(53,117,042)	—
—	—	—	(10,143,088)
22,825,493	—	22,825,493	9,532,431
1,233,880	—	1,233,880	—
8,512	—	8,512	—
1,427,061	—	1,427,061	—
1,221,404	—	1,221,404	—
65,567	—	65,567	—
812,088	—	812,088	—
168,636	—	168,636	—
19,880,433	—	19,880,433	—
6,121,738	—	6,121,738	—
631,515	—	631,515	203,844
2,700,456	138,171	2,838,627	180,677
1,131,036	—	1,131,036	86,207
(1,000,000)	1,000,000	—	—
57,227,819	1,138,171	58,365,990	10,003,159
4,432,528	816,420	5,248,948	(139,929)
(13,129,229)	41,703,976	28,574,747	18,996,314
(1,212,111)	—	(1,212,111)	(304,872)
(157,800)	157,800	—	—
(14,499,140)	41,861,776	27,362,636	18,691,442
(10,066,612)	42,678,196	32,611,584	18,551,513

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Balance Sheet - Governmental Funds
April 30, 2025

	General
ASSETS	
Cash and Investments	$ 23,887,611
Receivables - Net of Allowances	
Property Taxes	9,845,768
Other Taxes	5,107,209
Accounts	1,008,355
Prepaids	21,600
Due from Other Governments	1,841,291
Due from Other Funds	7,580,612
Total Assets	49,292,446
LIABILITIES	
Accounts Payable	1,906,774
Accrued Payroll	629,638
Retainage Payable	—
Deposits Payable	5,636,292
Due to Other Funds	878,442
Total Liabilities	9,051,146
DEFERRED INFLOWS OF RESOURCES	
Property Taxes	13,445,438
Total Liabilities and Deferred Inflows of Resources	22,496,584
FUND BALANCES	
Nonspendable	21,600
Restricted	346,285
Committed	—
Assigned	—
Unassigned	26,427,977
Total Fund Balances	26,795,862
Total Liabilities, Deferred Inflows of Resources and Fund Balances	49,292,446

The notes to the financial statements are an integral part of this statement.

Debt Service	Capital Projects: Infrastructure Capital Projects	Capital Projects: Facility Capital Projects	Nonmajor	Totals
2,335,842	5,792,226	11,375,795	2,762,917	46,154,391
2,067,964	—	—	—	11,913,732
—	515,035	—	—	5,622,244
—	125,000	—	—	1,133,355
—	—	—	—	21,600
—	—	—	127,304	1,968,595
—	—	—	—	7,580,612
4,403,806	6,432,261	11,375,795	2,890,221	74,394,529
—	758,412	247,728	11,477	2,924,391
—	—	—	—	629,638
—	39,311	—	—	39,311
—	—	—	207,868	5,844,160
—	—	—	—	878,442
—	797,723	247,728	219,345	10,315,942
4,374,092	—	—	—	17,819,530
4,374,092	797,723	247,728	219,345	28,135,472
—	—	—	—	21,600
29,714	—	—	2,583,416	2,959,415
—	—	—	87,460	87,460
—	5,634,538	11,128,067	—	16,762,605
—	—	—	—	26,427,977
29,714	5,634,538	11,128,067	2,670,876	46,259,057
4,403,806	6,432,261	11,375,795	2,890,221	74,394,529

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Reconciliation of the Total Governmental Fund Balance to the Statement of Net Position - Governmental Activities
April 30, 2025

Total Governmental Fund Balances	$ 46,259,057
Amounts reported for governmental activities in the Statement of Net Position are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the funds.	100,634,423
Deferred outflows (inflows) of resources related to the pensions not reported in the funds.	
Deferred Items - IMRF	3,483,746
Deferred Items - Police Pension	2,078,334
Deferred Items - Firefighters' Pension	5,797,231
Deferred Items - RBP	(1,068,457)
Internal Service Funds are used by the Village to charge the costs of vehicle and equipment management and employee compensated absences to individual funds. The assets and liabilities of the internal service funds are included in the governmental activities in the Statement of Net Position.	3,206,659
Long-term liabilities are not due and payable in the current period and therefore are not reported in the funds.	
Compensated Absences Payable	(2,939,889)
Net Pension Liability - IMRF	(4,954,681)
Net Pension Liability - Police Pension	(46,489,683)
Net Pension Liability - Firefighters' Pension	(55,417,312)
Total OPEB Liability - RBP	(7,008,711)
General Obligation Bonds Payable - Net	(52,119,608)
Subscriptions Payable	(816,074)
Accrued Interest Payable	(711,647)
Net Position of Governmental Activities	(10,066,612)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
For the Fiscal Year Ended April 30, 2025

See Following Page

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Revenues, Expenditures and Changes in Fund Balances - Governmental Funds
For the Fiscal Year Ended April 30, 2025

	General
Revenues	
Taxes	$ 22,213,326
Intergovernmental	25,956,403
Licenses, Permits and Fees	4,031,345
Charges for Services	11,973,459
Fines and Forfeitures	141,545
Investment Income	1,546,530
Miscellaneous	1,101,688
Total Revenues	66,964,296
Expenditures	
General Government	10,750,735
Public Safety	42,678,773
Highways and Streets	8,494,679
Debt Service	
Principal Retirement	304,052
Interest and Fiscal Charges	25,242
Total Expenditures	62,253,481
Excess (Deficiency) of Revenues Over (Under) Expenditures	4,710,815
Other Financing Sources (Uses)	
Debt Issuance	—
Payment to Escrow Agent	—
Premium on Debt Issuance	—
Transfers In	—
Transfers Out	(5,010,665)
	(5,010,665)
Net Change in Fund Balances	(299,850)
Fund Balances - Beginning	27,095,712
Fund Balances - Ending	26,795,862

The notes to the financial statements are an integral part of this statement.

Debt Service	Capital Projects: Infrastructure Capital	Capital Projects: Facility Capital	Nonmajor	Totals
4,315,435	—	—	—	26,528,761
—	2,036,163	—	1,716,031	29,708,597
—	—	—	—	4,031,345
—	—	—	363,750	12,337,209
—	—	—	—	141,545
82,555	131,067	510,944	373,631	2,644,727
—	—	—	29,348	1,131,036
4,397,990	2,167,230	510,944	2,482,760	76,523,220
—	—	4,493,623	37,163	15,281,521
—	—	—	55,500	42,734,273
—	4,334,557	—	2,397,430	15,226,666
4,536,630	—	—	—	4,840,682
1,943,275	—	—	—	1,968,517
6,479,905	4,334,557	4,493,623	2,490,093	80,051,659
(2,081,915)	(2,167,327)	(3,982,679)	(7,333)	(3,528,439)
3,287,580	—	—	—	3,287,580
(3,587,530)	—	—	—	(3,587,530)
374,415	—	—	—	374,415
1,993,931	—	4,010,665	—	6,004,596
—	(1,627,387)	—	(366,544)	(7,004,596)
2,068,396	(1,627,387)	4,010,665	(366,544)	(925,535)
(13,519)	(3,794,714)	27,986	(373,877)	(4,453,974)
43,233	9,429,252	11,100,081	3,044,753	50,713,031
29,714	5,634,538	11,128,067	2,670,876	46,259,057

The notes to the financial statements are an integral part of this statement.

Reconciliation of the Statement of Revenues, Expenditures and Changes in Fund Balances of the Governmental Funds to the Statement of Activities - Governmental Activities
For the Fiscal Year Ended April 30, 2025

Net Change in Fund Balances - Total Governmental Funds	$	(4,453,974)
Amounts reported for governmental activities in the Statement of Activities are different because:		
Governmental funds report capital outlays as expenditures; however, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense.		
Capital Outlays		11,944,955
Depreciation Expense		(5,986,143)
The net effect of deferred outflows (inflows) of resources related to the pensions not reported in the funds.		
Change in Deferred Items - IMRF		(2,272,986)
Change in Deferred Items - Police Pension		(2,808,342)
Change in Deferred Items - Firefighters' Pension		(237,153)
Change in Deferred Items - RBP		1,419,825
The issuance of long-term debt provides current financial resources to governmental funds, while the repayment of the principal on long-term debt consumes the current financial resources of the governmental funds.		
Change in Compensated Absences Payable		(149,822)
Change in Net Pension Liability - IMRF		593,104
Change in Net Pension Liability - Police Pension		3,851,801
Change in Net Pension Liability - Firefighters' Pension		(250,570)
Change in Total OPEB Liability - RBP		(1,181,421)
Retirement of Debt		8,428,212
Debt Issuance		(3,287,580)
Issuance of Premium on Debt		(374,415)
Amortization of Debt Related Items		98,463
Change in Accrued Interest Payable		77,976
Internal service funds are used by the Village to charge the costs of insurance to individual funds. The net revenue of certain activities of internal service funds is reported with governmental activities.		(979,402)
Changes in Net Position of Governmental Activities		4,432,528

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Net Position - Proprietary Funds
April 30, 2025

See Following Page

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Net Position - Proprietary Funds
April 30, 2025

	Water	Sanitary Sewer
ASSETS		
Current Assets		
Cash and Investments	$ —	—
Receivables - Net of Allowances		
Accounts	1,680,764	385,275
Prepaids	—	—
Total Current Assets	1,680,764	385,275
Noncurrent Assets		
Capital Assets		
Nondepreciable Capital Assets	7,144,959	—
Depreciable Capital Assets	106,388,481	18,789,982
Accumulated Depreciation	(56,793,870)	(14,246,527)
Total Noncurrent Assets	56,739,570	4,543,455
Total Assets	58,420,334	4,928,730
DEFERRED OUTFLOWS OF RESOURCES		
Deferred Items - IMRF	557,281	109,459
Deferred Items - RBP	121,821	23,157
Total Deferred Outflows of Resources	679,102	132,616
Total Assets and Deferred Outflows of Resources	59,099,436	5,061,346
LIABILITIES		
Current Liabilities		
Accounts Payable	1,810,930	27,541
Accrued Payroll	2,421	4,902
Interest Payable	258,903	45,229
Deposits Payable	36,504	—
Due to Other Funds	5,459,246	42,947
Compensated Absences Payable	27,567	8,140
Total OPEB Liability - RBP - Current	33,977	5,629
General Obligation Bonds Payable	1,630,203	294,202
Total Current Liabilities	9,259,751	428,590
Noncurrent Liabilities		
Compensated Absences Payable	110,268	32,559
Net Pension Liability - IMRF	786,787	154,537
Total OPEB Liability - RBP	534,211	102,380
General Obligation Bonds Payable	17,604,521	3,022,535
Total Noncurrent Liabilities	19,035,787	3,312,011
Total Liabilities	28,295,538	3,740,601
DEFERRED INFLOWS OF RESOURCES		
Deferred Items - IMRF	4,073	800
Deferred Items - RBP	208,439	39,623
Total Deferred Inflows of Resources	212,512	40,423
Total Liabilities and Deferred Inflows of Resources	28,508,050	3,781,024
NET POSITION		
Net Investment in Capital Assets	37,504,846	1,226,718
Unrestricted (Deficit)	(6,913,460)	53,604
Total Net Position	30,591,386	1,280,322

The notes to the financial statements are an integral part of this statement.

Business-Type Activities - Enterprise Funds				Governmental Activities
Stormwater	Senior Housing	Nonmajor Parking	Totals	Internal Service
—	2,181,057	136,773	2,317,830	893,303
345,585	—	—	2,411,624	—
—	—	—	—	3,800,249
345,585	2,181,057	136,773	4,729,454	4,693,552
65,393	308,732	769,420	8,288,504	—
52,206,870	7,526,095	1,616,670	186,528,098	—
(28,842,403)	(4,757,184)	(1,492,304)	(106,132,288)	—
23,429,860	3,077,643	893,786	88,684,314	—
23,775,445	5,258,700	1,030,559	93,413,768	4,693,552
162,669	—	—	829,409	—
31,731	—	—	176,709	—
194,400	—	—	1,006,118	—
23,969,845	5,258,700	1,030,559	94,419,886	4,693,552
26,812	209,839	5,402	2,080,524	96,065
—	—	—	7,323	—
215,388	14,938	—	534,458	—
—	70,171	—	106,675	—
687,591	—	—	6,189,784	1,390,828
5,567	—	—	41,274	—
4,785	—	—	44,391	
1,092,057	55,000	—	3,071,462	—
2,032,200	349,948	5,402	12,075,891	1,486,893
22,269	—	—	165,096	—
229,662	—	—	1,170,986	—
143,214	—	—	779,805	—
15,372,214	1,242,225	—	37,241,495	—
15,767,359	1,242,225	—	39,357,382	—
17,799,559	1,592,173	5,402	51,433,273	1,486,893
1,189	—	—	6,062	—
54,293	—	—	302,355	—
55,482	—	—	308,417	—
17,855,041	1,592,173	5,402	51,741,690	1,486,893
7,050,170	1,852,755	893,786	48,528,275	—
(935,366)	1,813,772	131,371	(5,850,079)	3,206,659
6,114,804	3,666,527	1,025,157	42,678,196	3,206,659

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Revenues, Expenses, and Changes in Net Position - Proprietary Funds
For the Fiscal Year Ended April 30, 2025

	Water	Sanitary Sewer
Operating Revenues		
Charges for Services	$ 9,962,645	2,073,249
Operating Expenses		
Administration	2,120,215	638,757
Operations	4,510,753	1,073,841
Depreciation and Amortization	1,995,562	253,268
Total Operating Expenses	8,626,530	1,965,866
Operating Income (Loss)	1,336,115	107,383
Nonoperating Revenues (Expenses)		
Investment Income	27,285	618
Other Income	—	—
Interest Expense	(674,309)	(120,502)
	(647,024)	(119,884)
Income (Loss) Before Transfers	689,091	(12,501)
Capital Grants	—	—
Transfers In	—	—
	—	—
Change in Net Position	689,091	(12,501)
Net Position - Beginning	29,448,435	1,351,688
Restatement - Error Correction	453,860	(58,865)
Net Position - Beginning as Restated	29,902,295	1,292,823
Net Position - Ending	30,591,386	1,280,322

The notes to the financial statements are an integral part of this statement.

Business-Type Activities - Enterprise Funds				Governmental Activities
Stormwater	Senior Housing	Nonmajor Parking	Totals	Internal Service
1,381,862	905,116	221,260	14,544,132	9,318,366
117,789	128,112	51,236	3,056,109	—
1,139,429	671,485	82,361	7,477,869	11,775,038
720,250	161,426	35,580	3,166,086	—
1,977,468	961,023	169,177	13,700,064	11,775,038
(595,606)	(55,907)	52,083	844,068	(2,456,672)
—	105,825	4,443	138,171	55,729
—	—	—	—	1,421,541
(546,524)	(37,455)	—	(1,378,790)	—
(546,524)	68,370	4,443	(1,240,619)	1,477,270
(1,142,130)	12,463	56,526	(396,551)	(979,402)
212,971	—	—	212,971	—
1,000,000	—	—	1,000,000	—
1,212,971	—	—	1,212,971	—
70,841	12,463	56,526	816,420	(979,402)
6,281,158	3,654,064	968,631	41,703,976	4,186,061
(237,195)	—	—	157,800	—
6,043,963	3,654,064	968,631	41,861,776	4,186,061
6,114,804	3,666,527	1,025,157	42,678,196	3,206,659

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Cash Flows - Proprietary Funds
For the Fiscal Year Ended April 30, 2025

	Water	Sanitary Sewer
Cash Flows from Operating Activities		
Receipts from Customers and Users	$ 9,938,712	2,072,296
Receipts from Interfund Services	—	—
Payments to Employees	(1,718,500)	(360,027)
Payments to Suppliers	34,308	(1,245,565)
	8,254,520	466,704
Cash Flows from Noncapital Financing Activities		
Transfers In	—	—
Cash Flows from Capital and Related Financing Activities		
Purchase of Capital Assets	(12,245,702)	(75,571)
Issuance of Capital Debt	708,265	335,770
Principal Paid on General Obligation Bonds	(2,256,264)	(607,019)
Interest Paid on General Obligation Bonds	(674,309)	(120,502)
	(14,468,010)	(467,322)
Cash Flows from Investing Activities		
Interest Received	27,285	618
Net Change in Cash and Cash Equivalents	(6,186,205)	—
Cash and Cash Equivalents - Beginning	6,186,205	—
Cash and Cash Equivalents - Ending	—	—
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities		
Operating Income	1,336,115	107,383
Adjustments to Reconcile Operating Income Income to Net Cash Provided by (Used in) Operating Activities:		
Other Nonoperating Revenues	—	—
Depreciation and Amortization Expense	1,995,562	253,268
Other Expenses - IMRF and RBP	133,438	46,138
(Increase) Decrease in Current Assets	(23,933)	(953)
Increase (Decrease) in Current Liabilities	4,813,338	60,868
Net Cash Provided by Operating Activities	8,254,520	466,704

The notes to the financial statements are an integral part of this statement.

Business-Type Activities - Enterprise Funds				Governmental Activities
Stormwater	Senior Housing	Nonmajor Parking	Totals	Internal Service
1,287,962	905,117	221,260	14,425,347	—
—	—	—	—	11,941,579
(513,842)	—	—	(2,592,369)	—
(179,420)	(596,721)	(133,151)	(2,120,549)	(12,314,926)
594,700	308,396	88,109	9,712,429	(373,347)
1,000,000	—	—	1,000,000	—
—	(174,004)	—	(12,495,277)	—
540,380	—	—	1,584,415	
(1,588,557)	(55,000)	—	(4,506,840)	—
(546,524)	(37,455)	—	(1,378,790)	—
(1,594,701)	(266,459)	—	(16,796,492)	—
—	105,825	4,443	138,171	55,729
(1)	147,762	92,552	(5,945,892)	(317,618)
1	2,033,295	44,221	8,263,722	1,210,921
—	2,181,057	136,773	2,317,830	893,303
(595,606)	(55,907)	52,083	844,068	(2,456,672)
—	—	—	—	1,421,541
720,250	161,426	35,580	3,166,086	—
349,009	—	—	528,585	—
(93,900)	1	—	(118,785)	1,201,672
214,947	202,876	446	5,292,475	(539,888)
594,700	308,396	88,109	9,712,429	(373,347)

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Fiduciary Net Position
April 30, 2025

	Pension Trust
ASSETS	
Cash and Cash Equivalents	$ 3,888,975
Investments	
Illinois Police Pension Investment Fund	76,367,320
Illinois Firefighters' Pension Investment Fund	77,091,777
Due from Other Funds	878,442
Total Assets	158,226,514
LIABILITIES	
None	—
NET POSITION	
Net Position Restricted for Pensions	158,226,514

The notes to the financial statements are an integral part of this statement.

VILLAGE OF NORTHBROOK, ILLINOIS

Statement of Changes in Fiduciary Net Position
For the Fiscal Year Ended April 30, 2025

	Pension Trust
Additions	
Contributions - Employer	$ 10,679,118
Contributions - Plan Members	1,616,978
Contributions - Other	152,466
Total Contributions	12,448,562
Investment Income	
Interest Earned	1,204,135
Net Change in Fair Value	12,935,712
	14,139,847
Less Investment Expenses	(169,855)
Net Investment Income	13,969,992
Total Additions	26,418,554
Deductions	
Administration	100,661
Benefits and Refunds	13,771,827
Total Deductions	13,872,488
Change in Fiduciary Net Position	12,546,066
Net Position Restricted for Pensions	
Beginning	145,680,448
Ending	158,226,514

The notes to the financial statements are an integral part of this statement.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The Village of Northbrook (the Village), Illinois, incorporated in 1901, is a municipal corporation governed by an elected president and six-member Board of Trustees. The Village's major operations include police and fire safety, highway and street maintenance and reconstruction, building code enforcement, public improvements, economic development, planning and zoning, water, storm water and sanitary sewer services, parking system services, senior housing services and general administrative services.

The government-wide financial statements are prepared in accordance with generally accepted accounting principles (GAAP in the United States). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP in the United States for state and local governments through its pronouncements (Statements and Interpretations).

REPORTING ENTITY

The accompanying financial statements present the government and its component units, entities for which the government is considered to be financially accountable. Blended component units are, in substance, part of the primary government's operations, even though they are legally separate entities. Thus, blended component units are appropriately presented as funds of the primary government. Each discretely presented component unit is reported in a separate column in the government-wide financial statements to emphasize that it is both legally and substantively separate from the government. Management has determined that there are two fiduciary component units that are required to be included in the financial statements of the Village as pension trust funds and there are is one discretely component unit to include in the reporting entity.

Police Pension Employees Retirement System

The Village's sworn police employees participate in the Police Pension Employees Retirement System (PPERS). PPERS functions for the benefit of these employees and is governed by a five-member pension board. Two members appointed by the Village's President, one elected pension beneficiary and two elected police employees constitute the pension board. The participants are required to contribute a percentage of salary as established by state statute and the Village is obligated to fund all remaining PPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it is legally separate from the Village, the PPERS is reported as if it were part of the primary government because its sole purpose is to provide retirement benefits for the Village's police employees. The PPERS is reported as a fiduciary fund, and specifically a pension trust fund, due to the fiduciary responsibility exercised over the PPERS.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

REPORTING ENTITY - Continued

Firefighters' Pension Employees Retirement System

The Village's sworn firefighters participate in the Firefighters' Pension Employees Retirement System (FPERS). FPERS functions for the benefit of these employees and is governed by a five-member pension board, with two members appointed by the Village President, two elected from active participants of the Fund, and one elected from the retired members of the Fund. The participants are required to contribute a percentage of salary as established by state statute and the Village is obligated to fund all remaining FPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it is legally separate from the Village, the FPERS is reported as if it were part of the primary government because its sole purpose is to provide retirement benefits for the Village's sworn firefighters. The FPERS is reported as a fiduciary fund, and specifically a pension trust fund, due to the fiduciary responsibility exercised over the FPERS.

Discretely Presented Component Unit

Discretely presented component units are separate legal entities that meet the component unit criteria described in GASB Statement No. 61 and GASB Statement No. 84 but do not meet the criteria for blending.

Northbrook Public Library

The Northbrook Public Library (the Library) operates and maintains the Village's public library facilities. The Library's Board is elected by the voters of the Village. The Library may not issue bonded debt, and its annual budget and property tax levy are subject to the Village Board's approval. A financial benefit/burden relationship exists between the Village and the Library. Separate audited financial statements as of April 30, 2025 are available from the Library's administrative office at 1201 Cedar Lane, Northbrook, Illinois 60062.

BASIS OF PRESENTATION

Government-Wide Financial Statements

The Village's basic financial statements include both government-wide (reporting the Village as a whole) and fund financial statements (reporting the Village's major funds). Both the government-wide and fund financial statements categorize primary activities as either governmental or business-type. The Village's public safety, highway and streets, and general administrative services are classified as governmental activities. The Village's water services, sanitary sewer services, stormwater services, parking services, and senior housing services are classified as business-type activities.

In the government-wide Statement of Net Position, both the governmental and business-type activities columns are: (a) presented on a consolidated basis by column, and (b) reported on a full accrual, economic resource basis, which recognizes all long-term assets/deferred outflows and receivables as well as long-term debt/deferred inflows and obligations. The Village's net position is reported in three parts: net investment in capital assets; restricted; and unrestricted. The Village first utilizes restricted resources to finance qualifying activities.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

BASIS OF PRESENTATION - Continued

Government-Wide Financial Statements - Continued

The government-wide Statement of Activities reports both the gross and net cost of each of the Village's functions and business-type activities (general government, public safety, highways and streets, etc.). The functions are supported by general government revenues (property taxes, sales and use taxes, certain intergovernmental revenues, fines, permits and charges, etc.). The Statement of Activities reduces gross expenses (including depreciation) by related program revenues, which include 1) changes to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment.

The net costs (by function or business-type activity) are normally covered by general revenue (property taxes, sales taxes, income taxes, interest income, etc.).

The Village does not allocate indirect costs. An administrative service fee is charged by the General Fund to the other operating funds that is eliminated like a reimbursement (reducing the revenue and expense in the General Fund) to recover the direct costs of General Fund services provided (finance, personnel, purchasing, legal, technology management, etc.).

This government-wide focus is more on the sustainability of the Village as an entity and the change in the Village's net position resulting from the current year's activities.

Fund Financial Statements

The financial transactions of the Village are reported in individual funds in the fund financial statements. Each fund is accounted for by providing a separate set of self-balancing accounts that comprises its assets/deferred outflows, liabilities/deferred inflows, fund balance/net position, revenues and expenditures/expenses. Funds are organized into three major categories: governmental, proprietary, and fiduciary. The emphasis in fund financial statements is on the major funds in either the governmental or business-type activities categories. Nonmajor funds by category are summarized into a single column. GASB Statement No. 34 sets forth minimum criteria (percentage of the assets/deferred outflows, liabilities/deferred inflows, revenues or expenditures/expenses of either fund category or the governmental and enterprise combined) for the determination of major funds. The Village electively added funds, as major funds, which either had debt outstanding or specific community focus. The nonmajor funds are combined in a column in the fund financial statements. A fund is considered major if it is the primary operating fund of the Village or meets the following criteria:

> Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of that individual governmental or enterprise fund are at least 10 percent of the corresponding total for all funds of that category or type; and
>
> Total assets/deferred outflows, liabilities/deferred inflows, revenues, or expenditures/expenses of the individual governmental fund or enterprise fund are at least 5 percent of the corresponding total for all governmental and enterprise funds combined.

The various funds are reported by generic classification within the financial statements. The following fund types are used by the Village:

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

BASIS OF PRESENTATION - Continued

Fund Financial Statements - Continued

Governmental Funds

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial position (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Village:

General Fund is the general operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. The General Fund is a major fund.

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes. The Village maintains three nonmajor special revenue funds.

Debt Service Funds are used to account for the accumulation of funds for the periodic payment of principal and interest on general long-term debt. The Debt Service Fund is treated as a major fund and accumulates monies for the payment of general obligation debt, with financing provided by the annual tax levy.

Capital Projects 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 business-type/proprietary funds). The Village maintains two major capital projects fund. The Infrastructure Capital Projects Fund accounts for infrastructure improvements including streets and storm water. The Facility Capital Projects Fund is used to account and provides for financial resources for the renovation/replacement of Fire Station 11, Police Station and Public Works Fleet Maintenance Garage.

Permanent Funds are used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the Village's programs, that is, for the benefit of the Village or its citizenry. The Village maintains one permanent fund.

Proprietary Funds

The focus of proprietary fund measurement is upon determination of operating income, changes in net position, financial position, and cash flows. The accounting principles generally accepted in the United States of America applicable are those similar to businesses in the private sector. The following is a description of the proprietary funds of the Village:

Enterprise Funds are required to account for operations for which a fee is charged to external users for goods or services and the activity (a) is financed with debt that is solely secured by a pledge of the net revenues, (b) has third party requirements that the cost of providing services, including capital costs, be recovered with fees and charges or (c) establishes fees and charges based on a pricing policy designed to recover similar costs. The Village maintains four major enterprise funds: Water, Sanitary Sewer, Stormwater and Senior Housing Funds. The Water Fund accounts for the provision of potable water services to the residents of the Village. The Sanitary Sewer Fund accounts for the provision of sewer repair and improvement services to the resident of the Village. The Stormwater fund accounts for the maintenance and construction of the Village's storm water management system. The Senior Housing Fund accounts for the provision of housing to the residents of the Village-owned apartment complex. The Village also maintains one nonmajor enterprise fund.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

BASIS OF PRESENTATION - Continued

Fund Financial Statements - Continued

Proprietary Funds - Continued

Internal Service Funds are used to account for the financing of goods or services provided by an activity to other departments, funds or component units of the Village on a cost-reimbursement basis. The Village maintains two internal service funds. The Self-Insurance Fund accounts for the Village's workers' compensation and property and casualty losses, as well as excess insurance purchased to cover major losses. The Health Insurance Fund accounts for revenue sources (i.e. interfund transfers and employee/retiree contributions) along with the corresponding expenditures paid by the Village for employee and retiree health and dental insurance premiums. The Village's internal service funds are presented in the proprietary funds financial statements. Because the principal users of the internal services are the Village's governmental activities, the financial statements of the internal service funds are consolidated into the governmental column when presented in the government-wide financial statements. To the extent possible, the cost of these services is reported in the appropriate functional activity (general government, public safety, highways and streets, etc.).

Fiduciary Funds

Fiduciary funds are used to report assets held in a trustee capacity for others and therefore are not available to support Village programs. The reporting focus is on net position and changes in net position and is reported using accounting principles similar to proprietary funds.

Pension Trust Funds are used to account for assets held in a trustee capacity for pension benefit payments. The Police Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's police force. The Firefighters' Pension Fund accounts for the accumulation of resources to pay retirement and other related benefits for sworn members of the Village's Fire Department.

The Village's fiduciary funds are presented in the fiduciary fund financial statements by type (pension trust). Since by definition these assets are being held for the benefit of a third party (other local governments, private parties, pension participants, etc.) and cannot be used to address activities or obligations of the Village, these funds are not incorporated into the government-wide statements.

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING

Measurement focus is a term used to describe "which" transactions are recorded within the various financial statements. Basis of accounting refers to "when" transactions are recorded regardless of the measurement focus applied.

Measurement Focus

On the government-wide Statement of Net Position and the Statement of Activities, both governmental and business-type activities are presented using the economic resources measurement focus as defined below.

In the fund financial statements, the "current financial resources" measurement focus or the "economic resources" measurement focus is used as appropriate.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

MEASUREMENT FOCUS AND BASIS OF ACCOUNTING - Continued

Measurement Focus - Continued

All governmental funds utilize a "current financial resources" measurement focus. Only current financial assets/ deferred outflows and liabilities/deferred inflows are generally included on their balance sheets. Their operating statements present sources and uses of available spendable financial resources during a given period. These funds use fund balance as their measure of available spendable financial resources at the end of the period.

All proprietary and pension trust funds utilize an "economic resources" measurement focus. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), financial position, and cash flows. All assets/deferred outflows and liabilities/deferred inflows (whether current or noncurrent) associated with their activities are reported. Proprietary and pension trust fund balance is classified as net position.

Basis of Accounting

In the government-wide Statement of Net Position and Statement of Activities, both governmental and business-type activities are presented using the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability/deferred inflow is incurred or economic asset used. Revenues, expenses, gains, losses, assets/deferred outflows, and liabilities/deferred inflows resulting from exchange and exchange-like transactions are recognized when the exchange takes place.

In the fund financial statements, governmental funds are presented on the modified accrual basis of accounting. Under this modified accrual basis of accounting, revenues are recognized when "measurable and available." Measurable means knowing or being able to reasonably estimate the amount. Available means collectible within the current period or within sixty days after year-end. The Village recognizes property taxes when they become both measurable and available in accordance with GASB Codification Section P70. A sixty-day availability period is used for revenue recognition for all other governmental fund revenues. Expenditures (including capital outlay) are recorded when the related fund liability is incurred, except for general obligation bond principal and interest which are recognized when due.

In applying the susceptible to accrual concept under the modified accrual basis, those revenues susceptible to accrual are property taxes, sales and use taxes, income taxes, licenses, interest revenue, and charges for services. All other revenues are not susceptible to accrual because generally they are not measurable until received in cash.

All proprietary and pension trust funds utilize the accrual basis of accounting. Under the accrual basis of accounting, revenues are recognized when earned and expenses are recorded when the liability is incurred or economic asset used.

Proprietary funds distinguish operating revenues and expenses from nonoperating items. Operating revenues and expenses generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. The principal operating revenues of the Village's enterprise funds, and of the Village's internal service funds are charges to customers for sales and services.

The Village also recognizes as operating revenue the portion of tap fees intended to recover the cost of connecting new customers to the system. Operating expenses for enterprise funds and internal service funds include the cost of sales and services, administrative expenses, and depreciation on capital assets. All revenues and expenses not meeting this definition are reported as nonoperating revenues and expenses.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND FUND BALANCE/ NET POSITION

Cash and Investments

Cash and cash equivalents on the Statement of Net Position are considered to be cash on hand, demand deposits, cash with fiscal agent. For the purpose of the proprietary funds "Statement of Cash Flows," cash and cash equivalents are considered to be cash on hand, demand deposits, cash with fiscal agent, and all highly liquid investments with an original maturity of three months or less.

Investments are generally reported at fair value. Short-term investments are reported at cost, which approximates fair value. For investments, the Village categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. Level 1 inputs are quoted prices in active markets for identical assets; Level 2 inputs are significant other observable inputs; Level 3 inputs are significant unobservable inputs.

Interfund Receivables, Payables and Activity

Interfund activity is reported as loans, services provided, reimbursements or transfers. Loans are reported as interfund receivables and payables as appropriate and are subject to elimination upon consolidation. Services provided, deemed to be at market or near market rates, are treated as revenues and expenditures/expenses. Reimbursements are when one fund incurs a cost, charges the appropriate benefiting fund and reduces its related cost as a reimbursement. All other interfund transactions are treated as transfers. Transfers between governmental or proprietary funds are netted as part of the reconciliation to the government-wide financial statements.

Receivables

In the government-wide financial statements, receivables consist of all revenues earned at year-end and not yet received. Allowances for uncollectible accounts receivable are based upon historical trends and the periodic aging of accounts receivable. Major receivables balances for governmental activities include property taxes, sales and use taxes, income taxes, and grants. Business-type activities report utility charges as their major receivables.

Prepaids

Prepaids are valued at cost, which approximates market, using the first-in/first-out (FIFO) method. The costs of governmental fund-type prepaids are recorded as expenditures when consumed rather than when purchased. Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaids in both the government-wide and fund financial statements.

Capital Assets

Capital assets purchased or acquired with an original cost of $50,000 to $250,000 or more, depending on asset class, are reported at historical cost or estimated historical cost. Contributed assets are reported at acquisition value as of the date received. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND FUND BALANCE/ NET POSITION - Continued

Capital Assets - Continued

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. General capital assets are long-lived assets of the Village as a whole. When purchased, such assets are recorded as expenditures in the governmental funds and capitalized/amortized. In the case of the initial capitalization of general infrastructure assets (i.e., those reported by the governmental activities) the government chose to include all such items regardless of their acquisition date. Infrastructure such as streets, traffic signals and signs are capitalized. The valuation basis for general capital assets are historical cost, or where historical cost is not available, estimated historical cost based on replacement costs.

Capital assets in the proprietary funds are capitalized/amortized in the fund in which they are utilized. The valuation bases for proprietary fund capital assets are the same as those used for the general capital assets. Donated capital assets are capitalized at acquisition value on the date donated.

Depreciation/amortization on all assets is computed and recorded using the straight-line method of depreciation/ amortization over the following estimated useful lives:

Land Improvements	20 Years
Buildings	40 - 50 Years
Equipment and Vehicles	5 - 10 Years
System Mains, Lines and Appurtenances	15 - 50 Years
Infrastructure	15 - 50 Years
Subscription Assets	3 - 6 Years

Compensated Absences

The Village's policy allows full and part-time employees to accrue both sick leave and vacation time based on date of hire and years of continuous service at varying accrual rates.

Sick leave benefits vary based on hire date, employment status, and work schedule. Full-time employees hired on or after January 1, 2024, receive nine sick days annually (7.5 or 8 hours per day depending on their schedule), prorated per pay period, while non-represented sworn employees on a 24/48 shift earn 12 duty hours per month. Part-time employees working over 1,000 hours per year earn two hours of sick leave per pay period; those under 1,000 hours and temporary workers are ineligible. Employees hired before January 1, 2024, accrue one sick day per month, with 24/48 shift employees receiving 12 duty hours monthly. Eligible part-time staff receive half the full-time benefit, and temporary employees remain ineligible. Sick leave accrues without limit, and employees must monitor their balances and report discrepancies. An employee who leaves employment of the Village may be compensated for some sick leave as applicable through the Good Health Benefit policy or respective collective bargaining agreements. For a non-union employee to be eligible, they must have accumulated at least 60 days of sick leave and shall receive compensation for 20% annually and/or upon retirement.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND FUND BALANCE/ NET POSITION - Continued

Compensated Absences - Continued

Vacation time is accrued at varying rates based on months of continuous service, work schedule, and the type of shift the employee works. For regular full-time employees not working 24 hours on/48 hour off shifts vacation is accrued at a rate between 1-2 days per month. Regular full-time employees working 24 hours/48 hours off shifts accrue vacation at a rate of .50-.92 shifts per month. Regular part-time employees not working a total of 1,000 hours per year will not accrue paid vacation time but if they do work 1,000 or more hours a year will accrue between 1.75 to 3.00 hours per pay period based on their months of continuous service with the Village. Employees may accrue a maximum of 24 days (12 fire shifts), and they may have a maximum carry over of 23 days over fiscal years. An employee who leaves the employment of the Village shall be compensated for unused accrued vacation time.

Deferred Outflows/Inflows of Resources

Deferred outflow/inflow of resources represents a consumption/acquisition of net assets that applies to a future period and therefore will not be recognized as an outflow of resources (expense)/inflow of resources (revenue) until that future time.

Long-Term Obligations

In the government-wide financial statements, and proprietary fund types in the fund financial statements, long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities, business-type activities, or proprietary fund type Statement of Net Position. Bond premiums and discounts are deferred and amortized over the life of the bonds using the effective interest method. Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as expenses at the time of issuance.

In the fund financial statements, governmental fund types recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Net Position

In the government-wide financial statements, equity is classified as net position and displayed in three components:

Net Investment in Capital Assets - Consists of capital assets including restricted capital assets, net of accumulated depreciation/amortization and reduced by the outstanding balances of any bonds, mortgages, notes or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.

Restricted - Consists of net position with constraints placed on the use either by (1) external groups such as creditors, grantors, contributors, or laws or regulations of other governments; or (2) law through constitutional provisions or enabling legislations.

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES - Continued

ASSETS/DEFERRED OUTFLOWS, LIABILITIES/DEFERRED INFLOWS, AND FUND BALANCE/ NET POSITION - Continued

Net Position - Continued

Unrestricted - All other net position balances that do not meet the definition of "restricted" or "net investment in capital assets."

Use of Estimates

The preparation of financial statements in conformity with GAAP requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

BUDGETARY INFORMATION

Budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America. All departments of the Village submit requests for budgets to the Village Manager so that a budget may be prepared. The budget is prepared by fund, function, department and object, and includes information on the past two years, current year estimates, and requested budgets for the next fiscal year. The proposed budget is presented to the Village Board for review. The Board of Trustees holds public hearings and may add to, subtract from, or change budgeted amounts. The Board of Trustees then adopts a management budget for budgetary control purposes.

The manager is authorized to transfer budgeted amounts between departments within any fund; however, any revisions that alter the total expenditures of any fund must be approved by the governing body.

Expenditures may not legally exceed budgeted appropriations at the fund level. Appropriations lapse at the end of the fiscal year. During the year budget transfers were necessary.

EXCESS OF ACTUAL EXPENDITURES/EXPENSES OVER BUDGET IN INDIVIDUAL FUNDS

The following funds had an excess of actual expenditures/expenses, exclusive of depreciation, over budget as of the date of this report:

Fund		Excess
Debt Service	$	70,050
Self-Insurance		132,637
Police Pension		56,986
Firefighters' Pension		191,502

NOTE 3 - DETAIL NOTES ON ALL FUNDS

DEPOSITS AND INVESTMENTS

The Village maintains a cash and investment pool that is available for use by all funds except the pension trust funds. Each fund type's portion of this pool is displayed on the financial statements as "cash and investments." In addition, investments are separately held by several of the Village's funds. The deposits and investments of the pension trust funds are held separately from those of other funds.

Permitted Deposits and Investments - Illinois Statutes authorizes the Village to make deposits/invest in commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. Agencies, obligations of States and their political subdivisions, credit union shares, repurchase agreements, commercial paper rated within the three highest classifications by at least two standard rating services, Illinois Funds.

The Illinois Funds is an investment pool managed by the Illinois Public Treasurer's Office which allows governments within the State to pool their funds for investment purposes. Illinois Funds is not registered with the SEC as an investment company. Investments in Illinois Funds are valued at the share price, the price for which the investment could be sold.

Village

Deposits. At year-end, the carrying amount of the Village's deposits for governmental and business-type activities totaled $33,921,602 and the bank balances totaled $34,228,049. In addition, the Village had $15,443,922 invested in the Illinois Funds at year-end, are measured at the net asset value per share determined by the pool.

Interest Rate Risk. Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. The Village's investment policy states that the investment portfolio shall be structured so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity and investing operating funds primarily in shorter-term securities, money market mutual funds, or similar investment pools. The Village's investment policy further states that unless matched directly to a specific cash flow, the Village will not invest in securities maturing more than two years from date of purchase. Reserve funds may be invested in securities exceeding two years if the maturity of such investments are made to coincide as nearly as practicable with the expected use of the funds. The investment in the Illinois Funds has an average maturity of less than one year.

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will not fulfill its obligations. Besides investing in security instruments authorized under State Statute, the Village's investment policy further states that investments shall be limited to the safest types of securities. At year-end, the Village's investment in the Illinois Funds was rated AAAmmf by Fitch.

Custodial Credit Risk. In the case of deposits, this is the risk that in the event of a bank failure, the Village's deposits may not be returned to it. The Village's investment policy requires that any deposit in excess of the FDIC limits shall be secured by some form of collateral, witnessed by a written agreement, and held at an independent, third-party institution in the name of the Village.

NOTE 3 - DETAIL NOTES ON ALL FUNDS

DEPOSITS AND INVESTMENTS

Village - Continued

The Village will accept any of the following types of securities as collateral: U.S. Government securities, obligations of federal agencies, obligations of federal instrumentalities, obligations of the State of Illinois, municipal bonds with a rating of Aa of higher. Pledged collateral will be held in safekeeping by a depository designated by the Village and evidenced by a safekeeping agreement. Collateral agreements will preclude the release of pledged assets without the approval of the Village. At year-end, the entire amount of the bank balance of deposits was covered by collateral, federal depository or equivalent insurance.

For an investment, this is the risk that in the event of the failure of the counterparty, the Village will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. At year-end, the Village's investment in the Illinois Fund are not subject to custodial credit risk.

Concentration Risk. This is the risk of loss attributed to the magnitude of the Village's investment in a single issuer. The Village's investment policy states that funds shall be diversified to the best of its ability based upon the type of investments and the cash flow needs of the respective funds. Specifically, the following limits shall apply:

a. No financial institution shall hold more than 50% of the Village's investment portfolio, exclusive of U.S. government securities held in safekeeping.
b. Funds deposited in financial institutions shall not exceed 25% of the deposits of that institution.
c. Commercial paper shall not exceed 33% of the Village's investment portfolio.

At year-end, the Village does not have any investments over 5 percent of the total cash and investment portfolio (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

Police Pension Fund

The Illinois Police Officers Pension Investment Fund (IPOPIF) is an investment trust fund responsible for the consolidation and fiduciary management of the pension assets of Illinois suburban and downstate police pension funds. IPOPIF was created by Public Act 101-0610, and codified within the Illinois Pension Code, becoming effective January 1, 2020, to streamline investments and eliminate unnecessary and redundant administrative costs, thereby ensuring assets are available to fund pension benefits for the beneficiaries of the participating pension funds. Participation in IPOPIF by Illinois suburban and downstate police pension funds is mandatory. Investments of the Fund are combined in a commingled external investment pool and held by IPOPIF. A schedule of investment expenses is included in IPOPIF's annual report. For additional information on IPOPIF's investments, please refer to their annual comprehensive financial report, which can be obtained from IFPIF at 456 Fulton Street, Suite 402 Peoria, Illinois 61602 or at www.ipopif.org.

Deposits. The Fund retains all its available cash with one financial institution. Available cash is determined to be that amount which is required for the current expenditures of the Fund. The excess of available cash is required to be transferred to IPOPIF for purposes of the long-term investment for the Fund. At year-end, the carrying amount of the Fund's cash on hand totaled $1,819,083 and the bank balances totaled $1,778,244.

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

DEPOSITS AND INVESTMENTS - Continued

Police Pension Fund

Custodial Credit Risk. The Fund's investment policy states that some form of collateral shall secure all deposits in excess of FDIC limits. Direct investments guaranteed by the United States Government do not require collateral. The Fund shall accept any of the following securities as collateral: negotiable full-faith and credit obligations of the United States Government and negotiable obligations of any agency or instrumentality of the United States Government. The amount of collateral provided will not be less than 110% of the fair market value of the net amount of funds secured. Pledged collateral will be held in safekeeping and evidenced by a safekeeping agreement. All investments of the Fund shall be clearly held and accounted for to indicate ownership by the Board. The Fund will direct the registration of securities in its own name or in the name of a nominee created for the express purpose of registration of securities by a state bank, national bank or trust company authorized to do business in the State of Illinois. At year-end, the entire carrying amount of the bank balance of deposits is covered by federal depository or equivalent insurance. Furthermore, the Fund's Federal Home Loan Bank Securities, Federal National Mortgage Securities, Government National Mortgage Securities and State and Local Bonds are categorized as insured, registered, or held by the Fund or its agent in the Fund's name. The Fund's investment in the Illinois Funds is not subject to custodial credit risk.

Investments. At year-end the Fund has $76,367,320 invested in IPOPIF. The pooled investments consist of the investments as noted in the target allocation table available at www.ipopif.org. Investments in IPOPIF are valued at IPOPIF's share price, which is the price the investment could be sold. There are no unfunded commitments at year-end. The fund may redeem shares with a seven calendar day notice. IPOPIF may, at its sole discretion and based on circumstances, process redemption requests with fewer than a seven calendar day notice. Regular redemptions of the same amount on a particular day of the month may be arranged with IPOPIF.

Investment Policy. IPOPIF's current investment policy was adopted by the Board of Trustees on December 17, 2021. IPOPIF is authorized to invest in all investments allowed by Illinois Compiled Statutes (ILCS). The IPOPIF shall not be subject to any of the limitations applicable to investments of pension fund assets currently held by the transferor pension funds under Sections 1-113.1 through 1-113.12 or Article 3 of the Illinois Pension Code.

Rate of Return

For the year ended April 30, 2025, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 9.68%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

DEPOSITS AND INVESTMENTS - Continued

Firefighters' Pension Fund

The Illinois Firefighters' Pension Investment Fund (IFPIF) is an investment trust fund responsible for the consolidation and fiduciary management of the pension assets of Illinois suburban and downstate firefighter pension funds. IFPIF was created by Public Act 101-0610, and codified within the Illinois Pension Code, becoming effective January 1, 2020, to streamline investments and eliminate unnecessary and redundant administrative costs, thereby ensuring assets are available to fund pension benefits for the beneficiaries of the participating pension funds. Participation in IFPIF by Illinois suburban and downstate firefighter pension funds is mandatory. Investments of the Fund are combined in a commingled external investment pool and held by IFPIF. A schedule of investment expenses is included in IFPIF's annual comprehensive financial report. For additional information on IFPIF's investments, please refer to their annual comprehensive financial report, which can be obtained from IFPIF at 1919 South Highland Avenue, Building A, Suite 237, Lombard, IL 60148 or at www.ifpif.org.

Deposits. The Fund retains all its available cash with one financial institution. Available cash is determined to be that amount which is required for the current expenditures of the Fund. The excess of available cash is required to be transferred to IFPIF for purposes of the long-term investment for the Fund. At year-end, the carrying amount of the Fund's cash on hand totaled $2,069,892 and the bank balances totaled $2,028,059.

Custodial Credit Risk. The Fund's investment policy states that collateral is required for demand deposits and certificates of deposit at one hundred ten percent (110%) of all deposits not covered by federal depository insurance. Obligations that may be pledged as collateral are obligations of the United States of America and its agencies. At year-end, the entire carrying amount of the bank balance of deposits is covered by federal depository or equivalent insurance. Furthermore, the Fund's U.S. Treasury Securities, Federal Home Loan Bank and Mortgage Securities, Federal National Mortgage Securities, Government National Mortgage Securities, and State and Local Securities are categorized as insured, registered, or held by the Fund or its agent in the Fund's name. The Fund's investment in the Illinois Funds is not subject to custodial credit risk.

Investments. At year-end the Fund has $77,091,777 invested in IFPIF. The pooled investments consist of the investments as noted in the target allocation table available at www.ifpif.org. Investments in IFPIF are valued at IFPIF's share price, which is the price the investment could be sold. There are no unfunded commitments at year-end. The plan may redeem shares by giving notice by 5:00 pm central time on the 1st of each month. Requests properly submitted on or before the 1st of each month will be processed for redemption by the 14th of the month. Expedited redemptions may be processed at the sole discretion of IFPIF.

Investment Policy. IFPIF's current investment policy was adopted by the Board of Trustees on June 17, 2022. IFPIF is authorized to invest in all investments allowed by Illinois Compiled Statutes (ILCS). The IFPIF shall not be subject to any of the limitations applicable to investments of pension fund assets currently held by the transferor pension funds under Sections 1-113.1 through 1-113.12 or Article 4 of the Illinois Pension Code.

Rate of Return

For the year ended April 30, 2025, the annual money-weighted rate of return on pension plan investments, net of pension plan investment expense, was 9.98%. The money-weighted rate of return expresses investment performance, net of investment expense, adjusted for the changing amounts actually invested.

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

PROPERTY TAXES

Property taxes for 2024 attach as an enforceable lien on January 1, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and are payable in two installments, on or about March 1 and September 1. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 1% of the tax levy, to reflect actual collection experience.

INTERFUND BALANCES

The composition of interfund balances as of the date of this report, is as follows:

Receivable Fund	Payable Fund	Amount
General	Water	$ 5,459,246
General	Sanitary Sewer	42,947
General	Stormwater	687,591
General	Internal Service	1,390,828
Police Pension Fund	General	467,052
Firefighters' Pension Fund	General	411,390
		2,999,808

Interfund balances are advances in anticipation of receipts.

INTERFUND TRANSFERS

Interfund transfers for the year consisted of the following:

Transfer In	Transfer Out	Amount	
Debt Service	Infrastructure Capital Projects	$ 1,627,387	(1)
Debt Service	Nonmajor Governmental	366,544	(1)
Facility Capital Projects	General	4,010,665	(2)
Stormwater	General	1,000,000	(2)
		7,004,596	

Transfers are used to (1) move receipts restricted to debt service from the funds collecting the receipts to the Debt Service Fund as debt service payments become due, and (2) use unrestricted revenues collected in the General Fund to finance various programs accounted for in other funds or add a temporary cash infusion to other funds, in accordance with budgetary authorizations.

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

CAPITAL ASSETS

Governmental Activities

Governmental capital asset activity for the year was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	$ 40,087,223	3,807,159	—	43,894,382
Construction in Progress	—	968,355	—	968,355
	40,087,223	4,775,514	—	44,862,737
Depreciable/Amortizable Capital Assets				
Buildings	21,107,710	1,081,242	—	22,188,952
Equipment and Vehicles	14,726,324	1,031,955	—	15,758,279
Infrastructure	110,744,579	5,056,244	—	115,800,823
Subscription Assets - Software	1,448,569	—	—	1,448,569
	148,027,182	7,169,441	—	155,196,623
Less Accumulated Depreciation/Amortization				
Buildings	12,323,965	448,080	—	12,772,045
Equipment and Vehicles	10,819,634	594,082	—	11,413,716
Infrastructure	69,955,593	4,626,125	—	74,581,718
Subscription Assets - Software	339,602	317,856	—	657,458
	93,438,794	5,986,143	—	99,424,937
Total Net Depreciable/Amortizable Capital Assets	54,588,388	1,183,298	—	55,771,686
Total Net Capital Assets	94,675,611	5,958,812	—	100,634,423

Depreciation expense was charged to governmental activities as follows:

General Government	$ 191,839
Public Safety	863,541
Highways and Streets	4,930,763
	5,986,143

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

CAPITAL ASSETS - Continued

Business-Type Activities

Business-type capital asset activity for the year was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	$ 1,674,404	—	—	1,674,404
Construction in Progress	3,928,252	2,685,848	—	6,614,100
	5,602,656	2,685,848	—	8,288,504
Depreciable Capital Assets				
Land Improvements	2,901,540	—	—	2,901,540
Buildings	24,558,804	—	—	24,558,804
Equipment and Vehicles	17,655,218	249,575	—	17,904,793
System Mains, Lines and Appurtenances	131,603,107	9,559,854	—	141,162,961
	176,718,669	9,809,429	—	186,528,098
Less Accumulated Depreciation				
Land Improvements	1,699,159	25,527	—	1,724,686
Buildings	15,356,961	465,909	—	15,822,870
Equipment and Vehicles	13,665,459	251,667	—	13,917,126
System Mains, Lines and Appurtenances	72,095,998	2,571,608	—	74,667,606
	102,817,577	3,314,711	—	106,132,288
Total Other Capital Assets	73,901,092	6,494,718	—	80,395,810
Total Capital Assets	79,503,748	9,180,566	—	88,684,314

Depreciation expense was charged to business-type activities as follows:

Water	$ 2,058,776
Sanitary Sewer	280,403
Senior Housing	168,441
Stormwater	771,511
Revenue Parking	35,580
	3,314,711

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

CAPITAL ASSETS - Continued

Component Unit - Public Library

Component Unit - Public Library capital asset activity for the year was as follows:

	Beginning Balances	Increases	Decreases	Ending Balances
Nondepreciable Capital Assets				
Land	$ 35,000	—	—	35,000
Construction in Progress	231,753	314,774	—	546,527
Artwork	6,700	—	—	6,700
	273,453	314,774	—	588,227
Depreciable Capital Assets				
Buildings and Improvements	26,310,960	18,172	—	26,329,132
Land Improvements	241,162	—	—	241,162
Computer Equipment	599,687	48,800	56,895	591,592
Office and Other Equipment	845,821	54,623	5,983	894,461
Furniture and Shelving	1,327,346	8,108	13,382	1,322,072
Books and Other Library Materials	4,935,230	688,405	558,467	5,065,168
	34,260,206	818,108	634,727	34,443,587
Less Accumulated Depreciation				
Buildings and Improvements	14,088,463	695,393	—	14,783,856
Land Improvements	59,904	7,799	—	67,703
Computer Equipment	395,296	105,533	56,895	443,934
Office and Other Equipment	506,230	66,593	5,983	566,840
Furniture and Shelving	938,956	34,242	10,923	962,275
Books and Other Library Materials	2,727,098	657,114	558,467	2,825,745
	18,715,947	1,566,674	632,268	19,650,353
Total Other Capital Assets	15,544,259	(748,566)	2,459	14,793,234
Total Capital Assets	15,817,712	(433,792)	2,459	15,381,461

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT

General Obligation Bonds

The Village issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities and for pension purposes. General obligation bonds are capital-related debt. General obligation bonds are direct obligations and pledge the full faith and credit of the Village. General obligation bonds currently outstanding are as follows:

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirement	Ending Balances
Taxable General Obligation Refunding Bonds of 2012B ($7,770,000), due in annual installments of $120,000 to $2,278,423 plus interest at 1.75% to 2.00% through December 1, 2027.	Debt Service	$ 289,121	—	69,500	219,621
	Stormwater	230,880	—	55,500	175,380
General Obligation Bonds of 2013A ($9,355,000), due in annual installments of $295,000 to $620,000 plus interest at 3.00% to 4.50% through December 1, 2036.	Debt Service	4,420,785	—	268,455	564,800
				3,587,530 *	
	Water	856,005	—	51,980	109,365
				694,660 *	
	Sanitary Sewer	407,621	—	24,753	52,077
				330,791 *	
	Stormwater	655,589	—	39,811	83,758
				532,020 *	
General Obligation Bonds of 2014A ($25,315,000), due in annual installments of $325,000 to $2,595,000 plus interest at 3.00% to 5.00% through December 1, 2028.	Debt Service	8,032,500	—	1,585,500	6,447,000
	Water	2,065,500	—	407,700	1,657,800
	Sanitary Sewer	918,000	—	181,200	736,800
	Stormwater	459,000	—	90,600	368,400
General Obligation Refunding Bonds of 2015A ($15,395,000), due in annual installments of $360,000 to $1,405,000 plus interest at 0.45% to 3.90% through December 1, 2034.	Debt Service	13,525,000	—	1,035,000	12,490,000

*Refunded

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

General Obligation Bonds - Continued

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
General Obligation Bonds of 2015B ($13,470,000), due in annual installments of $775,000 to $1,175,000 plus interest at 3.00% to 4.00% through December 1, 2035.	Debt Service	$ 2,842,905	—	197,175	2,645,730
	Water	5,578,755	—	386,925	5,191,830
	Sanitary Sewer	796,965	—	55,275	741,690
	Stormwater	2,676,375	—	185,625	2,490,750
General Obligation Bonds of 2016A ($20,350,000), due in annual installments of $710,000 to $1,285,000 plus interest at 2.00% to 3.50% through December 1, 2036.	Debt Service	4,030,000	—	260,000	3,770,000
	Water	405,000	—	24,999	380,001
	Sanitary Sewer	195,000	—	—	195,000
	Stormwater	8,755,000	—	485,001	8,269,999
General Obligation Bonds of 2018A ($17,655,000), due in annual installments of $190,000 to $1,330,000 plus interest at 3.00% to 4.00% through December 1, 2037.	Debt Service	5,655,000	—	325,000	5,330,000
	Water	6,100,000	—	350,000	5,750,000
	Sanitary Sewer	740,000	—	—	740,000
	Stormwater	2,465,000	—	110,000	2,355,000
General Obligation Bonds of 2018B ($8,425,000), due in annual installments of $75,000 to $645,000 plus interest at 2.00% to 3.90% through December 1, 2037.	Debt Service	7,315,000	—	425,000	6,890,000

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

General Obligation Bonds - Continued

Issue	Fund Debt Retired by	Beginning Balances	Issuances	Retirements	Ending Balances
General Obligation Bonds of 2019 ($9,430,000), due in annual installments of $300,000 to $680,000 plus interest at 3.00% to 5.00% through December 1, 2038.	Debt Service	$ 2,470,000	—	210,000	2,260,000
	Water	2,795,000	—	235,000	2,560,000
	Sanitary Sewer	120,000	—	5,000	115,000
	Stormwater	1,800,000	—	90,000	1,710,000
General Obligation Refunding Bonds of 2020 ($2,025,000), due in annual installments of $155,000 to $187,000, plus interest at 1.35% through December 1, 2032.	Debt Service	1,557,000	—	161,000	1,396,000
General Obligation Refunding Bonds of 2021 ($10,270,000), due in annual installments of $170,000 to $770,000, plus interest at 2.00% to 5.00% through December 1, 2040.	Debt Service	5,495,000	—	—	5,495,000
	Water	2,485,000	—	105,000	2,380,000
	Sanitary Sewer	290,000	—	10,000	280,000
	Senior Housing	1,240,000	—	55,000	1,185,000
General Obligation Refunding Bonds of 2024 ($4,710,000), due in annual installments of $375,000 to $580,000 plus interest at 5.00% through December 1, 2036.	Debt Service	—	3,287,580	—	3,287,580
	Water	—	635,850	—	635,850
	Sewer	—	301,440	—	301,440
	Storm Water	—	485,130	—	485,130
		97,667,001	4,710,000	12,631,000	89,746,001
Plus Unamortized Items:					
Premium on General Obligation Bonds - Governmental Activities					1,921,935
Premium on General Obligation Bonds - Business-Type Activities					1,362,687
					93,030,623

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

Subscriptions Payable

The Village has the following subscriptions payable at year end

Subscriptions	Start Date	End Date	Payments	Interest Rate
Starcom	May 9, 2023	May 9, 2026	$89,457 annually	2.26%
Callworks	November 1, 2023	November 1, 2029	$34,078 to $38,556 annually	2.26%
Axon Equipment	January 1, 2024	January 1, 2029	$204,907 annually	2.23% - 2.26%

During the fiscal year, the Village has recognized $304,052 of subscription expenses. The future principal and interest subscription arrangement payments as of the year-end were as follows:

Fiscal Year	Governmental Activities Principal	Interest
2026	$ 311,778	18,389
2027	230,245	11,360
2028	236,347	6,175
2029	37,704	852
	816,074	36,776

Long-Term Liability Activity

Changes in long-term liabilities during the fiscal year were as follows:

Type of Debt	Beginning Balances as Restated	Additions	Deductions	Ending Balances	Amounts Due within One Year
Governmental Activities					
Compensated Absences	$ 2,790,067	149,822	—	2,939,889	587,978
Net Pension Liability					
IMRF	5,547,785	—	593,104	4,954,681	—
Police Pension	50,341,484	—	3,851,801	46,489,683	—
Firefighters' Pension	55,166,742	250,570	—	55,417,312	—
Total OPEB Liability - RBP	5,827,290	1,181,421	—	7,008,711	357,698
General Obligation Bonds	55,632,311	3,287,580	8,124,160	50,795,731	4,721,538
Plus: Unamortized Premium on Debt Issuance	1,828,740	374,415	281,220	1,921,935	281,219
Subscriptions Payable	1,120,126	—	304,052	816,074	311,778
	178,254,545	5,243,808	13,154,337	170,344,016	6,260,211

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

Long-Term Liabilities Activity - Continued

Type of Debt	Beginning Balances as Restated	Additions	Deductions	Ending Balances	Amounts Due within One Year
Business-Type Activities					
Compensated Absences	$ 202,467	3,903	—	206,370	41,274
Net Pension Liability - IMRF	1,332,631	—	161,645	1,170,986	—
Total OPEB Liability - RBP	723,234	100,962	—	824,196	44,391
General Obligation Bonds	42,034,690	1,422,420	4,506,840	38,950,270	3,071,462
Plus: Unamortized Premium on Debt Issuance	1,349,315	161,996	148,624	1,362,687	—
	45,642,337	1,689,281	4,817,109	42,514,509	3,157,127
Component Unit - Public Library					
Compensated Absences	$ 578,346	—	92,506	485,840	161,949
Net Pension Liability - IMRF	2,026,971	—	229,162	1,797,809	—
Total OPEB Liability - RBP	232,519	67,462	—	299,981	37,853
General Obligation Bonds	8,565,000	3,845,000	4,620,000	7,790,000	445,000
Plus: Unamortized Premium on Debt Issuance	291,748	438,129	13,100	716,777	13,100
	11,694,584	4,350,591	4,954,768	11,090,407	657,902

For governmental activities, the compensated absences, the net pension liabilities, the total OPEB liability, and subscriptions payable are liquidated by the General Fund. The Debt Service Fund make payments on the general obligation bonds. The General fund makes payments on the subscriptions payable.

For business-type activities, the compensated absences and the net pension liability are being liquidated by the Water, Sanitary Sewer, and Stormwater Funds. The Water, Sanitary Sewer, Senior Housing, and Stormwater Funds make payments on the total OPEB liability. The Water, Sanitary Sewer, and Stormwater funds make payments on the general obligation bonds.

The Northbrook Public Library discretely presented component unit makes payments on the Library compensated absences, net pension liability, total OPEB liability, and general obligation bonds.

The Village has deferred the accounting gains/losses and premiums/discounts from the advanced refunding issues. The governmental activities are amortizing $1,921,935 and $598,058 for the deferred premium and loss, respectively. The business-type activities are amortizing $1,362,687 for the deferred premium. These deferred items are being amortized over the remaining life of the bonds.

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

Debt Service Requirements to Maturity

The annual debt service requirements to maturity, including principal and interest, are as follows:

Fiscal Year	Governmental Activities General Obligation Bonds		Business-Type Activities General Obligation Bonds		Component Unit Public Library General Obligation Bonds	
	Principal	Interest	Principal	Interest	Principal	Interest
2026	$ 4,721,538	1,707,950	3,071,462	1,282,700	445,000	325,000
2027	4,888,987	1,543,696	3,202,013	1,161,708	465,000	305,950
2028	5,033,801	1,374,636	3,304,200	1,040,351	440,000	286,000
2029	4,822,370	1,215,016	3,241,630	927,959	465,000	264,000
2030	3,701,500	1,056,534	2,888,500	824,124	485,000	243,650
2031	3,793,630	928,768	2,802,370	730,662	505,000	222,300
2032	3,931,955	794,836	2,900,045	638,512	525,000	200,050
2033	4,076,575	665,359	2,990,425	549,194	550,000	176,900
2034	3,926,900	529,206	3,073,100	456,956	575,000	152,600
2035	4,063,910	391,834	3,181,090	359,041	600,000	127,150
2036	2,519,725	249,396	3,270,275	257,659	630,000	100,650
2037	2,319,840	162,772	2,455,160	149,983	655,000	72,650
2038	1,585,000	82,412	1,415,000	69,906	715,000	43,500
2039	460,000	33,000	585,000	29,100	735,000	22,050
2040	470,000	23,800	280,000	14,300	—	—
2041	480,000	14,400	290,000	8,700	—	—
Totals	50,795,731	10,773,615	38,950,270	8,500,855	7,790,000	2,542,450

Defeased Debt

On December 1, 2024, the Village issued $4,710,000 par value General Obligation Refunding Bonds Series of 2024 to refund $5,145,000 of the General Obligation Bonds Series of 2013A. The Village defeased bonds by placing the proceeds of the new bonds in an irrevocable trust to provide for all future debt service payment of the old bonds. Since the requirements that normally satisfy defeasance have been met, the financial statements reflect satisfaction of the original liability through the irrevocable transfer to an escrow agent of an amount computed to be adequate to meet the future debt service requirements of the issue. Accordingly, the trust account assets and the liability for the defeased bonds are not included in the government's basic financial statements. Through this refunding, the Village reduced its total debt service by $435,000 and obtained an economic gain of $8,772.

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

LONG-TERM DEBT - Continued

Legal Debt Margin

Article VII, Section 6(k) of the 1970 Illinois Constitution governs the computation of legal debt margin. "The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valor em property tax receipts, only in excess of the following percentages of the assessed value of its taxable property…(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent:…indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum…shall not be included in the foregoing percentage amounts." To date the Illinois General Assembly has set no limits for home rule municipalities. The Village is a home rule municipality.

NET INVESTMENT IN CAPITAL ASSETS

Net investment in capital assets was comprised of the following as of April 30, 2025:

Governmental Activities	
Capital Assets - Net of Accumulated Depreciation	$ 100,634,423
Less Capital Related Debt:	
Taxable General Obligation Refunding Bonds of 2012B	(219,621)
General Obligation Bonds of 2013A	(564,800)
General Obligation Bonds of 2014A	(6,447,000)
General Obligation Bonds of 2015B	(2,645,730)
General Obligation Bonds of 2016A	(3,770,000)
General Obligation Bonds of 2018A	(5,330,000)
General Obligation Bonds of 2018B	(6,890,000)
General Obligation Bonds of 2019	(2,260,000)
General Obligation Bonds of 2020	(1,396,000)
General Obligation Bonds of 2021	(5,495,000)
General Obligation Bonds of 2024	(3,287,580)
Subscriptions Payable	(816,074)
Premium on Debt Issuance	(1,921,935)
Loss on Advanced Refunding	598,058
Retainage Payable	(39,311)
Capital Related Accounts Payable	(1,006,140)
Net Investment in Capital Assets	59,143,290

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

NET INVESTMENT IN CAPITAL ASSETS - Continued

Business-Type Activities	
Capital Assets - Net of Accumulated Depreciation	$ 88,684,314
Plus: Unspent Bond Proceeds	156,918
Less Capital Related Debt:	
Taxable General Obligation Refunding Bonds of 2012B	(175,380)
General Obligation Bonds of 2013A	(245,200)
General Obligation Bonds of 2014A	(2,763,000)
General Obligation Bonds of 2015B	(8,424,270)
General Obligation Bonds of 2016A	(8,845,000)
General Obligation Bonds of 2018A	(8,845,000)
General Obligation Bonds of 2019	(4,385,000)
General Obligation Bonds of 2021	(3,845,000)
General Obligation Bonds of 2024	(1,422,420)
Premium on Debt Issuance	(1,362,687)
Net Investment in Capital Assets	48,528,275

FUND BALANCE CLASSIFICATIONS

In the governmental funds financial statements, the Village considers restricted amounts to have been spent when an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available. The Village first utilizes committed, then assigned and then unassigned fund balance when an expenditure is incurred for purposes for which all three unrestricted fund balances are available.

Nonspendable Fund Balance. Consists of resources that cannot be spent because they are either: a) not in a spendable form; or b) legally or contractually required to be maintained intact.

Restricted Fund Balance. Consists of resources that are restricted to specific purposes, that is, when constraints placed on the use of resources are either: a) externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments; or b) imposed by law through constitutional provisions or enabling legislation.

Committed Fund Balance. Consists of resources constrained (issuance of an ordinance) to specific purposes by the government itself, using its highest level of decision-making authority, the Board of Trustees; to be reported as committed, amounts cannot be used for any other purpose unless the government takes the same highest-level action to remove or change the constraint.

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

FUND BALANCE CLASSIFICATIONS - Continued

Assigned Fund Balance. Consists of amounts that are constrained by the Board of Trustees' intent to be used for specific purposes but are neither restricted nor committed. Intent is expressed by a) the Board of Trustees itself or b) a body or official to which the Board of Trustees has delegated the authority to assign amounts to be used for specific purposes. The Village's highest level of decision-making authority is the Board of Trustees, who is authorized to assign amounts to a specific purpose.

Unassigned Fund Balance. Consists of residual net resources of a fund that has not been restricted, committed, or assigned within the General Fund and deficit fund balances of other governmental funds.

Minimum Fund Balance Policy. The Village's policy states that the General Fund should maintain a minimum unassigned fund balance equal to 40% of revenues.

The following is a schedule of fund balance classifications for the governmental funds as of the date of this report:

			Capital Projects			
	General	Debt Service	Infrastructure	Facility Capital Projects	Nonmajor	Totals
Fund Balances						
Nonspendable						
Prepaids	$ 21,600	—	—	—	—	21,600
Restricted						
Public Safety	346,285	—	—	—	—	346,285
Motor Fuel Tax	—	—	—	—	1,142,877	1,142,877
Perpetual Care Cemetery	—	—	—	—	381,813	381,813
Affordable Housing	—	—	—	—	1,058,726	1,058,726
Debt Service	—	29,714	—	—	—	29,714
	346,285	29,714	—	—	2,583,416	2,959,415
Committed						
Traffic Impact	—	—	—	—	87,460	87,460
Assigned						
Capital Projects	—	—	5,634,538	11,128,067	—	16,762,605
Unassigned	26,427,977	—	—	—	—	26,427,977
Total Fund Balances	26,795,862	29,714	5,634,538	11,128,067	2,670,876	46,259,057

NOTE 3 - DETAIL NOTES ON ALL FUNDS - Continued

REPORTING UNITS AFFECTED BY ADJUSTMENTS TO AND RESTATEMENTS OF BEGINNING BALANCES

The Village has restated beginning net position for the implementation of GASB 101. Also, beginning net position was restated to correct the allocation of the future bond payments made by GO Bonds 2016 and 2018A between funds. The following is a summary of the net position as originally reported and as restated:

	Governmental Activities	Business-Type Activities	Water	Sanitary Sewer	Stormwater
Beginning - Net Position as Previously Reported	$ (13,129,229)	41,703,976	29,448,435	1,351,688	6,281,158
Change in Accounting Principle GASB 101	(1,212,111)	—	—	—	—
Error Corrections - Long-Term Debt	(157,800)	157,800	453,860	(58,865)	(237,195)
Beginning - Net Position as Restated	(14,499,140)	41,861,776	29,902,295	1,292,823	6,043,963

NOTE 4 - OTHER INFORMATION

RISK MANAGEMENT

The Village is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; natural disasters; and injuries to the Village's employees. These risks are provided for through a limited insurance program and private insurance coverage. The Village currently reports all its risk management activities in its insurance fund.

Intergovernmental Personnel Benefit Cooperative (IPBC)

Risks for medical and death benefits for employees and retirees are provided for through the Village's participation in the Intergovernmental Personnel Benefit Cooperative (IPBC). IPBC acts as an administrative agency to receive, process and pay such claims as may come within the benefit program of each member. IPBC maintains specific reinsurance coverage for claims in excess of $50,000 per individual employee participant. The Village pays premiums to IPBC based upon current employee participation and its prior experience factor with the pool. Current year overages or underages for participation in the pool are adjusted into subsequent years' experience factor for premiums. There were no significant changes in insurance coverages from the prior year and settlements did not exceed insurance coverage in any of the past three fiscal years.

NOTE 4 - OTHER INFORMATION - Continued

RISK MANAGEMENT - Continued

Intergovernmental Risk Management Agency (IRMA)

The Village also participates in the Intergovernmental Risk Management Agency (IRMA). IRMA is an organization of municipalities and special districts in Northeastern Illinois which have formed an association under the Illinois Intergovernmental Cooperation's Statute to pool its risk management needs. The agency administers a mix of self-insurance and commercial insurance coverages; property/casualty and workers' compensation claim administration/litigation management services; unemployment claim administration; extensive risk management/loss control consulting and training programs; and a risk information system and financial reporting service for its members.

The Village's payments to IRMA are displayed on the financial statements as expenditures/expenses in appropriate funds. The Village's payments to IRMA are displayed on the financial statements as expenditures/ expenses in appropriate funds. The Village assumed the first $10,000 for the calendar year 2021, and $25,000 starting with the calendar year 2022, of each occurrence. IRMA has a mix of self-insurance and commercial insurance at various amounts above that level.

Each member appoints one delegate, along with an alternate delegate, to represent the member on the Board of Directors. The Village does not exercise any control over the activities of the Agency beyond its representation on the Board of Directors.

Initial contributions are determined each year based on the individual member's eligible revenue as defined in the by-laws of IRMA and experience modification factors based on past member loss experience. Members have a contractual obligation to fund any deficit of IRMA attributable to a membership year during which they were a member. Supplemental contributions may be required to fund these deficits.

CONTINGENT LIABILITIES

Deferred Compensation Plan

The Village offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457. The plan, available to all Village employees, permits them to defer a portion of their salary until future years. Participation in the plan is optional. The deferred compensation is not available to employees until termination, retirement, death or unforeseeable emergency. All amounts of compensation deferred under the plan are held in trust on behalf of the employees. Accordingly, the assets are not reported in these financial statements.

Litigation

From time to time, the Village is party to various pending claims and legal proceedings with respect to employment, civil rights, property taxes and other matters. Although the outcome of such matters cannot be forecasted with certainty, it is the opinion of management and the Village attorney that the likelihood is remote that any such claims or proceedings will have a material adverse effect on the Village's financial position or results of operations.

NOTE 4 - OTHER INFORMATION - Continued

CONTINGENT LIABILITIES - Continued

Grants

Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Village expects such amounts, if any, to be immaterial.

COMMITMENTS

Sales Tax Agreements

The Village has an agreement with an automobile dealership based upon sales tax revenue generated and paid by this dealership during the calendar year. The Village will remit 50% of sales tax revenue paid by this dealership. The agreement expires when total payments to the dealership are $1,500,000. For the year ended April 30, 2025, the Village will rebate $122,327 of sales tax to this business. Cumulative payments through April 30, 2025 are $555,613.

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS

The Village contributes to three defined benefit pension plans, the Illinois Municipal Retirement Fund (IMRF), a defined benefit agent multiple-employer public employee retirement system; the Police Pension Plan which is a single-employer pension plan; and, the Firefighters' Pension Plan, which is also a single-employer pension plan. Separate reports are issued for the Police and Firefighters' Pension Plans and may be obtained by writing to the Village at 1225 Cedar Lane, Northbrook, IL 60062-4582.

IMRF issues a publicly available financial report that includes financial statements and required supplementary information for the plan as a whole, but not by individual employer. That report may be obtained online www.imrf.org. The benefits, benefit levels, employee contributions, and employer contributions are governed by Illinois Compiled Statutes (ILCS) and can only be amended by the Illinois General Assembly.

The aggregate amounts recognized for the pension plans are:

	Pension Expenses/ (Revenues)	Net Pension Liabilities	Deferred Outflows	Deferred Inflows
IMRF				
Village	$ 3,249,277	6,125,667	4,338,807	31,714
Library	953,911	1,797,809	1,273,387	9,308
Police Pension	4,010,774	46,489,683	4,230,202	2,151,868
Firefighters' Pension	6,112,608	55,417,312	5,880,324	83,093
	14,326,570	109,830,471	15,722,72	2,275,983

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Illinois Municipal Retirement Fund (IMRF)

Plan Descriptions

Plan Administration. All employees (other than those covered by the Police and Firefighters' Pension Plan) hired in positions that meet or exceed the prescribed annual hourly standard must be enrolled in IMRF as participating members. The plan is accounted for on the economic resources measurement focus and the accrual basis of accounting. Employer and employee contributions are recognized when earned in the year that the contributions are required, benefits and refunds are recognized as an expense and liability when due and payable.

Benefits Provided. IMRF has three benefit plans. The vast majority of IMRF members participate in the Regular Plan (RP). The Sheriff's Law Enforcement Personnel (SLEP) plan is for sheriffs, deputy sheriffs, and selected police chiefs. Counties could adopt the Elected County Official (ECO) plan for officials elected prior to August 8, 2011 (the ECO plan was closed to new participants after that date).

IMRF provides two tiers of pension benefits. Employees hired ***before*** January 1, 2011, are eligible for Tier 1 benefits. Tier 1 employees are vested for pension benefits when they have at least eight years of qualifying service credit. Tier 1 employees who retire at age 55 (at reduced benefits) or after age 60 (at full benefits) with eight years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any consecutive 48 months within the last 10 years of service, divided by 48. Under Tier 1, the pension is increased by 3% of the original amount on January 1 every year after retirement.

Employees hired ***on or after*** January 1, 2011, are eligible for Tier 2 benefits. For Tier 2 employees, pension benefits vest after ten years of service. Participating employees who retire at age 62 (at reduced benefits) or after age 67 (at full benefits) with ten years of service are entitled to an annual retirement benefit, payable monthly for life, in an amount equal to 1-2/3% of the final rate of earnings for the first 15 years of service credit, plus 2% for each year of service credit after 15 years to a maximum of 75% of their final rate of earnings. Final rate of earnings is the highest total earnings during any 96 consecutive months within the last 10 years of service, divided by 96. Under Tier 2, the pension is increased on January 1 every year after retirement, upon reaching age 67, by the lesser of:

- 3% of the original pension amount, or
- 1/2 of the increase in the Consumer Price Index of the original pension amount.

Plan Membership. As of December 31, 2024, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	277
Inactive Plan Members Entitled to but not yet Receiving Benefits	167
Active Plan Members	230
Total	674 *

*The employees in the above table include the Northbrook Public Library.

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Plan Descriptions - Continued

Contributions. As set by statute, the Village's Regular Plan Members are required to contribute 4.50% of their annual covered salary. The statute requires employers to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. For the year-ended April 30, 2025, the Village's contribution was 8.64% of covered payroll and the Library's contribution was 8.64% of covered payroll.

Net Pension Liability. The Village's net pension liability was measured as of December 31, 2024. The total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date.

Actuarial Assumptions. The total pension liability was determined by an actuarial valuation performed, as of December 31, 2024, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Fair Value
Actuarial Assumptions	
Interest Rate	7.25%
Salary Increases	2.85% to 13.75%
Cost of Living Adjustments	2.75%
Inflation	2.25%

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Plan Descriptions - Continued

Actuarial Assumptions - Continued. For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 108.0%) and Female (adjusted 106.4%) tables, and future mortality improvements projected using scale MP-2021. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2021.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense, and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return to the target asset allocation percentage and adding expected inflation. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target	Long-Term Expected Real Rate of Return
Fixed Income	24.50%	5.20%
Domestic Equities	33.50%	4.35%
International Equities	18.00%	5.40%
Real Estate	10.50%	6.40%
Blended	12.50%	4.85% - 6.25%
Cash and Cash Equivalents	1.00%	3.60%

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Discount Rate

The discount rate used to measure the total pension liability was 7.25%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

Discount Rate Sensitivity

The following is a sensitivity analysis of the net pension liability/(asset) to changes in the discount rate. The table below presents the net pension liability/(asset) of the Village calculated using the discount rate as well as what the Village's net pension liability/(asset) would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.25%)	Current Discount Rate (7.25%)	1% Increase (8.25%)
Village	$ 16,127,126	6,125,667	(1,912,547)
Library	4,733,114	1,797,809	(561,309)
Net Pension Liability/(Asset)	20,860,240	7,923,476	(2,473,856)

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Changes in the Net Pension Liability

	Village	Library	Totals
Total Pension Liability			
Service Cost	$ 1,167,961	342,783	1,510,744
Interest	6,361,879	1,859,480	8,221,359
Differences Between Expected and Actual Experience	1,156,365	339,379	1,495,744
Change of Assumptions	—	—	—
Benefit Payments, Including Refunds of Member Contributions	(5,663,417)	(1,662,144)	(7,325,561)
Net Change in Total Pension Liability	3,022,788	879,498	3,902,286
Total Pension Liability - Beginning	93,899,167	23,547,788	117,446,955
Total Pension Liability - Ending	96,921,955	24,427,286	121,349,241
Plan Fiduciary Net Position			
Contributions - Employer	1,159,574	340,321	1,499,895
Contributions - Members	599,657	175,992	775,649
Net Investment Income	8,308,504	2,438,444	10,746,948
Benefit Payments, Including Refunds of Member Contributions	(5,663,417)	(1,662,144)	(7,325,561)
Other (Net Transfer)	(626,781)	(183,953)	(810,734)
Net Change in Plan Fiduciary Net Position	3,777,537	1,108,660	4,886,197
Plan Net Position - Beginning	87,018,751	21,520,817	108,539,568
Plan Net Position - Ending	90,796,288	22,629,477	113,425,765
Employer's Net Pension Liability	6,125,667	1,797,809	7,923,476

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the fiscal year ended April 30, 2025, the Village recognized pension expense of $3,249,277 and the Northbrook Public Library recognized pension expense of $953,911. At April 30, 2025, the Village and Northbrook Public Library reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Illinois Municipal Retirement Fund (IMRF) - Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions - Continued

	Village		Library		
	Deferred Outflows of Resources	Deferred Inflows of Resources	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	$ 1,835,761	—	538,774	—	2,374,535
Change in Assumptions	—	(31,714)	—	(9,308)	(41,022)
Net Difference Between Projected and Actual	2,095,547	—	615,017	—	2,710,564
Total Pension Expense to be Recognized in Future Periods	3,931,308	(31,714)	1,153,791	(9,308)	5,044,077
Pension Contributions Made Subsequent to the Measurement Date	407,499	—	119,596	—	527,095
Total Deferred Amounts Related to IMRF	4,338,807	(31,714)	1,273,387	(9,308)	5,571,172

$527,095 reported as deferred outflows of resources related to pensions resulting from employer contributions subsequent to the measurement date and will be recognized as a reduction of the net pension liability in the reporting year ended April 30, 2026.

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Net Deferred Outflows/(Inflows) of Resources		
	Village	Library	Totals
2026	$ 2,123,338	623,174	2,746,512
2027	3,195,201	937,753	4,132,954
2028	(928,442)	(272,486)	(1,200,928)
2029	(490,503)	(143,958)	(634,461)
2030	—	—	—
Thereafter	—	—	—
Totals	3,899,594	1,144,483	5,044,077

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Police Pension Plan

Plan Descriptions

Plan Administration. The Police Pension Plan is a single-employer defined benefit pension plan that covers all sworn police personnel. The defined benefits and employee and minimum employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/3-1) and may be amended only by the Illinois legislature. The Village accounts for the Fund as a pension trust fund. The Fund is governed by a five-member pension board. Two members of the Board are appointed by the Village President, one member is elected by pension beneficiaries and two members are elected by active police employees.

Plan Membership. At April 30, 2025, the measurement date, membership consisted of the following:

Inactive Plan Members Currently Receiving Benefits	78
Inactive Plan Members Entitled to but not yet Receiving Benefits	6
Active Plan Members	65
Total	149

Benefits Provided. The following is a summary of the Police Pension Plan as provided for in Illinois State Statutes.

The Police Pension Plan provides retirement benefits through two tiers of benefits as well as death and disability benefits. Covered employees hired before January 1, 2011 (Tier 1), attaining the age of 50 or older with 20 or more years of creditable service are entitled to receive an annual retirement benefit of ½ of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.5 percent of such salary for each additional year of service over 20 years up to 30 years, to a maximum of 75 percent of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a police officer who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and be paid upon reaching the age of at least 55 years, by 3 percent of the original pension and 3 percent compounded annually thereafter.

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Police Pension Plan - Continued

Plan Descriptions - Continued

Benefits Provided - Continued. Covered employees hired on or after January 1, 2011 (Tier 2), attaining the age of 55 or older with 10 or more years of creditable service are entitled to receive an annual retirement benefit equal to the average monthly salary obtained by dividing the total salary of the police officer during the 48 consecutive months of service within the last 60 months of service in which the total salary was the highest by the number of months of service in that period. Police officer salary for the pension purposes is capped at $106,800, plus the lesser of ½ of the annual change in the Consumer Price Index or 3 percent compounded. The annual benefit shall be increased by 2.5 percent of such a salary for each additional year of service over 20 years up to 30 years to a maximum of 75 percent of such salary. Employees with at least 10 years may retire at or after age 50 and receive a reduced benefit (i.e., ½ percent for each month under 55). The monthly benefit of a Tier 2 police officer shall be increased annually at age 60 on the January 1st after the police officer retires, or the first anniversary of the pension starting date, whichever is later. Noncompounding increases occur annually, each January thereafter. The increase is the lesser of 3 percent or ½ of the change in the Consumer Price Index for the proceeding calendar year.

Contributions. Covered employees are required to contribute 9.91% of their base salary to the Police Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan and the administrative costs as actuarially determined by an enrolled actuary. However, effective January 1, 2011, ILCS requires the Village to contribute a minimum amount annually calculated using the projected unit credit actuarial cost method that will result in the funding of 90% of the past service cost by the year 2040. For the year-ended April 30, 2025, the Village's contribution was 60.97% of covered payroll.

Concentrations. At year-end, the Pension Plan does not have any investments over 5 percent of the net plan position available for retirement benefits (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Police Pension Plan - Continued

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed, as of April 30, 2025, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market Value
Actuarial Assumptions	
Interest Rate	7.00%
Salary Increases	Graded by years of service
Adjustments	2.50%
Inflation	2.50%

PubS-2010 Adjusted for Plan Status & Demographics, as described.

Discount Rate

The discount rate used to measure the total pension liability was 7.00%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Police Pension Plan - Continued

Discount Rate Sensitivity

The following is a sensitive analysis of the net pension liability to changes in the discount rate. The table below presents the pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Net Pension Liability	$ 62,878,064	46,489,683	33,007,362

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at April 30, 2024	$ 123,246,966	72,905,482	50,341,484
Changes for the Year:			
Service Cost	2,058,165	—	2,058,165
Interest on the Total Pension Liability	8,382,546	—	8,382,546
Changes of Benefit Terms	—	—	—
Difference Between Expected and Actual Experience of the Total Pension Liability	(2,246,369)	—	(2,246,369)
Changes of Assumptions	694,393	—	694,393
Contributions - Employer	—	5,054,233	(5,054,233)
Contributions - Employees	—	821,448	(821,448)
Contributions - Others	—	150,998	(150,998)
Net Investment Income	—	6,739,280	(6,739,280)
Benefit Payments, Including Refunds of Employee Contributions	(6,992,563)	(6,992,563)	—
Other (Net Transfer)	—	(25,423)	25,423
Net Changes	1,896,172	5,747,973	(3,851,801)
Balances at April 30, 2025	125,143,138	78,653,455	46,489,683

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Police Pension Plan - Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended April 30, 2025, the Village recognized pension expense of $4,010,774. At April 30, 2025, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	$ 2,328,416	(1,845,615)	482,801
Change in Assumptions	1,041,852	(306,253)	735,599
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	859,934	—	859,934
Total Deferred Amounts Related to Police Pension	4,230,202	(2,151,868)	2,078,334

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Outflows/ (Inflows) of Resources
2026	$ 2,211,909
2027	679,476
2028	(344,029)
2029	(362,091)
2030	(106,931)
Thereafter	—
Total	2,078,334

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Firefighters' Pension Plan

Plan Descriptions

Plan Administration. The Firefighters' Pension Plan is a single-employer defined benefit pension plan that covers all sworn firefighter personnel. The defined benefits and employee and minimum employer contribution levels are governed by Illinois Compiled Statutes (40 ILCS 5/4-1) and may be amended only by the Illinois legislature. The Village accounts for the Fund as a pension trust fund. The Fund is governed by a five-member pension board. Two members of the Board are appointed by the Village President, one member is elected by pension beneficiaries and two members are elected by active fire employees.

Plan Membership. At April 30, 2025, the measurement date, membership consisted of the following:

Inactive Plan Members Currently Receiving Benefits	83
Inactive Plan Members Entitled to but not yet Receiving Benefits	10
Active Plan Members	73
Total	166

Benefits Provided. The following is a summary of the Firefighters' Pension Plan as provided for in Illinois State Statutes.

The Firefighters' Pension Plan provides retirement benefits through two tiers of benefits as well as death and disability benefits. Covered employees hired before January 1, 2011 (Tier 1), attaining the age of 50 or older with 20 or more years of creditable service are entitled to receive an annual retirement benefit of ½ of the salary attached to the rank held on the last day of service, or for one year prior to the last day, whichever is greater. The annual benefit shall be increased by 2.5 percent of such salary for each additional year of service over 20 years up to 30 years, to a maximum of 75 percent of such salary. Employees with at least eight years but less than 20 years of credited service may retire at or after age 60 and receive a reduced benefit. The monthly benefit of a firefighter who retired with 20 or more years of service after January 1, 1977 shall be increased annually, following the first anniversary date of retirement and be paid upon reaching the age of at least 55 years, by 3 percent of the original pension and 3 percent compounded annually thereafter.

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Firefighters' Pension Plan - Continued

Plan Descriptions - Continued

Benefits Provided - Continued. Covered employees hired on or after January 1, 2011 (Tier 2), attaining the age of 55 or older with 10 or more years of creditable service are entitled to receive an annual retirement benefit equal to the average monthly salary obtained by dividing the total salary of the firefighter during the 48 consecutive months of service within the last 60 months of service in which the total salary was the highest by the number of months of service in that period. Firefighters' salary for the pension purposes is capped at $106,800, plus the lesser of ½ of the annual change in the Consumer Price Index or 3 percent compounded. The annual benefit shall be increased by 2.5 percent of such a salary for each additional year of service over 20 years up to 30 years to a maximum of 75 percent of such salary. Employees with at least 10 years may retire at or after age 50 and receive a reduced benefit (i.e., ½ percent for each month under 55). The monthly benefit of a Tier 2 firefighter shall be increased annually at age 60 on the January 1st after the firefighter retires, or the first anniversary of the pension starting date, whichever is later. Noncompounding increases occur annually, each January thereafter. The increase is the lesser of 3 percent or ½ of the change in the Consumer Price Index for the proceeding calendar year.

Contributions. Covered employees are required to contribute 9.455% of their base salary to the Firefighters' Pension Plan. If an employee leaves covered employment with less than 20 years of service, accumulated employee contributions may be refunded without accumulated interest. The Village is required to contribute the remaining amounts necessary to finance the plan and the administrative costs as actuarially determined by an enrolled actuary. However, effective January 1, 2011, ILCS requires the Village to contribute a minimum amount annually calculated using the projected unit credit actuarial cost method that will result in the funding of 90% of the past service cost by the year 2040. For the year-ended April 30, 2025, the Village's contribution was 66.86% of covered payroll.

Concentrations. At year end, the Pension Plan does not have any investments over 5 percent of net plan position available for retirement benefits (other than investments issued or explicitly guaranteed by the U.S. government and investments in mutual funds, external investment pools, and other pooled investments).

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Firefighters' Pension Plan - Continued

Actuarial Assumptions

The total pension liability was determined by an actuarial valuation performed, as of April 30, 2025, using the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal
Asset Valuation Method	Market Value
Actuarial Assumptions	
Interest Rate	7.00%
Salary Increases	4.00% - 16.08%
Cost of Living Adjustments	2.50%
Inflation	2.50%

PubS-2010 Adjusted for Plan Status & Demographics, as described.

Discount Rate

The discount rate used to measure the total pension liability was 7.00%, the same as the prior valuation. The projection of cash flows used to determine the discount rate assumed that member contributions will be made at the current contribution rate and that Village contributions will be made at rates equal to the difference between the actuarially determined contribution rates and the member rate. Based on those assumptions, the Fund's fiduciary net position was projected to be available to make all project future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all period of projected benefit payments to determine the total pension liability.

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Firefighters' Pension Plan - Continued

Discount Rate Sensitivity

The following is a sensitive analysis of the net pension liability to changes in the discount rate. The table below presents the net pension liability of the Village calculated using the discount rate as well as what the Village's net pension liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher than the current rate:

	1% Decrease (6.00%)	Current Discount Rate (7.00%)	1% Increase (8.00%)
Net Pension Liability	$ 73,232,082	55,417,312	40,745,660

Changes in the Net Pension Liability

	Total Pension Liability (A)	Plan Fiduciary Net Position (B)	Net Pension Liability (A) - (B)
Balances at April 30, 2024	$ 127,941,708	72,774,966	55,166,742
Changes for the Year:			
Service Cost	2,219,874	—	2,219,874
Interest on the Total Pension Liability	8,718,645	—	8,718,645
Changes of Benefit Terms	—	—	—
Difference Between Expected and Actual Experience of the Total Pension Liability	(37,812)	—	(37,812)
Changes of Assumptions	2,927,220	—	2,927,220
Contributions - Employer	—	5,624,885	(5,624,885)
Contributions - Employees	—	795,530	(795,530)
Contributions - Other	—	1,468	(1,468)
Net Investment Income	—	7,230,712	(7,230,712)
Benefit Payments, Including Refunds of Employee Contributions	(6,779,264)	(6,779,264)	—
Other (Net Transfer)	—	(75,238)	75,238
Net Changes	7,048,663	6,798,093	250,570
Balances at April 30, 2025	134,990,371	79,573,059	55,417,312

NOTE 4 - OTHER INFORMATION - Continued

EMPLOYEE RETIREMENT SYSTEM - DEFINED BENEFIT PENSION PLANS - Continued

Firefighters' Pension Plan - Continued

Pension Expense, Deferred Outflows of Resources, and Deferred Inflows of Resources Related to Pensions

For the year ended April 30, 2025, the Village recognized pension expense of $6,112,608. At April 30, 2025, the Village reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	$ 1,817,822	(31,499)	1,786,323
Change in Assumptions	3,780,481	(51,594)	3,728,887
Net Difference Between Projected and Actual Earnings on Pension Plan Investments	282,021	—	282,021
Total Deferred Amounts Related to Firefighters' Pension	5,880,324	(83,093)	5,797,231

Amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized in pension expense in future periods as follows:

Fiscal Year	Net Deferred Outflows of Resources
2026	$ 3,565,731
2026	1,529,816
2026	127,683
2026	96,453
2026	477,548
Thereafter	—
Total	5,797,231

NOTE 4 - OTHER INFORMATION - Continued

OTHER POST-EMPLOYMENT BENEFITS

General Information about the OPEB Plan

Plan Description. The Village's defined benefit OPEB plan, Retiree Benefits Plan (RBP), provides OPEB for all permanent full-time general and public safety employees of the Village. RBP is a single-employer defined benefit OPEB plan administered by the Village. Article 11 of the State Compiled Statutes grants the authority to establish and amend the benefit terms and financing requirements to the Village Board. No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

Benefits Provided. RBP provides medical coverage to retirees and their dependents. Retirees and their dependents may continue coverage by paying 100% of the blended average active group cost. Coverage ends at age 65 for disabled employees or once retirees are eligible for Medicare.

Plan Membership. As of April 30, 2025, the measurement date, the following employees were covered by the benefit terms:

Inactive Plan Members Currently Receiving Benefits	72
Inactive Plan Members Entitled to but not yet Receiving Benefits	—
Active Plan Members	274
Total	346

Total OPEB Liability

The Village's total OPEB liability was measured as of April 30, 2025, and was determined by an actuarial valuation as of that date.

Actuarial Assumptions and Other Inputs. The total OPEB liability in the April 30, 2025 actuarial valuation was determined using the following actuarial assumptions and other inputs, applied to all periods included in the measurement, unless otherwise specified:

Inflation	2.50%
Salary Increases	3.00%
Discount Rate	5.24%
Healthcare Cost Trend Rates	HMO: 7.80% for 2025, decreasing to an ultimate rate of 5.00% for 2035 and later years. PPO: 7.90% for 2025, decreasing to an ultimate rate of 5.00% for 2035 and later years.
Retirees' Share of Benefit-Related Costs	100% of projected health insurance premiums for retirees

The discount rate was based on the 20 year Municipal Bond Rate

NOTE 4 - OTHER INFORMATION - Continued

OTHER POST-EMPLOYMENT BENEFITS - Continued

Total OPEB Liability - Continued

Actuarial Assumptions and Other Inputs - Continued. Mortality rates were based on the PubS-2010 base rates projected fully generationally using scale MP2021. For all others the PubG-2010 base rates projected fully generationally using scale MP2021 was used.

Change in the Total OPEB Liability

	Total OPEB Liability
Balances at April 30, 2024	6,550,524
Changes for the Year:	
Service Cost	474,115
Interest on the Total OPEB Liability	261,599
Changes of Benefit Terms	(511,411)
Difference Between Expected and Actual Experience	914,657
Changes of Assumptions or Other Inputs	545,512
Benefit Payments	(402,089)
Net Changes	1,282,383
Balances at April 30, 2025	7,832,907

Sensitivity of the Total OPEB Liability to Changes in the Discount Rate

The discount rate used to measure the total pension liability was 5.24%, while the prior valuation used 4.12%. The following presents the total OPEB liability, calculated using the discount rate, as well as what the total OPEB liability would be if it were calculated using a discount rate that is one percentage point lower or one percentage point higher:

	1% Decrease (4.24%)	Current Discount Rate (5.24%)	1% Increase (6.24%)
Total OPEB Liability	$ 8,406,913	7,832,907	7,301,930

NOTE 4 - OTHER INFORMATION - Continued

OTHER POST-EMPLOYMENT BENEFITS - Continued

Sensitivity of the Total OPEB Liability to Changes in the Healthcare Cost Trend Rates

The following presents the total OPEB liability, calculated using a variable Healthcare Trend Rate, as well as what the total OPEB liability would be if it were calculated using a Healthcare Trend Rate that is one percentage point lower or one percentage point higher:

	1% Decrease (Varies)	Healthcare Cost Trend Rates (Varies)	1% Increase (Varies)
Total OPEB Liability	$ 7,087,048	7,832,907	8,698,319

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended April 30, 2025, the Village recognized OPEB expense of $81,469. At April 30, 2025, the Village reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources	Totals
Difference Between Expected and Actual Experience	$ 827,712	(1,657,280)	(829,568)
Change in Assumptions	851,679	(1,216,214)	(364,535)
Net Difference Between Projected and Actual Earnings	—	—	—
Total Deferred Amounts Related to OPEB	1,679,391	(2,873,494)	(1,194,103)

NOTE 4 - OTHER INFORMATION - Continued

OTHER POST-EMPLOYMENT BENEFITS - Continued

OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB - Continued

Amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized in OPEB expense as follows:

Fiscal Year	Net Deferred (Inflows) of Resources
2026	$ (142,834)
2027	(142,834)
2028	(142,834)
2029	(145,163)
2030	(166,929)
Thereafter	(453,509)
Totals	(1,194,103)

SUBSEQUENT EVENT

On June 18, 2025, the Village issued a General Obligation Refunding Bonds of 2025 in the amount of $23,760,000 due in annual installments of $775,000 to $1,875,000 with an interest rate of 5.00% through December 1, 2044.

REQUIRED SUPPLEMENTARY INFORMATION

Required supplementary information includes financial information and disclosures that are required by the GASB but are not considered a part of the basic financial statements. Such information includes:

- Schedule Employer Contributions - Last Ten Fiscal Years
  - Illinois Municipal Retirement Fund
  - Police Pension Fund
  - Firefighters' Pension Fund

- Schedule of Changes in the Employer's Net Pension Liability/(Asset) - Last Ten Fiscal Years
  - Illinois Municipal Retirement Fund
  - Police Pension Fund
  - Firefighters' Pension Fund

- Schedule of Investment Returns - Last Ten Fiscal Years
  - Police Pension Fund
  - Firefighters' Pension Fund

- Schedule of Changes in the Employer's Total OPEB Liability
  - Retiree Benefit Plan

- Budgetary Comparison Schedules
  - General Fund

Notes to the Required Supplementary Information

Budgetary Information - Budgets are adopted on a basis consistent with generally accepted accounting principles.

Illinois Municipal Retirement Fund
Schedule of Employer Contributions - Last Ten Fiscal Years
April 30, 2025

Fiscal Year		Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2016	Totals	$ 1,742,464	$ 1,742,464	$ —	$ 14,040,804	12.41%
2017	Totals	1,736,714	1,741,800	5,086	14,005,761	12.44%
2018	Totals	1,722,897	1,719,850	(3,047)	14,501,806	11.86%
2019	Totals	1,512,977	1,514,477	1,500	13,808,244	10.97%
2020	Totals	1,587,865	1,587,865	—	15,428,825	10.29%
2021	Totals	2,861,007	3,044,232	183,225	16,890,427	18.02%
2022	Totals	1,615,029	1,625,472	10,443	15,592,044	10.43%
2023	Totals	1,435,521	1,442,564	7,043	15,682,417	9.20%
2024	Totals	1,463,790	1,463,790	—	17,286,109	8.47%
2025	Village	1,171,565	1,171,565	—	13,563,422	8.64%
	Library	343,840	343,840	—	3,980,699	8.64%
	Totals	1,515,405	1,515,405	—	17,544,121	8.64%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	19 Years
Asset Valuation Method	5-Year Smoothed Fair Value
Inflation	2.25%
Salary Increases	2.75% to 13.75%, Including Inflation
Investment Rate of Return	7.25%
Retirement Age	Experience-based table of rates that are specific to the type of eligibility condition. Last updated for the 2020 valuation pursuant to an experience study of the period 2017-2019.
Mortality	For non-disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Retiree, Male (adjusted 106%) and Female (adjusted 105%) tables, and future mortality improvements projected using scale MP-2020. For disabled retirees, the Pub-2010, Amount-Weighted, below-median income, General, Disabled Retiree, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020. For active members, the Pub-2010, Amount-Weighted, below-median income, General, Employee, Male and Female (both unadjusted) tables, and future mortality improvements projected using scale MP-2020.

VILLAGE OF NORTHBROOK, ILLINOIS

Police Pension Fund
Schedule of Employer Contributions - Last Ten Fiscal Years
April 30, 2025

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2016	$ 1,545,370	$ 1,591,260	$ 45,890	$ 6,501,228	24.48%
2017	1,803,482	1,965,874	162,392	6,689,389	29.39%
2018	2,949,665	3,338,429	388,764	6,906,794	48.34%
2019	2,998,526	3,496,247	497,721	6,983,385	50.07%
2020	3,720,671	4,077,489	356,818	7,147,985	57.04%
2021	4,125,043	3,814,549	(310,494)	7,274,335	57.04%
2022	4,432,719	4,111,263	(321,456)	7,514,598	54.71%
2023	4,300,612	4,685,846	385,234	7,726,685	60.64%
2024	4,646,539	5,365,882	719,343	8,160,330	65.76%
2025	4,794,131	5,054,233	260,102	8,289,123	60.97%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	18 Years
Asset Valuation Method	5-Year Smoothed Fair Value
Inflation	2.50%
Salary Increases	3.50% - 11.00%
Investment Rate of Return	7.00%
Retirement Age	See the Notes to the Financial Statements
Mortality	PubS-2010 Adjusted for Plan Status & Demographics, as described.

Notes:

The actual contributions are split between two tax levy years, due to the distribution calendar of Cook County, Illinois property taxes, while the actuarially determined contributions as noted above for each fiscal year are based on only one tax levy year.

VILLAGE OF NORTHBROOK, ILLINOIS

Firefighters' Pension Fund
Schedule of Employer Contributions - Last Ten Fiscal Years
April 30, 2025

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Excess/ (Deficiency)	Covered Payroll	Contributions as a Percentage of Covered Payroll
2016	$ 1,571,442	$ 1,565,117	$ (6,325)	$ 6,790,390	23.05%
2017	1,748,845	1,880,878	132,033	7,038,056	26.72%
2018	2,814,963	3,492,984	678,021	8,454,642	41.31%
2019	3,387,070	3,707,866	320,796	7,319,853	50.65%
2020	3,960,484	4,270,347	309,863	7,452,829	57.30%
2021	4,467,941	4,120,830	(347,111)	7,561,917	54.49%
2022	4,683,879	4,382,125	(301,754)	7,451,920	58.81%
2023	4,551,281	4,982,585	431,304	8,046,827	61.92%
2024	5,022,272	5,844,032	821,760	8,180,946	71.43%
2025	5,478,765	5,624,885	146,120	8,412,951	66.86%

Notes to the Required Supplementary Information:

Actuarial Cost Method	Entry Age Normal
Amortization Method	Level % Pay (Closed)
Remaining Amortization Period	18 Years
Asset Valuation Method	5-Year Smoothed Fair Market Value
Inflation	2.50%
Salary Increases	4.00% - 12.50%
Investment Rate of Return	7.00%
Retirement Age	See the Notes to the Financial Statements
Mortality	PubS-2010 Adjusted for Plan Status & Demographics, as described.

Notes:

The actual contributions are split between two tax levy years, due to the distribution calendar of Cook County, Illinois property taxes, while the actuarially determined contributions as noted above for each fiscal year are based on only one tax levy year.

VILLAGE OF NORTHBROOK, ILLINOIS

Illinois Municipal Retirement Fund
Schedule of Changes in the Employer's Net Pension Liability/(Asset) - Last Ten Fiscal Years
April 30, 2025

	2015 Total	2016 Totals	2017 Totals	2018 Totals
Total Pension Liability				
Service Cost	$ 1,517,115	1,465,389	1,471,957	1,365,108
Interest	5,921,589	6,145,718	6,367,217	6,403,605
Changes in Benefit Terms	—	—	—	—
Differences Between Expected and Actual Experience	(31,568)	(730,264)	341,985	1,521,338
Change of Assumptions	203,074	(310,687)	(2,883,906)	2,586,175
Benefit Payments, Including Refunds of Member Contributions	(3,558,811)	(3,922,991)	(4,168,350)	(4,637,009)
Net Change in Total Pension Liability	4,051,399	2,647,165	1,128,903	7,239,217
Total Pension Liability - Beginning	80,080,770	84,132,169	86,779,334	87,908,237
Total Pension Liability - Ending	84,132,169	86,779,334	87,908,237	95,147,454
Plan Fiduciary Net Position				
Contributions - Employer	$ 1,742,464	1,741,800	1,728,897	1,718,698
Contributions - Members	635,947	643,263	648,391	661,091
Net Investment Income	360,389	4,947,272	13,173,257	(4,571,306)
Benefit Payments, Including Refunds of Member Contributions	(3,558,811)	(3,922,991)	(4,168,350)	(4,637,009)
Other (Net Transfer)	134,664	37,510	(1,525,729)	1,878,186
Net Change in Plan Fiduciary Net Position	(685,347)	3,446,854	9,856,466	(4,950,340)
Plan Net Position - Beginning	72,668,014	71,982,667	75,429,521	85,285,987
Plan Net Position - Ending	71,982,667	75,429,521	85,285,987	80,335,647
Employer's Net Pension Liability/(Asset)	$ 12,149,502	11,349,813	2,622,250	14,811,807
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	85.56%	86.92%	97.02%	84.43%
Covered Payroll	$ 14,040,805	14,005,761	14,136,095	14,692,892
Employer's Net Pension Liability/(Asset) as a Percentage of Covered Payroll	86.53%	81.04%	18.55%	100.81%

2019	2020	2021	2022	2023	2024		
Totals	Totals	Totals	Totals	Totals	Village	Library	Totals
1,492,828	1,579,956	1,442,800	1,408,620	1,457,241	1,167,961	342,783	1,510,744
6,990,448	7,541,202	7,265,941	7,599,365	8,074,234	6,361,879	1,859,480	8,221,359
—	—	—	—	—	—	—	—
927,307	1,474,887	3,026,422	1,796,068	1,249,989	1,156,365	339,379	1,495,744
—	(899,802)	—	—	(82,785)	—	—	—
(4,766,832)	(5,361,325)	(6,172,400)	(6,762,781)	(6,981,882)	(5,663,417)	(1,662,144)	(7,325,561)
4,643,751	4,334,918	5,562,763	4,041,272	3,716,797	3,022,788	879,498	3,902,286
95,147,454	99,791,205	104,126,123	109,688,886	113,730,158	93,899,167	23,547,788	117,446,955
99,791,205	104,126,123	109,688,886	113,730,158	117,446,955	96,921,955	24,427,286	121,349,241
1,469,237	1,918,365	1,809,920	1,578,957	1,402,717	1,159,574	340,321	1,499,895
688,061	737,204	715,070	794,257	765,394	599,657	175,992	775,649
15,180,322	13,717,555	17,054,457	(15,581,504)	11,100,251	8,308,504	2,438,444	10,746,948
(4,766,832)	(5,361,325)	(6,172,400)	(6,762,781)	(6,981,882)	(5,663,417)	(1,662,144)	(7,325,561)
535,723	503,443	326,708	767,376	2,765,628	(626,781)	(183,953)	(810,734)
13,106,511	11,515,242	13,733,755	(19,203,695)	9,052,108	3,777,537	1,108,660	4,886,197
80,335,647	93,442,158	104,957,400	118,691,155	99,487,460	87,018,751	21,520,817	108,539,568
93,442,158	104,957,400	118,691,155	99,487,460	108,539,568	90,796,288	22,629,477	113,425,765
6,349,047	(831,277)	(9,002,269)	14,242,698	8,907,387	6,125,667	1,797,809	7,923,476
93.64%	100.80%	108.21%	87.48%	92.42%	93.68%	92.64%	93.47%
15,272,736	15,749,748	14,973,459	15,424,823	16,718,921	13,452,143	3,948,039	17,400,182
41.57%	(5.28%)	(60.12%)	92.34%	53.28%	45.54%	45.54%	45.54%

VILLAGE OF NORTHBROOK, ILLINOIS

Police Pension Fund
Schedule of Changes in the Employer's Net Pension Liability - Last Ten Fiscal Years
April 30, 2025

	2016	2017	2018
Total Pension Liability			
Service Cost	$ 1,181,410	1,231,694	1,317,913
Interest	5,439,935	6,258,782	6,293,068
Changes in Benefit Terms	—	—	—
Differences Between Expected and Actual Experience	1,722,362	(1,269,954)	(717,081)
Change of Assumptions	7,385,822	838,321	(668,120)
Benefit Payments, Including Refunds of Member Contributions	(3,737,336)	(3,933,840)	(4,236,937)
Net Change in Total Pension Liability	11,992,193	3,125,003	1,988,843
Total Pension Liability - Beginning	76,902,254	88,894,447	92,019,450
Total Pension Liability - Ending	88,894,447	92,019,450	94,008,293
Plan Fiduciary Net Position			
Contributions - Employer	$ 1,591,260	1,965,874	3,338,429
Contributions - Members	752,378	705,161	701,436
Contributions - Other	7,225	254,817	—
Net Investment Income	(1,695,870)	4,302,920	4,445,111
Benefit Payments, Including Refunds of Member Contributions	(3,737,336)	(3,933,840)	(4,236,937)
Administrative Expenses	(42,357)	(26,987)	(43,618)
Net Change in Plan Fiduciary Net Position	(3,124,700)	3,267,945	4,204,421
Plan Net Position - Beginning	45,840,981	42,716,281	45,984,226
Plan Net Position - Ending	42,716,281	45,984,226	50,188,647
Employer's Net Pension Liability	$ 46,178,166	46,035,224	43,819,646
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	48.05%	49.97%	53.39%
Covered Payroll	$ 6,501,228	6,689,389	6,906,794
Employer's Net Pension Liability as a Percentage of Covered Payroll	710.30%	688.18%	634.44%

2019	2020	2021	2022	2023	2024	2025
1,458,847	1,811,753	1,875,422	1,821,355	1,874,352	1,986,507	2,058,165
6,403,976	6,784,816	7,104,851	7,297,001	7,686,100	7,861,410	8,382,546
—	96,993	—	—	—	—	—
5,443,091	1,344,265	(253,030)	536,946	325,984	3,224,645	(2,246,369)
(2,549,363)	(310,335)	(552,694)	1,772,429	(603,155)	—	694,393
(4,657,688)	(5,002,170)	(5,218,793)	(5,680,197)	(6,030,975)	(6,613,670)	(6,992,563)
6,098,863	4,725,322	2,955,756	5,747,534	3,252,306	6,458,892	1,896,172
94,008,293	100,107,156	104,832,478	107,788,234	113,535,768	116,788,074	123,246,966
100,107,156	104,832,478	107,788,234	113,535,768	116,788,074	123,246,966	125,143,138
3,496,247	4,077,489	3,814,549	4,111,263	4,685,846	5,365,882	5,054,233
716,482	741,450	809,564	731,131	760,017	798,908	821,448
—	129	—	100	—	—	150,998
3,141,841	1,338,989	16,905,540	(1,939,457)	423,680	6,120,070	6,739,280
(4,657,688)	(5,002,170)	(5,218,793)	(5,680,197)	(6,030,975)	(6,613,670)	(6,992,563)
(18,744)	(33,021)	(35,543)	(32,803)	(32,728)	(26,553)	(25,423)
2,678,138	1,122,866	16,275,317	(2,809,963)	(194,160)	5,644,637	5,747,973
50,188,647	52,866,785	53,989,651	70,264,968	67,455,005	67,260,845	72,905,482
52,866,785	53,989,651	70,264,968	67,455,005	67,260,845	72,905,482	78,653,455
47,240,371	50,842,827	37,523,266	46,080,763	49,527,229	50,341,484	46,489,683
52.81%	51.50%	65.19%	59.41%	57.59%	59.15%	62.85%
6,983,385	7,147,985	7,274,335	7,514,598	7,726,685	8,160,330	8,289,123
676.47%	711.29%	515.83%	613.22%	640.99%	616.91%	560.85%

VILLAGE OF NORTHBROOK, ILLINOIS

Firefighters' Pension Fund
Schedule of Changes in the Employer's Net Pension Liability - Last Ten Fiscal Years
April 30, 2025

	2016	2017	2018
Total Pension Liability			
Service Cost	$ 1,499,447	1,605,351	1,717,726
Interest	5,225,638	5,906,179	6,070,520
Changes in Benefit Terms	—	—	—
Differences Between Expected and Actual Experience	(523,277)	397,050	2,393,822
Change of Assumptions	7,060,087	772,971	(704,211)
Benefit Payments, Including Refunds of Member Contributions	(3,364,422)	(3,538,561)	(3,760,880)
Net Change in Total Pension Liability	9,897,473	5,142,990	5,716,977
Total Pension Liability - Beginning	73,561,691	83,459,164	88,602,154
Total Pension Liability - Ending	83,459,164	88,602,154	94,319,131
Plan Fiduciary Net Position			
Contributions - Employer	$ 1,565,117	1,880,878	3,492,984
Contributions - Members	631,544	691,264	719,854
Contributions - Others	—	215,297	374
Net Investment Income	(2,700,867)	4,334,250	3,594,542
Benefit Payments, Including Refunds of Member Contributions	(3,364,422)	(3,538,561)	(3,760,880)
Administrative Expenses	(39,690)	(48,238)	(133,327)
Net Change in Plan Fiduciary Net Position	(3,908,318)	3,534,890	3,913,547
Plan Net Position - Beginning	47,453,178	43,544,860	47,079,750
Plan Net Position - Ending	43,544,860	47,079,750	50,993,297
Employer's Net Pension Liability	$ 39,914,304	41,522,404	43,325,834
Plan Fiduciary Net Position as a Percentage of the Total Pension Liability	52.18%	53.14%	54.06%
Covered Payroll	$ 6,790,390	6,790,390	8,454,642
Employer's Net Pension Liability as a Percentage of Covered Payroll	587.81%	611.49%	512.45%

2019	2020	2021	2022	2023	2024	2025
2,113,585	2,399,593	2,479,650	2,211,680	2,036,031	2,201,900	2,219,874
6,207,719	6,773,274	6,851,113	7,220,926	7,868,452	8,262,663	8,718,645
—	59,470	—	—	—	—	—
806,935	256,928	155,094	4,228,171	706,581	525,261	(37,812)
152,524	(723,598)	(561,729)	1,098,772	2,174,246	—	2,927,220
(4,357,815)	(4,683,417)	(5,017,779)	(5,505,698)	(5,981,916)	(6,336,039)	(6,779,264)
4,922,948	4,082,250	3,906,349	9,253,851	6,803,394	4,653,785	7,048,663
94,319,131	99,242,079	103,324,329	107,230,678	116,484,529	123,287,923	127,941,708
99,242,079	103,324,329	107,230,678	116,484,529	123,287,923	127,941,708	134,990,371
3,707,866	4,270,347	4,120,830	4,382,125	4,982,585	5,844,032	5,624,885
694,131	729,299	717,400	730,371	736,273	782,049	795,530
231	654	440	150	—	—	1,468
2,152,779	52,651	16,239,206	(2,894,680)	344,177	6,626,488	7,230,712
(4,357,815)	(4,580,341)	(5,017,779)	(5,505,698)	(5,981,916)	(6,336,039)	(6,779,264)
(169,522)	(103,076)	(191,334)	(76,465)	(58,649)	(59,101)	(75,238)
2,027,670	369,534	15,868,763	(3,364,197)	22,470	6,857,429	6,798,093
50,993,297	53,020,967	53,390,501	69,259,264	65,895,067	65,917,537	72,774,966
53,020,967	53,390,501	69,259,264	65,895,067	65,917,537	72,774,966	79,573,059
46,221,112	49,933,828	37,971,414	50,589,462	57,370,386	55,166,742	55,417,312
53.43%	51.67%	64.59%	56.57%	53.47%	56.88%	58.95%
7,319,853	7,452,829	7,561,917	7,451,920	8,046,827	8,180,946	8,412,951
631.45%	670.00%	502.14%	678.88%	712.96%	674.33%	658.71%

VILLAGE OF NORTHBROOK, ILLINOIS

Police Pension Fund
Schedule of Investment Returns - Last Ten Fiscal Years
April 30, 2025

Fiscal Year	Annual Money-Weighted Rate of Return, Net of Investment Expense
2016	(3.76%)
2017	10.07%
2018	7.64%
2019	7.34%
2020	6.44%
2021	8.67%
2022	(1.67%)
2023	5.22%
2024	9.56%
2025	9.68%

Firefighters' Pension Fund
Schedule of Investment Returns - Last Ten Fiscal Years
April 30, 2025

Fiscal Year	Annual Money-Weighted Rate of Return, Net of Investment Expense
2016	(5.84%)
2017	9.95%
2018	6.99%
2019	6.65%
2020	5.27%
2021	7.43%
2022	(3.19%)
2023	6.20%
2024	10.55%
2025	9.98%

VILLAGE OF NORTHBROOK, ILLINOIS

Retiree Benefit Plan
Schedule of Changes in the Employer's Total OPEB Liability
April 30, 2025

	2019	2020
Total OPEB Liability		
Service Cost	$ 457,714	490,868
Interest	299,236	306,550
Changes in Benefit Terms	—	—
Differences Between Expected and Actual Experience	—	—
Change of Assumptions or Other Inputs	121,498	668,744
Benefit Payments	(316,463)	(338,534)
Net Change in Total OPEB Liability	561,985	1,127,628
Total OPEB Liability - Beginning	7,695,667	8,257,652
Total OPEB Liability - Ending	8,257,652	9,385,280
Covered-Employee Payroll	20,980,536	20,572,727
Total OPEB Liability as a Percentage of Covered-Employee Payroll	39.36%	45.62%

Notes:

This schedule is intended to show information for ten years. Information for additional years will be displayed as it becomes available.

Changes of Assumptions. Changes in assumptions related to the discount rate were made in 2019 through 2025.

No assets are accumulated in a trust that meets the criteria in paragraph 4 of Statement 75.

2021	2022	2023	2024	2025
525,342	560,379	466,972	488,890	474,115
267,200	211,578	303,457	236,358	261,599
1,201,626	—	—	—	(511,411)
(523,712)	—	(1,840,564)	—	914,657
36,386	(834,590)	(736,017)	(185,517)	545,512
(406,331)	(1,011,370)	(1,077,563)	(517,280)	(402,089)
1,100,511	(1,074,003)	(2,883,715)	22,451	1,282,383
9,385,280	10,485,791	9,411,788	6,528,073	6,550,524
10,485,791	9,411,788	6,528,073	6,550,524	7,832,907
19,828,264	20,522,253	25,864,036	26,769,277	29,766,994
52.88%	45.86%	25.24%	24.47%	26.31%

VILLAGE OF NORTHBROOK, ILLINOIS

General Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Revenues			
Taxes	$ 21,350,414	21,350,414	22,213,326
Intergovernmental	24,142,000	24,142,000	25,956,403
Licenses and Permits	4,204,200	4,204,200	4,031,345
Charges for Services	11,127,745	11,127,745	11,973,459
Fines and Forfeitures	245,000	245,000	141,545
Investment Income	960,000	960,000	1,546,530
Miscellaneous	515,000	515,000	1,101,688
Total Revenues	62,544,359	62,544,359	66,964,296
Expenditures			
General Government	10,898,836	11,875,635	10,750,735
Public Safety	43,003,505	43,627,022	42,678,773
Highways and Streets	9,180,394	9,547,236	8,494,679
Debt Service			
Principal Retirement	—	—	304,052
Interest and Fiscal Charges	—	—	25,242
Total Expenditures	63,082,735	65,049,893	62,253,481
Excess (Deficiency) of Revenues Over (Under) Expenditures	(538,376)	(2,505,534)	4,710,815
Other Financing (Uses)			
Transfers Out	—	(5,010,665)	(5,010,665)
Net Change In Fund Balance	(538,376)	(7,516,199)	(299,850)
Fund Balance - Beginning			27,095,712
Fund Balance - Ending			26,795,862

OTHER SUPPLEMENTARY INFORMATION

Other supplementary information includes financial statements and schedules not required by the GASB, nor a part of the basic financial statements, but are presented for purposes of additional analysis.

Such statements and schedules include:

- Budgetary Comparison Schedules - Major Governmental Funds
- Combining Statements - Nonmajor Governmental Funds
- Budgetary Comparison Schedules - Nonmajor Governmental Funds
- Budgetary Comparison Schedules - Enterprise Funds
- Combining Statements - Internal Service Funds
- Budgetary Comparison Schedule - Internal Service Fund
- Combining Statements - Pension Trust Funds
- Budgetary Comparison Schedules - Pension Trust Funds

INDIVIDUAL FUND DESCRIPTIONS

GENERAL FUND

The General Fund is used to account for all financial resources except those required to be accounted for in another fund.

SPECIAL REVENUE FUNDS

The Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than fiduciary funds or capital projects funds) that are legally restricted to expenditure for specified purposes.

Traffic Impact Fund

The Traffic Impact Fund is used to account for monies received from property owners in order to mitigate the effect on the Village's infrastructure caused by the development of such properties.

Affordable Housing Fund

The Affordable Housing Fund is used to account for payments received in-lieu of providing affordable housing units and demolition tax to be used towards inclusionary housing measures in the Village.

Motor Fuel Tax Fund

The Motor Fuel Tax Fund is used to account for gasoline taxes collected by the State of Illinois with a portion distributed to municipalities for funding eligible infrastructure improvement projects.

DEBT SERVICE FUND

The Debt Service Fund is used account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. Financing is provided by the annual tax levy.

INDIVIDUAL FUND DESCRIPTIONS

CAPITAL PROJECTS FUNDS

The Capital Projects Funds are used to account for all resources used for the acquisition of capital assets by the Village, except those financed by Proprietary and Trust Funds, including general and infrastructure capital assets.

Infrastructure Capital Projects Fund

The Infrastructure Capital Projects Fund is used to account for infrastructure improvements including streets and storm water.

Facility Capital Projects Fund

The Facility Capital Projects Fund is used to account and provides for financial resources for the renovation/ replacement of Fire Station 11, Police Station and Public Works Fleet Maintenance Garage.

PERMANENT FUND

The Permanent Funds are used to account for resources that are legally restricted to the extent that only earnings, and not principal, may be used for purposes that support the Village's programs, that is, for the benefit of the Village or its citizenry.

Cemetery Fund

The Cemetery Fund is used to account for perpetual care trust funds to be used for the perpetual care of the Village's cemetery.

ENTERPRISE FUNDS

The Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises where the intent is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or where it has been decided that periodic determination of revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purpose.

Water Fund

The Water Fund is used to account for the provision of potable water to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations and maintenance, financing and related debt service, billing and collection.

INDIVIDUAL FUND DESCRIPTIONS

ENTERPRISE FUNDS - Continued

Sanitary Sewer Fund

The Sanitary Sewer Fund is used to account for the provision of sewer repair and improvement services to the residents of the Village. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations and maintenance, financing and related debt service, billing and collection.

Senior Housing Fund

The Senior Housing Fund is used to account for the provision of housing to the residents of the Village-owned apartment complex. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations and maintenance, financing and related debt service, billing and collection.

Stormwater Fund

The Stormwater Fund is used to account for the maintenance and construction of the Village's storm water management system. All activities necessary to provide these services are accounted for in this fund, including, but not limited to, operation, maintenance and repair, construction, and related debt service.

Parking Fund

The Parking Fund is used to account for the provision of public parking services for commuters. All activities necessary to provide such services are accounted for in this fund, including, but not limited to, administration, operations and maintenance, financing and related debt service, billing and collection.

INTERNAL SERVICE FUNDS

The Internal Service Funds are used to account for the financing of goods or services provided by one department or agency to other departments or agencies other governmental unit, or to other governmental units, on a cost-reimbursement basis.

Self-Insurance Fund

The Self-Insurance Fund is used to account for the Village's workers' compensation and property and casualty losses, as well as excess insurance purchased to cover major losses.

Health Insurance Fund

The Health Insurance Fund is used to account for revenue sources (i.e. interfund transfers and employee/retiree contributions) along with the corresponding expenditures paid by the Village for employee and retiree health and dental insurance premiums.

INDIVIDUAL FUND DESCRIPTIONS

PENSION TRUST FUNDS

Police Pension Fund

The Police Pension Fund is used to account for the accumulation of resources to be used for retirement annuity payments to employees on the police force at appropriate amounts and times in the future. Resources are contributed by employees at rates fixed by law and by the Village at amounts determined by an annual actuarial study.

Firefighters' Pension Fund

The Firefighters' Pension Fund is used to account for the accumulation of resources to be used for retirement annuity payments to employees on the fire department at appropriate amounts and times in the future. Resources are contributed by employees at rates fixed by law and by the Village at amounts determined by an annual actuarial study.

VILLAGE OF NORTHBROOK, ILLINOIS

General Fund
Schedule of Revenues - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Taxes			
Property Taxes	$ 17,535,414	17,535,414	17,824,902
Township Road and Bridge Taxes	550,000	550,000	685,156
Utility Tax	1,150,000	1,150,000	1,427,061
Telecommunication Tax	1,175,000	1,175,000	1,221,404
Admissions and Entertainment Tax	85,000	85,000	65,567
Hotel Occupancy Tax	725,000	725,000	812,088
Municipal Auto Rental Tax	10,000	10,000	8,512
Single Use Bag	120,000	120,000	168,636
	21,350,414	21,350,414	22,213,326
Intergovernmental			
Sales Taxes	15,775,000	15,775,000	17,969,270
State Use Tax	1,420,000	1,420,000	1,233,880
State Income Tax	5,917,000	5,917,000	6,121,738
Replacement Taxes	1,030,000	1,030,000	631,515
	24,142,000	24,142,000	25,956,403
Licenses and Permits			
Licenses			
Animal	28,000	28,000	25,476
Business/Liquor	307,000	307,000	269,971
Vehicle	475,000	475,000	427,032
Permits			
Building	1,832,000	1,832,000	1,771,378
Retail Sales	750	750	500
Alarm	71,000	71,000	64,872
Fees			
Franchise	775,000	775,000	622,786
Charitable Games	200	200	—
Emergency 911 Surcharge	550,000	550,000	568,378
Foreign Fire Insurance	—	—	91,754
Raffle	—	—	360
Annexation	—	—	3,000
Subpoena	—	—	55
Impound	250	250	120
Elevator Inspection	45,000	45,000	52,950
Alarm Service	120,000	120,000	132,713
	4,204,200	4,204,200	4,031,345

General Fund
Schedule of Revenues - Budget and Actual - Continued
For the Fiscal Year Ended April 30, 2025

	Budget		Actual
	Original	Final	Amounts
Charges for Services			
Administrative Services	$ 4,928,495	4,928,495	4,928,495
Ambulance Transportation	2,525,000	2,525,000	2,995,313
Plan Commission Fees	25,000	25,000	51,711
Overtime Reimbursements	100,000	100,000	55,800
State Route Maintenance Reimbursement	20,000	20,000	25,364
Reforestation Program	2,000	2,000	1,750
Toll Road Emergency Responses	20,000	20,000	28,460
Police Services	128,500	128,500	148,961
Antenna Lease Fee	228,750	228,750	209,684
Miscellaneous	30,000	30,000	37,508
Red Center	20,000	20,000	—
Northbrook Fire Protection District	3,100,000	3,100,000	3,490,413
	11,127,745	11,127,745	11,973,459
Fines and Forfeitures			
Court Fines	65,000	65,000	46,467
Drug Forfeitures	10,000	10,000	8,478
Ordinance Violations	170,000	170,000	86,600
	245,000	245,000	141,545
Investment Income	960,000	960,000	1,546,530
Miscellaneous			
Sale of Property	50,000	50,000	93,583
Miscellaneous	465,000	465,000	1,008,105
	515,000	515,000	1,101,688
Total Revenues	62,544,359	62,544,359	66,964,296

VILLAGE OF NORTHBROOK, ILLINOIS

General Fund
Schedule of Expenditures - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
General Government			
Legislative Division and Village Manager's Office			
Personal Services	$ 1,726,370	1,726,370	1,711,080
Contractual Services	1,652,510	2,594,982	1,981,949
Commodities	21,500	21,500	4,743
Capital Outlay	—	—	160,636
	3,400,380	4,342,852	3,858,408
Finance Department			
Personal Services	1,168,635	1,168,635	1,145,647
Contractual Services	422,514	460,014	418,059
Commodities	15,000	15,000	9,142
Capital Outlay	12,000	4,500	3,150
	1,618,149	1,648,149	1,575,998
Information Technology Department			
Personal Services	1,196,780	1,196,780	1,194,118
Contractual Services	1,505,790	1,510,117	1,330,295
Commodities	500	500	462
Capital Outlay	547,000	547,000	396,590
	3,250,070	3,254,397	2,921,465
Development and Planning Service Department			
Personal Services	2,103,555	2,103,555	1,999,060
Contractual Services	521,682	521,682	390,983
Commodities	5,000	5,000	4,821
	2,630,237	2,630,237	2,394,864
Total General Government	10,898,836	11,875,635	10,750,735
Public Safety			
Police			
Personal Services	20,578,424	20,610,424	20,721,846
Contractual Services	1,106,211	1,181,600	1,078,671
Commodities	551,395	599,895	531,410
Capital Outlay	599,800	954,618	585,520
	22,835,830	23,346,537	22,917,447

General Fund
Schedule of Expenditures - Budget and Actual - Continued
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Public Safety - Continued			
Fire			
Personal Services	$ 17,818,327	17,885,327	17,779,002
Contractual Services	1,268,193	1,273,693	1,260,609
Commodities	558,630	598,940	572,382
Capital Outlay	522,525	522,525	149,333
	20,167,675	20,280,485	19,761,326
Total Public Safety	43,003,505	43,627,022	42,678,773
Highways and Streets			
Public Works Department			
Personal Services	5,412,790	5,412,790	5,027,855
Contractual Services	1,779,259	1,884,123	1,703,841
Commodities	753,205	804,383	666,027
Capital Outlay	1,235,140	1,445,940	1,096,956
	9,180,394	9,547,236	8,494,679
Debt Service			
Principal Retirement	—	—	304,052
Interest and Fiscal Charges	—	—	25,242
	—	—	329,294
Total Expenditures	63,082,735	65,049,893	62,253,481

VILLAGE OF NORTHBROOK, ILLINOIS

Debt Service Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Amounts
Revenues			
Taxes			
Property Taxes	$ 4,410,721	4,410,721	4,315,435
Investment Income	60,000	60,000	82,555
Total Revenues	4,470,721	4,470,721	4,397,990
Expenditures			
Debt Service			
Principal Retirement	4,536,630	4,536,630	4,536,630
Interest and Fiscal Charges	1,873,225	1,873,225	1,943,275
Total Expenditures	6,409,855	6,409,855	6,479,905
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,939,134)	(1,939,134)	(2,081,915)
Other Financing Sources			
Debt Issuance	—	—	3,287,580
Payment to Escrow Agent	—	—	(3,587,530)
Premium on Debt Issuance	—	—	374,415
Transfers In	1,993,931	1,993,931	1,993,931
	1,993,931	1,993,931	2,068,396
Net Change in Fund Balance	54,797	54,797	(13,519)
Fund Balance - Beginning			43,233
Fund Balance - Ending			29,714

VILLAGE OF NORTHBROOK, ILLINOIS

Infrastructure Capital Projects - Capital Projects Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Amounts
Revenues			
Intergovernmental			
Sales Tax	$ 1,700,000	1,700,000	1,911,163
Grants	631,540	631,540	125,000
Investment Income	350,000	350,000	131,067
Total Revenues	2,681,540	2,681,540	2,167,230
Expenditures			
Highways and Streets			
Capital Outlay			
Engineering Services	45,000	45,000	19,214
Street Improvements	4,169,040	5,344,040	4,315,343
Total Expenditures	4,214,040	5,389,040	4,334,557
Excess (Deficiency) of Revenues Over (Under) Expenditures	(1,532,500)	(2,707,500)	(2,167,327)
Other Financing (Uses)			
Transfers Out	(1,627,387)	(1,627,387)	(1,627,387)
Net Change in Fund Balance	(3,159,887)	(4,334,887)	(3,794,714)
Fund Balance - Beginning			9,429,252
Fund Balance - Ending			5,634,538

VILLAGE OF NORTHBROOK, ILLINOIS

Facility Capital Projects - Capital Projects Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Amounts
Revenues			
Investment Income	$ 150,000	150,000	510,944
Expenditures			
General Government			
Capital Outlay			
Building Improvements	10,805,000	10,805,000	4,493,623
Excess (Deficiency) of Revenues Over (Under) Expenditures	(10,655,000)	(10,655,000)	(3,982,679)
Other Financing Sources			
Transfers In	—	—	4,010,665
Net Change in Fund Balance	(10,655,000)	(10,655,000)	27,986
Fund Balance - Beginning			11,100,081
Fund Balance - Ending			11,128,067

VILLAGE OF NORTHBROOK, ILLINOIS

Nonmajor Governmental Funds
Combining Balance Sheet
April 30, 2025

	Traffic Impact
ASSETS	
Cash and Investments	$ 299,296
Due from Other Governments	—
Total Assets	299,296
LIABILITIES	
Accounts Payable	3,968
Deposits Payable	207,868
Total Liabilities	211,836
FUND BALANCES	
Restricted	—
Committed	87,460
Total Fund Balances	87,460
Total Liabilities and Fund Balances	299,296

Special Revenue			
Affordable Housing	Motor Fuel Tax	Permanent Cemetery	Totals
1,065,226	1,015,573	382,822	2,762,917
—	127,304	—	127,304
1,065,226	1,142,877	382,822	2,890,221
6,500	—	1,009	11,477
—	—	—	207,868
6,500	—	1,009	219,345
1,058,726	1,142,877	381,813	2,583,416
—	—	—	87,460
1,058,726	1,142,877	381,813	2,670,876
1,065,226	1,142,877	382,822	2,890,221

VILLAGE OF NORTHBROOK, ILLINOIS

Nonmajor Governmental Funds
Combining Schedules of Revenues, Expenditures and Changes in Fund Balances
For the Fiscal Year Ended April 30, 2025

	Traffic Impact
Revenues	
Intergovernmental	$ —
Charges for Services	—
Investment Income	15,619
Miscellaneous	—
Total Revenues	15,619
Expenditures	
General Government	—
Public Safety	55,500
Highways and Streets	—
Total Expenditures	55,500
Excess (Deficiency) of Revenues Over (Under) Expenditures	(39,881)
Other Financing (Uses)	
Transfers Out	—
Net Change in Fund Balances	(39,881)
Fund Balances - Beginning	127,341
Fund Balances - Ending	87,460

Special Revenue			
Affordable Housing	Motor Fuel Tax	Permanent Cemetery	Totals
—	1,716,031	—	1,716,031
363,750	—	—	363,750
37,580	303,837	16,595	373,631
—	—	29,348	29,348
401,330	2,019,868	45,943	2,482,760
8,138	—	29,025	37,163
—	—	—	55,500
—	2,397,430	—	2,397,430
8,138	2,397,430	29,025	2,490,093
393,192	(377,562)	16,918	(7,333)
—	(366,544)	—	(366,544)
393,192	(744,106)	16,918	(373,877)
665,534	1,886,983	364,895	3,044,753
1,058,726	1,142,877	381,813	2,670,876

VILLAGE OF NORTHBROOK, ILLINOIS

Traffic Impact - Special Revenue Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Revenues			
Interest	$ —	—	15,619
Expenditures			
Public Safety			
Contracted Services	—	75,000	55,500
Net Change in Fund Balance	—	(75,000)	(39,881)
Fund Balance - Beginning			127,341
Fund Balance - Ending			87,460

VILLAGE OF NORTHBROOK, ILLINOIS

Affordable Housing - Special Revenue Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Revenues			
Charges for Services			
Affordable Housing Fees	$ 150,000	150,000	363,750
Investment Income	15,000	15,000	37,580
Total Revenues	165,000	165,000	401,330
Expenditures			
General Government			
Professional Services	25,000	25,000	8,138
Net Change in Fund Balance	140,000	140,000	393,192
Fund Balance - Beginning			665,534
Fund Balance - Ending			1,058,726

VILLAGE OF NORTHBROOK, ILLINOIS

Motor Fuel Tax - Special Revenue Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Revenues			
Intergovernmental			
Motor Fuel Tax Allotment	$ 1,500,000	1,500,000	1,716,031
Interest	100,000	100,000	303,837
Total Revenues	1,600,000	1,600,000	2,019,868
Expenditures			
Capital Outlay	1,078,235	2,456,946	2,397,430
Excess (Deficiency) of Revenues Over (Under) Expenditures	521,765	(856,946)	(377,562)
Other Financing (Uses)			
Transfers Out	(366,544)	(366,544)	(366,544)
Net Change in Fund Balance	155,221	(1,223,490)	(744,106)
Fund Balance - Beginning			1,886,983
Fund Balance - Ending			1,142,877

VILLAGE OF NORTHBROOK, ILLINOIS

Cemetery - Permanent Fund
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Revenues			
Investment Income	$ 10,000	10,000	16,595
Miscellaneous	15,000	15,000	29,348
Total Revenues	25,000	25,000	45,943
Expenditures			
General Government	37,547	37,547	29,025
Net Change in Fund Balance	(12,547)	(12,547)	16,918
Fund Balance - Beginning			364,895
Fund Balance - Ending			381,813

VILLAGE OF NORTHBROOK, ILLINOIS

Water - Enterprise Fund
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Operating Revenues			
Charges for Services			
Water Sales	$ 10,609,000	10,609,000	9,962,645
Grants	13,140	13,140	—
Total Operating Revenues	10,622,140	10,622,140	9,962,645
Operating Expenses			
Administration	2,120,215	2,120,215	2,120,215
Operations	15,550,505	22,733,368	4,510,753
Depreciation and Amortization	—	—	1,995,562
Total Operating Expenses	17,670,720	24,853,583	8,626,530
Operating Income (Loss)	(7,048,580)	(14,231,443)	1,336,115
Nonoperating Revenues (Expenses)			
Investment Income	100,000	100,000	27,285
Debt Issuance	6,700,000	6,700,000	—
Principal Retirement	(1,561,606)	(1,561,606)	—
Interest Expense	(688,585)	(688,585)	(674,309)
	4,549,809	4,549,809	(647,024)
Change in Net Position	(2,498,771)	(9,681,634)	689,091
Net Position - Beginning			29,448,435
Restatement - Error Correction			453,860
Net Position - Beginning as Restated			29,902,295
Net Position - Ending			30,591,386

VILLAGE OF NORTHBROOK, ILLINOIS

Water - Enterprise Fund
Schedule of Operating Expenses - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Administration			
Administrative Services	$ 2,120,215	2,120,215	2,120,215
Operations			
Personal Services	2,771,155	2,771,155	2,628,906
Contractual Services	1,368,540	1,404,303	1,254,064
Commodities	519,965	519,965	436,112
Capital Outlay	23,136,547	30,283,647	12,437,373
	27,796,207	34,979,070	16,756,455
Less Capital Assets Capitalized	(12,245,702)	(12,245,702)	(12,245,702)
Total Operations	15,550,505	22,733,368	4,510,753
Depreciation and Amortization	—	—	1,995,562
Debt Service			
Principal Retirement	1,561,606	1,561,606	2,256,265
Interest Expense	688,585	688,585	674,309
	2,250,191	2,250,191	2,930,574
Less Nonoperating Items			
Debt Service	(2,250,191)	(2,250,191)	(2,930,574)
Total Debt Service	—	—	—
Total Operating Expenses	17,670,720	24,853,583	8,626,530

VILLAGE OF NORTHBROOK, ILLINOIS

Sanitary Sewer - Enterprise Fund
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Operating Revenues			
Charges for Services			
Sanitary Sewer User Fees	$ 2,005,000	2,005,000	2,073,249
Operating Expenses			
Administration	638,757	638,757	638,757
Operations	1,284,500	1,289,921	1,073,841
Depreciation and Amortization	—	—	253,268
Total Operating Expenses	1,923,257	1,928,678	1,965,866
Operating Income	81,743	76,322	107,383
Nonoperating Revenues (Expenses)			
Investment Income	11,000	11,000	618
Bond Proceeds	375,000	375,000	—
Principal Retirement	(276,228)	(276,228)	—
Interest Expense	(120,453)	(120,453)	(120,502)
	(10,681)	(10,681)	(119,884)
Change in Net Position	71,062	65,641	(12,501)
Net Position - Beginning			1,351,688
Restatement - Error Correction			(58,865)
Net Position - Beginning as Restated			1,292,823
Net Position - Ending			1,280,322

VILLAGE OF NORTHBROOK, ILLINOIS

Sanitary Sewer - Enterprise Fund
Scheduling of Operating Expenses - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Administration			
Administrative Services	$ 638,757	638,757	638,757
Operations			
Personal Services	584,390	584,390	559,718
Contractual Services	173,865	179,286	177,056
Commodities	46,055	46,055	37,304
Capital Outlay	555,761	555,761	375,334
	1,360,071	1,365,492	1,149,412
Less Capital Assets Capitalized	(75,571)	(75,571)	(75,571)
Total Operations	1,284,500	1,289,921	1,073,841
Depreciation and Amortization	—	—	253,268
Debt Service			
Principal Retirement	276,228	276,228	607,019
Interest Expense	120,453	120,453	120,502
	396,681	396,681	727,521
Less Nonoperating Items			
Debt Service	(396,681)	(396,681)	(727,521)
Total Debt Service	—	—	—
Total Operating Expenses	1,923,257	1,928,678	1,965,866

VILLAGE OF NORTHBROOK, ILLINOIS

Stormwater - Enterprise Fund
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Operating Revenues			
Charges for Services			
Stormwater Fees	$ 1,734,000	1,734,000	1,381,862
Operating Expenses			
Administration	117,789	117,789	117,789
Operations	1,211,670	1,214,159	1,139,429
Depreciation and Amortization	—	—	720,250
Total Operating Expenses	1,329,459	1,331,948	1,977,468
Operating Income (Loss)	404,541	402,052	(595,606)
Nonoperating Revenues (Expenses)			
Investment Income	40,000	40,000	—
Principal Retirement	(1,056,536)	(1,056,536)	—
Interest Expense	(553,238)	(553,238)	(546,524)
	(1,569,774)	(1,569,774)	(546,524)
Income (Loss) Before Grants and Transfers	(1,165,233)	(1,167,722)	(1,142,130)
Transfers In	—	—	1,000,000
Capital Grants	—	—	212,971
	—	—	1,212,971
Change in Net Position	(1,165,233)	(1,167,722)	70,841
Net Position - Beginning			6,281,158
Restatement - Error Correction			(237,195)
Net Position - Beginning as Restated			6,043,963
Net Position - Ending			6,114,804

VILLAGE OF NORTHBROOK, ILLINOIS

Stormwater - Enterprise Fund
Scheduling of Operating Expenses - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Administration			
Administrative Services	$ 117,789	117,789	117,789
Operations			
Personal Services	738,730	738,730	866,467
Contractual Services	282,095	284,584	187,406
Commodities	37,250	37,250	33,004
Capital Outlay	153,595	153,595	52,552
Total Operations	1,211,670	1,214,159	1,139,429
Depreciation and Amortization	—	—	720,250
Debt Service			
Principal Retirement	1,056,536	1,056,536	1,588,556
Interest Expense	553,238	553,238	546,524
	1,609,774	1,609,774	2,135,080
Less Nonoperating Items			
Debt Service	(1,609,774)	(1,609,774)	(2,135,080)
Total Debt Service	—	—	—
Total Operating Expenses	1,329,459	1,331,948	1,977,468

VILLAGE OF NORTHBROOK, ILLINOIS

Senior Housing - Enterprise Fund
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Operating Revenues			
Charges for Services			
Rents	$ 927,100	927,100	905,116
Operating Expenses			
Administration	128,112	128,112	128,112
Operations	797,670	797,670	636,743
Capital Outlay	328,000	328,000	208,746
Less Capital Assets Capitalized	—	—	(174,004)
Depreciation and Amortization	—	—	161,426
Total Operating Expenses	1,253,782	1,253,782	961,023
Operating (Loss)	(326,682)	(326,682)	(55,907)
Nonoperating Revenues (Expenses)			
Investment Income	90,000	90,000	105,825
Debt Service			
Principal Retirement	55,000	55,000	—
Less Nonoperating Items			
Debt Service	(55,000)	(55,000)	—
Interest Expense	(38,600)	(38,600)	(37,455)
	51,400	51,400	68,370
Change in Net Position	(275,282)	(275,282)	12,463
Net Position - Beginning			3,654,064
Net Position - Ending			3,666,527

VILLAGE OF NORTHBROOK, ILLINOIS

Parking - Enterprise Fund
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Operating Revenues			
Charges for Services			
Parking Fees	$ 198,000	198,000	218,235
Rental Income	3,300	3,300	3,025
Total Operating Revenues	201,300	201,300	221,260
Operating Expenses			
Administration	51,236	51,236	51,236
Operations	91,120	91,120	82,361
Depreciation	—	—	35,580
Total Operating Expenses	142,356	142,356	169,177
Operating Income	58,944	58,944	52,083
Nonoperating Revenues			
Investment Income	2,500	2,500	4,443
Change in Net Position	61,444	61,444	56,526
Net Position - Beginning			968,631
Net Position - Ending			1,025,157

VILLAGE OF NORTHBROOK, ILLINOIS

Parking - Enterprise Fund
Scheduling of Operating Expenses - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Administration			
Administrative Services	$ 51,236	51,236	51,236
Operations			
Contractual Services	89,070	89,070	81,570
Commodities	2,050	2,050	791
Total Operations	91,120	91,120	82,361
Depreciation	—	—	35,580
Total Operating Expenses	142,356	142,356	169,177

VILLAGE OF NORTHBROOK, ILLINOIS

Internal Service Funds
Combining Statement of Net Position
April 30, 2025

	Self-Insurance	Health Insurance	Totals
ASSETS			
Cash and Investments	$ 893,303	—	893,303
Prepaids	1,839,325	1,960,924	3,800,249
Total Assets	2,732,628	1,960,924	4,693,552
LIABILITIES			
Accounts Payable	94,075	1,990	96,065
Due to Other Funds	—	1,390,828	1,390,828
Total Liabilities	94,075	1,392,818	1,486,893
NET POSITION			
Unrestricted	2,638,553	568,106	3,206,659

VILLAGE OF NORTHBROOK, ILLINOIS

Internal Service Funds
Combining Statement of Revenues, Expenses and Changes in Net Position
For the Fiscal Year Ended April 30, 2025

	Self-Insurance	Health Insurance	Totals
Operating Revenues			
Charges for Services	$ 950,095	8,368,271	9,318,366
Operating Expenses			
Operations	1,667,637	10,107,401	11,775,038
Operating Income (Loss)	(717,542)	(1,739,130)	(2,456,672)
Nonoperating Revenues			
Investment Income	53,932	1,797	55,729
Other Income	571,039	850,502	1,421,541
	624,971	852,299	1,477,270
Change in Net Position	(92,571)	(886,831)	(979,402)
Net Position - Beginning	2,731,124	1,454,937	4,186,061
Net Position - Ending	2,638,553	568,106	3,206,659

VILLAGE OF NORTHBROOK, ILLINOIS

Internal Service Funds
Combining Statement of Cash Flows
For the Fiscal Year Ended April 30, 2025

	Self-Insurance	Health Insurance	Totals
Cash Flows from Operating Activities			
Interfund Services Provided	$ 1,579,505	10,362,074	11,941,579
Payments to Suppliers	(1,951,055)	(10,363,871)	(12,314,926)
	(371,550)	(1,797)	(373,347)
Cash Flows from Investing Activities			
Interest Received	53,932	1,797	55,729
Net Change in Cash and Cash Equivalents	(317,618)	—	(317,618)
Cash and Cash Equivalents - Beginning	1,210,921	—	1,210,921
Cash and Cash Equivalents - Ending	893,303	—	893,303
Reconciliation of Operating Income to Net Cash Provided (Used) by Operating Activities			
Operating Income (Loss)	(717,542)	(1,739,130)	(2,456,672)
Adjustments to Reconcile Operating Income to Net Cash Provided by (Used in) Operating Activities			
Other Nonoperating Revenues	571,039	850,502	1,421,541
(Increase) Decrease in Current Assets	58,371	1,143,301	1,201,672
Increase (Decrease) in Current Liabilities	(283,418)	(256,470)	(539,888)
Net Cash Provided by Operating Activities	(371,550)	(1,797)	(373,347)

VILLAGE OF NORTHBROOK, ILLINOIS

Self-Insurance - Internal Service Fund
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Operating Revenues			
Charges for Services			
Billing	$ 950,095	950,095	950,095
Operating Expenses			
Operations			
Insurance	1,500,000	1,500,000	1,615,162
Claims	35,000	35,000	52,475
Total Operating Expenses	1,535,000	1,535,000	1,667,637
Operating (Loss)	(584,905)	(584,905)	(717,542)
Nonoperating Revenues			
Investment Income	15,000	15,000	53,932
Other Income	105,000	105,000	571,039
	120,000	120,000	624,971
Change in Net Position	(464,905)	(464,905)	(92,571)
Net Position - Beginning			2,731,124
Net Position - Ending			2,638,553

VILLAGE OF NORTHBROOK, ILLINOIS

Health Insurance - Internal Service Fund
Schedule of Revenues, Expenses and Changes in Net Position - Budget and Actual
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Operating Revenues			
Charges for Services			
Billing	$ 6,379,720	6,379,720	6,457,460
Member Contributions	1,775,000	1,775,000	1,910,811
Total Operating Revenues	8,154,720	8,154,720	8,368,271
Operating Expenses			
Administration			
Claims Administration Fees	10,000	10,000	—
Operations			
Insurance	10,181,300	10,181,300	10,107,401
Total Operating Expenses	10,191,300	10,191,300	10,107,401
Operating (Loss)	(2,036,580)	(2,036,580)	(1,739,130)
Nonoperating Revenues			
Investment Income	15,000	15,000	1,797
Other Income	2,000,000	2,000,000	850,502
	2,015,000	2,015,000	852,299
Change in Net Position	(21,580)	(21,580)	(886,831)
Net Position - Beginning			1,454,937
Net Position - Ending			568,106

VILLAGE OF NORTHBROOK, ILLINOIS

Pension Trust Funds
Combining Statement of Fiduciary Net Position
April 30, 2025

	Police Pension	Firefighters' Pension	Totals
ASSETS			
Cash and Cash Equivalents	$ 1,819,083	2,069,892	3,888,975
Investments			
Illinois Police Pension Investment Fund	76,367,320	—	76,367,320
Illinois Firefighters' Pension Investment Fund	—	77,091,777	77,091,777
Due from Other Funds	467,052	411,390	878,442
Total Assets	78,653,455	79,573,059	158,226,514
LIABILITIES			
None	—	—	—
NET POSITION			
Restricted for Pensions	78,653,455	79,573,059	158,226,514

VILLAGE OF NORTHBROOK, ILLINOIS

Pension Trust Funds
Combining Statement of Changes in Fiduciary Net Position
For the Fiscal Year Ended April 30, 2025

	Police Pension	Firefighters' Pension	Totals
Additions			
Contributions - Employer	$ 5,054,233	5,624,885	10,679,118
Contributions - Plan Members	821,448	795,530	1,616,978
Contributions - Other	150,998	1,468	152,466
Total Contributions	6,026,679	6,421,883	12,448,562
Investment Earnings			
Interest Earned	88,021	1,116,114	1,204,135
Net Change in Fair Value	6,699,692	6,236,020	12,935,712
	6,787,713	7,352,134	14,139,847
Less Investment Expenses	(48,433)	(121,422)	(169,855)
Net Investment Income	6,739,280	7,230,712	13,969,992
Total Additions	12,765,959	13,652,595	26,418,554
Deductions			
Administration	25,423	75,238	100,661
Benefits and Refunds	6,992,563	6,779,264	13,771,827
Total Deductions	7,017,986	6,854,502	13,872,488
Change in Fiduciary Net Position	5,747,973	6,798,093	12,546,066
Net Position Restricted for Pensions			
Beginning	72,905,482	72,774,966	145,680,448
Ending	78,653,455	79,573,059	158,226,514

VILLAGE OF NORTHBROOK, ILLINOIS

Police Pension - Pension Trust Fund
Statement of Changes in Fiduciary Net Position
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Additions			
Contributions - Employer	$ 4,759,669	4,759,669	5,054,233
Contributions - Plan Members	793,000	793,000	821,448
Contributions - Other	—	—	150,998
Total Contributions	5,552,669	5,552,669	6,026,679
Investment Income			
Interest Earned	90,000	90,000	88,021
Net Change in Fair Value	1,900,000	1,900,000.00	6,699,692
	1,990,000	1,990,000	6,787,713
Less Investment Expenses	—	—	(48,433)
Net Investment Income	1,990,000	1,990,000	6,739,280
Total Additions	7,542,669	7,542,669	12,765,959
Deductions			
Administration	68,000	68,000	25,423
Benefits and Refunds	6,893,000	6,893,000	6,992,563
Total Deductions	6,961,000	6,961,000	7,017,986
Change in Fiduciary Net Position	581,669	581,669	5,747,973
Net Position Restricted for Pensions			
Beginning			72,905,482
Ending			78,653,455

VILLAGE OF NORTHBROOK, ILLINOIS

Firefighters' Pension - Pension Trust Fund
Statement of Changes in Fiduciary Net Position
For the Fiscal Year Ended April 30, 2025

	Budget		
	Original	Final	Actual
Additions			
Contributions - Employer	$ 5,391,902	5,391,902	5,624,885
Contributions - Plan Members	806,000	806,000	795,530
Contributions - Other	—	—	1,468
Total Contributions	6,197,902	6,197,902	6,421,883
Investment Income			
Interest Earned	534,000	534,000	1,116,114
Net Change in Fair Value	1,400,000	1,400,000	6,236,020
	1,934,000	1,934,000	7,352,134
Less Investment Expenses	—	—	(121,422)
Net Investment Income	1,934,000	1,934,000	7,230,712
Total Additions	8,131,902	8,131,902	13,652,595
Deductions			
Administration	128,000	128,000	75,238
Benefits and Refunds	6,535,000	6,535,000	6,779,264
Total Deductions	6,663,000	6,663,000	6,854,502
Change in Fiduciary Net Position	1,468,902	1,468,902	6,798,093
Net Position Restricted for Pensions			
Beginning			72,774,966
Ending			79,573,059

SUPPLEMENTAL SCHEDULES

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
Taxable General Obligation Refunding Bonds of 2012B
April 30, 2025

Date of Issue	December 4, 2012
Date of Maturity	December 1, 2027
Authorized Issue	$7,770,000
Interest Rates	1.75% to 2.00%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 130,000	7,900	137,900
2027	130,000	5,300	135,300
2028	135,001	2,700	137,701
	395,001	15,900	410,901
	219,621	Debt Service Fund	
	175,380	Stormwater Fund	
	395,001		

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2013A
April 30, 2025

Date of Issue	July 23, 2013
Date of Maturity	December 1, 2036
Authorized Issue	$9,355,000
Interest Rates	3.00% to 4.50%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 400,000	27,850	427,850
2027	410,000	14,350	424,350
	810,000	42,200	852,200

564,800	Debt Service Fund
109,365	Water Fund
52,077	Sanitary Sewer Fund
83,758	Stormwater Fund
810,000	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2014A
April 30, 2025

Date of Issue	October 14, 2014
Date of Maturity	December 1, 2028
Authorized Issue	$25,315,000
Interest Rates	3.00% to 5.00%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 2,390,000	325,050	2,715,050
2027	2,485,000	229,450	2,714,450
2028	2,595,000	130,050	2,725,050
2029	1,740,000	52,200	1,792,200
	9,210,000	736,750	9,946,750

6,447,000	Debt Service Fund
1,657,800	Water Fund
736,800	Sanitary Sewer Fund
368,400	Stormwater Fund
9,210,000	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Refunding Bonds of 2015A
April 30, 2025

Date of Issue	January 13, 2015
Date of Maturity	December 1, 2034
Authorized Issue	$15,395,000
Interest Rates	0.45% to 3.90%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 1,070,000	438,168	1,508,168
2027	1,105,000	407,673	1,512,673
2028	1,145,000	374,523	1,519,523
2029	1,185,000	338,455	1,523,455
2030	1,230,000	299,350	1,529,350
2031	1,280,000	256,915	1,536,915
2032	1,330,000	210,835	1,540,835
2033	1,390,000	160,960	1,550,960
2034	1,350,000	107,445	1,457,445
2035	1,405,000	54,795	1,459,795
	12,490,000	2,649,119	15,139,119
	12,490,000	Debt Service Fund	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2015B
April 30, 2025

Date of Issue	November 10, 2015
Date of Maturity	December 1, 2035
Authorized Issue	$13,470,000
Interest Rates	3.00% to 4.00%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 855,000	370,225	1,225,225
2027	880,000	336,025	1,216,025
2028	910,000	300,825	1,210,825
2029	940,000	273,525	1,213,525
2030	970,000	245,325	1,215,325
2031	1,000,000	216,225	1,216,225
2032	1,035,000	184,975	1,219,975
2033	1,065,000	151,337	1,216,337
2034	1,100,000	116,725	1,216,725
2035	1,140,000	79,600	1,219,600
2036	1,175,000	41,125	1,216,125
	11,070,000	2,315,912	13,385,912

2,645,730	Debt Service Fund
5,191,830	Water Fund
741,690	Sanitary Sewer Fund
2,490,750	Stormwater Fund
11,070,000	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2016A
April 30, 2025

Date of Issue	April 27, 2016
Date of Maturity	December 1, 2036
Authorized Issue	$20,350,000
Interest Rates	2.00% to 3.50%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 785,000	396,963	1,181,963
2027	825,000	373,412	1,198,412
2028	850,000	348,663	1,198,663
2029	970,000	323,162	1,293,162
2030	1,000,000	294,063	1,294,063
2031	1,065,000	264,062	1,329,062
2032	1,100,000	232,113	1,332,113
2033	1,135,000	199,112	1,334,112
2034	1,165,000	165,062	1,330,062
2035	1,200,000	127,200	1,327,200
2036	1,235,000	88,200	1,323,200
2037	1,285,000	44,975	1,329,975
	12,615,000	2,856,987	15,471,987

3,770,000	Debt Service Fund
380,001	Water Fund
195,000	Sanitary Sewer Fund
8,269,999	Stormwater Fund
12,615,000	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2018A
April 30, 2025

Date of Issue	February 13, 2018
Date of Maturity	December 1, 2037
Authorized Issue	$17,655,000
Interest Rates	3.00% to 4.00%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 820,000	436,725	1,256,725
2027	850,000	403,925	1,253,925
2028	875,000	378,425	1,253,425
2029	970,000	352,175	1,322,175
2030	1,050,000	323,075	1,373,075
2031	1,080,000	291,575	1,371,575
2032	1,115,000	259,175	1,374,175
2033	1,150,000	225,725	1,375,725
2034	1,175,000	191,225	1,366,225
2035	1,215,000	155,975	1,370,975
2036	1,255,000	119,525	1,374,525
2037	1,290,000	81,875	1,371,875
2038	1,330,000	41,563	1,371,563
	14,175,000	3,260,963	17,435,963

5,330,000	Debt Service Fund
5,750,000	Water Fund
740,000	Sanitary Sewer Fund
2,355,000	Stormwater Fund
14,175,000	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2018B
April 30, 2025

Date of Issue	February 13, 2018
Date of Maturity	December 1, 2037
Authorized Issue	$8,425,000
Interest Rates	2.00% to 3.90%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 435,000	234,473	669,473
2027	450,000	221,423	671,423
2028	460,000	207,697	667,697
2029	475,000	193,438	668,438
2030	490,000	178,475	668,475
2031	510,000	162,795	672,795
2032	525,000	146,220	671,220
2033	540,000	128,895	668,895
2034	560,000	110,805	670,805
2035	580,000	91,205	671,205
2036	600,000	70,905	670,905
2037	620,000	48,405	668,405
2038	645,000	25,155	670,155
	6,890,000	1,819,891	8,709,891
	6,890,000	Debt Service Fund	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2019
April 30, 2025

Date of Issue	November 6, 2019
Date of Maturity	December 1, 2038
Authorized Issue	$9,430,000
Interest Rates	3.00% - 5.00%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 565,000	235,150	800,150
2027	600,000	206,900	806,900
2028	625,000	176,900	801,900
2029	660,000	145,650	805,650
2030	680,000	125,850	805,850
2031	440,000	105,450	545,450
2032	450,000	92,250	542,250
2033	470,000	78,750	548,750
2034	480,000	64,650	544,650
2035	495,000	50,250	545,250
2036	280,000	35,400	315,400
2037	290,000	27,000	317,000
2038	300,000	18,300	318,300
2039	310,000	9,300	319,300
	6,645,000	1,371,800	8,016,800

2,260,000	Debt Service Fund
2,560,000	Water Fund
115,000	Sanitary Sewer Fund
1,710,000	Stormwater Fund
6,645,000	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Refunding Bonds of 2020
April 30, 2025

Date of Issue	November 5, 2020
Date of Maturity	December 1, 2032
Authorized Issue	$2,025,000
Interest Rate	1.35%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Northbrook Bank and Trust

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 163,000	18,846	181,846
2027	166,000	16,646	182,646
2028	173,000	14,404	187,404
2029	174,000	12,070	186,070
2030	175,000	9,720	184,720
2031	176,000	7,358	183,358
2032	182,000	4,980	186,980
2033	187,000	2,524	189,524
	1,396,000	86,548	1,482,548
	1,396,000	Debt Service Fund	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Bonds of 2021
April 30, 2025

Date of Issue	September 14, 2021
Date of Maturity	December 1, 2040
Authorized Issue	$10,270,000
Interest Rate	2.00% - 5.00%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ 180,000	263,800	443,800
2027	190,000	254,800	444,800
2028	195,000	245,300	440,300
2029	555,000	235,550	790,550
2030	580,000	207,800	787,800
2031	610,000	178,800	788,800
2032	640,000	148,300	788,300
2033	650,000	135,500	785,500
2034	670,000	122,500	792,500
2035	685,000	109,100	794,100
2036	695,000	95,400	790,400
2037	710,000	81,500	791,500
2038	725,000	67,300	792,300
2039	735,000	52,800	787,800
2040	750,000	38,100	788,100
2041	770,000	23,100	793,100
	9,340,000	2,259,650	11,599,650

5,495,000	Debt Service Fund
2,380,000	Water Fund
280,000	Sanitary Sewer Fund
1,185,000	Senior Housing Fund
9,340,000	

VILLAGE OF NORTHBROOK, ILLINOIS

Long-Term Debt Requirements
General Obligation Refunding Bonds of 2024
April 30, 2025

Date of Issue	September 6, 2024
Date of Maturity	December 1, 2036
Authorized Issue	$4,710,000
Interest Rate	5.00%
Interest Dates	June 1 and December 1
Principal Maturity Date	December 1
Payable at	Amalgamated Bank of Chicago

CURRENT AND LONG-TERM PRINCIPAL AND INTEREST REQUIREMENTS

Fiscal Year	Principal	Interest	Totals
2026	$ —	235,500	235,500
2027	—	235,500	235,500
2028	375,000	235,500	610,500
2029	395,000	216,750	611,750
2030	415,000	197,000	612,000
2031	435,000	176,250	611,250
2032	455,000	154,500	609,500
2033	480,000	131,750	611,750
2034	500,000	107,750	607,750
2035	525,000	82,750	607,750
2036	550,000	56,500	606,500
2037	580,000	29,000	609,000
	4,710,000	1,858,750	6,568,750

3,287,580	Debt Service Fund
635,850	Water Fund
301,440	Sanitary Sewer Fund
485,130	Stormwater Fund
4,710,000	

STATISTICAL SECTION
(Unaudited)

This part of the annual comprehensive financial report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information says about the Village's overall financial health.

Financial Trends

These schedules contain trend information to help the reader understand how the Village's financial performance and well-being have changed over time.

Revenue Capacity

These schedules contain information to help the reader assess the Village's most significant local revenue sources.

Debt Capacity

These schedules present information to help the reader assess the affordability of the Village's current levels of outstanding debt and the government's ability to issue additional debt in the future.

Demographic and Economic Information

These schedules offer demographic and economic indicators to help the reader understand the environment within which the Village's financial activities take place.

Operating Information

These schedules contain service and infrastructure data to help the reader understand how the information in the Village's financial report relates to the services the Village provides and the activities it performs.

VILLAGE OF NORTHBROOK, ILLINOIS

Net Position by Component - Last Ten Fiscal Years*
April 30, 2025 (Unaudited)

See Following Page

VILLAGE OF NORTHBROOK, ILLINOIS

Net Position by Component - Last Ten Fiscal Years*
April 30, 2025 (Unaudited)

	2016	2017	2018
Governmental Activities			
Net Investment in Capital Assets	$ 51,908,848	52,296,658	49,228,665
Restricted	735,777	910,914	1,661,902
Unrestricted (Deficit)	(51,798,127)	(65,705,520)	(72,615,522)
Total Governmental Activities Net Position	846,498	(12,497,948)	(21,724,955)
Business-Type Activities			
Net Investment in Capital Assets	32,904,654	32,805,023	30,850,258
Unrestricted (Deficit)	13,303,516	12,440,146	13,038,918
Total Business-Type Activities Net Position	46,208,170	45,245,169	43,889,176
Primary Government			
Net Investment in Capital Assets	84,813,502	85,101,681	80,078,923
Restricted	735,777	910,914	1,661,902
Unrestricted (Deficit)	(38,494,611)	(53,265,374)	(59,576,604)
Total Primary Government Net Position	47,054,668	32,747,221	22,164,221

* Accrual Basis of Accounting

Data Source: Village Records

2019	2020	2021	2022	2023	2024	2025
48,427,345	49,423,846	51,763,769	52,965,456	52,972,264	52,670,873	59,143,290
2,331,081	3,457,358	3,578,241	3,725,623	2,974,152	1,367,191	2,929,701
(84,376,806)	(92,581,904)	(92,668,742)	(78,316,904)	(71,730,386)	(67,167,293)	(72,139,603)
(33,618,380)	(39,700,700)	(37,326,732)	(21,625,825)	(15,783,970)	(13,129,229)	(10,066,612)
30,313,161	29,463,391	29,317,365	28,945,331	32,051,482	36,389,455	48,528,275
12,546,957	12,415,763	12,185,621	13,368,250	9,358,723	5,314,521	(5,850,079)
42,860,118	41,879,154	41,502,986	42,313,581	41,410,205	41,703,976	42,678,196
78,740,506	78,887,237	81,081,134	81,910,787	85,023,746	89,060,328	107,671,565
2,331,081	3,457,358	3,578,241	3,725,623	2,974,152	1,367,191	2,929,701
(71,829,849)	(80,166,141)	(80,483,121)	(64,948,654)	(62,371,663)	(61,852,772)	(77,989,682)
9,241,738	2,178,454	4,176,254	20,687,756	25,626,235	28,574,747	32,611,584

VILLAGE OF NORTHBROOK, ILLINOIS

Changes in Net Position - Last Ten Fiscal Years*
April 30, 2025 (Unaudited)

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Expenses										
Governmental Activities										
General Government	$ 7,344,065	10,932,097	6,387,947	5,942,301	6,265,531	7,131,441	2,224,190	6,595,373	7,081,384	12,301,786
Public Safety	39,448,782	38,637,952	40,077,276	42,831,331	43,018,281	33,776,874	36,286,376	42,590,015	43,515,007	43,756,318
Highways and Streets	9,807,659	11,025,303	12,462,791	10,793,499	10,438,201	10,396,351	10,134,848	12,356,841	12,040,429	8,367,744
Interest on Long-Term Debt	2,047,508	2,453,769	2,321,650	2,568,578	2,418,422	2,465,715	2,311,580	2,136,299	1,942,850	1,792,078
Total Governmental Activities Expenses	58,648,014	63,049,121	61,249,664	62,135,709	62,140,435	53,770,381	50,956,994	63,678,528	64,579,670	66,217,926
Business-Type Activities										
Water	7,626,212	7,895,063	7,927,864	8,166,761	7,763,117	8,229,062	8,357,942	9,338,819	9,212,230	9,300,839
Sanitary Sewer	1,964,504	1,894,162	1,892,142	1,705,456	1,958,603	1,929,644	2,000,422	2,080,248	1,979,902	2,086,368
Senior Housing	911,890	813,997	841,260	789,383	783,641	851,692	854,387	989,090	1,059,524	998,478
Stormwater	2,439,184	2,137,821	2,489,484	2,370,065	2,424,426	2,418,888	2,344,544	2,310,443	2,276,469	2,523,992
Parking	216,759	219,643	234,534	228,788	213,158	237,946	146,010	137,709	162,883	169,177
Total Business-Type Activities Expenses	13,158,549	12,960,686	13,385,284	13,260,453	13,142,945	13,667,232	13,703,305	14,856,309	14,691,008	15,078,854
Total Primary Government Expenses	71,806,563	76,009,807	74,634,948	75,396,162	75,283,380	67,437,613	64,660,299	78,534,837	79,270,678	81,296,780
Program Revenues										
Governmental Activities										
Charges for Services										
General Government	4,919,408	4,161,477	4,629,242	3,742,538	3,495,563	3,584,363	3,954,735	4,128,771	6,971,220	7,046,644
Public Safety	4,213,875	4,414,152	4,355,075	5,389,734	5,230,586	4,695,892	5,634,654	6,229,326	4,314,588	4,534,960
Operating Grants/Contributions	849,252	884,302	870,837	977,571	1,545,847	2,850,131	2,379,186	1,914,316	1,845,840	1,841,031
Total Governmental Activities Program Revenues	9,982,535	9,459,931	9,855,154	10,109,843	10,271,996	11,130,386	11,968,575	12,272,413	13,131,648	13,422,635
Business-Type Activities										
Charges for Services										
Water	7,139,477	7,130,783	7,652,106	8,685,487	8,100,203	9,101,235	9,548,443	9,008,541	9,872,635	9,962,645
Sanitary Sewer	1,213,451	1,224,701	1,289,902	1,435,920	1,324,162	1,549,032	1,612,186	1,509,931	2,083,576	2,073,249
Senior Housing	842,163	846,534	847,203	866,114	886,933	849,870	835,072	895,367	918,638	905,116
Stormwater	1,383,078	1,389,220	1,475,491	1,358,291	1,276,535	1,479,977	1,509,577	1,378,452	1,409,002	1,381,862
Parking	165,211	485,193	175,161	186,363	161,768	12,203	34,433	74,841	107,332	221,260
Operating Grants/Contributions	77,995	83,637	10,476	128,537	158,916	190,042	84,756	119,673	—	—
Capital Grants/Contributions	—	—	—	—	—	17,509	398,163	629,876	—	212,971
Total Business-Type Activities Program Revenues	10,821,375	11,160,068	11,450,339	12,660,712	11,908,517	13,199,868	14,022,630	13,616,681	14,391,183	14,757,103
Total Primary Government Program Revenues	20,803,910	20,619,999	21,305,493	22,770,555	22,180,513	24,330,254	25,991,205	25,889,094	27,522,831	28,179,738

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Net (Expense) Revenue										
Governmental Activities	$ (48,665,479)	(53,589,190)	(51,394,510)	(52,025,866)	(51,868,439)	(42,639,995)	(38,988,419)	(51,406,115)	(51,448,022)	(52,795,291)
Business-Type Activities	(2,337,174)	(1,800,618)	(1,934,945)	(599,741)	(1,234,428)	(467,364)	319,325	(1,239,628)	(299,825)	(321,751)
Total Primary Government Net Revenue (Expense)	(51,002,653)	(55,389,808)	(53,329,455)	(52,625,607)	(53,102,867)	(43,107,359)	(38,669,094)	(52,645,743)	(51,747,847)	(53,117,042)
General Revenues and Other Changes in Net Position										
Governmental Activities										
Taxes										
Property Taxes	13,434,887	14,802,772	17,620,255	19,771,153	21,093,599	22,803,944	23,902,215	23,521,343	22,558,184	22,825,493
Utility Taxes	995,457	1,012,559	968,873	1,011,487	941,529	956,106	1,118,645	1,179,879	997,924	1,427,061
Other Taxes	5,432,869	4,964,752	4,399,701	4,387,791	4,341,994	3,238,126	3,398,940	3,481,703	3,490,330	3,510,087
Intergovernmental - Unrestricted										
Sales Taxes	14,665,574	15,380,154	14,883,566	15,312,715	14,986,207	12,671,607	17,626,963	17,669,155	16,957,035	19,880,433
State Income Taxes	3,362,196	3,141,181	2,998,512	3,429,472	3,262,554	4,308,831	5,299,126	5,489,231	5,766,354	6,121,738
Replacement Taxes	—	—	—	—	—	465,303	1,080,451	1,422,208	1.030.116	631.515
ARPA Funds	—	—	—	—	—	—	2,242,539	2,242,539	—	—
Investment Income	123,245	253,606	507,428	790,341	775,778	197,196	64,025	1,820,715	3,005,301	2.700.456
Miscellaneous	109,125	689,720	789,168	575,823	384,458	372,850	346,422	421,197	387,518	1.131.036
Transfers	(3,000,000)	—	—	—	—	—	(390,000)	—	—	(1.000.000)
Total Governmental Activities	35,123,353	40,244,744	42,167,503	45,278,782	45,786,119	45,013,963	54,689,326	57,247,970	54,192,762	57,227,819
Business-Type Activities										
Investment Income	21,049	90,600	174,656	402,637	253,464	91,196	42,959	336,252	590,292	138,171
Miscellaneous	873,832	747,017	404,296	—	—	—	58,311	—	3,304	—
Transfers	3,000,000	—	—	—	—	—	390,000	—	—	1,000,000
Total Business-Type Activities	3,894,881	837,617	578,952	402,637	253,464	91,196	491,270	336,252	593,596	1,138,171
Total Primary Government	39,018,234	41,082,361	42,746,455	45,681,419	46,039,583	45,105,159	55,180,596	57,584,222	54,786,358	58,365,990
Changes in Net Position										
Governmental Activities	(13,542,126)	(13,344,446)	(9,227,007)	(6,747,084)	(6,082,320)	2,373,968	15,700,907	5,841,855	2,744,740	4,432,528
Business-Type Activities	1,557,707	(963,001)	(1,355,993)	(197,104)	(980,964)	(376,168)	810,595	(903,376)	293,771	816,420
Total Primary Government	(11,984,419)	(14,307,447)	(10,583,000)	(6,944,188)	(7,063,284)	1,997,800	16,511,502	4,938,479	3,038,511	5,248,948

* Accrual Basis of Accounting

Data Source: Village Records

VILLAGE OF NORTHBROOK, ILLINOIS

Fund Balances of Governmental Funds - Last Ten Fiscal Years*
April 30, 2025 (Unaudited)

	2016	2017	2018
General Fund			
Nonspendable	$ —	26,661	119,736
Restricted	3,843,709	1,359,625	11,517,298
Unassigned	21,249,511	22,123,177	21,242,468
Total General Fund	25,093,220	23,509,463	32,879,502
All Other Governmental Funds			
Restricted	5,145,971	4,734,403	4,932,510
Committed	87,121	88,163	90,751
Assigned	7,515,496	6,345,426	6,370,030
Unassigned	—	—	—
Total All Other Governmental Funds	12,748,588	11,167,992	11,393,291
Total Governmental Funds	37,841,808	34,677,455	44,272,793

* Modified Accrual Basis of Accounting

Data Source: Village Records

2019	2020	2021	2022	2023	2024	2025
53,620	—	—	—	—	—	21,600
1,713,200	3,635,017	2,426,585	2,894,900	1,850,086	798,697	346,285
22,259,986	21,615,124	19,082,567	22,967,945	29,926,229	26,297,015	26,427,977
24,026,806	25,250,141	21,509,152	25,862,845	31,776,315	27,095,712	26,795,862
3,188,478	3,179,120	2,874,886	6,677,964	5,921,955	2,724,551	2,613,130
96,036	100,706	101,295	101,541	110,479	127,341	87,460
6,544,820	6,570,836	6,801,223	12,484,697	13,233,527	20,765,427	16,762,605
—	—	—	—	(7,549)	—	—
9,829,334	9,850,662	9,777,404	19,264,202	19,258,412	23,617,319	19,463,195
33,856,140	35,100,803	31,286,556	45,127,047	51,034,727	50,713,031	46,259,057

VILLAGE OF NORTHBROOK, ILLINOIS

Changes in Fund Balances for Governmental Funds - Last Ten Fiscal Years*
April 30, 2025 (Unaudited)

	2016	2017	2018
Revenues			
Taxes	$ 21,290,720	22,325,553	24,393,756
Intergovernmental	17,449,515	17,860,167	17,347,988
Licenses and Permits	6,057,697	5,265,165	5,976,991
Charges for Services	5,543,956	5,783,009	5,434,918
Fines and Forfeitures	168,080	134,095	170,098
Investment Income	114,671	249,815	487,625
Miscellaneous	109,125	689,720	789,168
Total Revenues	50,733,764	52,307,524	54,600,544
Expenditures			
General Government	7,979,601	12,695,935	8,001,934
Public Safety	29,224,364	31,229,816	33,582,859
Highways and Streets	9,027,487	10,969,145	12,039,858
Debt Service			
Principal	3,285,430	3,289,383	3,535,239
Interest and Fiscal Charges	1,912,766	2,187,598	2,417,293
Total Expenditures	51,429,648	60,371,877	59,577,183
Excess of Revenues Over (Under) Expenditures	(695,884)	(8,064,353)	(4,976,639)
Other Financing Sources (Uses)			
Proceeds from Bonds	9,739,330	4,900,000	14,604,250
Payment to Escrow Agent	—	—	—
Transfer In	2,818,830	2,731,372	3,781,692
Transfer Out	(5,818,830)	(2,731,372)	(3,781,692)
Premium on Debt Issuance	—	—	(32,273)
Discount on Debt Issuance	483,009	—	—
	7,222,339	4,900,000	14,571,977
Net Change in Fund Balances	6,526,455	(3,164,353)	9,595,338
Debt Service as a Percentage of Noncapital Expenditures	10.48%	9.77%	10.52%

Data Source: Village Records

* Modified Accrual Basis of Accounting

2019	2020	2021	2022	2023	2024	2025
25,737,867	27,267,342	26,756,433	28,945,745	28,590,142	25,646,376	26,528,761
19,152,322	18,904,388	20,537,615	28,102,320	28,330,232	26,999,407	29,708,597
5,587,902	5,519,845	5,038,039	5,588,416	6,360,720	4,412,591	4,031,345
5,798,302	5,507,335	5,775,355	6,438,258	6,509,543	9,526,760	12,337,209
270,908	286,254	74,621	247,340	266,424	208,407	141,545
760,552	746,762	194,766	58,543	1,799,515	2,960,517	2,644,727
575,823	384,458	372,850	346,422	421,197	387,518	1,131,036
57,883,676	58,616,384	58,749,679	69,727,044	72,277,773	70,141,576	76,523,220
15,701,069	8,432,566	9,461,330	8,384,291	9,150,788	10,944,181	15,281,521
35,589,332	35,422,678	35,189,945	36,452,670	39,623,347	40,946,577	42,734,273
10,029,492	9,381,134	9,747,727	9,036,714	10,119,708	11,730,204	15,226,666
4,444,442	4,560,359	5,653,597	5,765,899	5,152,385	5,651,243	4,840,682
2,535,994	2,501,855	2,501,395	2,336,443	2,323,865	2,081,483	1,968,517
68,300,329	60,298,592	62,553,994	61,976,017	66,370,093	71,353,688	80,051,659
(10,416,653)	(1,682,208)	(3,804,315)	7,751,027	5,907,680	(1,212,112)	(3,528,439)
—	3,275,000	2,025,000	5,965,000	—	980,415	3,287,580
—	(690,896)	(2,034,932)	—	—	—	(3,587,530)
2,870,547	2,614,958	2,329,792	7,463,188	2,172,564	10,629,073	6,004,596
(2,870,547)	(2,614,958)	(2,329,792)	(7,853,188)	(2,172,564)	(10,629,073)	(7,004,596)
—	342,767	—	514,464	—	—	374,415
—	—	—	—	—	—	—
—	2,926,871	(9,932)	6,089,464	—	980,415	(925,535)
(10,416,653)	1,244,663	(3,814,247)	13,840,491	5,907,680	(231,697)	(4,453,974)
12.19%	12.32%	13.70%	13.59%	11.53%	11.44%	10.00%

VILLAGE OF NORTHBROOK, ILLINOIS

Schedule of Police and Firefighters' Pension Funds Investment Returns and Pension Expenses by Type - Last Two Fiscal Years
April 30, 2025 (Unaudited)

	Police Pension Fund		Firefighters' Pension Fund	
	4/30/2024	4/30/2025	4/30/2024	4/30/2025
Investment Rate of Return	9.56%	9.68%	10.55%	9.98%
Pension Expenses by Type				
Retirement Pensions	$ 5,404,236	5,506,205	4,962,820	5,279,213
Disability Pensions	179,012	254,752	1,037,924	1,120,382
Survivor's Pensions	1,030,422	1,175,656	335,295	372,125
Contribution Refunds	—	55,950	—	7,544
Totals	6,613,670	6,992,563	6,336,039	6,779,264
Increase (Decrease) in Total Pension Expenses	$ 582,695	378,893	354,123	443,225
% Increase (Decrease) in Total Pension Expenses	9.66%	5.73%	5.92%	7.00%

Data Source: Village Records

VILLAGE OF NORTHBROOK, ILLINOIS

Sales Tax Collected by Category - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

See Following Page

VILLAGE OF NORTHBROOK, ILLINOIS

Sales Tax Collected by Category - Last Ten Calendar Years
April 30, 2025 (Unaudited)

	2015	2016	2017
General Merchandise	$ 1,059,788	844,154	787,436
Food	1,618,299	1,691,271	1,726,531
Drinking and Eating Places	1,689,508	1,906,897	1,923,562
Apparel	1,590,775	1,548,594	1,478,191
Furniture and H.H. and Radio	1,685,966	1,653,207	1,668,956
Lumber, Building, Hardware	659,193	647,015	649,604
Automobile and Filling Stations	1,472,672	1,325,934	1,278,389
Drugs and Misc. Retail	2,861,345	3,025,868	3,025,086
Agriculture and All Others	1,834,967	2,155,111	2,616,572
Manufacturers	209,686	222,834	158,898
Totals	14,682,199	15,020,885	15,313,225
Village Direct Rate	1.75%	1.75%	1.75%

Data Source: Village and State Records

2018	2019	2020	2021	2022	2023	2024
791,451	760,196	411,354	418,329	336,054	349,004	368,492
1,706,480	1,706,096	1,783,080	1,827,738	1,798,311	1,815,771	1,875,356
2,125,100	2,119,560	1,384,244	1,737,693	2,006,408	2,330,893	2,213,667
1,573,280	1,530,904	770,125	1,272,666	1,237,629	926,645	995,041
1,918,784	1,877,342	1,411,098	1,818,010	1,753,786	1,474,150	1,500,670
698,737	729,241	838,739	877,591	858,998	809,369	792,901
1,403,312	1,616,116	1,117,590	1,649,867	1,866,960	1,919,971	1,825,345
3,113,786	3,417,998	2,546,340	5,179,785	5,070,349	5,070,666	5,309,153
1,693,511	1,629,219	1,867,408	1,962,515	2,315,357	2,044,520	2,163,220
141,257	148,110	124,452	118,913	107,307	169,703	938,504
15,165,698	15,534,782	12,254,430	16,863,107	17,351,159	16,910,692	17,982,349
2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%

VILLAGE OF NORTHBROOK, ILLINOIS

Direct and Overlapping Sales Tax Rates - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Fiscal Year	State Rate	RTA Rate	County Home Rule Rate	Village Home Rule Rate*	Total Sales Tax Rate	% Distributed to Village
2016	6.25%	1.00%	1.75%	0.75%	9.75%	1.75%
2017	6.25%	1.00%	1.75%	0.75%	9.75%	1.75%
2018	6.25%	1.00%	1.75%	0.75%	9.75%	1.75%
2019	6.25%	1.00%	1.75%	1.00%	10.00%	2.00%
2020	6.25%	1.00%	1.75%	1.00%	10.00%	2.00%
2021	6.25%	1.00%	1.75%	1.00%	10.00%	2.00%
2022	6.25%	1.00%	1.75%	1.00%	10.00%	2.00%
2023	6.25%	1.00%	1.75%	1.00%	10.00%	2.00%
2024	6.25%	1.00%	1.75%	1.00%	10.00%	2.00%
2025	6.25%	1.00%	1.75%	1.00%	10.00%	2.00%

Data Source: Village and State Records

VILLAGE OF NORTHBROOK, ILLINOIS

Assessed Value and Actual Value of Taxable Property - Last Ten Tax Levy Years
April 30, 2025 (Unaudited)

See Following Page

VILLAGE OF NORTHBROOK, ILLINOIS

Assessed Value and Actual Value of Taxable Property - Last Ten Tax Levy Years
April 30, 2025 (Unaudited)

Tax Levy Year	Residential Property	Farm	Commercial Property	Industrial Property
2015	$ 1,389,618,675	$ 1,992	$ 492,412,415	$ 193,245,905
2016	1,731,210,975	1,992	540,146,612	211,751,867
2017	1,778,794,337	N/A	587,929,200	222,683,268
2018	1,739,304,863	N/A	570,456,101	223,662,278
2019	1,891,846,774	N/A	704,555,966	270,441,524
2020	1,899,723,609	N/A	676,032,548	284,216,866
2021	1,762,834,837	N/A	617,600,619	272,382,975
2022	2,141,311,569	N/A	641,205,548	299,401,543
2023	2,205,841,935	N/A	689,188,448	311,309,156
2024	*	*	*	*

Data Source: Office of the Cook County Clerk

N/A - Not Available

* Not available at time of report issued

Total	Railroad	Total Assessed Value	Estimated Actual Taxable Value	Total Direct Tax Rate
$ 2,075,278,987	$ 609,714	$ 2,075,888,701	$ 6,225,836,961	0.676
2,483,111,446	732,251	2,483,843,697	7,449,334,338	0.625
2,589,406,805	745,075	2,590,151,880	7,768,220,415	0.715
2,533,423,242	760,178	2,534,183,420	7,600,269,726	0.672
2,866,844,264	—	2,866,844,264	8,600,532,792	0.763
2,859,973,023	—	2,859,973,023	8,579,919,069	0.765
2,652,818,431	—	2,652,818,431	7,958,455,293	0.825
3,081,918,660	—	3,081,918,660	9,245,755,980	0.706
3,206,339,539	—	3,206,339,539	9,619,018,617	0.685
*	*	*	*	*

VILLAGE OF NORTHBROOK, ILLINOIS

Direct and Overlapping Property Tax Rates - Last Ten Tax Levy Years
April 30, 2025 (Unaudited)

	2015	2016	2017
Village of Northbrook			
General Corporate rate	0.377	0.324	0.265
Debt Service Rate	0.128	0.129	0.157
Police Pension	0.087	0.088	0.116
Fire Pension	0.084	0.083	0.131
IMRF	0.000	0.000	0.046
Total Direct Tax Rate	0.676	0.625	0.715
Overlapping Rates			
Cook County	0.552	0.533	0.496
Cook County Forest Preserve District	0.069	0.063	0.062
Suburban TB Sanitarium	0.000	0.000	0.000
Cook County Consolidated Election Board	0.034	0.000	0.031
Northfield Township	0.028	0.024	0.023
Northfield Road and Bridge	0.057	0.049	0.049
Northfield General Assistance	0.007	0.006	0.006
Metropolitan Water Reclamation District	0.426	0.406	0.402
North Shore Mosquito Abatement District	0.012	0.010	0.010
High School District #225	2.493	2.106	2.102
Community College District #535	0.271	0.231	0.232
Northbrook Park District	0.569	0.423	0.419
School District #28	3.299	2.848	2.824
School District #30	3.394	2.866	3.193
Northwest Mosquito Abatement District	0.011	0.010	0.010
Glenbrook Sanitary District	0.052	0.046	0.046
High School District #203	2.380	1.974	1.993
School District #29	3.197	2.762	2.727
School District #27	3.569	3.031	3.031
Mission Brook Sanitary District	0.221	0.175	0.177
School District #31	3.107	2.699	2.700
Wheeling Township	0.055	0.041	0.043
Wheeling Road and Bridge	0.020	0.014	0.015
Wheeling General Assistance	0.010	0.008	0.009
High School District #214	2.881	2.527	2.563
Community College District #512	0.466	0.416	0.425
Consolidated School District #21	5.642	4.966	5.022
Northbrook Public Library	0.385	0.329	0.329
Northfield Park District	0.264	0.229	0.232
Union Drainage District No.1	0.000	0.000	0.000
Total Overlapping Tax Rate	33.471	28.792	29.171
Total Direct and Overlapping Tax Rate	34.147	29.417	29.886

Data Source: Office of the County Clerk

* Not available at time of report issued

2018	2019	2020	2021	2022	2023	2024
0.171	0.247	0.275	0.284	0.231	0.214	*
0.164	0.172	0.172	0.158	0.136	0.138	*
0.144	0.145	0.129	0.161	0.144	0.138	*
0.146	0.157	0.139	0.170	0.155	0.158	*
0.047	0.043	0.050	0.052	0.040	0.037	*
0.672	0.763	0.765	0.825	0.706	0.685	*
0.489	0.454	0.453	0.446	0.431	0.386	*
0.060	0.060	0.058	0.058	0.081	0.075	*
0.000	0.000	0.000	0.019	0.000	0.000	*
0.000	0.030	0.000	0.025	0.000	0.032	*
0.024	0.021	0.022	0.008	0.023	0.024	*
0.052	0.047	0.049	0.055	0.050	0.051	*
0.007	0.007	0.007	0.382	0.008	0.009	*
0.396	0.389	0.378	0.009	0.374	0.345	*
0.010	0.009	0.009	2.310	0.008	0.008	*
2.216	2.006	2.084	0.252	2.064	2.076	*
0.246	0.221	0.227	0.458	0.221	0.227	*
0.456	0.416	0.427	3.129	0.416	0.420	*
2.970	2.681	2.805	3.458	2.885	2.927	*
3.310	2.987	3.187	0.011	3.170	3.189	*
0.011	0.010	0.010	0.054	0.000	0.010	*
0.047	0.046	0.049	2.322	0.055	0.055	*
2.111	2.028	2.085	3.038	1.923	2.002	*
2.906	2.718	2.751	3.238	2.628	2.702	*
3.204	2.861	2.946	0.195	3.011	3.084	*
0.181	0.169	0.173	3.174	0.169	0.168	*
2.842	2.577	2.672	0.041	2.734	2.620	*
0.043	0.038	0.037	0.008	0.036	0.037	*
0.016	0.014	0.013	0.015	0.012	0.012	*
0.009	0.008	0.008	2.664	0.007	0.007	*
2.669	2.356	2.382	0.457	2.352	2.445	*
0.443	0.403	0.409	5.205	0.410	0.413	*
5.276	4.691	4.683	0.344	4.635	4.744	*
0.347	0.314	0.311	0.257	0.312	0.309	*
0.246	0.230	0.235	0.014	0.221	0.234	*
0.000	0.000	0.000	0.014	0.012	0.012	*
30.587	27.791	28.470	31.660	28.248	28.623	*
31.259	28.554	29.235	32.485	28.954	29.308	*

VILLAGE OF NORTHBROOK, ILLINOIS

Principal Property Tax Payers - Prior Fiscal Year and Ten Fiscal Years Ago
April 30, 2025 (Unaudited)

	2024			2015		
Taxpayer	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
Jones Lang LaSalle	$ 67,425,864	1	2.10%	$ 47,471,756	2	2.30%
Brookfield Prop Retail	46,788,145	2	1.46%			
Willow Festival Regency	35,293,395	3	1.10%	24,218,749	3	1.10%
Underwriters Laboratory Inc.	28,776,615	4	0.90%	20,950,719	4	0.95%
TGM Northshore LLC	28,704,182	5	0.90%			
Finger-EPCO Northbrook, LLC	23,339,409	6	0.73%			
Lake Cook Road & Mid America	20,072,861	7	0.63%	13,235,899	7	0.64%
Village Square of Northbrook	18,930,263	8	0.59%	12,623,017	8	0.61%
Euromarket Designs	17,996,124	9	0.56%	11,632,103	9	0.64%
Korman Lederer	17,703,353	10	0.55%	14,604,994	5	0.53%
Westcoast Estates				109,467,717	1	4.98%
400 Skokie Blvd, LLC				13,318,236	6	0.62%
Div Edens Property LLC				11,275,768	10	0.50%
Totals	305,030,211		9.52%	278,798,958		12.87%

Data Source: Office of the County Clerk

VILLAGE OF NORTHBROOK, ILLINOIS

Property Tax Levies and Collections - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Fiscal Year	Tax Levy Year	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
			Amount	Percentage of Levy		Amount	Percentage of Levy
2016	2015	$ 14,033,836	$ 13,393,634	95.44%	$ —	$ 13,393,634	95.44%
2017	2016	15,526,527	15,409,633	99.25%	—	15,409,633	99.25%
2018	2017	18,512,965	18,512,965	100.00%	—	18,512,965	100.00%
2019	2018	19,555,239	19,067,172	97.50%	—	19,067,172	97.50%
2020	2019	21,882,760	21,241,263	97.07%	—	21,241,263	97.07%
2021	2020	21,865,793	21,738,065	99.42%	—	21,738,065	99.42%
2022	2021	22,559,281	22,351,866	99.08%	—	22,351,866	99.08%
2023	2022	22,450,998	21,531,174	95.90%	—	21,531,174	95.90%
2024	2023	22,709,641	22,597,790	99.51%	—	22,597,790	99.51%
2025	2024	23,873,349	11,720,883	49.10%	—	11,720,883	49.10%

Note: Special Service Areas #1 through #5 have been excluded from this table. The Road and Bridge levy and collections are included in this table.

Data Source: Office of the County Clerk

VILLAGE OF NORTHBROOK, ILLINOIS

Ratios of Outstanding Debt by Type - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Fiscal Year	Governmental Activities: Net General Obligation Bonds	Governmental Activities: TIF Note Payable	Governmental Activities: Subscription Payables	Business-Type Activities: Net Water, Sewer and Sanitary Sewer Revenue Bonds	Total Primary Government	Percentage of Personal Income (1)	Per Capita (1)
2016	$ 67,897,030	$ —	$ —	$ 41,449,413	$ 109,346,443	2.92%	$ 3,296.55
2017	64,404,601	4,900,000	—	40,114,448	109,419,049	2.92%	3,298.74
2018	75,404,266	4,766,301	—	49,636,870	129,807,437	3.47%	3,913.40
2019	71,248,316	4,274,764	—	47,490,915	123,013,995	3.29%	3,708.59
2020	69,930,906	3,746,511	—	50,260,356	123,937,773	2.99%	3,736.44
2021	64,955,042	2,867,083	—	47,905,041	115,727,166	2.55%	3,285.65
2022	66,249,573	2,033,699	—	50,270,645	118,553,917	2.61%	3,365.91
2023	61,875,801	1,002,668	468,154	46,975,836	110,322,459	2.18%	3,132.20
2024	57,303,251	—	1,120,126	43,541,805	101,965,182	2.02%	2,894.93
2025	52,717,666	—	816,074	40,312,957	93,846,697	1.86%	2,664.43

Data Source: Village's Records

Note: Details regarding the Village's outstanding debt can be found in the notes to the financial statements.

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data.

VILLAGE OF NORTHBROOK, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Fiscal Year	General Obligation Bonds	Less: Amounts Available for Debt Service	Total	Percentage of Total Taxable Assessed Value of Property (1)	Per Capita (2)
2016	$ 109,346,443	$ —	$ 109,346,443	5.27%	$ 3,296.55
2017	104,519,049	7,730	104,511,319	4.21%	3,151.01
2018	125,041,136	—	125,041,136	4.83%	3,769.71
2019	118,739,231	—	118,739,231	4.69%	3,579.72
2020	120,191,262	—	120,191,262	4.19%	3,623.49
2021	112,860,083	—	112,860,083	3.95%	3,204.25
2022	116,520,218	—	116,520,218	4.39%	3,308.17
2023	108,851,637	—	108,851,637	3.53%	3,090.44
2024	100,845,056	—	100,845,056	3.15%	2,863.13
2025	93,030,623	—	93,030,623	N/A	2,641.26

Data Source: Village's Records

Note: Details regarding the Village's outstanding debt can be found in the notes to the financial statements.

(1) See the Ratios of Outstanding Debt by Type Schedule for Equalized Assessed Value data (Actual Taxable Value of Property).

(2) See the Demographic and Economic Statistics Schedule for the Per Capita Income data.

N/A - Not Available

VILLAGE OF NORTHBROOK, ILLINOIS

Schedule of Direct and Overlapping Governmental Activities Debt
April 30, 2025 (Unaudited)

Governmental Unit	Gross Debt	Percentage of Debt Applicable to Village (1)	Village's Share of Debt
Village Direct Debt	$ 53,533,740	100.00%	$ 53,533,740
Overlapping Debt			
Cook County	1,907,276,750	1.58%	30,043,391
Forest Preserve District	87,340,000	1.58%	1,375,776
Metropolitan Water Reclamation District	2,430,261,774	1.60%	38,960,562
Northbrook Park District	16,100,000	91.75%	14,771,140
School District 21	74,045,000	1.17%	867,215
School District 29	3,750,000	13.83%	518,555
School District 30	35,775,000	62.58%	22,387,070
School District 31	9,490,000	13.59%	1,289,636
High School District 203	139,980,000	1.24%	1,730,552
High School District 214	16,415,000	0.25%	40,813
High School District 225	28,405,000	40.50%	11,503,223
Community College District 512	212,340,000	0.12%	250,231
Community College District 535	53,185,000	10.28%	5,469,651
Total Overlapping Debt	5,014,363,524		129,207,815
Total Direct and Overlapping Debt	5,067,897,264		182,741,555

Data Source: Cook County Clerk and the MSRB's Electronic Municipal Market Access website (EMMA)

(1) Determined by the ratio of assessed value of property in the Village of Northbrook subject to taxation by the Governmental Unit to the total assessed value of property of the Governmental Unit.

VILLAGE OF NORTHBROOK, ILLINOIS

Schedule of Legal Debt Margin
April 30, 2025 (Unaudited)

The Village is a home rule municipality.

Article VII, Section 6(k) of the 1970 Illinois constitution governs computation of legal debt margin.

> The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by some home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property...(2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum...shall not be included in the foregoing percentage amounts.

To date the General Assembly has set no limits for home rule municipalities.

VILLAGE OF NORTHBROOK, ILLINOIS

Demographic and Economic Statistics - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Fiscal Year	(1) Population	(1) Personal Income (in Thousands)	(1) Per Capita Personal Income	(1) Median Age	(2) School Enrollment	(3) Unemployment Rate
2016	33,170	$ 112,827	$ 57,763	48.0	6,730	4.1
2017	33,170	112,827	57,763	48.0	6,749	4.6
2018	33,170	112,827	57,763	48.0	6,755	4.1
2019	33,170	112,827	57,763	48.0	6,815	4.1
2020	33,170	124,863	57,763	48.0	6,821	4.0
2021	35,222	128,883	72,969	49.7	6,540	4.4
2022	35,222	128,883	72,969	49.7	6,457	3.6
2023	35,222	143,506	78,195	49.0	N/A	3.6
2024	35,222	143,506	78,195	49.0	N/A	3.6
2025	35,222	143,506	78,195	49.0	N/A	4.3

Data Source:
(1) U.S. Department of Commerce, Bureau of the Census

(2) Annual School Census by Board of Education & National Center for Education Statistics.

(3) Illinois Department of Employment Security

N/A - Not Available

VILLAGE OF NORTHBROOK, ILLINOIS

Principal Employers - Current Fiscal Year and Eight Fiscal Years Ago
April 30, 2025 (Unaudited)

	2025			2017		
Employer	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Underwriters Laboratories	1,500	1	N/A			
Astellas Pharma US Inc.	1,150	2	N/A	1,150	5	N/A
Highland Baking Co, Inc.	615	3	N/A			
Euromarket Designs, Inc.	500	4	N/A			
CF Industries Holdings, Inc.	400	5	N/A			
Hilco Merchant Resources LLC	400	6	N/A	400	9	N/A
Bell Flavors & Fragrances, Inc.	300	7	N/A			
M. Holland Company, LLC	288	8	N/A			
Wiss, Janney, Elstner Associates	254	9	N/A			
Birchwood Lighting, Inc.	200	10	N/A			
Allstate Insurance Company				8,750	1	N/A
Underwriters Laboratories				2,000	2	N/A
The Levy Co				2,000	3	N/A
CVS/Caremark International				1,400	4	N/A
Northbrook Court				1,000	6	N/A
Glenbrook High School District				849	7	N/A
Crate & Barrel				500	8	N/A
WW Grainger Inc.				350	10	N/A
	5,607			18,399		

Data Sources: Village Community Development Department Records and U.S. Census Bureau.

N/A - Not Available

Note: The employers listed above are located in the Village of Northbrook and the immediate areas.

VILLAGE OF NORTHBROOK, ILLINOIS

Full-Time Employees by Function/Program - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Function/Program	2016	2017	2018
General Government			
Administration	8	8	8
Finance	7	7	8
Information Services	4	4	5
Development and Planning Services	13	13	13
Highways and Streets			
Public Works	37	37	37
Public Safety			
Police	94	94	94
Fire	75	77	76
Water and Sanitary Sewer	27	27	27
Totals	265	267	268

Data Source: Village Records

2019	2020	2021	2022	2023	2024	2025
8	8	10	9	9	10	10
8	8	8	7	7	7	8
5	5	6	6	8	8	9
13	13	13	14	14	14	14
37	37	37	35	38	38	38
93	93	93	91	92	94	95
76	74	74	74	76	76	76
27	27	27	27	28	28	28
267	265	268	263	272	275	278

VILLAGE OF NORTHBROOK, ILLINOIS

Operating Indicators by Function/Program - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Function/Program	2016	2017	2018
Public Works			
Forestry			
Number of Parkway Trees Planted	831	715	517
Number of Parkway Trees Trimmed	1,973	2,041	2,035
Fleet Services			
Number of Vehicles Maintained	N/A	N/A	N/A
Public Safety			
Fire			
Number of Fire Calls	2,714	2,780	2,878
Number of EMS Calls	3,350	3,654	3,674
ISO Rating	2	1	1
Police			
Calls for Service	24,740	24,573	24,814
Traffic Citations Issued	2,515	2,667	3,004
Parking Citations Issued	1,309	1,207	1,144
Community Development			
Number of Building Permits Issued	324	355	305
Number of Building Inspections	9,254	13,434	7,938
Highways and Streets			
Sidewalk Replaced (Sq. Ft.)	28,403	32,554	29,291
Annual Resurfacing Program ($)	696,116	555,545	794,120
Water and Sewer			
Water Main Breaks	45	93	110
Hydrants Flushed	987	1,054	733
Water Meters Read	12,989	12,409	12,416
Water Meter Service Requests	752	1,869	852
Total Distribution Pumpage (1,000 Gallons)	1,727,180	1,795,621	1,833,926
Average Daily Pumpage (1,000 Gallons)	4,732	4,911	5,024
Sanitary Sewer Televising (Feet)	36,938	37,472	35,297
Sanitary Sewer Repairs	13	1	2

N/A - Not Available

Data Source: Village Records

2019	2020	2021	2022	2023	2024	2025
289	309	411	496	575	458	515
1,566	1,721	3,499	806	2,079	1,895	1,733
N/A	N/A	N/A	N/A	112	202	175
2,920	2,803	2,896	3,167	3,008	2,917	2,590
3,718	3,854	3,173	3,999	4,770	5,006	5,165
1	1	1	1	1	1	1
24,792	24,631	17,684	22,399	28,341	32,792	29,738
2,443	2,117	799	1,711	1,389	1,549	1,473
1,520	2,286	1,211	819	1,387	789	1,365
375	334	499	557	549	733	689
10,005	14,652	8,504	9,163	8,150	8,019	8,551
33,630	34,000	115,385	97,332	32,537	19,110	19,345
718,229	594,217	505,587	1,012,297	1,076,585	1,409,773	517,520
90	69	173	100	83	124	89
589	11	26	724	1,520	1,514	1,053
12,430	12,446	12,475	12,507	15,128	12,327	12,267
1,130	1,119	1,181	2,297	2,116	2,350	2,173
1,766,182	1,721,852	1,917,757	1,994,546	1,820,703	1,870,562	1,820,271
4,833	4,715	5,254	5,482	4,988	5,111	4,987
34,935	46,873	35,239	45,696	51,513	36,813	40,117
4	2	1	—	1	2	2

VILLAGE OF NORTHBROOK, ILLINOIS

Capital Asset Statistics by Function/Program - Last Ten Fiscal Years
April 30, 2025 (Unaudited)

Function/Program	2016	2017	2018
Public Safety			
Police			
Stations	1	1	1
Fire Stations	3	3	3
Highways and Streets			
Public Works			
Streets (Miles)	272.66	272.66	272.66
Streetlights	1,399	1,399	1,399
Water and Sanitary Sewer			
Water Mains (Miles)	183.00	183.00	205.00
Fire Hydrants	2,751	2,751	2,751
Sanitary Sewers (Miles)	124.75	124.75	133.00

Data Source: Village Records

2019	2020	2021	2022	2023	2024	2025
1	1	1	1	1	1	1
3	3	3	3	3	3	3
272.66	272.66	272.66	272.66	272.66	272.66	272.66
1,399	1,399	1,414	1,414	1,414	1,414	1,414
205.00	205.00	205.00	205.00	205.00	205.00	205.00
2,751	2,751	2,829	2,829	2,829	2,829	2,829
133.00	133.00	133.00	133.00	133.00	133.00	133.00

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development & Planning Services Amy McEwan
Date: 2025-10-14
Subject: A Public Hearing for Renewal of an Existing Special Permit to Allow Continued Operation of an Automotive Detailing Facility at 527-529 Dundee Road by Restoration Services LLC

Overview
The Applicant is requesting special permit renewal of an existing special permit to allow continued operation of an automotive detailing facility at 527-529 Dundee Road.

Fiscal Impact
N/A.

Recommendation
Conduct a Public Hearing.

Background

The Village Board will hold a public hearing at part of the October 14, 2025, to consider an application submitted by Restoration Services, LLC the owner of 527-529 Dundee Road requesting to renew an existing special permit previously granted pursuant to Ordinance No. 2015-48.

This application must be considered under the 1988 Zoning Code, as amended, due to the timing of the application submitted by Restoration Services which is an automotive detailing facility (SIC No. 7542.00) in the C2 Neighborhood Commercial District. The 1988 Zoning Code established that the Village Board of Trustees shall hold a public hearing in this matter and is the sole reviewer. In addition, Ordinance 2015-48 states that "...the designated use shall terminate, on the date that is ten years after the effective date of this Ordinance, unless the Applicant shall have requested, and the Corporate Authorities, in their sole discretion, shall have granted a renewal...".

The Applicant has remained in compliance with the terms of the special permit, and since approving this special permit, the Village has received no complaints regarding the operation of the facility. Staff proposes in the Ordinance presented for approval, that the ten-year term noted above be removed as the facility has always operated within compliance.

The primary issues for the Board of Trustees to consider when reviewing this request are:

- Is it appropriate to renew the special permit for an automotive detailing facility on the Subject Property?
- If so, should there be any operational limitations placed on the use?

A sign has been posted on the Subject Property indicating the time and date of the Board of Trustees public hearing. The Applicant has submitted evidence that the mailed notice requirements of the Zoning Code have been satisfied. To date, staff has not received any comments regarding the application.

The Subject Property is noted as being:

- zoned C2 Neighborhood Commercial;
- located south of Dundee Rd and west of Skokie Blvd;
- surrounded by O-4 to the north and O-2 to the south, east, and west
- designated as appropriate for Community Retail uses in the Comprehensive Plan;
- not located within the 100-year flood plain;
- not located within a stormwater project area as identified in the Master Stormwater Management Plan.

On July 28, 2015, the Village Board approved Ordinance No. 15-48 granting a renewal of the original ordinance to allow the operation of an automotive detailing facility on the Subject Property. This approval was granted with a ten-year term, expiring on September 17, 2025. A copy of the previously approved ordinances are included with this report. We have no reports of any issues associated with the operation of the facility since they were originally implemented.

On July 12, 2016, the Village Board approved Resolution No. 2016-93 granting a transfer of the original owner to Restoration Services,LLC to allow the operation of an automotive detailing facility on the Subject Property.

On February 12, 2019, the Village Board approved Ordinance No. 2019-7 amending the conditions of the original ordinance approval of a special permit to allow an automotive detailing facility on the Subject Property. This approval was granted with a ten-year term, expiring on September 17, 2025.

Special Permit Renewal Process & Standards

Section 11-602K of the 1988 Zoning Code (as amended) describes the standards used to renew a special permit. In January 2022, the Board of Trustees amended Section 11-602K to allow the Director of Development and Planning Services Department to administratively consider special permit applications for renewal. The Zoning Code states that if the Applicant demonstrates, to staff's satisfaction, "*that the standards and circumstances under which the special permit was originally approved have not materially changed, and the party has consistently operated in compliance with the special permit as well as all Village codes, ordinances, and regulations, then the Director of Development and Planning Services shall, renew the special permit for the same period of time for which the special permit was first valid, or such other term as deemed appropriate by the Director of Development and Planning*

Services."

During administrative review, staff determined that the application was in compliance with previous approvals and there were no outstanding issues with regards to the special permit use and deemed the use appropriate for administrative renewal, with the exception of Section 5 of Ordinance 2015-48 which specifically requires renewal by the Board of Trustees.

The Zoning Code states that if the Applicant demonstrates, to the Board's satisfaction, " *that the standards and circumstances under which the special permit was originally approved have not materially changed, and the party has demonstrated that is currently operating in full compliance with its original approval as well as all Village codes, ordinances, and regulations, the Board of Trustees may, by ordinance duly adopted, renew the special permit for the same period of time for which the special permit was first valid, or such other term as deemed appropriate by the Board of Trustees*." In this specific instance, staff is recommending the removal of a term for this use as the ordinance and Village codes will allow for enforcement measures if ever necessary.

To renew the special permit request, the Applicant must demonstrate to the Board of Trustees satisfaction that the standards and circumstances under which the special permit was originally approved have not materially changed. These standards generally include the following:

1) Is the proposal in compliance with the Zoning Code and Official Comprehensive Plan?

2) Will there be any adverse impact upon adjacent properties?

3) Will the proposed use interfere with the orderly development of adjacent properties?

4) Are there adequate public facilities to serve the development?

5) Will the use cause undue traffic congestion?

6) Will the development cause loss of significant environmental or historical features?

7) Will the use comply with other applicable Village standards?

Several of the above criteria are of particular importance for the Board to consider when reviewing whether a special permit should be renewed for the proposed use, specifically standards 2, 3, & 4. The Applicant has provided a written statement indicating that they have been operating in compliance with the previously approved ordinance and will continue to do so.

The Applicant and staff will be present at the October 14, 2025 regular meeting to answer any questions.

0 - 527-529 Dundee - Staff Report 10-14-25.pdf
Supplemental Information - Formal Application
Supplemental - 527-529 Dundee - Application Summary, Aerials, Site Photos

Supplemental Information - Previously Approved Ordinances
Supplemental Information - PPT - BOT 10-14-25

MEMORANDUM

To: Cara Pavlicek, Village Manager
From: Nya Carr, Planning and Zoning Technician
CC: Amy McEwan, Director
Date: October 14, 2025
Subject: BOT-25-14 527-529 Dundee Road – Special Permit Renewal

On October 14, 2025, the Board of Trustees is scheduled to conduct a public hearing to consider Docket No. BOT-25-14, an application submitted by Restoration Services, LLC (the "Applicant") as owner of 527-529 Dundee Road (the "Subject Property"). The Applicant is requesting to renew an existing special permit (Ordinance No. 2015-48) to allow the continued operation of an automotive detailing facility (SIC No. 7542.00) in the C2 Neighborhood Commercial District. No Plan Commission public hearing or review is necessary since this is a special permit renewal request. It should be noted that this application was received and processed under the prior 1988 Zoning Code (as amended) and not the recently adopted Zoning Code.

During the administrative review process for this application, it was noted that Ordinance 2015-48 stated that "...the designated use shall terminate, on the date that is ten years after the effective date of this Ordinance, unless the Applicant shall have requested, and the Corporate Authorities, in their sole discretion, shall have granted a renewal...". Therefore, a public hearing before the Board of Trustees has been scheduled to request approval for special permit renewal.

Applicant has remained in compliance with the terms of the special permit, and since approving this special permit, the Village has received no complaints regarding the operation of the facility. Staff has proposed that the term of the special permit be removed as the facility has always operated within compliance.

Should the Board wish to act on this matter following the public hearing, a draft ordinance has been prepared containing new language for the elimination of the term of the ordinance.

The primary issues for the Board of Trustees to consider when reviewing this application are:

1) Is it appropriate to renew the special permit for an automotive detailing facility on the Subject Property?
2) If so, should there be any operational limitations placed on the use?

A sign has been posted on the Subject Property indicating the time and date of the Board of Trustees public hearing. The Applicant has submitted evidence that the mailed notice requirements of the Zoning Code have been satisfied. As of the date of this memo, staff has not received any comments regarding the application.

The Subject Property is noted as being:

- zoned C2 Neighborhood Commercial;
- located south of Dundee Rd and west of Skokie Blvd;
- surrounded by O-4 to the north and O-2 to the south, east, and west
- designated as appropriate for Community Retail uses in the Comprehensive Plan;
- not located within the 100-year flood plain;
- not located within a stormwater project area as identified in the Master Stormwater Management Plan.

On July 28, 2015, the Village Board approved Ordinance No. 15-48 granting a renewal of the original ordinance to allow the operation of an automotive detailing facility on the Subject Property. This approval was granted with a ten-year term, expiring on September 17, 2025. A copy of the previously approved ordinances are included with this report. We have no reports of any issues associated with the operation of the facility

since they were originally implemented.

On July 12, 2016, the Village Board approved Resolution No. 2016-93 granting a transfer of the original owner to Restoration Services,LLC to allow the operation of an automotive detailing facility on the Subject Property.

On February 12, 2019, the Village Board approved Ordinance No. 2019-7 amending the conditions of the original ordinance approval of a special permit to allow an automotive detailing facility on the Subject Property. This approval was granted with no change to the original ten-year term.

Special Permit Renewal Process & Standards

Section 11-602K of the 1988 Zoning Code (as amended) describes the standards used to renew a special permit. In January 2022, the Board of Trustees amended Section 11-602K to allow the Director of Development and Planning Services Department to administratively consider special permit applications for renewal. The Zoning Code states that if the Applicant demonstrates, to staff's satisfaction, "*that the standards and circumstances under which the special permit was originally approved have not materially changed, and the party has consistently operated in compliance with the special permit as well as all Village codes, ordinances, and regulations, then the Director of Development and Planning Services shall, renew the special permit for the same period of time for which the special permit was first valid, or such other term as deemed appropriate by the Director of Development and Planning Services*."

During administrative review, staff determined that the application was in compliance with previous approvals and there were no outstanding issues with regards to the special permit use and deemed the use appropriate for administrative renewal, with the exception of Section 5 of Ordinance 2015-48 which specifically requires renewal by the Board of Trustees.

The Zoning Code states that if the Applicant demonstrates, to the Board's satisfaction, "*that the standards and circumstances under which the special permit was originally approved have not materially changed, and the party has demonstrated that is currently operating in full compliance with its original approval as well as all Village codes, ordinances, and regulations, the Board of Trustees may, by ordinance duly adopted, renew the special permit for the same period of time for which the special permit was first valid, or such other term as deemed appropriate by the Board of Trustees*." In this specific instance, staff is recommending the removal of a term for this use as the ordinance and Village codes will allow for enforcement measures if ever necessary.

To renew the special permit request, the Applicant must demonstrate to the Board of Trustees satisfaction that the standards and circumstances under which the special permit was originally approved have not materially changed. These standards generally include the following:

1) Is the proposal in compliance with the Zoning Code and Official Comprehensive Plan?

2) Will there be any adverse impact upon adjacent properties?

3) Will the proposed use interfere with the orderly development of adjacent properties?

4) Are there adequate public facilities to serve the development?

5) Will the use cause undue traffic congestion?

6) Will the development cause loss of significant environmental or historical features?

7) Will the use comply with other applicable Village standards?

Several of the above criteria are of particular importance for the Board to consider when reviewing whether a special permit should be renewed for the proposed use, specifically standards 2, 3, & 4. The Applicant has provided a written statement indicating that they have been operating in compliance with the previously approved ordinance and will continue to do so.

The Applicant and staff will be present at the October 14, 2025 regular meeting to answer any questions.

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.
Applications for zoning relief from the Zoning Board of Appeals must use a different application form.

The initial submittal MUST contain:

- ❑ **5 collated copies of complete sets** of all application materials, including the application form, required attachments, and folded full size plat/plan sheets
- ❑ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name Restoration Services LLC

Company

Address [redacted]

City, State, Zip

Phone No.

Email

Primary Contact Person

Name

Company

Address

City, State, Zip

Phone No.

Email

Consultants *(as applicable)*

Attorney

Name

Company

Address

City, State, Zip

Phone No.

Email

Architect/Planner

Name

Company

Address

City, State, Zip

Phone No.

Email

Civil Engineer

Name

Company

Address

City, State, Zip

Phone No.

Email

Other

Name

Company

Address

City, State, Zip

Phone No.

Email

northbrook

DEVELOPMENT & PLANNING SERVICES DEPARTMENT

FORMAL APPLICATION – ZONING & SUBDIVISION RELIEF**

Prior to submitting this formal application, the matter must first be reviewed as a preliminary application by the Village Board of Trustees. If the Board has not yet reviewed your preliminary application, please contact the Department of Development & Planning Services to learn what is required. The following materials are the minimum required for the processing of a formal application by the Village of Northbrook's Plan Commission and Board of Trustees. A public hearing or public meeting for an application will not be scheduled until all required materials have been submitted and revised as necessary to meet Code requirements, as determined by Village staff. If you have questions regarding the completion of this application please contact the Development & Planning Services Department at 847-664-4050.
***Applications for zoning relief from the Zoning Board of Appeals must use a different application form.**

The initial submittal MUST contain:

- ☐ **5 collated copies of complete sets** of all application materials, including the application form, required attachments, and folded full size plat/plan sheets
- ☐ **1 electronic version (PDF)** of ALL application materials **(refer to application section regarding instructions).**

Applicant Information

Legal Name _____

_____

Company _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Primary Contact Person

Name Mark Musick

Company _____

Address [redacted]

City, State

Phone No.

Email

Consultants *(as applicable)*

Attorney

Name _____

Company _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Architect/Planner

Name _____

Company _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Civil Engineer

Name _____

Company _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Other

Name _____

Company _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Village of Northbrook
FORMAL ZONING & SUBDIVISION RELIEF APPLICATION

Property Information *(if more than one parcel is involved in the request please include the information for all parcels)*

Site Location/Address: [redacted], Northbrook, IL 60062

Property Index Numbers: 04-11-203-002-0000 04-11-203-003-0000 04-11-203-004-0000

Size of Property: 14199.31 (square feet/acres)

Size of Building Space, if applicable: 383.64 (square feet)

Comprehensive Plan Land Use Designation[1]: _____

Current Zoning: _____

Current Use of the Property: _____

Is any portion of the property within the 100-year floodplain?[1] Yes: _____ No: _____

Requested Action(s) *(check all that are applicable)*

- ☐ Comprehensive Plan Amendment
- ☐ Annexation (*separate form required*)
- ☐ Rezoning from _____ to _____
- ☐ Special Permit for _____
- ☑ Renewal of Special Permit Ord. No. _____
- ☐ Amendment to Existing Special Permit Ord. No. _____
- ☐ Site Plan Approval
- ☐ Zoning Code Text Amendment
- ☐ Zoning Variation (in conjunction with other relief) for _____
- ☐ Planned Development - Concept Plan
- ☐ Planned Development - Final Plan
- ☐ Subdivision - Tentative Plat
- ☐ Subdivision - Final Plat
- ☐ Subdivision - Variations/Waiver for _____
- ☐ Exception for _____
- ☐ Other _____

☑ **Plat of Survey & Parcel Legal Description(s)**

Attach the most recent plat of survey of the Subject Property, certified by a registered land surveyor, showing existing lot lines and dimensions, lot area, all easements, all public and private rights-of-way, and all streets across and adjacent to the subject property.

☐ **Conformity with Comprehensive Plan**

Include a written statement explaining the conformity, or lack of conformity, of the approval being requested to the Village's Official Comprehensive Plan and Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or Official Map, provide reasons justifying the requested approval.

☐ **Surrounding Property Owners Addresses**

Please attach the names and mailing addresses of all property owners of record (not tenants) within 250 feet of the property, excluding public rights-of-way, based on current County tax records. See page10 of this document for instructions on how to obtain the addresses.

[1] As found on the Village website www.northbrook.il.us/Government/Departments/Planning/GIS/index.php

Site Ownership and Control

Current Property Owner Information

Legal Name: Restoration Services LLC

Primary Contact: Mark Musick

Address [redacted]

City, State, Zip [redacted]

Phone No. [redacted]

Email [redacted]

Proposed Property Owner Information

Legal Name: _____

Primary Contact: _____

Address _____

City, State, Zip _____

Phone No. _____

Email _____

Attach a copy of a title policy or deed showing current ownership of the property. If property is held in a trust, also include a certified copy of the trust agreement or a simple affidavit (under oath before a notary) as to who are the beneficiaries of the trust. *(Check which document(s) are attached):*

- ☑ Deed
- ☐ Title Policy or Title Commitment ***(Required for Subdivision Applications & Plats of Consolidation Applications)***
- ☐ Certified Copy of Trust Agreement OR a simple Affidavit Identifying Trust Beneficiaries

☐ **Complete Attachment A, listing all individuals/entities that have a beneficial interest in the legal entity that currently owns the property**

☐ **Complete Attachment B, listing all individuals/entities that have a beneficial interest in the legal entity that is proposed to own the property upon receiving necessary approvals.**

Applicants Involvement with the Property

If the Applicant does not own the property, please also provide documentation showing the applicant's interest in the property *(Check which document is attached. The dollar amounts in documents may be blacked-out)*:

- ☒ Owner (see the previous box)
- ☐ Real Estate Contract
- ☐ Lease
- ☐ Other _____

☐ **Complete Attachment C, listing all individuals/entities that have a beneficial interest in the legal entity that is the Applicant.**

Additional Required Attachment(s)

Submit all relevant attachments specified in the below worksheet(s) that correspond with your application request(s) selected on page two of this application; the worksheets can be found on the Village of Northbrook website www.northbrook.il.us, as well as in the Community Planning Department in the Village Hall. *(Check all that are applicable)*

- ☐ Comprehensive Plan Amendment Worksheet
- ☐ Annexation Worksheet
- ☐ Rezoning Worksheet
- ☐ Special Permit Worksheet
- ☐ Site Plan Approval Worksheet
- ☐ Zoning Code Text Amendment Worksheet
- ☐ Zoning Variation Worksheet
- ☐ Planned Development Worksheet- Concept Plan
- ☐ Planned Development Worksheet- Final Plan
- ☐ Subdivision Worksheet – Tentative Plat
- ☐ Subdivision Worksheet - Final Plat
- ☐ Subdivision Worksheet - Variations/Waiver
- ☐ Zoning Exception Worksheet
- ☐ Condominium Conversion Worksheet
- ☐ Plat of Consolidation Worksheet

Filing Fees

All applications require payment of a non-refundable fee, as well as additional funds that are held in escrow to off-set anticipated recoverable expenses. Please attach a check with your application and indicate below the amount of the fee submitted. A copy of the fee schedule is attached to the application form.

$_____ Amount of Non-Refundable Fee

$_____ Amount of Escrow

$_____ Total Application Fee (Non-Refundable Fee plus Escrow)

The escrow covers such items as Village attorney time (currently billing at approx. $400.00 per hour), public notice expenses, public meetings ($50.00 per mtg), & staff review time. If these expenses exceed the initial escrow deposit, the applicant is responsible for additional payment to the Village prior to completing approval process. If the expenses are less than the escrow deposit, the applicant will be issued a refund.

Northbrook Ethics Code *(potential conflicts of interest)*
On a separate sheet of paper list the name, address, nature, and extent of any current or potential interest that any Village officer or employee may have in, or with respect to the owner, the applicant, or the property. **If none, check here:** ____
(For more information, see Sections 2-71 through 2-85 of the Northbrook Municipal Code located on our website, or pick-up a copy of the Northbrook Ethics Code booklet in the Development & Planning Services Department at the Village Hall)

Repeat Application

Has any other application for this property been submitted to the Village and denied within the last two years?
____ yes X no (check one)
If yes, attach a statement of the grounds justifying reconsideration (See Zoning Code Sec. 11-302).

Applicant/Owner Acknowledgments

By execution of this application in the space provided below, the Applicant and Owner(s) do hereby certify, acknowledge, agree and affirm to the Village of Northbrook that:

1. The Village and its representatives have the right, and are hereby granted permission and license, to enter upon the property, and into any structures located thereon, for purposes of conducting any inspections that may be necessary in connection with this application.

2. I (We) have carefully read this application, the Northbrook Zoning Code and Northbrook Subdivision & Development Code and fully understand the terms and provisions of each.

3. I (We) waive any rights to exemption from disclosure under the Illinois Freedom of Information Act of any and all documents and information submitted in connection with this application.

4. I (We), in accordance with the requirements of the Annual Fee Ordinance, the Northbrook Zoning Code and the Northbrook Subdivision & Development Code, agree to pay all applicable filing fees and be responsible for the payment of all reimbursable expenses associated with the processing of this application.

Applicants may attach additional materials or exhibits to this application if necessary or helpful in explaining the relief requested.

Signature of Applicant: _____ **Date** 8/13/2025
Print Name & Title: Mark Musick President
Signatures of Property Owner(s): _____ **Date** 8/13/2025
Print Name & Title: Mark Musick **Property Address:** [redacted]
****If more than one applicant or property owner, please copy this page and have additional applicants/property owners sign form.**

Note: Village review and approval of rezoning, special permit, and subdivision applications may be dependent upon the Applicant first receiving necessary approvals from State and County regulatory agencies such as, but not limited to, the Illinois Department of Transportation, Illinois Environmental Protection Agency, the Metropolitan Water Reclamation District of Greater Chicago, & the Cook County Highway Department.

ATTACHMENT A: Current Property Owner – Beneficial Interest

Please check which of the following describes the current property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

❑ Corporation	If **current property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☑ Partnership or LLC	If **current property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
❑ Trust	If **current property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **current property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: Restoration Services LLC

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

ATTACHMENT A: Current Property Owner – Beneficial Interest

Please check which of the following describes the current property owner's beneficial interest in the property and complete this sheet as instructed for each type of beneficial interest:

☐ Corporation	If **current property owner** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☑ Partnership or LLC	If **current property owner** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If **current property owner** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **current property owner** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: Mark Musick

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

ATTACHMENT C - Applicant – Beneficial Interest

Please check which of the following describes the beneficial interest in the legal entity that is the applicant and complete this sheet as instructed for each type of beneficial interest:

☐ Corporation	If **applicant** is a corporation, please list the name and addresses of all officers and directors of the corporation and all shareholders who own individually or beneficially 5% or more of the stock of the corporation. In addition, this application must be accompanied by a resolution of the corporation authorizing the execution and submittal of this application.
☐ Partnership or LLC	If **applicant** is a partnership or an LLC, please list all partners, general and/or limited, with an individual or beneficial interest of 5% or greater.
☐ Trust	If the **applicant** is a trust, please provide the trust number _____ and name and address of the Trustee _____ _____, as well as list below the names and address of all beneficiaries of the Trust, together with their respective interests in the trust. The application shall be further verified by the **applicant** in his capacity as trustee or by the beneficiary as a beneficial owner of an interest in the Trust and the application shall be signed individually by as many beneficiaries as are necessary to constitute greater than 50% ownership of the beneficial interest of the Trust

Name: Mark Musick

Address: [redacted]

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

Ownership or Trust Interest: _____ %

Name: _____

Address: _____

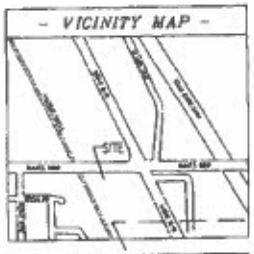
Ownership or Trust Interest: _____ %

ALTA/ACSM LAND TITLE SURVEY

-OF-

LOTS 1, 2 AND 4 IN BLOCK 1 OF HUNTER-BRUNER-MOORE SUBDIVISION FIRST ADDITION TO NORTH BARRINGTON, BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF NORTHBROOK, COOK COUNTY, ILLINOIS.

- VICINITY MAP -



- NOTES -

1) PIN 04-11-304-002 - LOT 1
PIN 04-11-304-003 - LOT 2
PIN 04-11-304-004 - LOT 4

2) PROPERTY AREA = 12,064 SQ.FT. ± 0.277 ACRES

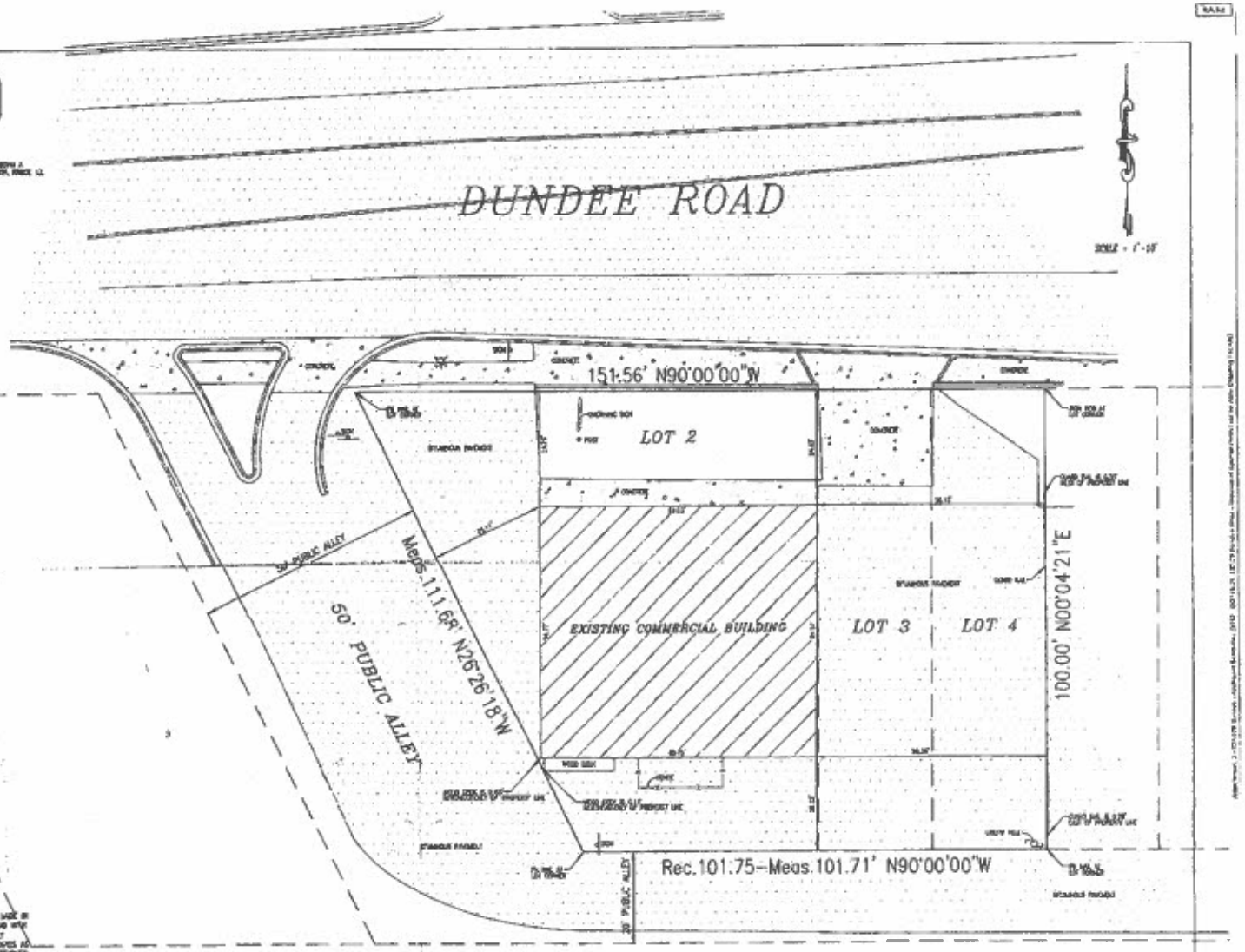
3) TOTAL PARKING SPACES - 0 HANDICAP SPACES

4) ADDRESS: 30 E.DUNDEE ROAD, NORTH BARRINGTON, ILLINOIS. THE PROPERTY LIES IN A TYPE X (AREA OUTSIDE 500 YR. FLOODPLAIN)

SCHEDULE B TITLE EXCEPTIONS

THE FOLLOWING SCHEDULE B TITLE EXCEPTIONS ARE FROM FIDELITY NATIONAL TITLE INSURANCE COMPANY FILE NUMBER 1-1-1-1-1-1 DATED JULY 15, 2020

1. NOT PLOTTABLE
2. NOT PLOTTABLE
3. NOT PLOTTABLE
4. NOT PLOTTABLE
5. NOT PLOTTABLE
6. NOT PLOTTABLE



TO:
LAURUS CLEANERS 337, INC. AN ILLINOIS LIMITED LIABILITY COMPANY
VILLAGE BANK & TRUST

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH ALL APPLICABLE LAND REGULATING SURVEYING IN THE STATE OF ILLINOIS AND WITH THE "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS," JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NSPS IN 2005. PURSUANT TO THE ACCURACY STANDARDS AS ADOPTED BY ALTA AND NSPS AND IN EFFECT ON THE DATE OF THIS CERTIFICATION, THE UNDERSIGNED FURTHER CERTIFIES 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 THEREIN.

DATE: MAY 18, 2020

ILLINOIS PROFESSIONAL LAND SURVEYOR #3648

W. C. DOLAND ENGINEERING, INC.
-CIVIL ENGINEERING - LAND SURVEYING - LAND PLANNING-
534 EAST COLFAX STREET, UNIT C-1
PALATINE, ILLINOIS 60067
(847) 991-5088
(847) 934-3427 FAX

Restoration Services, LLC – 527-529 Dundee Rd

Special Permit Conditions (Ord. 2015-48)

A. The Automotive Detailing Facility on the Subject Property shall be subject to and limited to the following hours of operation:

   Monday-Sunday 7:00 AM to 8:00 PM

B. The development, use, and maintenance of the Subject Property shall no longer be required to comply with the Floor Plans referenced in Section 7.A.iii and included as Exhibit E to Ordinance No. 10-32.

RESPONSE: Yes the hours are correct for the Automotive Detailing Facility.

No conditions/services have change since the original approval.

08/15/25

Village or Northbrook
Planning & Zoning Dept
1225 Cedar Lane
Northbrook, IL 60062

RE: 527-529 Dundee Rd, Northbrook

Dear Sir/Madam:

I am requesting to renew our *Special Permit Renewal* for 527-529 Dundee Rd, Northbrook. We are still in compliance with the existing ordinance and no conditions or services have changed since the original approval.

Thank you and please contact me with any questions.

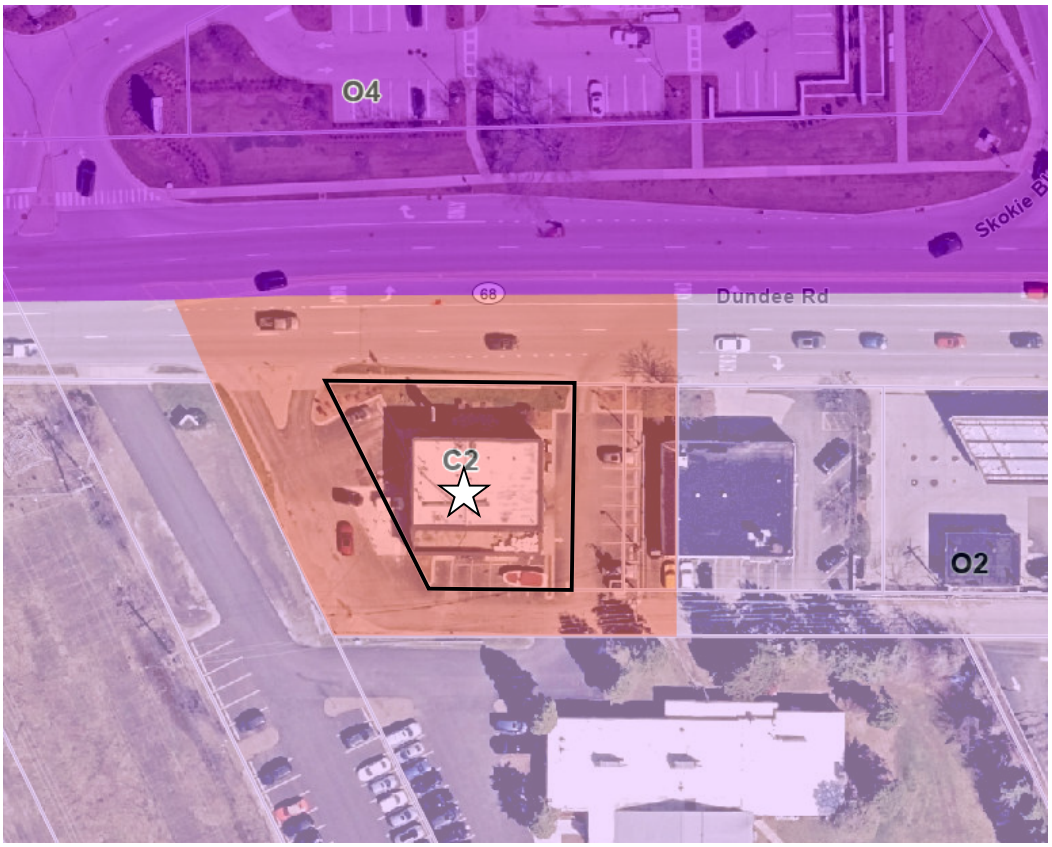
Mark Musick

Mark Musick

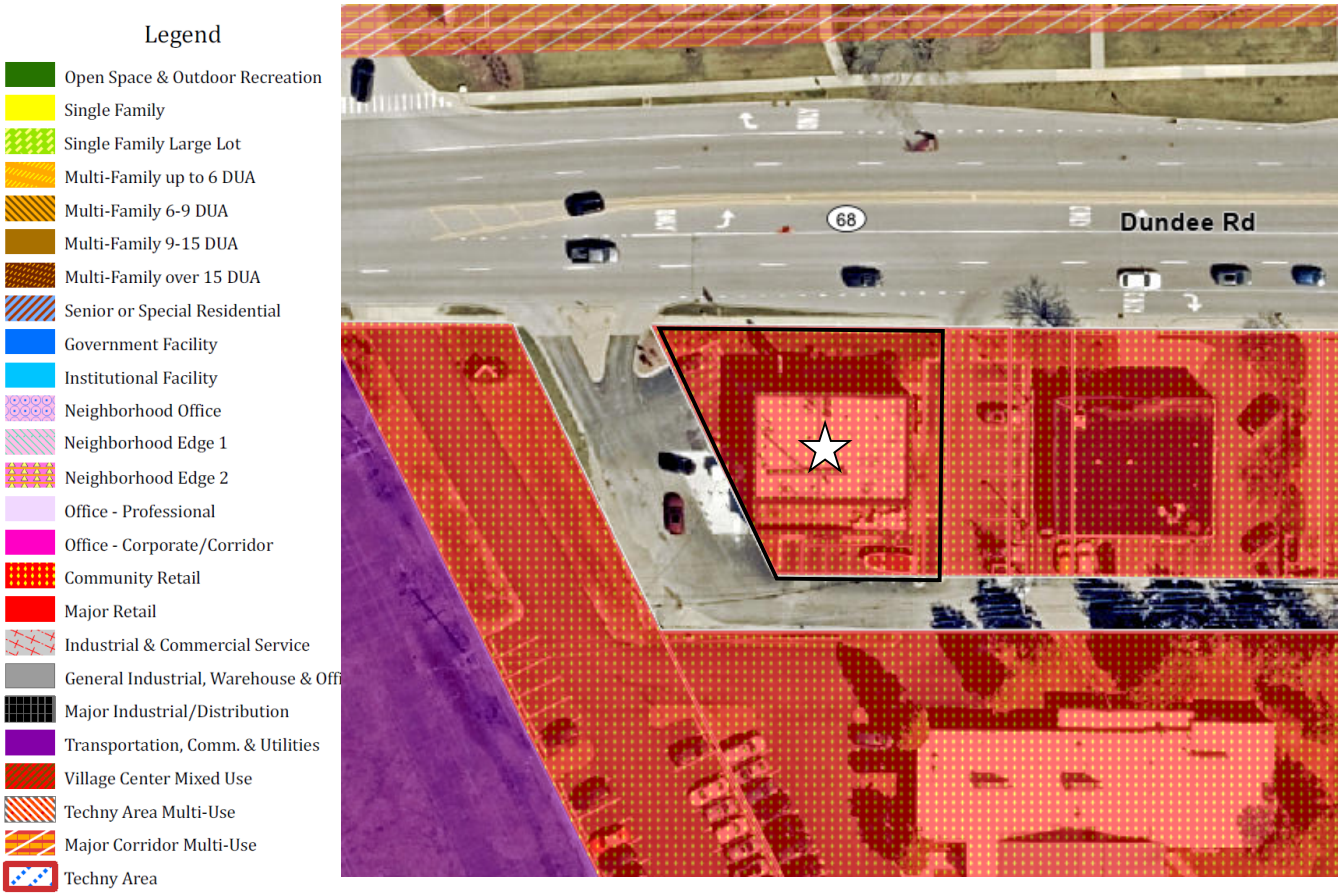
BOT-25-14: 527-529 DUNDEE ROAD
APPLICATION SUMMARY

Applicant:	Restoration Services, Inc
Site Location:	527-529 Dundee Road
Requested Action:	Special permit renewal to allow the continued operation of automotive detailing facility.
Proposal:	To continue operation of automotive detailing facility.
Existing Zoning & Land Use:	C2 Neighborhood Commercial District
Surrounding Zoning & Land Use:	North: O-4 Boulevard Office District South: O-2 Limited Office District East: O-2 Limited Office District West: O-2 Limited Office District
Comprehensive Plan Designation:	Community Retail

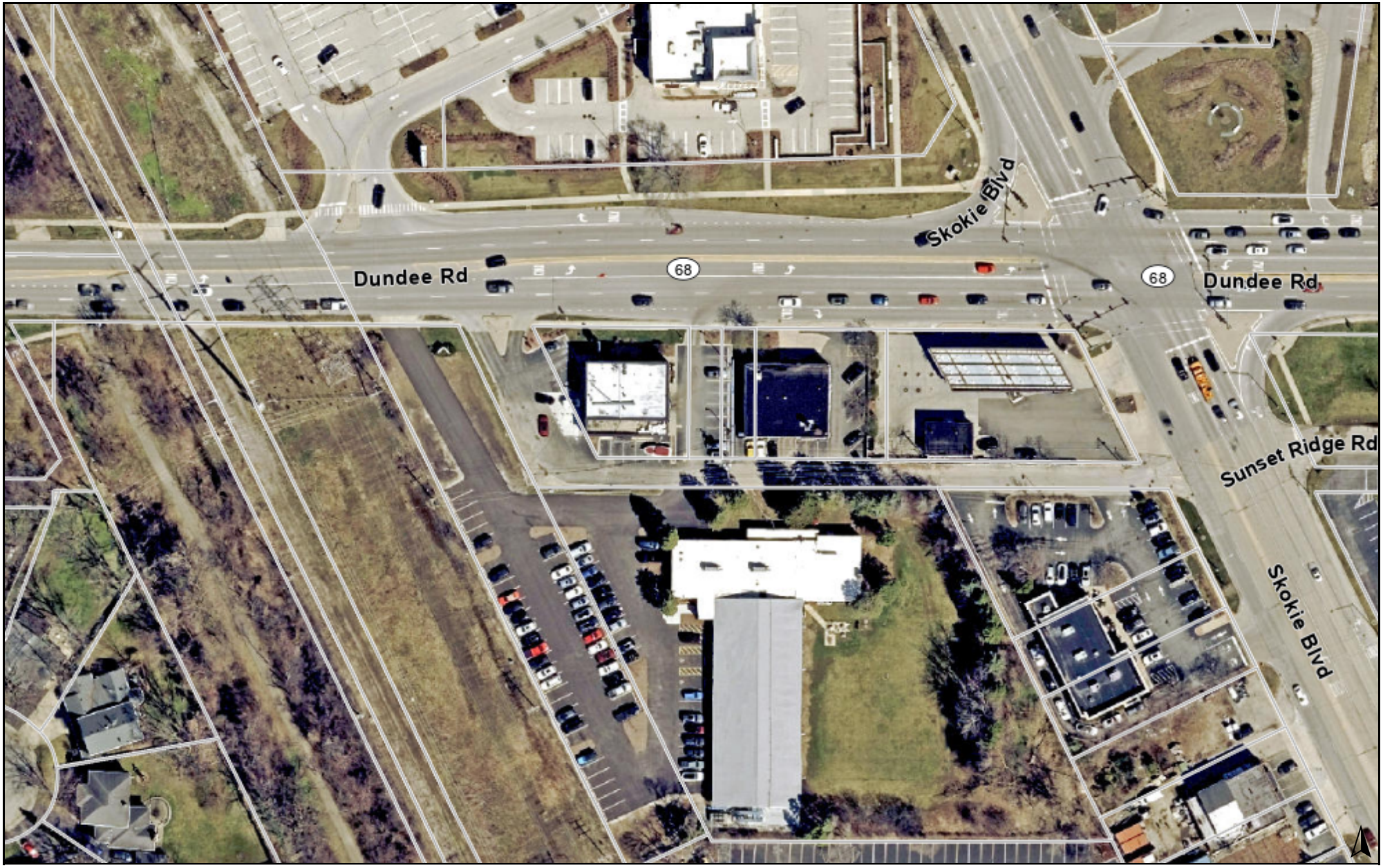
ZONING MAP



COMPREHENSIVE PLAN MAP



GISConsortium | 527-529 Dundee



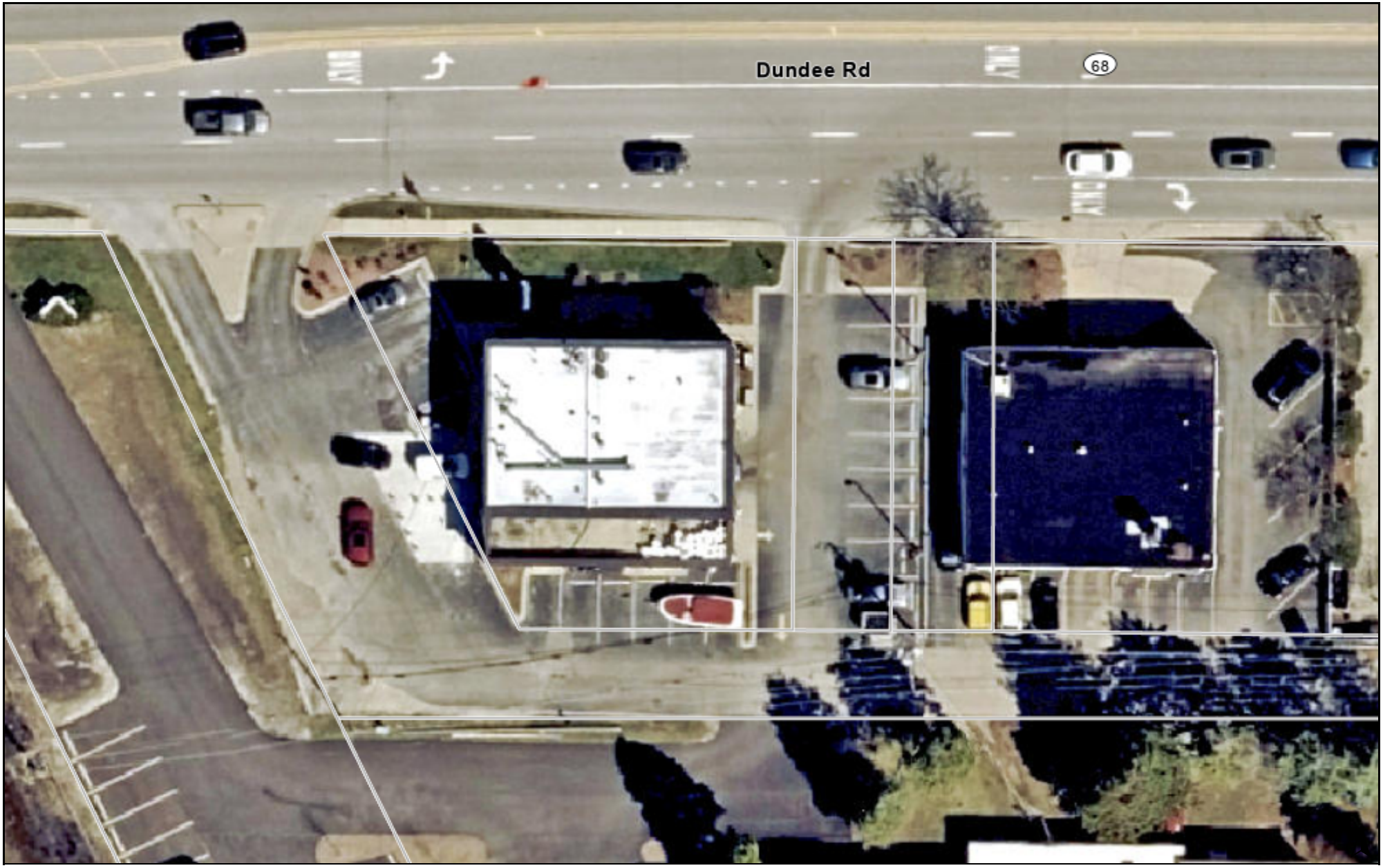
0 150 300 ft

Print Date: 9/29/2025

Notes

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

GISConsortium | 527-529 Dundee



0 50 100 ft

Print Date: 9/29/2025

Notes

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


SPLASH
HAND CAR WASH & DETAIL
Banjo's Self Dog Wash
FREE HAND WAX WITH MINI PLUS
ATM
XPEL
SPLASH
HAND CAR WASH & DETAIL
OPEN
FACP


SPLASH
HAND CAR WASH & DETAIL
Banjo's
Self Dog Wash
FREE HAND WAX
WITH
MINI PLUS
ATM
Banjo's
Self Dog Wash
SPLASH
HAND CAR WASH & DETAIL
527
OPEN
HAND WASH
DETAILING
CERAMIC
PPF
TINT
529
NOTICE OF PUBLIC HEARING
DOCKET NO. BOT-25-14
APPLICATION TO RENEW AN EXISTING SPECIAL
PERMIT FOR AN AUTOMOTIVE DETAILING FACILITY
(527-529 Dundee Road)
BOARD OF TRUSTEES MEETING
TUESDAY, OCTOBER 14, 2025 AT 7:30 PM
NORTHBROOK VILLAGE HALL, 1225 CEDAR LANE
FOR INFO: Northbrook Development & Planning Services Dept.
(847) 664-4066

1120

1908606144
Doc# 1908606144 Fee $50.00
EDWARD M. MOODY
COOK COUNTY RECORDER OF DEEDS
DATE: 03/27/2019 03:13 PM PG: 1 OF 7

Ordinance 2019-7

An Ordinance Amending Village of Northbrook Ordinance No. 10-32, as Previously Amended, regarding the Operation of an Automotive Detailing Facility

Passed by the Board of Trustees, 2/12/2019
Printed and Published 2/13/2019

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document
was properly published on the date
stated above.

/s/ Debra J. Ford
Village Clerk

Ordinance 2019-7

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Amending Village of Northbrook Ordinance No. 10-32, as Previously Amended, regarding the Operation of an Automotive Detailing Facility

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND.

On June 8, 2010, the President and the Board of Trustees adopted a series of three ordinances pertaining to the property commonly known as 527-529 Dundee Road (***"Subject Property"***) (i) Ordinance No. 10-29 amending the Village of Northbrook Comprehensive Plan (1982), as amended (***"Comprehensive Plan"***), to designate the Subject Property as appropriate for business use; (ii) Ordinance No. 10-30 rezoning the Subject Property from the O-2 Limited Office District to the C-2 Neighborhood Commercial District; and (iii) Ordinance No. 10-32 granting (a) special permits for an automotive detailing facility on the Property and a building with a floor area ratio in excess of C-2 District limits; (b) variations to the yard, setback, parking and loading zone requirements of the C-2 District; and (c) Site Plan approval for the Property.

In accordance with the approvals set forth in Ordinance No. 10-29, an automotive detailing facility (***"Automotive Detailing Facility"***) and a dry cleaning pickup facility (a permitted use in the C-2 District) commenced operations on the Subject Property. On July 28, 2015 the Village adopted Ordinance No. 2015-48 which renewed the special permit for the operation of the Automotive Detailing Facility and extended the permitted hours of operation for the Automotive Detailing Facility. The next year, the Subject Property was acquired by Restoration Services, LLC (***"Owner"***) which assumed all of the rights, obligations, and requirements of Ordinance No. 10-32, as amended by Ordinance 2015-48, pursuant to a Transferee's Unconditional Agreement approved by the Village President and Board of Trustees pursuant to Resolution No. 2016-93.

The Owner now seeks to further amend certain conditions associated with the relief originally approved by Ordinance No. 10-32 to (i) expand the permitted hours of operation for the Automotive Detailing Facility; and (ii) delete the floor plan included as an exhibit to Ordinance No. 10-32

as it is no longer applicable with cessation of the dry cleaning pick-up facility's operation ("***Requested Relief***").

The President and the Board of Trustees have determined that it is in the best interest of the Village and its residents to grant the Owner the Requested Relief in accordance with the terms and conditions of this Ordinance.

Section 2. DESCRIPTION OF PROPERTY.

The Property is commonly known as 527-529 Dundee Road, which is legally described in ***Exhibit A*** attached to and, by this reference, made a part of this Ordinance. The Property is located within the C-2 Neighborhood Commercial District.

Section 3. PUBLIC MEETINGS & HEARINGS.

A public notice for the Owner's Requested Relief was duly published on December 27, 2018 in *The Northbrook Star* and a public hearing was held at the Plan Commission's regular meeting on January 15, 2019. On January 15, 2019 the Plan Commission formally adopted Resolution No. 19-PC-02 recommending approval of the Requested Relief.

Section 4. RESTATEMENT OF PRIOR APPROVALS.

With the exception of the provisions modified by this Ordinance, all other terms, provisions, conditions, and restrictions of Ordinance No. 10-32, as amended by Ordinance No. 2015-48, shall remain in full force and effect. This shall include the ten-year term for the special permit for the operation of the Detailing Facility set by Section 6 of Ordinance 2015-48 and expiring on July 28, 2025.

Section 5. AMENDMENT TO CONDITIONS.

A. The Automotive Detailing Facility on the Subject Property shall be subject to and limited to the following hours of operation:

Monday-Sunday 7:00AM to 8:00PM

B. The development, use, and maintenance of the Subject Property shall no longer be required to comply with the Floor Plans referenced in Section 7.A.iii and included as Exhibit E to Ordinance No. 10-32.

Section 6. BINDING EFFECT; TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the of, and shall be binding on, the Owner and its tenants, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person, entity, or Tenant unless and until (a) such person or entity ("***Transferee***") executes and files with the Village Clerk an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance in a form acceptable to the Village Manager and (b) the Board of Trustees has approved such transfer by resolution duly adopted.

Section 7. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. publication of this Ordinance in pamphlet form in the manner required by law;

iii. the filing by the Owner and each Tenant with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreements and consents shall be in the form of ***Exhibit B***, attached to and made a part of this Ordinance by this reference; and

iv. recordation of this Ordinance, together with such exhibits as the Village Clerk shall deem appropriate for recordation, with the Cook County Recorder of Deeds. The Owner shall bear the full cost of such recordation.

B. In the event that the Owner does not file with the Village Clerk a fully executed copy of the unconditional agreements and consents referenced in Paragraph 7.A.iii of this Ordinance within 90 days after the date of passage of this Ordinance by the President and Board of Trustees, the corporate authorities shall have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

Adopted: 2/12/2019

RESULT:	**ADOPTED BY CONSENT VOTE [5 TO 0]**
MOVER:	Muriel Collison, Trustee
SECONDER:	Bob Israel, Trustee
AYES:	Buehler, Ciesla, Israel, Collison, Han
ABSTAIN:	Sandra Frum
ABSENT:	James Karagianis

ATTEST:

/s/ Sandra E. Frum
Village President

/s/ Debra J. Ford
Village Clerk

I hereby certify this to be a true and exact copy of the original.
3-21-2019
Date
Village Clerk

VILLAGE OF NORTHBROOK CORPORATE SEAL COOK COUNTY, ILL.

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

LOTS 2, 3 AND 4 IN BLOCK 1 IN HUGHES-BROWN-MOORE CORPORATION'S FIRST ADDITION TO NORTH SHORE VILLA, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as 527-529 Dundee Road

P.I.N.s: 04-11-203-002-0000, 04-11-203-003-0000, and 04-11-203-004-0000

EXHIBIT B

Unconditional Agreement and Consent of Businesses

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, on June 8, 2010, the President and the Board of Trustees adopted a series of three ordinances pertaining to the property commonly known as 527-529 Dundee Road (***"Subject Property"***) (i) Ordinance No. 2010-29 amending the Village of Northbrook Comprehensive Plan (1982), as amended (***"Comprehensive Plan"***), to designate the Subject Property as appropriate for business use; (ii) Ordinance No. 2010-30 rezoning the Subject Property from the O-2 Limited Office District to the C-2 Neighborhood Commercial District; and (iii) Ordinance No. 2010-32 granting (a) special permits for an automotive detailing facility on the Property and a building with a floor area ratio in excess of C-2 District limits; (b) variations to the yard, setback, parking and loading zone requirements of the C-2 District; and (c) Site Plan approval for the Property; and

WHEREAS, in accordance with the approvals set forth in Ordinance No. 2010-29, an automotive detailing facility (***"Automotive Detailing Facility"***) and a dry cleaning pickup facility (a permitted use in the C-2 District) commenced operations on the Subject Property. On July 28, 2015 the Village adopted Ordinance No. 2015-48 which renewed the special permit for the operation of the Detailing Facility and extended the permitted hours of operation for the Detailing Facility; and

WHEREAS, the next year, the Subject Property was acquired by Restoration Services, LLC (***"Owner"***) which assumed all of the rights, obligations, and requirements of Ordinance No. 2010-32, as amended by Ordinance 2015-48, pursuant to a Transferee's Unconditional Agreement approved by the Village President and Board of Trustees pursuant to Resolution No. 2016-93; and

WHEREAS, the Owner now seeks to further amend certain conditions associated with the relief originally approved by Ordinance No. 2010-32 to (i) expand the permitted hours of operation for the Automotive Detailing Facility; and (ii) delete the floor plan included as an exhibit to Ordinance No. 2010-32 as it is no longer applicable with cessation of the dry cleaning pick-up facility's operation (***"Requested Relief"***); and

WHEREAS, Ordinance No. 2019-07, adopted by the President and Board of Trustees of the Village of Northbrook on February 12, 2019 (***"Ordinance"***), grants approval of such Requested Relief for the benefit of Owner; and

WHEREAS, Owner desires to evidence to the Village their unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance and Owner desires to grant its consent to the recording of the Ordinance against the Property;

NOW, THEREFORE, Owner do hereby agree and covenant as follows:

1. Owner shall, and does hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 2019-07, adopted by the Village Board of Trustees on February 12, 2019.

2. Owner acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval

of any such plans and issuance of any such permits do not, and shall not, in any way, be deemed to insure Owner against damage or injury of any kind and at any time.

3. Owner acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right.

4. Owner agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by Owner of its obligations under this Unconditional Consent and Agreement.

5. Owner shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. Owner warrants and represents to the Village that it is the record title holder of the Property and consents to the recording of the Ordinance against the Property.

RESTORATION SERVICES, LLC., a Delaware limited liability company

By: Brian Felman
Signature

By: Brian S. Felman

Its: Member / Manager (circle one)

SUBSCRIBED and **SWORN** to before me this 20th day of March, 2019.

LILLIAN REATEGUI
"OFFICIAL SEAL"
My Commission Expires
October 26, 2021

1526034104

Doc#: 1526034104 Fee: $50.00
Karen A.Yarbrough
Cook County Recorder of Deeds
Date: 09/17/2015 03:24 PM Pg: 1 of 7

Ordinance 2015-48

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

AN ORDINANCE APPROVING THE RENEWAL OF ORDINANCE NO. 10-32 GRANTING SPECIAL PERMITS, VARIATIONS AND SITE PLAN APPROVAL (527-529 DUNDEE ROAD) (DOCKET NO. BOT15-01)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND.

On June 8, 2010, the Corporate Authorities adopted Ordinance No. 10-32 granting, amongst other relief, special permits (i) for a building with a floor area ratio in excess of C-2 District limits and (ii) to operate an automotive detailing facility on the property commonly known as 527-529 Dundee Road ("***Property***"). The special permits were granted to Laurens Cleaners 527 LLC, which is the owner of the Property ("***Owner***"). Since the adoption of Ordinance No. 10-32, an automotive detailing facility ("***Facility***") has operated on the Property under the name Splash Hand Car Wash. In 2014 the Owner transferred its interest in operating the Facility to Splash 527 LLC, an Illinois limited liability company ("***Operator***"). However, the Owner has retained its ownership interest in the building on the Property.

The special permit for the operation of the Facility on the Property granted by Ordinance 10-32 had a five-year term. The Owner has submitted an application requesting a renewal of that special permit pursuant to Subsection 11-602 K of the Northbrook Zoning Code (1988), as amended ("***Zoning Code***").

The Facility has operated since 2010 without incident and the President and the Board of Trustees have determined that the circumstances under which the original special permit for the operation of the Facility were granted have not significantly changed. Therefore, the Corporate Authorities have determined that it is in the best interests of the Village and the public to renew the special permit originally granted by Ordinance No. 10-32. The Corporate Authorities have determined that it is also in the best interest to add the Operator as a grantee of the renewed special permit to accurately reflect the operations of the Facility.

Section 2. PUBLIC HEARING AND PUBLIC MEETING.

A public hearing to consider the renewal of the special permit was duly advertised and was held at the Board of Trustees regular meeting on July 28, 2015.

Section 3. RENEWAL OF SPECIAL PERMIT.

Subject to and contingent upon the conditions, restrictions, and provisions set forth in Ordinance No. 10-32 and this ordinance, and pursuant to Subsection 11-602 K of the Zoning Code, the special permit to allow the operation of an automotive detailing facility (Northbrook SIC No. 7542.00 – Carwash) on the Subject Property ("***Special Permit***") is hereby renewed and granted to the Owner and the Operator.

Section 4. RESTATEMENT OF ORDINANCE NO. 04-26

With the exception of the modified condition regarding hours of operation set forth in Section 5 of this Ordinance, all other terms, provisions, conditions, and restrictions of Ordinance No. 10-32 shall remain in full force and effect.

Section 5. SPECIAL PERMIT CONDITIONS. The Automotive Detailing Facility authorized by the special permit renewed in Section 3 of this Ordinance shall be subject to and limited to the following hours of operation:

Monday thru Saturday	8:00AM to 6:00PM; and
Sunday	8:00AM to 4:00PM

Section 6. TERM.

The special permit for an automotive detailing facility renewed in Section 3 above shall automatically expire, and the designated use shall terminate, on the date that is ten years after the effective date of this Ordinance, unless the Applicant shall have requested, and the Corporate Authorities, in their sole and absolute discretion, shall have granted a renewal in accordance with Section 11-602 K of the Zoning Code.

Section 7. BINDING EFFECT; NON-TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Owner and the Operator, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until (a) such person or entity ("***Transferee***") executes and files with the Village Clerk an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance in a form acceptable to the Village Manager and (b) the Board of Trustees has approved such transfer by resolution duly adopted.

Section 8. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Village Board of Trustees by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law;

iii. the filing by the Owner and the Operator with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Said unconditional agreement and consent shall be in the form of ***Exhibit B***, attached to and made a part of this Ordinance by this reference; and

iv. recordation of this Ordinance, together with such exhibits as the Village Clerk shall deem appropriate for recordation, with the Cook County Recorder of Deeds. The Owner and the Operator shall bear the full cost of such recordation.

B. In the event that the Owner and the Operator do not file the Unconditional Agreement and Consent as required by Subparagraph 8.A.iii of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Board of Trustees, the Village Board of Trustees shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

Adopted: 7/28/2015

RESULT:	**ADOPTED [UNANIMOUS]**
MOVER:	A.C. Buehler, Trustee
SECONDER:	Todd Heller, Trustee
AYES:	A.C. Buehler, Michael Scolaro, Todd Heller, Sandra Frum
ABSENT:	James Karagianis, Kathryn Ciesla, Bob Israel

ATTEST:

/s/ Sandra E. Frum
Village President

/s/ Debra J. Ford
Village Clerk

I hereby certify this to be a true and exact copy of the original

9-14-15
Date

VILLAGE OF NORTHBROOK CORPORATE SEAL COOK COUNTY, IL

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

LOTS 2, 3 AND 4 IN BLOCK 1 IN HUGHES-BROWN-MOORE CORPORATION'S FIRST ADDITION TO NORTH SHORE VILLA, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as 527-529 Dundee Road

P.I.N.s: 04-11-203-002-0000, 04-11-203-003-0000, and 04-11-203-004-0000

EXHIBIT B

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, Laurens Cleaners 527 LLC, an Illinois limited liability company (***"Owner"***) is the owner of a parcel of property located in the Village of Northbrook and commonly known as 527529 Dundee Road (***"Property"***). The Property is located in the C-2 Neighborhood Commercial District; and

WHEREAS, Splash 527 LLC, an Illinois limited liability company (***"Operator"***), is a tenant on the Property and the operator of an automotive detailing facility (***"Facility"***) thereupon; and

WHEREAS, Ordinance No. 10-32 granted (i) special permits for (a) an automotive detailing facility and (b) floor area ratio greater than C-2 District limits pursuant to Section 11-602 of the Northbrook Zoning Code (1988), as amended (***"Zoning Code"***); (ii) various yard, setback, parking and loading zoning variations; and (iii) site plan approval to the Property pursuant to Section 11-604 of the Zoning Code; and

WHEREAS, the Owner and the Operator have requested that the Village renew the special permit for the operation of an automotive detailing facility on the Property; and

WHEREAS, Ordinance No. 15-48, adopted by the President and Board of Trustees of the Village of Northbrook on July 28, 2015 (***"Ordinance"***), grants such a renewal, subject to certain conditions; and

WHEREAS, the Owner and the Operator desires to evidence to the Village their unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance;

NOW THEREFORE, the Owner and Operator hereby agree and covenant as follows:

1. The Owner and Operator shall, and do hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 10-32, as renewed by Ordinance No. 15-48, adopted by the Village Board of Trustees on July 28, 2015 (collectively, the ***"Ordinance"***).

2. The Owner and Operator acknowledge and agree that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure the Owner and Operator against damage or injury of any kind and at any time.

3. The Owner and Operator acknowledge that the public notices and hearing have been properly given and held with respect to the adoption of the Ordinance, have considered the possibility of the revocation provided for in the Ordinance, and agree not to challenge any such revocation on the grounds of any procedural infirmity or

any denial of any procedural right, provided that the notice to the Owner and Operator required by the Ordinance is given.

4. The Owner and Operator agree to and do hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by the Owner and Operator of their obligations under this Unconditional Consent and Agreement.

5. The Owner and Operator shall, and do hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. The Owner warrants and represents to the Village that it owns fee simple title to the Property and consents to the recording of the Ordinance against the Property.

ATTEST:

By:_____

Its:_____

LAURENS CLEANERS 527 LLC, a Illinois limited liability company

By:_____

Its: OWNER

SUBSCRIBED and **SWORN** to before me this 11th day of August, 2015.

Susan L Moore
Notary Public

OFFICIAL SEAL
SUSAN L MOORE
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:01/16/18

ATTEST:

By:_____

Its:_____

SPLASH 527 LLC, a Illinois limited liability company

By:_____

Its: Owner

SUBSCRIBED and **SWORN** to before me this 11th day of August, 2015.

Susan L Moore
Notary Public

OFFICIAL SEAL
SUSAN L MOORE
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:01/16/18

Ordinance 2015-48

AN ORDINANCE APPROVING THE RENEWAL OF ORDINANCE NO. 10-32 GRANTING SPECIAL PERMITS, VARIATIONS AND SITE PLAN APPROVAL (527-529 DUNDEE ROAD) (DOCKET NO. BOT15-01)

Passed by the Board of Trustees, 7/28/2015
Printed and Published 7/29/2015

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees
VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document
was properly published on the date
stated above.

/s/ Debra J. Ford
Village Clerk

Doc#: 1019429067 Fee: $68.00
Eugene "Gene" Moore
Cook County Recorder of Deeds
Date: 07/13/2010 03:20 PM Pg: 1 of 17

ORDINANCE NO. 10-32

AN ORDINANCE GRANTING SPECIAL PERMITS FOR AN AUTOMOTIVE DETAILING FACILITY AND INCREASED FLOOR AREA RATIO IN THE C-2 NEIGHBORHOOD COMMERCIAL DISTRICT, YARD, SETBACK, PARKING AND LOADING SPACE VARIATIONS AND SITE PLAN APPROVAL

(527-529 DUNDEE ROAD – LAURENS CLEANERS)
(PLAN COMMISSION DOCKET NO. 09-18)

Passed by the Board of Trustees, June 8, 2010

Printed and Published, June 9, 2010

Printed and Published in Pamphlet Form
by Authority of the
President and Board of Trustees

VILLAGE OF NORTHBROOK
COOK COUNTY, ILLINOIS

I hereby certify that this document was properly published on the date stated above.

/s/ Debra J. Ford
Village Clerk

I hereby certify this to be a true and exact copy of the original

7-8-10
Date

Village Clerk

VILLAGE OF NORTHBROOK CORPORATE SEAL COOK COUNTY, ILL.

ORDINANCE NO. 10-32

BE IT ORDAINED by the President and the Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

AN ORDINANCE GRANTING SPECIAL PERMITS FOR AN AUTOMOTIVE DETAILING FACILITY AND INCREASED FLOOR AREA RATIO IN THE C-2 NEIGHBORHOOD COMMERCIAL DISTRICT, YARD, SETBACK, PARKING AND LOADING SPACE VARIATIONS AND SITE PLAN APPROVAL

(527-529 DUNDEE ROAD – LAURENS CLEANERS)
(PLAN COMMISSION DOCKET NO. 09-18)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND.

Laurens Cleaners 527 LLC is the owner ("***Owner***") of that certain property in the Village of Northbrook commonly known as 527-529 Dundee Road ("***Property***"). The property is occupied by a two story structure.

The Owner proposes to redevelop the Property with a dry cleaning drop-off facility and an automotive detailing facility.

On June 8, 2010, the President and the Board of Trustees adopted (i) Ordinance No. 10-29 amending the Village of Northbrook Comprehensive Plan (1982), as amended ("***Comprehensive Plan***"), to designate the Property as appropriate for business use; and (ii) Ordinance No. 10-30 rezoning the Property from the O-2 Limited Office District to the C-2 Neighborhood Commercial District. Dry cleaning drop-off facilities (SIC No. 7212.00) are a permitted use in the C-2 District. Automotive detailing facilities (SIC No. 7542.01) are allowed in the C-2 District only by special permit.

On June 8, 2010, the President and the Board of Trustees also adopted Ordinance No. 10-31, amending the Northbrook Zoning Code (1988), as amended ("***Zoning Code***"), to allow properties located within the Skokie Boulevard Business Redevelopment District and zoned C-2 Neighborhood Commercial to exceed the District floor area ratio limit of .35 by special permit. The Property is located within the Skokie Boulevard Business Redevelopment District. The Owner proposes to redevelop the building on the Property to have a floor area ratio of 0.47.

The Owner requests that the Village grant (i) special permits for an automotive detailing facility on the Property and a building with a floor area ratio in excess of C-2 District limits; (ii) variations to the yard, setback, parking and loading zone requirements of the C-2 District; and (iii) Site Plan approval for the Property ("***Requested Relief***")

The President and the Board of Trustees have determined that granting the Requested Relief to the Owner would be in the best interest of the Village and the public.

Section 2. DESCRIPTION OF PROPERTY.

The Property consists of approximately 0.29 acres and is legally described in ***Exhibit A*** attached to, and by this reference, made a part of this Ordinance.

Section 3. PLAN COMMISSION.

A public hearing was duly advertised in *The Northbrook Star* on April 15, 2010 and held at the Plan Commission's regular meeting on May 4, 2010 to consider the Owner's request for relief. Due to an amendment by the Owner to its application, a new public notice was published in *The Northbrook Star* on May 13, 2010 and an additional public hearing was held at the Plan Commission's regular meeting on June 1, 2010, whereupon the Plan Commission recommended, in Plan Commission Resolution No. 10-PC-07, that the President and the Board of Trustees approve the Requested Relief.

Section 4. SPECIAL PERMITS.

Subject to, and contingent upon the conditions, restrictions, and provisions set forth in Section 7 of this Ordinance, the following special permits shall be, and are hereby, granted to the Owner in accordance with and pursuant to Section 11-602 of the Zoning Code:

A. a special permit for an Automotive Detailing Facility (SIC No. 7212.00); and

B. a special permit for floor area ratio of 0.47 (SIC No. 9970.03).

Section 5. VARIATIONS.

A. Yard and Setback. Subject to, and contingent upon the conditions, restrictions, and provisions set forth in Section 7 of this Ordinance, the following yard and setback variations shall be, and are hereby, granted to the Owner in accordance with and pursuant to Section 11-503 of the Zoning Code:

i. a variation to reduce the required front yard 25 feet to 0 feet;

ii. a variation to reduce the required front setback 25 feet to 24.76 feet;

iii. a variation to reduce the required interior side yards on both the east and west sides of the Property from 5 feet to 0 feet;

iv. a variation to reduce the required interior setback on the west side of the Property from 5 feet to 0 feet.

v. a variation to reduce the required rear yard from 5 feet to 0 feet; and

vi. a variation to reduce the required rear setback from 25 feet to 20.25 feet.

B. Parking and Loading Spaces. Subject to, and contingent upon the conditions, restrictions, and provisions set forth in Section 7 of this Ordinance, the following variations shall be, and are hereby, granted to the Owner in accordance with and pursuant to Section 11-503 of the Zoning Code:

i. a variation to reduce the required number of parking spaces from 29 spaces to 24 spaces; and

ii. a variation to reduce the required number of loading spaces on the Property from 1 to 0.

Section 6. SITE PLAN APPROVAL.

Subject to, and contingent upon, the conditions, restrictions, and provisions set forth in Section 7 of this Ordinance, the Site Plan for the Property, incorporated by reference in Section 7 of this Ordinance, shall be, and is hereby, approved in accordance with and pursuant to Section 11-604 of the Zoning Code and the home rule powers of the Village.

Section 7. SPECIAL PERMITS, VARIATION AND SITE PLAN CONDITIONS.

The special permits granted in Section 4 of this Ordinance, the variations granted in Section 5 of this Ordinance and the site plan approval granted in Section 6 of this Ordinance are expressly contingent upon the development, use and maintenance of the Property in compliance with the following terms, conditions and provisions:

A. Compliance with Plans. The development, use, and maintenance of the Property shall be in strict compliance with the following documents and plans, except for minor changes and site work approved by the Director of Development and Planning and the Village Engineer (for matters within their respective permitting authorities) in accordance with all applicable Village codes, ordinances, and standards:

i. Site Plan, prepared by JEF & Associates, LLC, consisting of 1 page, undated, attached to, and by this reference made a part of, this Ordinance as ***Exhibit B***;

ii. Preliminary Engineering Plans, prepared by W.C. Doland Engineering, Inc., consisting of 2 pages, with a latest revision date of March 23,, 2010, attached to, and by this reference made a part of, this Ordinance as ***Exhibit C***;

iii. Landscaping Plans, prepared by The Sam Mormino Corporation, consisting of 1 page, with a latest revision date of May 25,2010, attached to, and by this reference made a part of, this Ordinance as ***Exhibit D***;

iv. Floor Plans, prepared by JEF & Associates, LLC, consisting of 2 pages, with a latest revision date of November 2009, attached to, and by this reference made a part of, this Ordinance as ***Exhibit E***; and

v. Elevations, prepared by JEF & Associates, LLC, consisting of 2 pages, with a latest revision date of November 2009, attached to, and by this reference made a part of, this Ordinance as ***Exhibit F***,

B. Hours of Operation. The Automotive Detailing Facility authorized by the special permit granted in Subsection 4.A of this Ordinance shall be subject to and limited to the following hours of operation:

Monday-Friday	7:30AM to 6:00PM
Saturday-Sunday	8:00AM to 5:00PM

C. Outdoor Storage of Vehicles. Vehicles awaiting service by the automotive detailing facility shall not be parked outdoors overnight.

Section 8. FAILURE TO COMPLY WITH CONDITIONS.

Upon failure or refusal of the Owner to comply with any or all of the conditions, restrictions or provisions of this Ordinance, the special permit for an Automotive Detailing Facility granted in Subsection 4.A of this Ordinance shall, at the sole discretion of the Village Board of Trustees, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Village Board of Trustees may not so revoke the special permit unless it shall first provide the Owner with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Board of Trustees. In the event of revocation, the development and use of the Property shall be governed solely by the regulations of the C-2 Neighborhood Commercial District, as the same may, from time to time, be amended. Further, in the event of such revocation of the special permit, the Village Manager and Village Attorney are hereby authorized and directed to bring such zoning enforcement action as may be appropriate under the circumstances. The Owner acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, has considered the possibility of the revocation provided for in this Section, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Owner required by this Section is given.

Section 9. AMENDMENT TO SPECIAL PERMIT.

Any amendment to the special permits granted in Section 4 of this Ordinance that may be requested by the Owner after the effective date of this Ordinance may be granted only pursuant to the procedures, and subject to the standards and limitations, provided in the Zoning Code.

Section 10. TERM.

The special permit for an Automotive Detailing Facility granted in Subsection 4.A above shall automatically expire, and the designated use shall terminate, on the date that is five years after the effective date of this Ordinance, unless prior to such date, the Applicant shall have requested, and the Corporate Authorities, in their sole and absolute discretion, shall have granted a renewal in accordance with Section 11-602 K of the Zoning Code.

Section 11. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. passage by the Village Board of Trustees by a majority vote in the manner required by law;

ii. publication in pamphlet form in the manner required by law;

iii. filing by the Owner with the Village Clerk of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. The unconditional agreement and consent shall be in the form of ***Exhibit G***, attached to and, by this reference, made a part of this Ordinance;

iv. recordation of this Ordinance together with such exhibits as the Village Clerk deems appropriate for recordation in the Office of the Cook County Recorder.

B. In the event that the Owner does not file the Unconditional Agreement and Consent as required by Subparagraph 11.A.iii of this Ordinance within 60 days after the date of passage of this Ordinance by the Village Board of Trustees, the Village Board of Trustees shall have the right, in its sole discretion, to declare this Ordinance null and void and of no force or effect.

PASSED: This 8th day of June, 2010.

AYES: (7) Trustees Karagianis, Buehler, Scolaro, Heller, Ciesla, Spaniak, and President Frum

NAYS: (0)

ABSENT: (0)

ABSTAIN: (0)

ATTEST:

/s/ Debra J. Ford
Village Clerk

/s/ Sandra E. Frum
Village President

9496594_v2

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY

LOTS 2, 3 AND 4 IN BLOCK 1 IN HUGHES-BROWN-MOORE CORPORATION'S FIRST ADDITION TO NORTH SHORE VILLA, BEING A SUBDIVISION OF PART OF THE NORTHEAST 1/4 OF THE NORTHEAST 1/4 OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

Commonly known as 527-529 Dundee Road

P.I.N.s: 04-11-203-002-0000, 04-11-203-003-0000, and 04-11-203-004-0000

EXHIBIT B

SITE PLAN

The following site plan accurately depicts all site improvements, except for landscaping. For Landscaping Plan refer to Exhibit D.

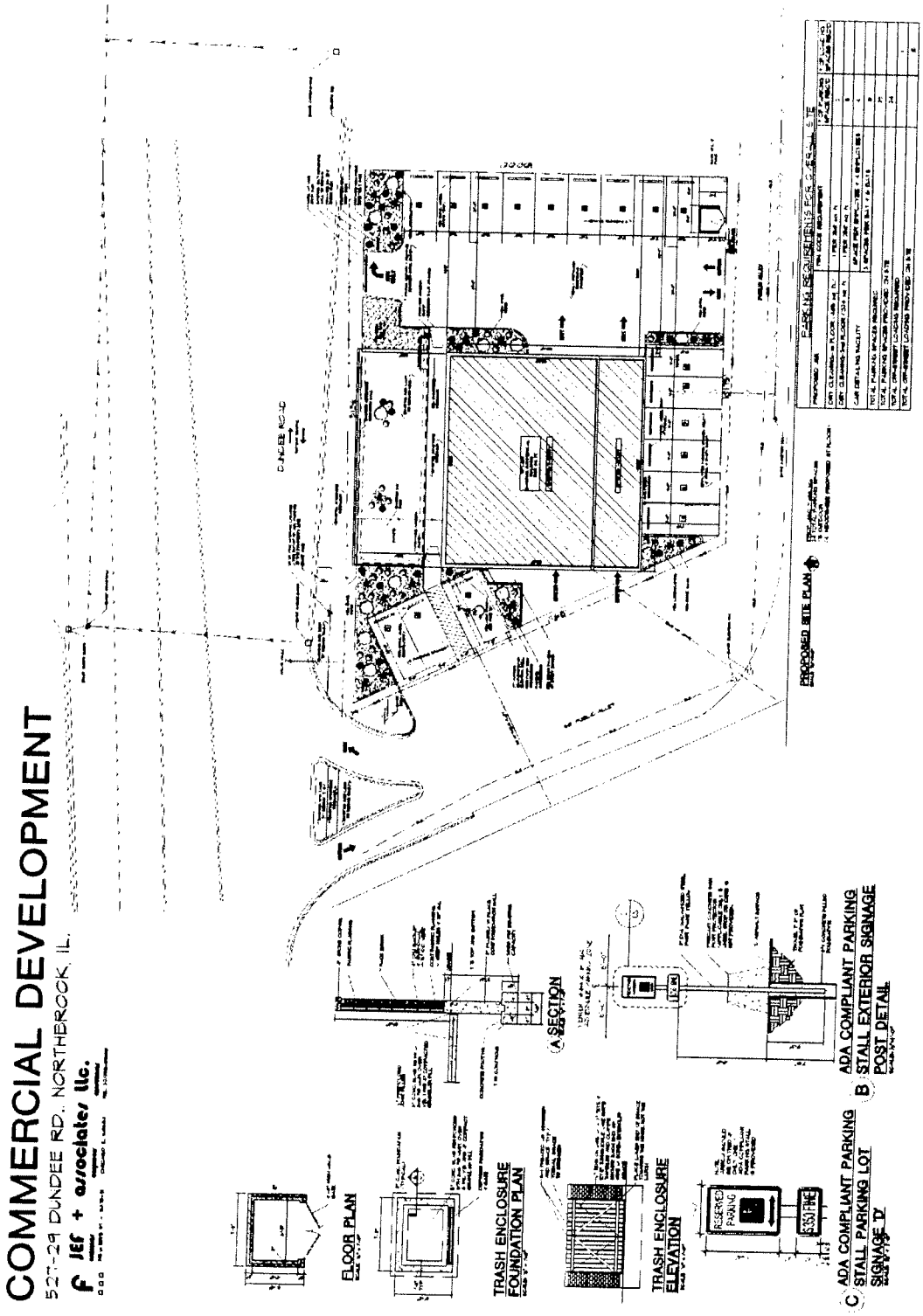
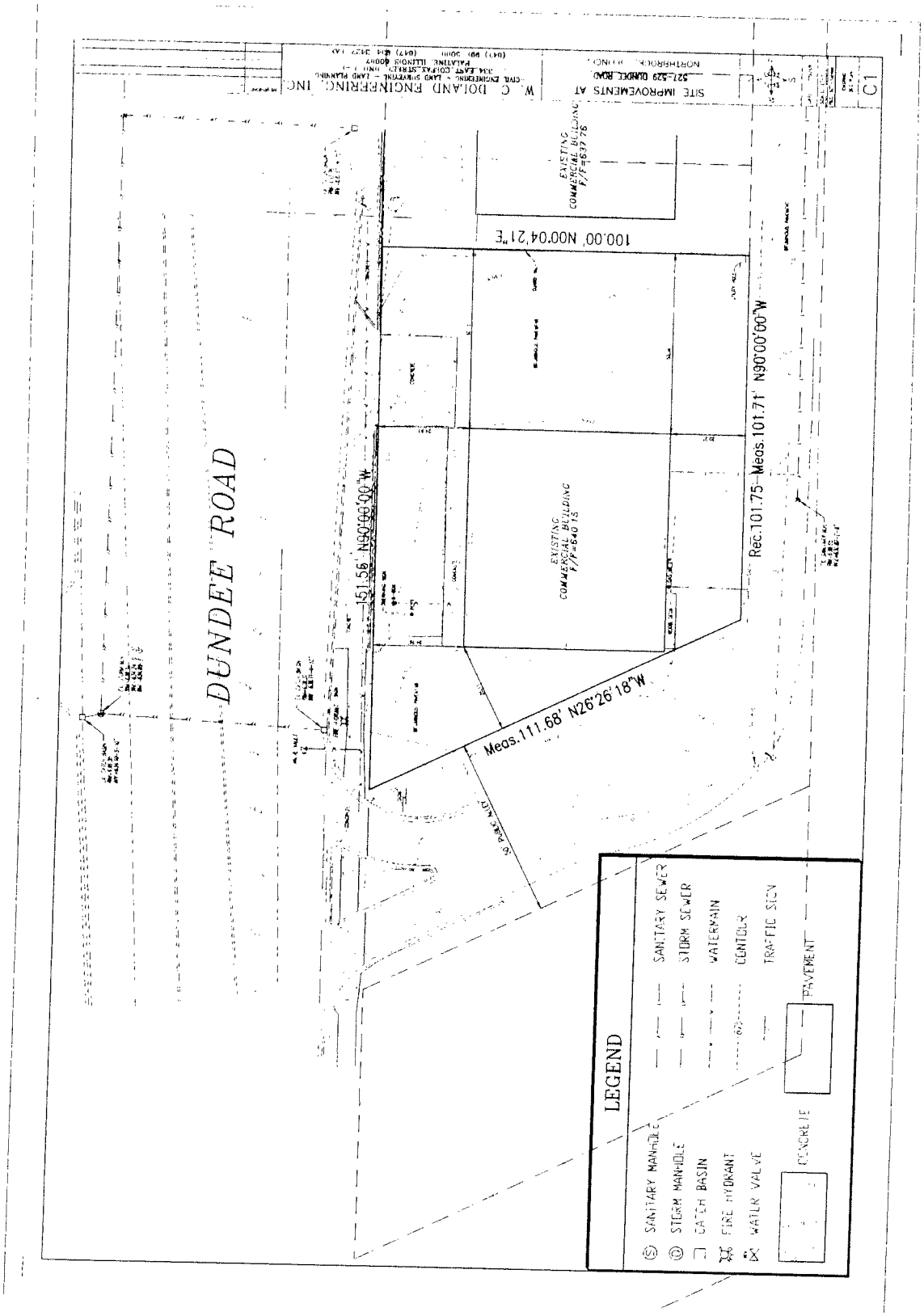


EXHIBIT C

ENGINEERING PLAN



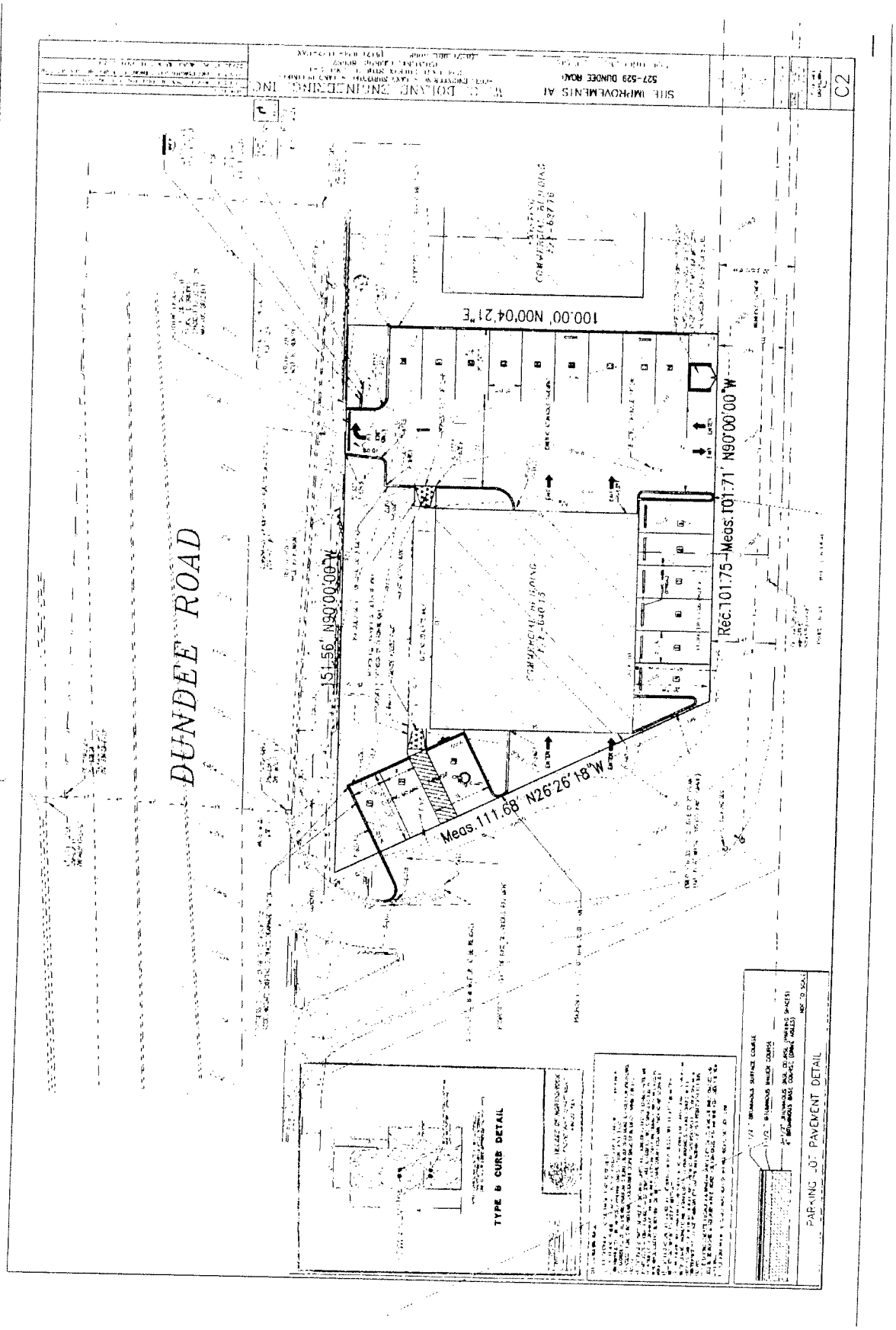

DUNDEE ROAD
100.00' N00°04'21"E
Rec.101.75'-Meas.101.71' N90°00'00"W
151.56' N90°00'00"W
Meas.111.68' N26°26'18"W
TYPE B CURB DETAIL
PARKING LOT PAVEMENT DETAIL
C2

EXHIBIT D

LANDSCAPE PLAN

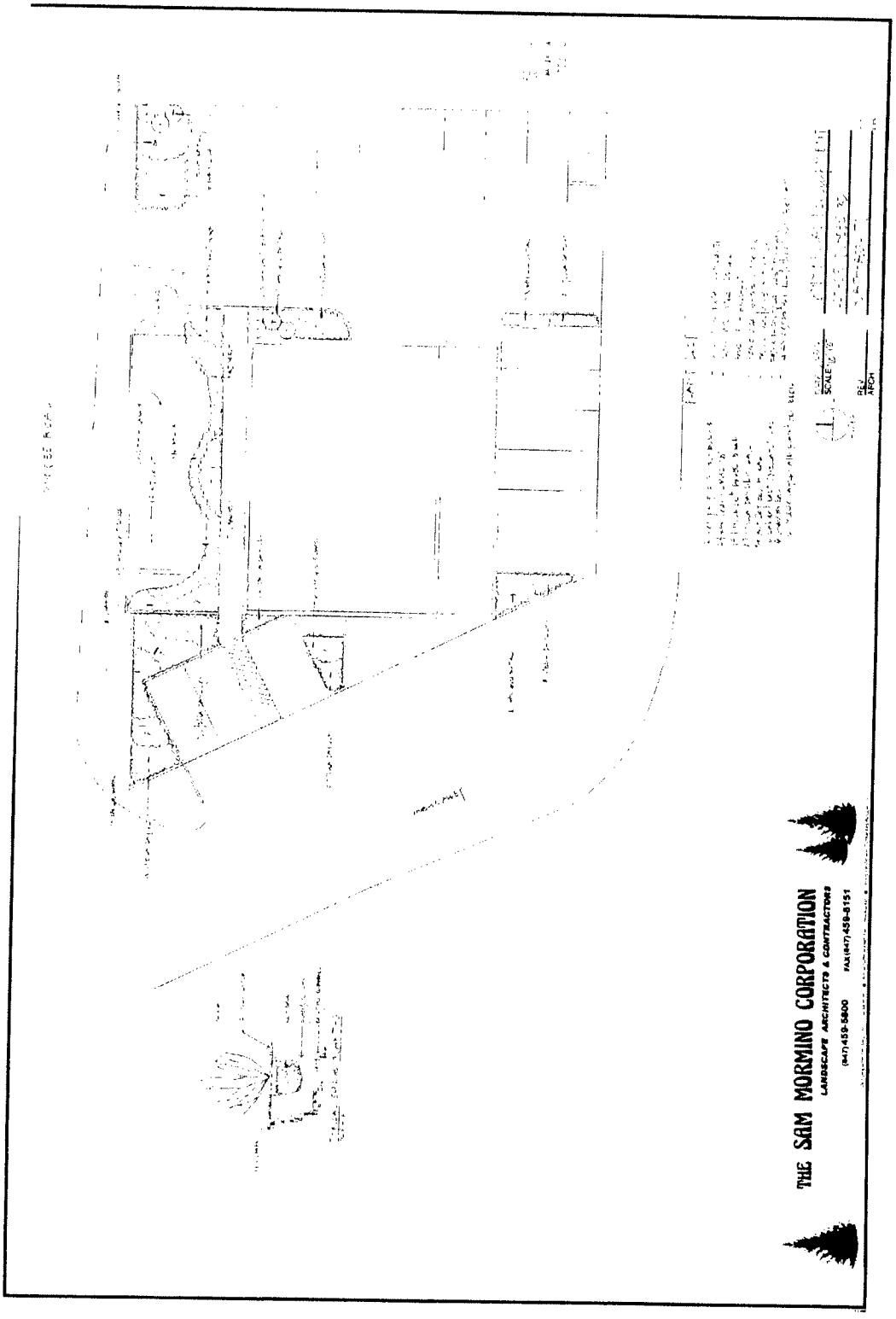
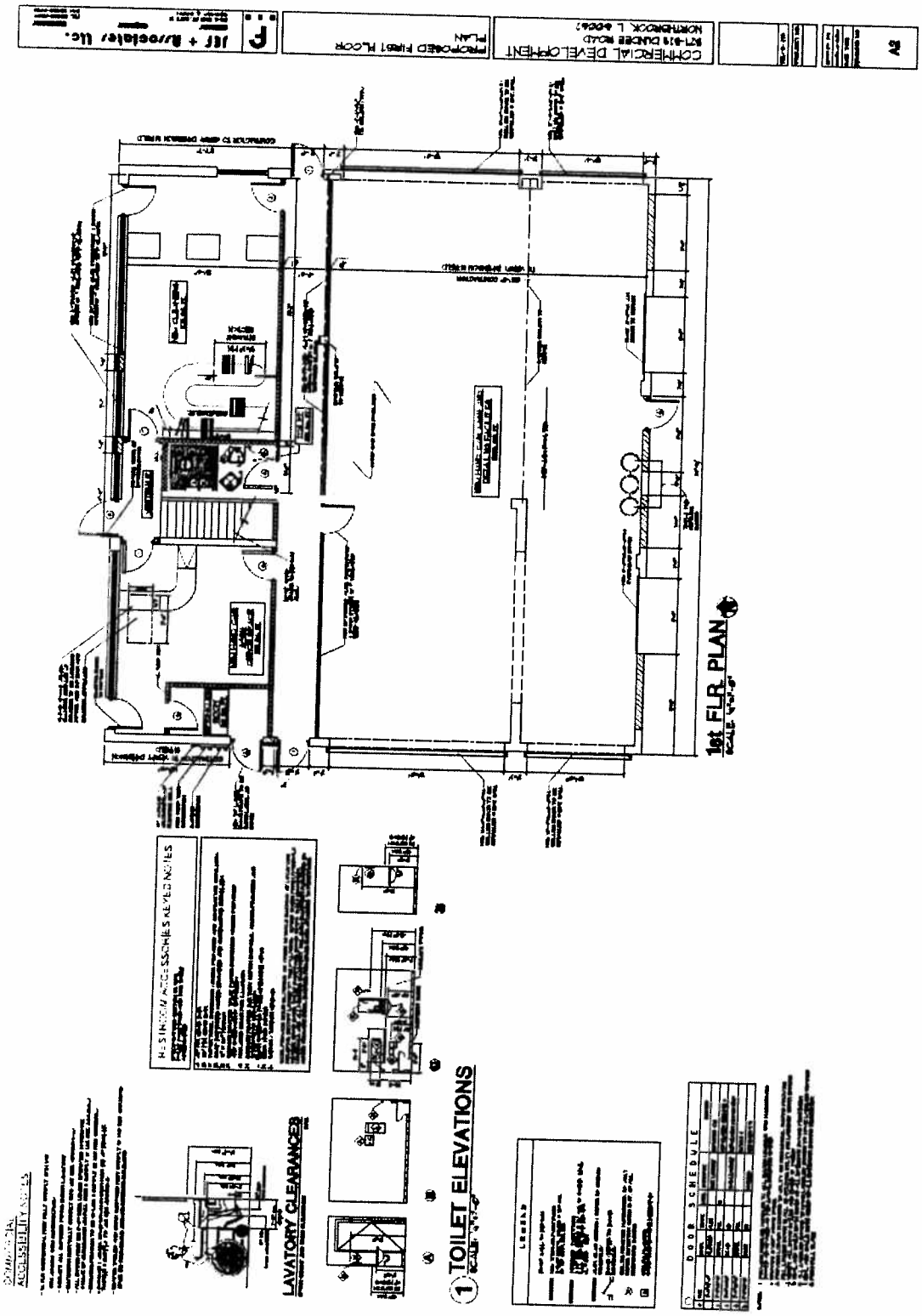


EXHIBIT E

FLOOR PLAN

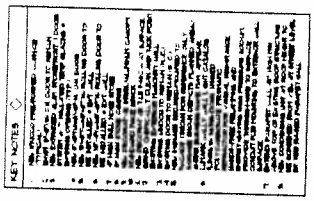


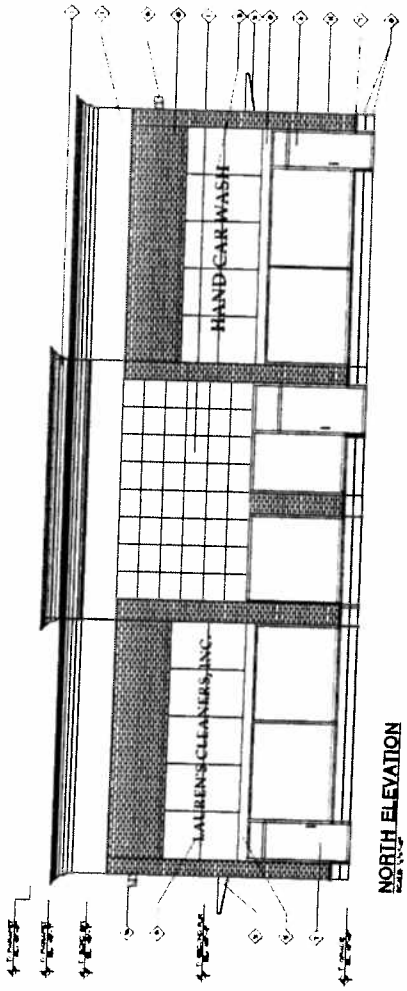
A3
COMMERCIAL DEVELOPMENT
521-529 DUNDEE ROAD
NORTHBROOK, IL 60062
PROPOSED SECOND FLOOR
PLAN
JEF + Associates llc.
2nd FLR PLAN
BUILDING SECTION

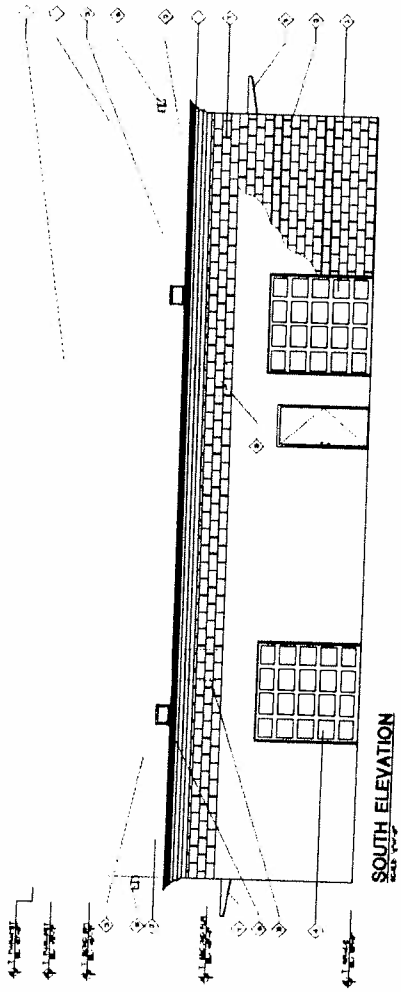
EXHIBIT F

ELEVATIONS









A5
COMMERCIAL DEVELOPMENT
571-579 DUNDEE ROAD
NORTHBROOK, IL 60062
ELEVATIONS
JEF + Associates, LLC.

KEY NOTES

EAST ELEVATION
WEST ELEVATION

EXHIBIT G

UNCONDITIONAL AGREEMENT AND CONSENT

TO: The Village of Northbrook, Illinois (*"Village"*):

WHEREAS, Laurens Cleaners 527 LLC, an Illinois limited liability company (*"Applicant"*) is the owner of a parcel of property located in the Village of Northbrook and commonly known as 527-529 Dundee Road (*"Property"*). The Property is located in the C-2 Neighborhood Commercial District; and

WHEREAS, the Applicant proposes to redevelop the Property as a dry cleaning drop-off facility and automotive detailing facility; and

WHEREAS, the Applicant has requested that the Village grant (i) special permits for (a) an automotive detailing facility and (b) floor area ratio greater than C-2 District limits pursuant to Section 11-602 of the Northbrook Zoning Code (1988), as amended (*"Zoning Code"*); (ii) various yard, setback, parking and loading zoning variations; and (iii) site plan approval to the Property pursuant to Section 11-604 of the Zoning Code; and

WHEREAS, Ordinance No. 10-32 adopted by the President and Board of Trustees of the Village of Northbrook on June 8, 2010 (*"Ordinance"*), grants approval of such special permits, variations and site plan approval for the Property, subject to certain conditions; and

WHEREAS, the Applicant desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance;

NOW THEREFORE, the Applicant does hereby agree and covenant as follows:

1. The Applicant shall, and does hereby unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 10-32, adopted by the Village Board of Trustees on June 8, 2010.

2. The Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure the Applicant against damage or injury of any kind and at any time.

3. The Applicant acknowledges that the public notices and hearing have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Applicant required by Section 8 of the Ordinance is given.

4. The Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by the Applicant of its obligations under this Unconditional Consent and Agreement.

5. The Applicant shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. The Applicant warrants and represents to the Village that it owns fee simple title to the Property and consents to the recording of the Ordinance against the Property.

ATTEST:

By: _____

Its: Attorney

LAURENS CLEANERS 527 LLC, a Illinois limited liability company

By: _____

Its: MANAGER

SUBSCRIBED and **SWORN** to before me this 30 day of June, 2010.

Notary Public

OFFICIAL SEAL
MARC SCHWARTZ
NOTARY PUBLIC - STATE OF ILLINOIS
MY COMMISSION EXPIRES:03/19/13

October 14, 2025

527-529 Dundee Road: Special Permit Renewal Public Hearing

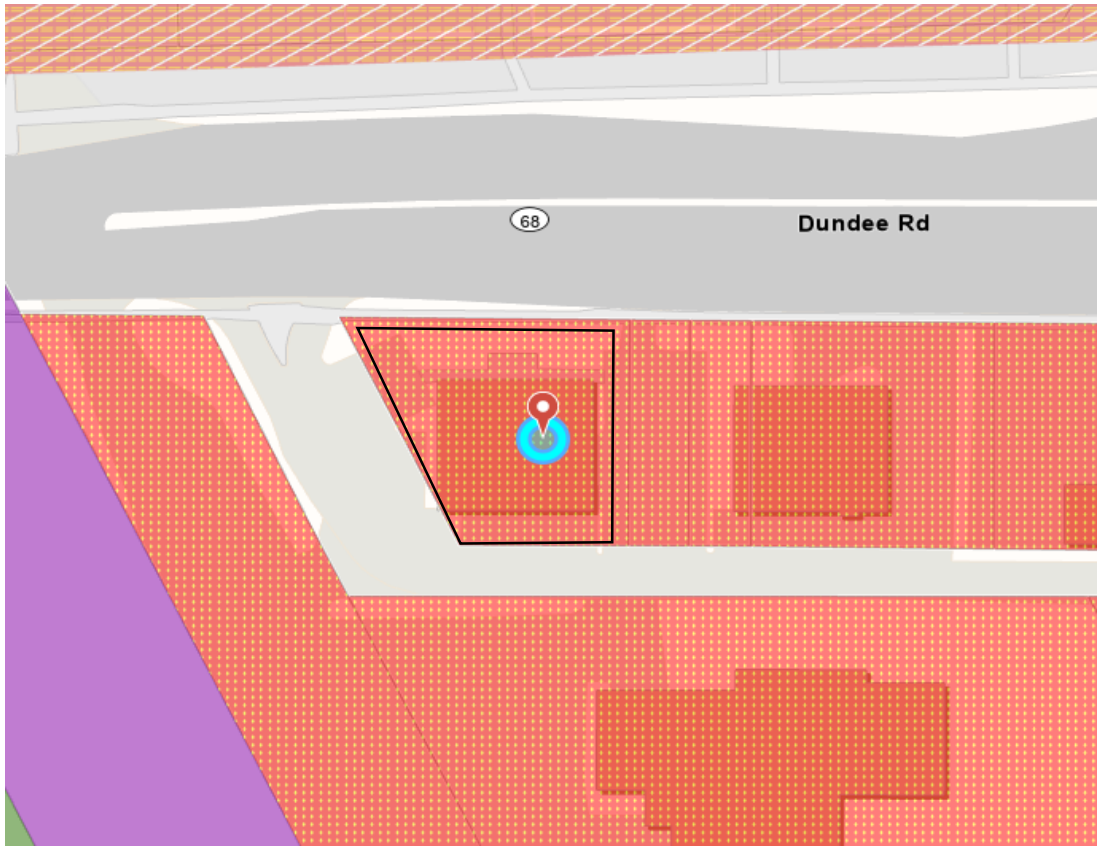
Northbrook Board of Trustees Meeting

Existing Conditions

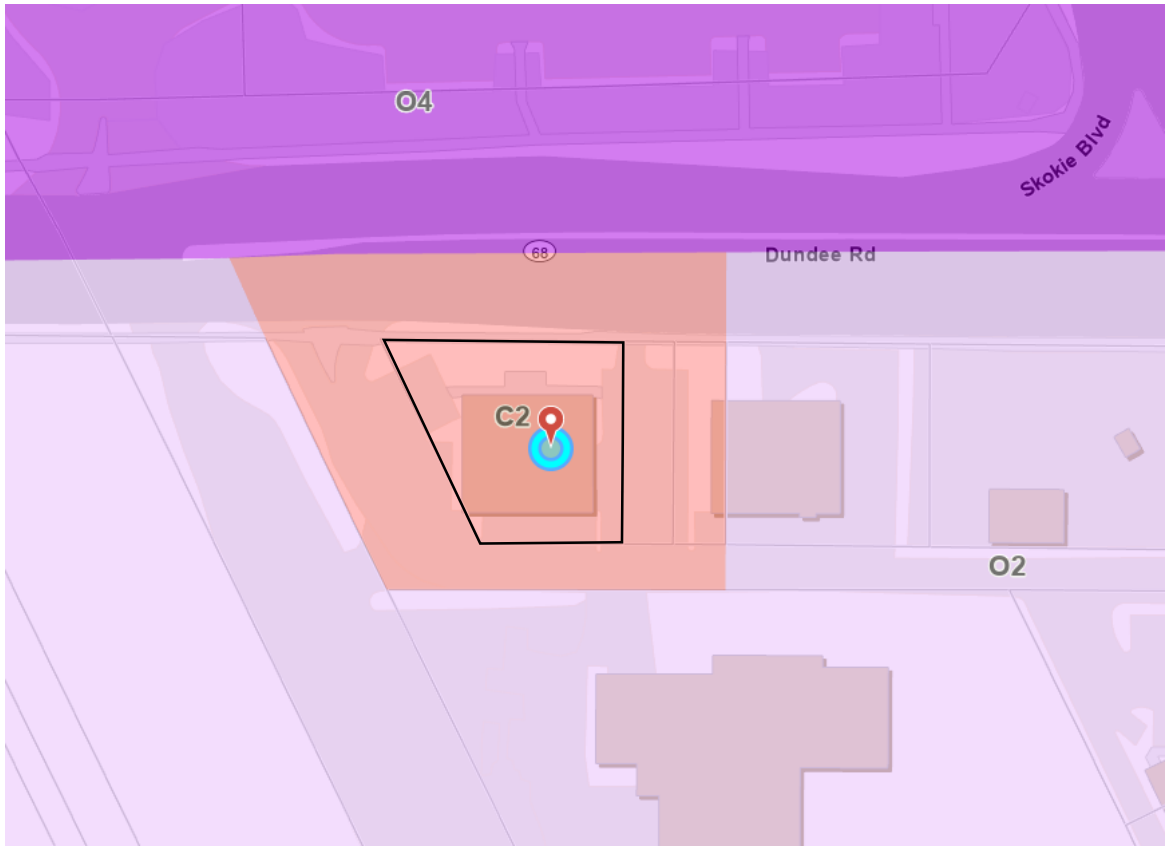
527-529 Dundee Road



Comprehensive Plan Designation
Government Facility



Zoning Map
C2 Neighborhood Commercial District




Banjo's Self Dog Wash
SPLASH
HAND CAR WASH & DETAIL
Banjo's Self Dog Wash
FREE HAND WAX WITH MINI PLUS
ATM
NOTICE OF PUBLIC HEARING


SPLASH
HAND CAR WASH & DETAIL
Banjo's Self Dog Wash
FREE HAND WAX WITH MINI PLUS
ATM
XPEL
SPLASH

Items to Consider

Items to Consider

1) Is it appropriate to renew the special permit for a automotive detailing facility on the Subject Property?

2) If so, should there be any operational limitations placed on the use?

October 14, 2025

527-529 Dundee Road: Special Permit Renewal Public Hearing

Northbrook Board of Trustees Meeting

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Development & Planning Services Amy McEwan
Date: 2025-10-14
Subject: An Ordinance Renewing a Special Permit for an Automotive Detailing Facility in the C2 District (Restoration Services LLC) (Docket No. BOT-25-14)

Overview
Restoration Services, LLC as owner of 527-529 Dundee Road, has requested renewal a Special Permit granted under Ordinance No. 2015-48. This request was made during the time that the 1988 Zoning Code, as amended, was effective, which requires a Village Board Public Hearing be held in order to consider this renewal.

Fiscal Impact
N/A.

Recommendation
Approval, subject to Public Hearing.

Background

The Village Board will hold a public hearing at part of the October 14, 2025, to consider an application submitted by Restoration Services, LLC the owner of 527-529 Dundee Road requesting to renew an existing special permit previously granted pursuant to Ordinance No. 2015-48.

This application must be considered under the 1988 Zoning Code, as amended, due to the timing of the application submitted by Restoration Services which is an automotive detailing facility (SIC No. 7542.00) in the C2 Neighborhood Commercial District. The 1988 Zoning Code established that the Village Board of Trustees shall hold a public hearing in this matter and is the sole reviewer. In addition, Ordinance 2015-48 states that "...the designated use shall terminate, on the date that is ten years after the effective date of this Ordinance, unless the Applicant shall have requested, and the Corporate Authorities, in their sole discretion, shall have granted a renewal...".

The Applicant has remained in compliance with the terms of the special permit, and since approving this special permit, the Village has received no complaints regarding the operation

of the facility. Staff proposes in the Ordinance presented for approval, that the ten-year term noted above be removed as the facility has always operated within compliance.

The primary issues for the Board of Trustees to consider when reviewing this request are:

- Is it appropriate to renew the special permit for an automotive detailing facility on the Subject Property?
- If so, should there be any operational limitations placed on the use?

A sign has been posted on the Subject Property indicating the time and date of the Board of Trustees public hearing. The Applicant has submitted evidence that the mailed notice requirements of the Zoning Code have been satisfied. To date, staff has not received any comments regarding the application.

The Subject Property is noted as being:

- zoned C2 Neighborhood Commercial;
- located south of Dundee Rd and west of Skokie Blvd;
- surrounded by O-4 to the north and O-2 to the south, east, and west
- designated as appropriate for Community Retail uses in the Comprehensive Plan;
- not located within the 100-year flood plain;
- not located within a stormwater project area as identified in the Master Stormwater Management Plan.

On July 28, 2015, the Village Board approved Ordinance No. 15-48 granting a renewal of the original ordinance to allow the operation of an automotive detailing facility on the Subject Property. This approval was granted with a ten-year term, expiring on September 17, 2025. A copy of the previously approved ordinances are included with this report. We have no reports of any issues associated with the operation of the facility since they were originally implemented.

On July 12, 2016, the Village Board approved Resolution No. 2016-93 granting a transfer of the original owner to Restoration Services,LLC to allow the operation of an automotive detailing facility on the Subject Property.

On February 12, 2019, the Village Board approved Ordinance No. 2019-7 amending the conditions of the original ordinance approval of a special permit to allow an automotive detailing facility on the Subject Property. This approval was granted with a ten-year term, expiring on September 17, 2025.

Special Permit Renewal Process & Standards

Section 11-602K of the 1988 Zoning Code (as amended) describes the standards used to renew a special permit. In January 2022, the Board of Trustees amended Section 11-602K to allow the Director of Development and Planning Services Department to administratively consider special permit applications for renewal. The Zoning Code states that if the Applicant demonstrates, to staff's satisfaction, "*that the standards and circumstances under which the special permit was originally approved have not materially changed, and the party has consistently operated in compliance with the special permit as well as all Village codes,*

ordinances, and regulations, then the Director of Development and Planning Services shall, renew the special permit for the same period of time for which the special permit was first valid, or such other term as deemed appropriate by the Director of Development and Planning Services."

During administrative review, staff determined that the application was in compliance with previous approvals and there were no outstanding issues with regards to the special permit use and deemed the use appropriate for administrative renewal, with the exception of Section 5 of Ordinance 2015-48 which specifically requires renewal by the Board of Trustees.

The Zoning Code states that if the Applicant demonstrates, to the Board's satisfaction, " *that the standards and circumstances under which the special permit was originally approved have not materially changed, and the party has demonstrated that is currently operating in full compliance with its original approval as well as all Village codes, ordinances, and regulations, the Board of Trustees may, by ordinance duly adopted, renew the special permit for the same period of time for which the special permit was first valid, or such other term as deemed appropriate by the Board of Trustees*." In this specific instance, staff is recommending the removal of a term for this use as the ordinance and Village codes will allow for enforcement measures if ever necessary.

To renew the special permit request, the Applicant must demonstrate to the Board of Trustees satisfaction that the standards and circumstances under which the special permit was originally approved have not materially changed. These standards generally include the following:

1) Is the proposal in compliance with the Zoning Code and Official Comprehensive Plan?

2) Will there be any adverse impact upon adjacent properties?

3) Will the proposed use interfere with the orderly development of adjacent properties?

4) Are there adequate public facilities to serve the development?

5) Will the use cause undue traffic congestion?

6) Will the development cause loss of significant environmental or historical features?

7) Will the use comply with other applicable Village standards?

Several of the above criteria are of particular importance for the Board to consider when reviewing whether a special permit should be renewed for the proposed use, specifically standards 2, 3, & 4. The Applicant has provided a written statement indicating that they have been operating in compliance with the previously approved ordinance and will continue to do so.

The Applicant and staff will be present at the October 14, 2025 regular meeting to answer any questions.

Ordinance Approving Special Permit Renewal - 527-529 Dundee

ORDINANCE NO. 25-__

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Renewing a Special Permit for Automotive Detailing Facility in the C2 District (Restoration Services LLC) (Docket No. BOT-25-14)

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND.

Restoration Services, LLC ("***Applicant***") is requesting a special permit renewal to allow the continued operation of an automotive detailing facility ("***Facility***") on that certain parcel of real property commonly known as 527-529 Dundee Road ("***Property***") which is owned by the Applicant.

On July 28, 2015, the Corporate Authorities adopted Ordinance No. 2015-48, renewing the Special Permit originally granted through Ordinance No. 2010-32, which was then amended through Ordinance 2019-07. Together Ordinances 2010-32, 2015-48, and 2019-07 are collectively referred to hereinafter as the "***Special Permit Ordinances***." The Special Permit Ordinances were transferred to the Applicant pursuant to Resolution No. 2016-93.

The special permit renewal granted by Ordinance No. 2015-48 includes a ten-year term, which expired on September 17, 2025. The Applicant submitted an application requesting a renewal of the special permit granted in Ordinance No. 2015-48 pursuant to Subsection 11-602 K of the Northbrook Zoning Code (1988), as amended ("***Zoning Code***").

The Facility has operated since 2010 without incident and the Board of Trustees has determined that the circumstances under which the original special permit was granted have not substantially changed. Therefore, the Corporate Authorities have determined that it is in the best interests of the Village and the public to renew the special permit granted by the Special Permit Ordinances.

Section 2. DESCRIPTION OF PROPERTY

The Property is commonly known 527-529 Dundee Road and is legally described in **Exhibit A** attached to and, by this reference, made a part of this Ordinance. The Property is located in the C2 Neighborhood Commercial District.

Section 3. PUBLIC HEARING AND PUBLIC MEETING.

A public hearing to consider the renewal of the special permit was duly advertised and was held at the Board of Trustees regular meeting on October 14, 2025.

Section 4. RENEWAL OF SPECIAL PERMIT.

Subject to and contingent upon the conditions, restrictions, and provisions set forth in the Special Permit Ordinances, and pursuant to Subsection 11-602 K of the Zoning Code, the special permit to

allow the operation of an automotive detailing facility (SIC Number 7542.00) on the Property ("***Special Permit***"), is hereby, renewed and granted to the Applicant.

Section 5. RESTATEMENT OF SPECIAL PERMIT ORDINANCES.

All terms, provisions, conditions, and restrictions of the Special Permit Ordinances shall remain in full force and effect except as specifically set forth in this Ordinance.

Section 6. TERM.

The special permit shall no longer have a term.

Section 7. BINDING EFFECT; TRANSFERABILITY.

The privileges, obligations, and provisions of each and every Section of this Ordinance, are for the sole benefit of, and shall be binding on, the Applicant, except as otherwise expressly provided in this Ordinance. Nothing in this Ordinance shall be deemed to allow this Ordinance to be transferred to any person or entity unless and until (a) such person or entity ("***Transferee***") executes and files with the Village Clerk an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance in a form acceptable to the Village Manager and (b) the Board of Trustees has approved such transfer by resolution duly adopted.

Section 8. EFFECTIVE DATE.

A. This Ordinance shall be effective only upon the occurrence of all of the following events:

i. Passage by the Board of Trustees of the Village of Northbrook by a majority vote in the manner required by law;

ii. Publication in pamphlet form in the manner required by law;

iii. The filing by Applicant with the Village Clerk, of an unconditional agreement and consent to accept and abide by each and all of the terms, conditions, and limitations set forth in this Ordinance. Such unconditional agreement and consent shall be in the form attached to and, by this reference, made part of this Ordinance as ***Exhibit B***, and shall be executed by the Applicant.

B. In the event that the Applicant does not file with the Village Clerk a fully executed copy of the unconditional agreement and consent referenced in Paragraph 8.A.iii above within 60 days after the date of passage of this Ordinance by the Corporate Authorities, the Corporate Authorities shall have the right, in their sole discretion, to declare this Ordinance null and void and of no force or effect.

PASSED: This 14th day of October 2025.

AYES: ()

NAYS: ()

ABSENT: ()

ABSTAIN: ()

_____

Village President

ATTEST:

_____

Village Clerk

EXHIBIT A

Legal Description

LOTS 2, 3 AND 4 IN BLOCK 1 IN HUGHES-BROWN-MOORE CORPORATION'S FIRST ADDITION TO NORTH SHORE VILLA, BEING A SUBDIVISION OF PART OF THE NORTHEAST ¼ OF THE NORTHEAST ¼ OF SECTION 11, TOWNSHIP 42 NORTH, RANGE, 12 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.I.N.: 04-11-203-002-0000

Commonly known as 527-529 Dundee Road, Northbrook, Illinois 60062

EXHIBIT B

Applicant's Unconditional Agreement and Consent

TO: The Village of Northbrook, Illinois (***"Village"***):

WHEREAS, Restoration Services, LLC (***"Applicant"***) is the owner of a property commonly known as 527-529 Dundee Road in the Village of Northbrook ("***Property***"); and

WHEREAS, Applicant has applied for a special permit renewal for the continued operation of automotive detailing facility on the Property; and

WHEREAS, Ordinance No. 25 - __, adopted by the President and Board of Trustees of the Village of Northbrook on October 14, 2025 ("***Ordinance***"), grants approval of such special permit renewal, subject to certain conditions, for the benefit of Applicant; and

WHEREAS, Applicant desires to evidence to the Village its unconditional agreement and consent to accept and abide by each of the terms, conditions, and limitations set forth in said Ordinance and Applicant desires to evidence its consent to recording the Ordinance against the Property;

NOW, THEREFORE, Applicant does hereby agree and covenant as follows:

1. Applicant shall, and does hereby, unconditionally agree to, accept, consent to and abide by all of the terms, conditions, restrictions, and provisions of that certain Ordinance No. 25-__, adopted by the Village Board of Trustees on October 14, 2025.

2. Applicant acknowledges and agrees that the Village is not and shall not be, in any way, liable for any damages or injuries that may be sustained as a result of the Village's review and approval of any plans for the Property, or the issuance of any permits for the use and development of the Property, and that the Village's review and approval of any such plans and issuance of any such permits does not, and shall not, in any way, be deemed to insure Applicant against damage or injury of any kind and at any time.

3. Applicant acknowledges that the public notices and hearings have been properly given and held with respect to the adoption of the Ordinance, has considered the possibility of the revocation provided for in the Ordinance, and agrees not to challenge any such revocation on the grounds of any procedural infirmity or any denial of any procedural right.

4. Applicant agrees to and does hereby hold harmless and indemnify the Village, the Village's corporate authorities, and all Village elected and appointed officials, officers, employees, agents, representatives, and attorneys, from any and all claims that may, at any time, be asserted against any of such parties in connection with (a) the Village's review and approval of any plans and issuance of any permits, (b) the procedures followed in connection with the adoption of the Ordinance, (c) the development, construction, maintenance, and use of the Property, and (d) the performance by Applicant of its obligations under this Unconditional Consent and Agreement.

5. Applicant shall, and does hereby agree to, pay all expenses incurred by the Village in defending itself with regard to any and all of the claims mentioned in this

Unconditional Consent and Agreement. These expenses shall include all out-of-pocket expenses, such as attorneys' and experts' fees, and shall also include the reasonable value of any services rendered by any employees of the Village.

6. Applicant warrants and represents to the Village that it owns fee simple title to the Property and consents to the recording of the Ordinance against the Property.

WITNESS:

By: _____
Signature

By: _____
Print Name
Its: _____

SUBSCRIBED and **SWORN** to
before me this _____ day of
_____, 2025.

_____
Notary Public

RESTORATION SERVICES, LLC, a Delaware limited liability company

By: _____
Signature

By: _____
Print Name
Its: _____

MEMORANDUM

To: Village Manager Pavlicek
From: Director of Development & Planning Services Amy McEwan
Date: 2025-10-14
Subject: Presentation on an Preliminary Review of a Request for a Cook County Class 6B for the Property Located at 3100-3150 Commercial Avenue

Overview

This is a preliminary review of an application for a Cook County Class 6B at 3100-3150 Commercial Avenue in the I-1 Restricted Industrial District for Bornquist, Inc. The Preliminary Review by the Village Board is a conceptual review for the Village Board to provide non-binding comments on a proposal prior to the applicant submitting to the Village a detailed application.

Fiscal Impact

N/A.

Recommendation

The Village Board is asked to comment on the proposal and provide direction for the Applicant regarding returning for final review of the request.

Background

The applicant Bornquist, Inc. is seeking initial comments on the feasibility of obtaining Village support for a Cook County Class 6b tax incentive for a portion of the building located at 3100-3150 Commercial Avenue. The applicant has indicated in the attached submittal narrative that it will purchase the property, and seeks a 6b for the 43,000 square foot portion of the building that has been vacant, noting that the remaining 17,000 square feet of the existing building has not been vacant. This will be the first time the Village has been asked to consider supporting a Cook County Class 6b request that would be applicable to only a portion of a property following a tax division request by the applicant being approved by Cook County in conjunction with the 6b application.

In reviewing the request, staff suggests that the Board of Trustees focus on the following questions:

1. Does the Applicant's Class 6b request satisfy the general Cook County criteria for the approval of a Class 6b incentive involving a vacant structure?

2. Does the Applicant's 6b proposal satisfy the general Village criteria for the approval of a 6b incentive?
3. Is the incentive appropriate to encourage the rehabilitation of the portion of the existing building which is unoccupied for a new business in the Village of Northbrook?

Key information concerning the property is summarized below:

- A portion of the building on the Subject Property has been vacant for more than 12 continuous months.
- The Subject Property has been actively marketed as available for sale by Cushman & Wakefield for over 390 days.
- The 60,000 square foot building is 48 years old, on a 2.67 acre lot.
- 43,000 square feet has been vacant since March 23, 2020 while the remaining 17,000 square feet of the existing building has been occupied by Ecentria who will continue to occupy and lease this space for a short while following the sale to the Applicant.
- The Subject Property is located in the I-1 Restricted Industrial zoning district and is not within the floodplain.
- The Future Land Use Map in the Comprehensive Plan identifies the property and other properties to the north, east and west as appropriate for General Industrial & Warehouse Uses.
- The property is located in Elementary School District 27 and High School District 225.

The Applicant plans to purchase the Subject Property to expand and move from its current location in Chicago, Illinois. The Applicant operates a warehouse and distribution business for various products which includes limited sales as well.

The Applicant plans to utilize 43,000 square feet of the 60,000 square foot industrial building, leasing the remaining 17,000 square feet to the current tenant, Ecentria, allowing time for their transition to other facilities. After the transition period the Applicant intends to occupy the entire building. The subject property will by occupied by 52 of the Applicant's 76 full-time employees, along with 2 part-time employees, and projects to add 3-4 employees within the first three years of operation.

The Applicant plans to submit a request to the Cook County Assessor's Office to receive a County 6b property tax classification based on occupancy of the property that has been partially abandoned for greater than 12 continuous months. The Subject Property is 2.67 acres and has approximately 115 parking stalls. The Applicant plans an initial investment of approximately $389,000 in building improvements to convert the existing facility to suit its needs and bring the building up to current standards.

The Cook County Class 6b program reduces the overall property tax bill for industrial and warehouse buildings over the course of 12 years. Under the program, properties are assessed based on the following schedule:

- at 10% of market value for the first 10 years,
- 15% in the 11th year, and

- 20% in the 12th
- In year 13, the property reverts to the normal assessed value of 25% of market value.

Real estate is eligible for Class 6b status if it is used primarily for “industrial purposes” and is either:

- new construction,
- substantial rehabilitation of a building, or
- occupation of an “abandoned” property.

When approving a 6b tax incentive, the Village has a policy of requiring an agreement that stipulates the Applicant may not apply for an extension of the 6b tax relief program.

In this instance, the Applicant is seeking approval of a 6b incentive for a portion of a building that has been abandoned for more than 12 months. The Applicant has prepared a conservative exhibit that depicts the projected property tax impact of the Subject Property; conservative because the property tax projection assumes the purchase price of the Subject Property along with $400,000 in improvements. As such, the following information summarizes the overall impact over the 12-year lifespan of the 6b program (2025-2037) assuming if the 6b was approved, not approved but occupied by the applicant, the property tax savings for the applicant if the 6b was approved, and the property tax if it remained vacant for 12 years.

Estimated Taxes Paid over 12 Years <u>With</u> the Class 6b	**Estimated Taxes Paid over 12 years <u>Without</u> The Class 6b**	**Estimated <u>Savings</u> in Property Taxes over 12 years**	**Estimated Taxes Paid over 12 years if left Vacant**
$2,994,028	$4,859,669	$1,865,641	$1,835,788*

*note that the building does NOT have full vacancy as noted in applicant submittal

The Village's procedures for processing Class 6b application conform to the following guidelines established by the Village Board previously and consist of three basic categories:

1. Economic & Fiscal Impacts of the Business on the Community (50% consideration)
2. Conditions of Existing Building/Site and Private Financial Contribution Compared to Public Assistance (30% consideration)
3. Quality of Jobs Created (20% consideration)

In addition, bonus consideration of up to 5% can be awarded due to environmental features of the proposed business. When the Village Board established these eligibility guidelines, they were adopted as general guidelines as a way for the Board to evaluate requests.

Staff has transmitted the Applicant’s request to the applicable taxing districts for the required 30 day review and comment period as established by Resolution 22-R-33. The comments from that review period will be provided during the formal Board of Trustees review.

The Applicant and staff will be present at the October 14, 2025, meeting to answer any

questions from the Board.

3100 Commercial Prelim Memo.docx
Supplemental - 3100 Commercial - Application Summary
Supplemental - 3100 Commercial - Applicant Submittal
Supplmental - 3100 Commercial Staff Presentation

MEMORANDUM

To: Cara Pavlicek, Village Manager
From Amy McEwan, Director of Development & Planning Services
Cc:
Date: October 14, 2025
Subject: 3100 Commercial Avenue – Application for Cook County 6b

Introduction

The applicant Bornquist, Inc. is seeking initial comments on the feasibility of obtaining Village support for a Cook County Class 6b tax incentive for a portion of the building located at 3100-3150 Commercial Avenue. The applicant has indicated in the attached submittal narrative that it will purchase the property, and seek a 6b for the 43,000 square foot portion of the building that has been vacant noting that the remaining 17,000 square feet of the existing building has not been vacant. This will be the first time the Village has been asked to consider supporting a Cook County Class 6b request that would be applicable to only a portion of a property following a tax division request by the applicant being approved by Cook County in conjunction with the 6b application.

In reviewing the request, staff suggests that the Board of Trustees focus on the following questions:

1. Does the Applicant's Class 6b request satisfy the general Cook County criteria for the approval of a Class 6b incentive involving a vacant structure?
2. Does the Applicant's 6b proposal satisfy the general Village criteria for the approval of a 6b incentive?
3. Is the incentive appropriate to encourage the rehabilitation of the portion of the existing building which is unoccupied for a new business in the Village of Northbrook?

Property/Building Description

Key information concerning the property is summarized below:

- **The majority of the building** on the Subject Property has been **vacant for more than 12 continuous months**.
- The Subject Property has been actively marketed as available for sale by Cushman & Wakefield for over 390 days.
- The 60,000 square foot building is 48 years old, on a 2.67 acre lot.
- 43,000 square feet has been vacant since March 23, 2020 while the remaining 17,000 square feet of the existing building has been occupied by Ecentria who will continue to occupy and lease this space for a short while following the sale to the Applicant.
- The Subject Property is in the I-1 Restricted Industrial zoning district and is not within the floodplain.
- The Future Land Use Map in the Comprehensive Plan identifies the property and other properties to the north, east and west as appropriate for General Industrial & Warehouse Uses.

- The property is in Elementary School District 27 and High School District 225.

Applicant Proposal

The Applicant plans to purchase the Subject Property to expand and move from its current location in Chicago, Illinois. The Applicant operates a warehouse and distribution business for various products which includes limited sales as well.

The Applicant plans to utilize 43,000 square feet of the 60,000 square foot industrial building, leasing for a short time the remaining 17,000 square feet to the current tenant, Ecentria, allowing time for their transition to other facilities. After the transition period the Applicant intends to occupy the entire building. The subject property will by occupied by 52 of the Applicant's 76 full-time employees, along with 2 part-time employees, and projects to add 3-4 employees within the first three years of operation.

The Applicant plans to submit a request to the Cook County Assessor's Office to receive a County 6b property tax classification based on occupancy of the property that has been partially abandoned for greater than 12 continuous months. The Subject Property is 2.67 acres and has approximately 115 parking stalls. The Applicant plans an initial investment of approximately $389,000 in building improvements to the existing facility to meet their needs and comply with current standards.

The 6B Program

The Cook County Class 6b program reduces the overall property tax bill for industrial and warehouse buildings over the course of 12 years. If approved, the property will have a tax assessment based on the following schedule:

- at 10% of market value for the first 10 years,
- 15% in the 11th year, and
- 20% in the 12th year.
- **In year 13, the property reverts to the normal assessed value of 25% of market value**.

Real estate is eligible for Class 6b status if it is used primarily for "industrial purposes" and is either:

(a) new construction,

(b) substantial rehabilitation of a building, or

(c) occupation of an "abandoned" property.

When approving a 6b tax incentive, the Village has a policy of requiring an agreement that stipulates the Applicant may not apply for an extension of the 6b tax relief program.

In this instance, the Applicant is seeking approval of a 6b incentive for a portion of a building that has been abandoned for more than 12 months. The Applicant has prepared a conservative exhibit that depicts the projected property tax impact of the Subject Property; conservative because the property tax projection assumes the purchase price of the Subject Property along with $400,000 in improvements. As such, the following information summarizes the overall impact over the 12-year lifespan of the 6b program (2025-2037) if the 6b was approved, not approved but occupied by the applicant, the property tax savings for the applicant if the 6b was approved, and the property tax if it remained vacant for 12 years.

Estimated Taxes Paid over 12 Years With the Class 6b	Estimated Taxes Paid over 12 years Without The Class 6b	Estimated Savings in Property Taxes over 12 years	Estimated Taxes Paid over 12 years if left Vacant
$2,994,028	**$4,859,669**	**$1,865,641**	**$1,835,788***

*note that the building does NOT have full vacancy as noted in applicant submittal

Village Procedures for Processing Class 6b Applications

The guidelines consist of three basic categories:

1. Economic & Fiscal Impacts of the Business on the Community (50% consideration)
2. Conditions of Existing Building/Site and Private Financial Contribution Compared to Public Assistance (30% consideration)
3. Quality of Jobs Created (20% consideration)

In addition, bonus consideration of up to 5% can be awarded due to environmental features of the proposed business. When the Village Board established these eligibility guidelines, they were adopted as general guidelines as a way for the Board to evaluate requests.

Staff has transmitted the Applicant's request to the applicable taxing districts for the required 30-day review and comment period as established by Resolution 22-R-33. The comments from that review period will be provided during the formal Board of Trustees review.

The Applicant and staff will be present at the October 14, 2025, meeting to answer any questions from the Board.

BOT-25-15
APPLICATION SUMMARY

Applicant:	Bornquist, Inc.
Site Location:	3100-3150 Commercial Avenue
Requested Action:	Initial Comments on Feasibility of Obtaining Village Support for a Cook County Class 6B Incentive
Proposal:	Request of a Resolution from the Village of Northbrook supporting and consenting to a Class 6B Tax Incentive for an existing building
Existing Zoning & Land Use:	I-1 Restricted Industrial
Surrounding Zoning & Land Use:	North: I-1 Restricted Industrial; office and warehouse uses South: I-1 Restricted Industrial; office and warehouse uses East: I-1 Restricted Industrial; office and warehouse uses West: I-1 Restricted Industrial; office and warehouse uses
Comprehensive Plan Designation:	General Industrial, Warehouse & Office

ZONING MAP



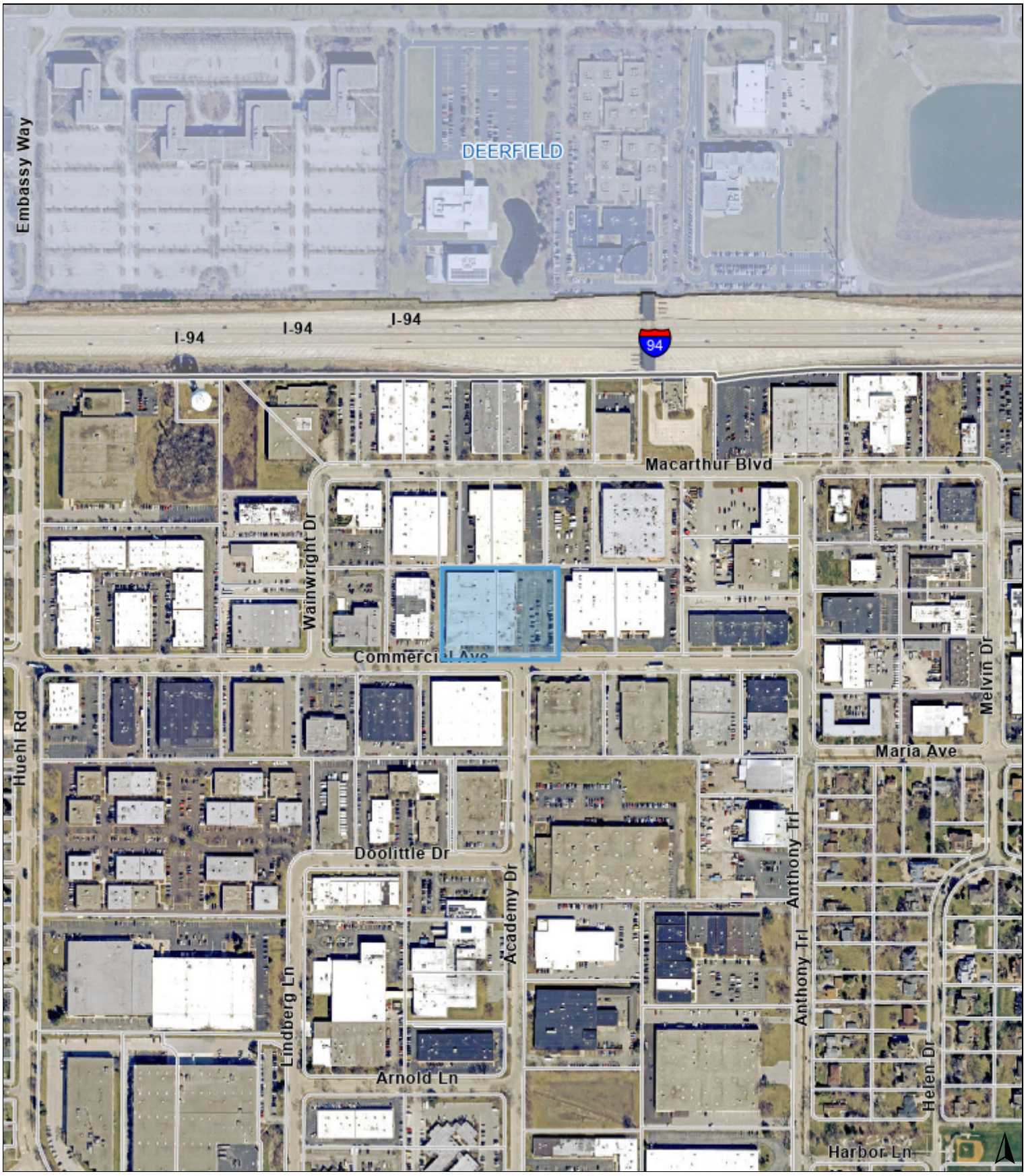
COMPREHENSIVE PLAN MAP



Legend

- Open Space & Outdoor Recreation
- Single Family
- Single Family Large Lot
- Multi-Family up to 6 DUA
- Multi-Family 6-9 DUA
- Multi-Family 9-15 DUA
- Multi-Family over 15 DUA
- Senior or Special Residential
- Government Facility
- Institutional Facility
- Neighborhood Office
- Neighborhood Edge 1
- Neighborhood Edge 2
- Office - Professional
- Office - Corporate/Corridor
- Community Retail
- Major Retail
- Industrial & Commercial Service
- General Industrial, Warehouse & Office
- Major Industrial/Distribution
- Transportation, Comm. & Utilities
- Village Center Mixed Use
- Techny Area Multi-Use
- Major Corridor Multi-Use
- Techny Area

GISConsortium | 3100-3150 Commercial Avenue



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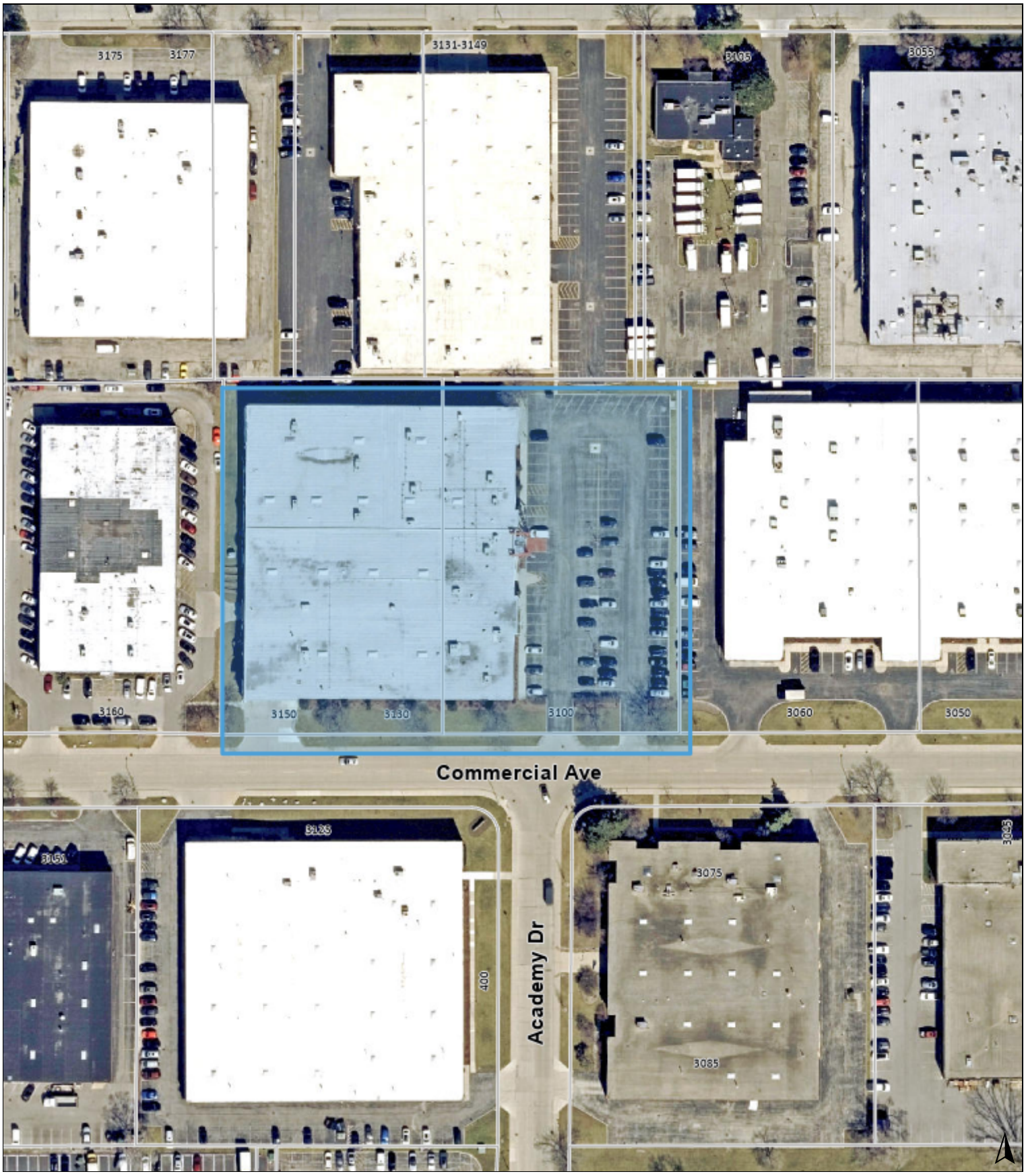
Print Date: 8/28/2025

Notes

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

GISConsortium | 3100-3150 Commercial Avenue



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Print Date: 8/28/2025

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SARNOFF PROPERTY TAX

August 20, 2025

Amy McEwan
Village of Northbrook
1225 Cedar Lane
Northbrook, Illinois 60062
Amy.McEwan@northbrook.il.us

Re: Class 6b Incentive Resolution Request
Bornquist, Inc., or an entity to be named
3100-3150 Commercial Ave.
Northbrook, Illinois 60062
PINs: 04-05-203-037/-038 (Part of)

Dear Amy:

Bornquist, Inc., or an entity to be named, ("Applicant") is seeking a Village of Northbrook Resolution supporting and consenting to a Class 6b Incentive on part of the above-referenced property based on occupation of a property that has been vacant for greater than 12 continuous months with a purchase for value and substantial rehabilitation.

The Applicant plans on purchasing the subject property and rehabilitating the same for Bornquist, Inc. to occupy approximately 43,000 square feet of the subject property for its use as a manufacturer's representative, which will consist of the warehousing and distribution of various products such as pumps, water heaters, expansion products and more. In addition, the Applicant plans to lease the remaining approximately 17,000 square feet to the current owner's related entity, Ecentria, which will continue to occupy the space as short term office as they transition their operations to other facilities. After Ecentria vacates the 17,000 square feet, Bornquist, Inc. plans to occupy the entire site for its use.

The subject property is approximately 116,532 square feet with an approximately 60,000 square foot building thereon that was constructed in 1977. Approximately 43,000 square feet have been 100% vacant and unused for some time with the remaining approximately 17,000 square feet occupied by Ecentria who will continue to occupy and lease this space only for a short time. Attached please find an Affidavit attesting to vacancy. As a result, the Class 6b Incentive request will only be for the currently vacant approximately 43,000 square foot portion of the property and the Applicant will do a PIN Division to create two new PINs for the subject property. One new PIN for the currently vacant approximately 43,000 square feet and a second PIN for the currently occupied approximately 17,000 square feet.

The subject property is in need of substantial rehabilitation. Therefore, the Applicant plans to spend approximately $300,000 to $400,000 to immediately rehabilitate and improve the subject property. Based on initial inspections these improvements will be to demolish some of the office space in the warehouse to increase the warehouse space, widen some of the warehouse doorways to allow for better forklift access, interior painting, repair drywall, install warehouse racking, install a dock lift and upgrade the IT infrastructure as well as to complete other general maintenance. Note that the need to refit the warehouse space is necessary to make this a more productive use for Bornquist, Inc. and an industrial use in general.

Please note that all of the rehabilitation costs could significantly vary depending on a variety of factors such as market variances. Further inspections of the subject property may require additional improvements. The rehabilitation will create construction jobs.

In addition, we note that the Applicant is actively exploring environmentally friendly sustainable features that align with the Village of Northbrook CAP. Bornquist, Inc. does not currently have a comprehensive program but are striving to have less of an impact on the environment. Currently, Bornquist, Inc. recycles, is in the process of a digital transformation to reduce its use of paper, e-cycles its old technology and provides an opportunity for its employees to include their e-cycle waste with their pickups. Additionally, the Applicant is exploring the option to add solar panels to the roof.

Bornquist, Inc. was founded in 1937 and has grown over time. For over 30 years, Bornquist, Inc. has operated its headquarters at 7050 N. Lehigh Ave. in the City of Chicago. Bornquist, Inc.'s business is growing and needs to expand its operations as soon as possible since it is at capacity in its current space. As a result, Bornquist, Inc. has been exploring various options for its future expansion. This search has included looking for a new facility. After careful analysis considering its needs, the market, traffic, its current employees and potential future employees as well as many other factors, Bornquist, Inc. believes that the subject property and the Village of Northbrook would be a great fit for its headquarters. Bornquist, Inc.'s hope is to continue to increase its growth at the subject property that will allow it to support a larger inventory and more office space to hire more salespeople and support staff.

Bornquist, Inc. currently is located in two locations. One location consists of an approximately 25,000 square foot building at 5004 8th Ave. in East Moline and Bornquist, Inc. plans to remain at this site. The other location consists of two adjacent buildings located at 7050 N. Lehigh Ave. in Chicago. One building is approximately 20,000 square feet and is owned by Bornquist, Inc. The other building is leased and is approximately 10,000 square feet. The subject property will allow Bornquist, Inc. to be more efficient with its space as well as allow it to meet its growth plans. As a result Bornquist, Inc. plans to move its Chicago operations and headquarters to the subject property.

Currently, Bornquist, Inc. has 76 employees, which includes 24 in East Moline. Bornquist, Inc. plans to bring all 52 of its Chicago employees to the subject property (52 full-time and 2 part-time) as well as to hire an additional 3 to 4 employees within the first three years of operations. In addition, Bornquist, Inc. provides benefits to their employees: Medical, dental, vision, short-term disability, long-term disability, life insurance, vacation days, sick days, 401k and profit-sharing. Additionally, Bornquist, Inc. will look to hire all qualified Village of Northbrook residents for future hires.

The Village of Northbrook can also expect that the occupants and their employees will invest commercially back into the community by visiting local establishments such as restaurants, gas stations, grocery stores and more. In addition, the Village of Northbrook can expect that the occupants will attract business and various customers to the Village in the course of their operations. Bornquist, Inc. will also utilize the space for customer training, employee training, employee appreciation, and customer appreciation events that will add value to the local community.

Bornquist, Inc. is also a good corporate neighbor. Specifically, Bornquist, Inc. regularly invests in the community interests of its employees through contributions to local youth sports, clubs, and school fundraisers. Additionally, Bornquist, Inc. commonly sponsors events of customers and/or vendors supporting organizations engaged in cancer research, supporting those with disabilities, and bringing fresh water to communities without. Bornquist, Inc. is looking forward to working with the Village of Northbrook to find ways to be a good corporate neighbor.

We also note that Bornquist, Inc. generates a sales tax. Although not very large, this is unique for an industrial user and property. Specifically, for Bornquist, Inc.'s Fiscal Year (July 1, 2024 to June 30, 2025), Illinois Sales tax charged was $661,500.

Although there are significant costs in moving, Bornquist, Inc. believes that moving to the subject property will allow it to meet its growth goals. Specifically, Bornquist, Inc. believes that the Village of Northbrook will be a great home for its headquarters given its proximity to O'Hare Airport, I294 and Bornquist, Inc.'s current location as well as the Village of Northbrook's business friendly atmosphere. In addition, the subject property is approximately double the size of Bornquist, Inc.'s current Chicago location from where it will relocate, which will accommodate its current and projected growth. Additionally, after completing the necessary significant improvements, the subject property will provide Bornquist, Inc. the opportunity to operate out of a customized modern facility.

We note that although industrial vacancy rates are low in the Village of Northbrook, a significant portion of the subject property has been vacant for some time, has been on the market for over 390 days and is in need of improvements for any occupant. If the Applicant does not purchase the subject property because it was unable to secure a Class 6b Incentive, it is likely that this property will continue to sit vacant. In addition, Bornquist, Inc. is excited to move to the Village of Northbrook and believes it is a great fit for the community. This is because of the number of high paying jobs to come as well as to be created and the moving of its headquarters.

A significant portion of the subject property has been vacant for some time and it is the Applicant's vision to purchase, rehabilitate and move its related entity to the subject property that will bring this property back to full occupancy. It is this occupancy that will result in increased property tax, increased sales tax, increased jobs and a more beautified site. The Applicant's plan for the subject property will provide a successful benefit for the site, Bornquist, Inc. and the Village of Northbrook.

As the above and attached indicate, there are various benefits the Village of Northbrook will receive should the Applicant be granted the Class 6b Incentive. The Applicant and Bornquist, Inc. are excited to move forward with the purchase, rehabilitation and reoccupancy of the subject property and be strong community members in the Village of Northbrook. However, the above is all contingent on the Applicant receiving a Class 6b Incentive as the Applicant will not be able to successfully rehabilitate and operate at the subject property without the Incentive. Without the Class 6b Incentive, the Applicant and Bornquist, Inc. will not purchase, rehabilitate, reoccupy and grow in the Village of Northbrook.

Therefore, please review this letter and Class 6b Eligibility Application as well as a Village of Northbrook Application, and place the Applicant on the agenda for the next possible Village of Northbrook Board meeting, where it will present its request for the Village to pass a Resolution supporting and consenting to a Class 6b Incentive on part of the subject property based on occupation of an abandoned property that will be vacant for greater than 12 continuous months with a purchase for value and substantial rehabilitation.

Should you have any questions or concerns, or require additional information, please do not hesitate to contact me at (312) 782-8310.

Sincerely,
SARNOFF PROPERTY TAX

Zachary A. Kafitz

COOK COUNTY ASSESSOR
FRITZ KAEGI

COOK COUNTY ASSESSOR'S OFFICE
118 NORTH CLARK STREET, CHICAGO, IL 60602
PHONE: 312.443.7550 FAX: 312.603.6584
WWW.COOKCOUNTYASSESSOR.COM

CLASS 6B
ELIGIBILITY APPLICATION

Carefully review the Class 6B Eligibility Bulletin before completing this Application. For assistance, please contact the Assessor's Office, Development Incentives Department (312) 603-7529. This application, ***a filing fee of $500.00***, and supporting documentation *(except drawings and surveys)* must be filed as follows:

This application must be filed **PRIOR TO** the commencement of New Construction or **PRIOR TO** the commencement of Substantial Rehabilitation Activities or **PRIOR TO** the commencement of Reoccupation of Abandoned Property.

Applicant Information

Name: Bornquist, Inc., or an entity to be named Telephone: (773) 774-2800

Company: Bornquist, Inc.

Address: 7050 N. Lehigh Ave.

City: Chicago State: IL Zip Code: 60646

Email: dcasimiro@bornquist.com

Contact Person (if different than the Applicant)

Name: Dennis Casimiro Telephone: (_____) _____

Company: See above

Address: _____

City: _____ State: _____ Zip Code: _____

Email: _____

Property Description (per PIN)

If you are applying for more than three different PINs, please submit the additional PIN information in an attachment.

Street Address: (1) 3100-3150 Commercial Ave.

Permanent Real Estate Index Number: 04-05-203-037/-038 (Part of)

(2) _____

Permanent Real Estate Index Number: _____

(3) _____

Permanent Real Estate Index Number: _____

City: Northbrook State: IL Zip Code: 60062

Township: Northfield Existing Class: 5-93

Attach legal description, site dimensions and square footage and building dimensions and square footage.

Identification of Person Having an Interest in the Property

Attach a complete list of all owners, developers, occupants and other interested parties *(including all beneficial owners of a land trust)* identified by names and addresses, and the nature and extent of their interest.

Industrial Use

Attach a detail description of the precise nature and extent of the intended use of the subject property, specifying in the case of the multiple uses the relative percentages of each use.

Include copies of materials, which explain the occupant's business, including corporate letterhead, brochures, advertising material, leases, photographs, etc.

Employment Opportunities

How many construction jobs will be created as a result of this development? See attached

How many new permanent full-time and part-time employees do you now employ in Cook County?

Full-time: See attached Part-time: See attached

How many new permanent full-time jobs will be created by this proposed development? See attached

How many new permanent full-time jobs will be created by this proposed development? See attached

Nature of Development

Indicate nature of proposed development by checking the appropriate space:

[ ] New Construction **(Read and Complete Section A)**

[X] Substantial Rehabilitation **(Read and Complete Section A)**
Incentive only applied to the market value attributable to the rehabilitation

[X] Occupation of Abandoned Property - No Special Circumstance
(Read and Complete Section B)

[ ] Occupation of Abandoned Property - With Special Circumstance
(Read and Complete Section C)

[ ] Occupation of Abandoned Property - **(CEERM Supplemental Application)**
(Read and Complete Section C)

SECTION A (NEW CONSTRUCTION/SUBSTANTIAL REHABILITATION)

If the proposed development consists of *New Construction* or *Substantial Rehabilitation*, provide the following information:

Estimated date of construction commencement *(excluding demolition, if any)*: ASAP

Estimated date of construction completion: ASAP

Attach copies of the following:

1. Specific description of the proposed *New Construction* or *Substantial Rehabilitation*
2. Current Plat of Survey for subject property
3. 1st floor plan or schematic drawings
4. Building permits, wrecking permits and occupancy permits *(including date of issuance)*
5. Complete description of the cost and extent of the *Substantial Rehabilitation* or *New Construction (including such items as contracts, itemized statements of all direct and indirect costs, contractor's affidavits, etc)*

SECTION B (ABANDONED PROPERTY WITH NO SPECIAL CIRCUMSTANCE)

If the proposed development consists of the reoccupation of abandoned property, purchased for value, complete (1) and (2) below:

1. Was the subject property vacant and unused for at least 12 continuous months prior to the purchase for value?

   [X] YES [ ] NO

   When and by whom was the subject property last occupied prior to the purchase for value?

   See attached

   Attach copies of the following documents:

   (a) Sworn statements from person having personal knowledge attesting to the fact and the duration of vacancy and abandonment

   (b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of such vacancy

2. Application must be made to the Assessor prior to occupation:

Estimated date of reoccupation:	Fall/Winter, 2025/2026
Date of Purchase:	Est. August/September, 2025
Name of purchaser:	Bornquist, Inc. or an entity to be named
Name of seller:	To be provided
Relationship of purchaser to seller:	None

   Attach copies of the following documents:

   (a) Sale Contract
   (b) Closing Statement
   (c) Recorded Deed
   (d) Assignment of Beneficial Interest
   (e) Real Estate Transfer Declaration

SECTION C (SPECIAL CIRCUMSTANCES)

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was a **purchase for value**, but the period of ***abandonment prior to purchase was less than 12 months***, complete section (1).

If the applicant is seeking special circumstances to establish that the property was abandoned for purposes of the Incentive where there was **no purchase for value**, but the period of **abandonment prior to the application 12 continuous months or greater**, complete section (2).

1. How long was the period of abandonment prior to the purchase for value? _____

   When and by whom was the subject property last occupied prior to the purchase for value?

   _____

   _____

   Attach copies of the following documents:

   (a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment

   (b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of vacancy

   (c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. *Also include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for less than 12-month abandonment period.*

   Application must be made to the Assessor prior to the commencement of reoccupation of the abandoned property.

   Estimated date of Reoccupation: _____
   Date of purchase: _____
   Name of purchaser: _____
   Name of seller: _____
   Relationship of purchaser to seller: _____

   Attach copies of the following documents:

   (a) Sale Contract
   (b) Closing Statement
   (c) Recorded Deed
   (d) Assignment of Beneficial Interest
   (e) Real Estate Transfer Declaration

2. How long has the subject property been unused?

   [ ] 12 or greater continuous months *(Eligible for Special Circumstance)*

   [ ] 3 continuous months and maintain/create 250 Employees *(Eligible for Special Circumstance under CEERM)* - **Complete CEERM Supplemental Application**

   [ ] **Not Eligible for Special Circumstance if No purchase and less than 12 continuous months *vacant, or not a CEERM***

When and by whom was the subject property last occupied prior to the filing of this application?

_____

_____

Attach copies of the following documents:

(a) Sworn statements from persons having personal knowledge attesting to the fact and the duration of the vacancy and abandonment

(b) Information *(such as statements of utility companies)* which demonstrate that the property was vacant and unused and indicate duration of vacancy

(c) Include the finding of special circumstances supporting "abandonment" as determined by the municipality, or the County Board, if located in an unincorporated area. Also include the ordinance or resolution from the Board of Commissioners of Cook County stating its approval for lack of a purchase for value.

Application must be made to Assessor prior to the commencement of reoccupation of the abandoned property.

Estimated date of reoccupation: _____

CEERM SUPPLEMENTAL APPLICATION

(This form will ONLY be utilized for applicants who specifically elect for CEERM)

This supplemental eligibility application is for properties that have been abandoned (due to special circumstances) where there has been no purchase for value and the buildings and other structures have been vacant and unused for at least three continuous months and applicant has provided sufficient documentation to establish that such applicant will create or maintain at least 250 jobs for employees at the subject location.

The CEERM Program shall be limited to the party who is the initial applicant of the Class 6B Incentive under the CEERM Program and the subject of the municipal Resolution or Ordinance.

*Under the **CEERM** Program, qualifying industrial real estate would be eligible for the Class 6B level of assessment from the date of substantial re-occupancy of the abandoned property. Properties receiving Class 6B will be assessed at 10% of market value for the first 10 years, 15% in the 11th year and 20% in the 12th year.* ***The terms of this program are Not Renewable.***

I _____ applicant/representative hereby specifically elect to submit this **Supplemental Application** for the **CEERM** program.

Further affiant sayeth not.

_____ _____

Agent's Signature | Agent's Name & Title

_____ _____

Agent's Mailing Address | Agent's Telephone Number

_____ _____

Applicant's Name | Applicant's Mailing Address

_____

Applicant's e-mail address

Subscribed and sworn before me this _____ day of _____, 20 _____

_____

Signature of Notary Public

LOCAL APPROVAL

A certified copy of a resolution or ordinance from the municipality in which the real estate is located *(or the County Board, if the real estate is located in an unincorporated area)* should accompany this Application. *The ordinance or resolution must expressly state that the municipality supports and consents to this Class 6B Application and that it finds Class 6B necessary for development to occur on the subject property.* If a resolution is unavailable at the time the application is filed, a letter from the municipality or the County Board, as the case may be, stating that a resolution or ordinance supporting the incentive has been requested may be filed with this application instead. If the applicant is seeking to apply based on the reoccupation of abandoned property and will be seeking a finding of "special circumstances" from the municipality, in addition to obtaining a letter from the municipality confirming that a resolution or ordinance supporting the incentive has been requested, the applicant must file a letter from the County Board confirming that a resolution validating a municipal finding of special circumstances has been requested. If, at a later date, the municipality or the County Board denies the applicant's request for a resolution or ordinance, the applicant will be deemed ineligible for the Class 6B incentive, whether or not construction has begun. In all circumstances, the resolution must be submitted by the time the applicant files an "Incentive Appeal".

FINALIZING THE INCENTIVE PROCESS

In order to finalize the class change you will need to file an **Incentive Appeal** with supporting documentation (including **Proof of Occupancy**) in the year that the property has been substantially occupied. It is advised that you access our website *(www.cookcountyassessor.com)* to determine the allowable filing dates for such action.

When filing an appeal requesting an Incentive Class Change, a $100.00 filing fee (made out to the Cook County Assessor) must be included. The property cannot receive Class 6B designation until you file an Incentive Appeal Form, AND this office grants reclassification for the parcel(s).

I, the undersigned, certify that I have read this Application and that the statements set forth in this Application and in the attachments hereto are true and correct, except as those matters stated to be on information and belief and as to such matters, the undersigned certifies that he/she believes the same to be true.

Signature	Date: 6/25/25
Print Name: Dennis Casimiro	Title: CEO

4/1/2022

COOK COUNTY ASSESSOR
FRITZ KAEGI

COOK COUNTY ASSESSOR'S OFFICE
118 NORTH CLARK STREET, CHICAGO, IL 60602
PHONE: 312.443.7550 FAX: 312.603.3616
WWW.COOKCOUNTYASSESSOR.COM

INCENTIVES CLASS LIVING WAGE ORDINANCE AFFIDAVIT

Dennis Casimiro as agent for the applicant set forth below, who is seeking a classification incentive as referenced below, I do hereby state under oath as follows:

1. As the agent for the applicant set forth below, I have personal knowledge as to the facts stated herein.
2. The property identified by PIN(s) with commonly known address(es), listed in Exhibit A attached and herein incorporated, are/is the subject of a pending application/renewal (circle as appropriate) for one of the following development incentives provided by the Code of Ordinances of Cook County, Chapter 74, Article II, Division 2, The Cook County Real Property Assessment Classification Ordinance, Sec.74-60 et seq., as amended:

   X Class 6b ___ Class 8 (industrial property) ___ Class 9

3. The Cook County Assessor's Office has issued the following control number regarding this application/renewal (circle as appropriate), To be provided.
4. I have reviewed the Code of Ordinances of Cook County, Cook County Living Wage Ordinance, as amended (the "Ordinance"), and certify that the applicant is in compliance with the above referenced Cook County Living Wage Ordinance, due to one of the following options (check as appropriate):

X Applicant is currently paying a living wage to its employees, as defined in the Ordinance.

OR

___ Applicant is not required to pay a living wage, pursuant to the Ordinance.

Further affiant sayeth not.

Agent's Signature	Dennis Casimiro, CEO Agent's Name & Title
7050 N. Lehigh Ave., Chicago, IL 60646 Agent's Mailing Address	773-774-2800 Agent's Telephone Number
Bornquist, Inc., or an entity to be named Applicant's Name	7050 N. Lehigh Ave., Chicago, IL 60646 Applicant's Mailing Address
dcasimiro@bornquist.com Applicant's e-mail address	

Subscribed and sworn before me this 25th day of June, 2025.

Laura L Young
Signature of Notary Public

"OFFICIAL SEAL"
LAURA L. YOUNG
Notary Public, State Of Illinois
Commission No. 975965
My Commission Expires 08/01/2027

1/30/15

EXHIBIT A

(Please type or Print)

PIN(s)	Common Address
04-05-203-037/-038 (Part of)	3100-3150 Commercial Ave., Northbrook, IL 60062

AFFIDAVIT

I, Mark A. Levitin, if called to testify, would attest to the following facts:

1. That I am a Member of IPM PLUS, LLC., that owns the property located at 3100-3150 Commercial Ave. in Northbrook, Illinois (PINs: 04-05-203-037/-038) ("Subject Property").

2. That the prior occupant of the Subject Property was OpticsPlanet, Inc.

3. That as of March 23rd, 2020, OpticsPlanet, Inc. vacated the Subject Property.

4. That since March 23rd, 2020, the Subject Property has been 95% vacant and unused.

Further Affiant Sayeth Not

Mark A. Levitin

June 29th, 2025

Subscribed and sworn before me
This 29 day of June, 2025

Official Seal
YELENA R SHVARTSMAN
Notary Public, State of Illinois
Commission No. 774377
My Commission Expires September 20, 2028

Signature of Notary Public

Legal Description, Site and Building Square Footage

The total land area of the subject parcel located at 3100-3150 Commercial Ave. in Northbrook, Illinois (PINs: 04-05-203-037/-038) is approximately 116,532 square feet with an approximately 60,000 square foot building thereon. Below please find the legal description.

LOTS 28 AND 29 IN NORTH SUBURBAN INDUSTRIAL PARK, UNIT NO. 6, BEING A SUBDIVISION IN THE NORTH 1/2 OF SECTION 5, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS

Description of the Nature of the Project, the Intended Use of the Subject Property and Information Regarding the Applicant and User

Bornquist, Inc., or an entity to be named, ("Applicant") plans to purchase the property located at 3100-3150 Commercial Ave. in Northbrook, Illinois (PINs: 04-05-203-037/-038) and rehabilitate the same for Bornquist, Inc. to occupy approximately 43,000 square feet of the subject property for its use as a manufacturer's representative, which will consist of the warehousing and distribution of various products such as pumps, water heaters, expansion products and more. In addition, the Applicant plans to lease the remaining approximately 17,000 square feet to the current owner's related entity, Ecentria, which will continue to occupy the space as short term office as they transition their operations to other facilities. After Ecentria vacates the 17,000 square feet, Bornquist, Inc. plans to occupy the entire site for its use.

The subject property is approximately 116,532 square feet with an approximately 60,000 square foot building thereon that was constructed in 1977. Approximately 43,000 square feet have been 100% vacant and unused for some time with the remaining approximately 17,000 square feet occupied by Ecentria who will continue to occupy and lease this space only for a short time. Attached please find an Affidavit attesting to vacancy. As a result, the Class 6b Incentive request will only be for the currently vacant approximately 43,000 square foot portion of the property and the Applicant will do a PIN Division to create two new PINs for the subject property. One new PIN for the currently vacant approximately 43,000 square feet and a second PIN for the currently occupied approximately 17,000 square feet.

The subject property is in need of substantial rehabilitation. Therefore, the Applicant plans to spend approximately $300,000 to $400,000 to immediately rehabilitate and improve the subject property. Based on initial inspections these improvements will be to demolish some of the office space in the warehouse to increase the warehouse space, widen some of the warehouse doorways to allow for better forklift access, interior painting, repair drywall, install warehouse racking, install a dock lift and upgrade the IT infrastructure as well as to complete other general maintenance. Note that the need to refit the warehouse space is necessary to make this a more productive use for Bornquist, Inc. and an industrial use in general.

In addition, we note that the Applicant is actively exploring environmentally friendly sustainable features that align with the Village of Northbrook CAP. Bornquist, Inc. does not currently have a comprehensive program but are striving to have less of an impact on the environment. Currently, Bornquist, Inc. recycles, is in the process of a digital transformation to reduce its use of paper, e-cycles its old technology and provides an opportunity for its employees to include their e-cycle waste with their pickups. Additionally, the Applicant is exploring the option to add solar panels to the roof.

Bornquist, Inc. currently is located in two locations. One location consists of an approximately 25,000 square foot building at 5004 8th Ave. in East Moline and Bornquist, Inc. plans to remain at this site. The other location consists of two adjacent buildings located at 7050 N. Lehigh Ave. in Chicago. One building is approximately 20,000 square feet and is owned by Bornquist, Inc. The other building is leased and is approximately 10,000 square feet. The subject property will allow Bornquist, Inc. to be more efficient with its space as well as allow it to meet its growth plans. As a result Bornquist, Inc. plans to move its Chicago operations and headquarters to the subject property.

Currently, Bornquist, Inc. has 76 employees, which includes 24 in East Moline. Bornquist, Inc. plans to bring all 52 of its Chicago employees to the subject property (52 full-time and 2 part-time) as well as to hire an additional 3 to 4 employees within the first three years of operations. In addition, Bornquist, Inc. provides benefits to their employees: Medical, dental, vision, short-term disability, long-term disability, life insurance, vacation days, sick days, 401k and profit-sharing. Additionally, Bornquist, Inc. will look to hire all qualified Village of Northbrook residents for future hires.

The Village of Northbrook can also expect that the occupants and their employees will invest commercially back into the community by visiting local establishments such as restaurants, gas stations, grocery stores and more. In addition, the Village of Northbrook can expect that the occupants will attract business and various customers to the Village in the course of their operations. Bornquist, Inc. will also utilize the space for customer training, employee training, employee appreciation, and customer appreciation events that will add value to the local community.

BLUE WATER BUILDERS

Bornquist, Inc.
Attn: Dennis Casimiro
7050 N. Lehigh Avenue
Chicago, IL 60646

Date:	7/25/2025
Job Name:	3100-50 Commercial
Proposal:	2025-111

CONCEPTUAL ESTIMATE

We hereby propose to furnish material and labor necessary for the completion of the following:

SERVICES PROVIDED: Based on site visit and client's scope.

Demolition Remove warehouse mezzanine at by West Loading Dock. Remove associated warehouse walls by West Loading Dock. Remove warehouse wall separating "Gym" area from additional warehouse space. Remove carpet tiles at Northwest corner of warehouse.	$	34,000.00
Concrete Repair concrete floor where walls/mezzanine were removed. Remove one (1) dock leveler, and infill with concrete.	$	10,000.00
Roofing Excluded at this time.	$	-
Masonry Create two (2) larger interior dock door openings. One is 9' wide x 10' high, one is 9' x 12'. Create two (2) large openings between warehouse areas. Both openings to be 16' x 14'.	$	25,000.00
Framing/Drywall Construct one (1) approximately 105 lineal foot warehouse demising wall to the deck. Construct one (1) approximately 45 lineal foot demising wall to the deck for new Gym. Infill wall for Shipping Office. Repair walls affected by demolition. Tape and Sand ready for paint.	$	45,000.00
Acoustical Ceiling Excluded at this time.	$	-
Doors/Frames/Hardware Furnish and Install four (4) new hollow metal doors with metal frames.	$	8,000.00
Storefront/Glazing Storefront to remain as-is for now.	$	-

BLUE WATER BUILDERS

Warehouse Flooring	$	15,000.00
Remove flooring and grind off mastic at Mezzanine and new warehouse area that had carpet.		
Furnish and Install approx. 4,000 s.f. of clear epoxy flooring at newly created warehouse areas.		
Furnish and Install 4" vinyl base where new walls are built and new flooring is installed.		
*Gym Floor to remain as-is for now.		
**Shipping Office concrete floor to remain as-is for now.		
Paint	$	12,000.00
Paint newly constructed warehouse walls.		
Paint areas affected by demolition.		
Paint Shipping Office.		
Loading Dock Equipment		
Furnish and Install one (1) 9' x 10' and one (1) 9' x 12' manual overhead doors.	$	9,000.00
Furnish and Install one (1) Pre-Cast Interior Dock Ramp with railings.	$	45,000.00
Plumbing	$	-
Excluded at this time.		
*Assumes existing plumbing fixtures (toilets/hot water heaters) are in good-working condition.		
Fire Protection	$	1,500.00
Disconnect and cap sprinklers for demolition at mezzanine.		
*Assumes remaining sprinkler heads to remain as-is throughout.		
HVAC	$	25,000.00
Re-work ductwork where new demising walls are being built.		
Re-work ductwork where mezzanine is being removed.		
Furnish and Install split system to feed new Shipping Office.		
Electrical	$	15,000.00
Make safe disconnects for demolition.		
Existing warehouse lights to remain as-is for now.		
Re-circuit warehouse lights to new rooms.		
Furnish and Install new duplex outlets/switches for Shipping Office.		
Excludes low-voltage cabling at this time.		
Furnish and Install six (6) new warehouse LED light fixtures where demolition occurred.		
Furnish and Install three (3) new EXIT/EM light fixtures.		
Bring power to new split system.		
Fire Alarm Allowance	$	4,000.00
*Assumes existing devices are up to code and sufficient coverage.		
SITE WORK	$	80,000.00
Excavate for additional parking area in front of Shipping Office/Will Call.		
Pour new concrete and curbs.		
Sawcut pre-cast wall for new Shipping Office Door. Furnish and Install new Exterior Door.		
Landscape South Elevation.		
Crack-Fill, sealcoat, and stripe existing parking area.		
Professional Final Clean	$	1,500.00
Clean affected warehouse floor areas upon completion of all the work.		

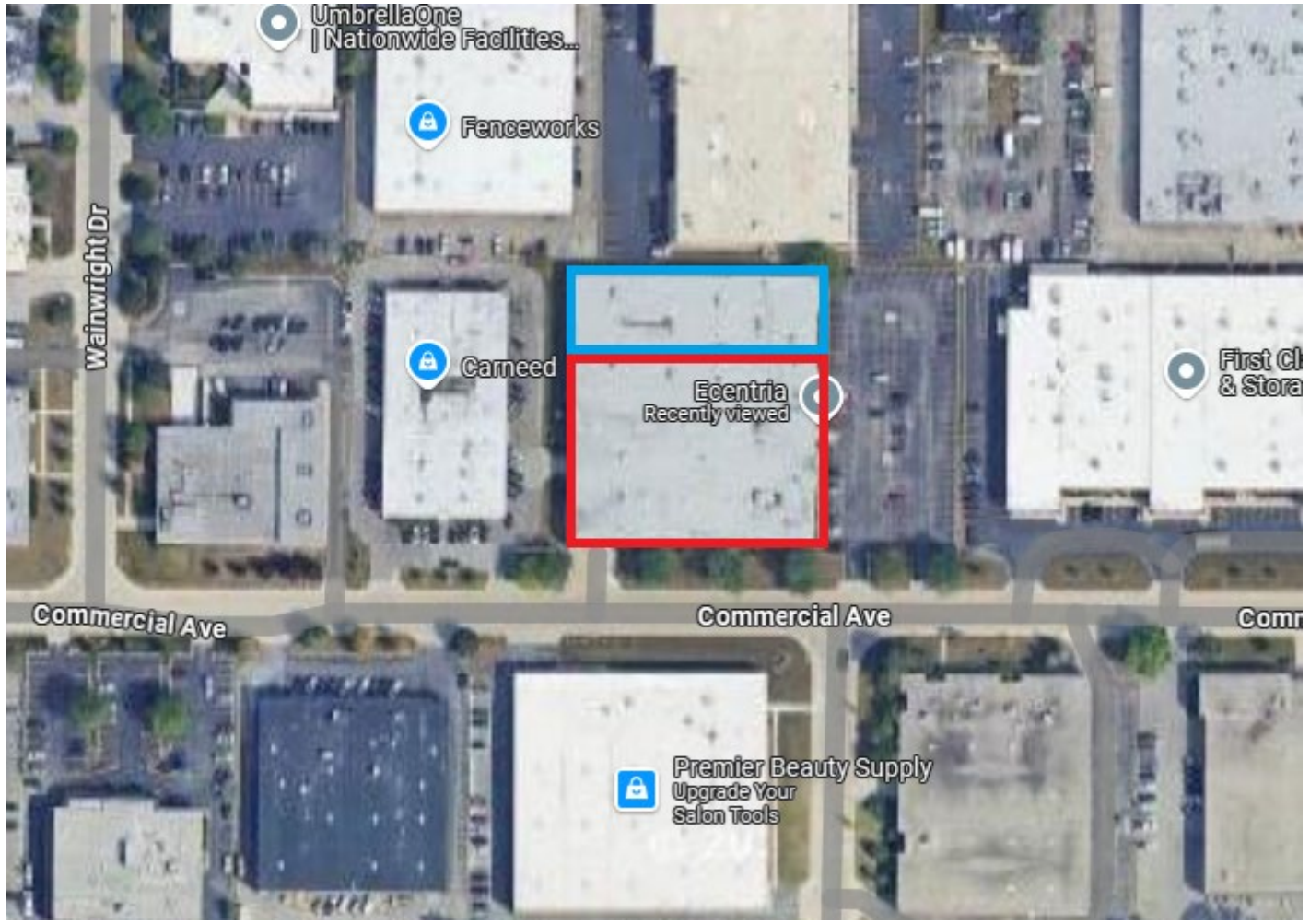
BLUE WATER BUILDERS

General Conditions		$	32,000.00
Site Supervision, Labor, Lifts, Dumpsters, Insurance, Cleaning, Safety Materials, etc.…			
	Subtotal	$	362,000.00
	OH & P	$	27,000.00
	TOTAL:	**$**	**389,000.00**

NOTES:

- Excludes Architectural/Engineering drawings and/or permit fees at this time.
- Jobsite to be kept in a clean and workmanlike condition throughout project.
- Excludes Hazardous materials abatement.
  Assumes all MEP/FP/FA is in good working order and can be utilized for the purpose of this project.
- Includes Union Labor.


MacArthur Blvd
Shred Spot -
Paper Shredding &...
UmbrellaOne
| Nationwide Facilities...
Fenceworks
Wainwright Dr
Carnee I
Ecentria
Recently viewed
First Class Moving
& Storage, Inc
Commercial Ave
Commercial Ave
Premier Beauty Supply
Upgrade Your
Salon Tools
Maria Ave



BLUE: Ecentria

RED: To be Bornquist, Inc.

1204

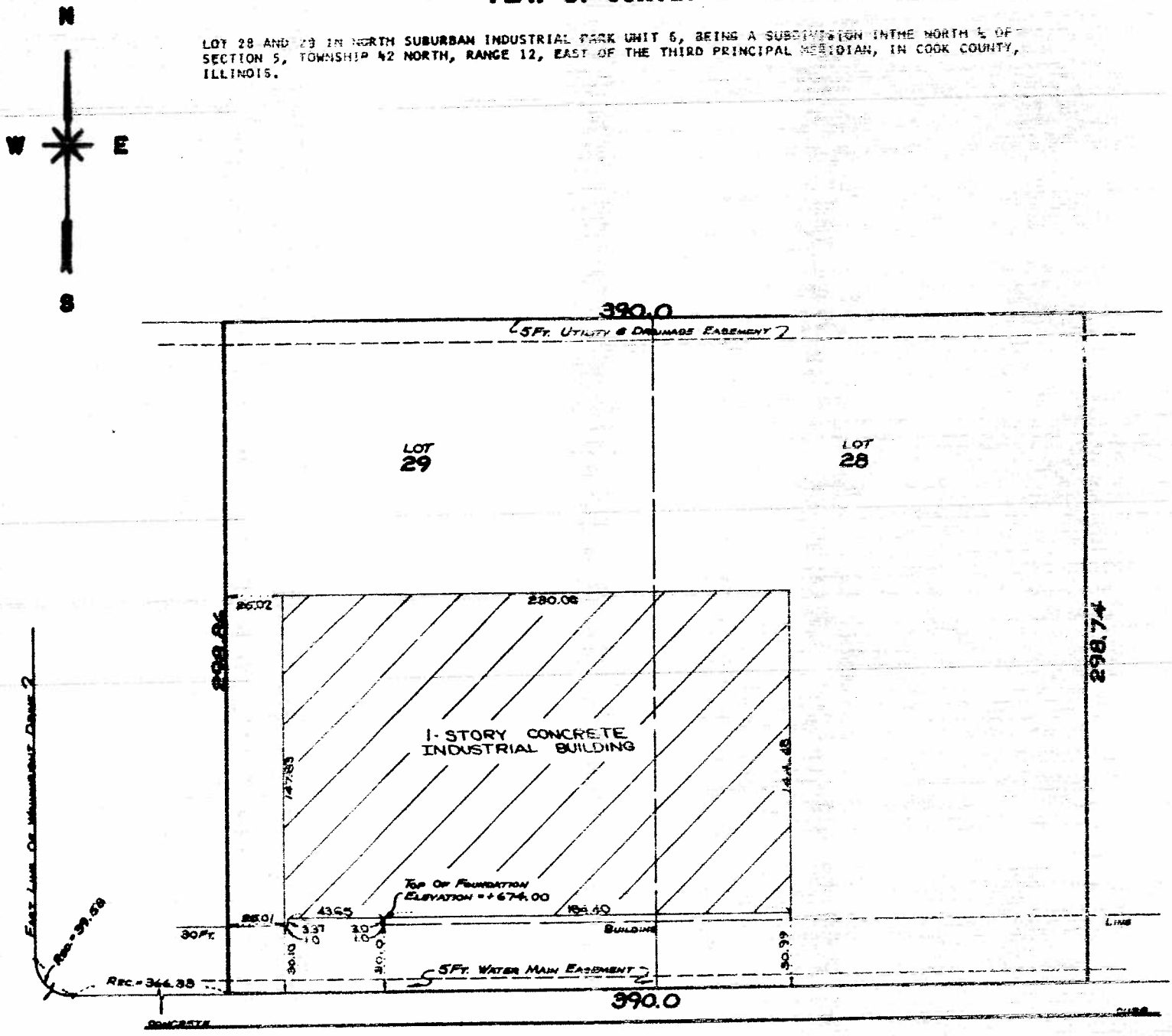
5348 NORTH ELSTON AVENUE
CHICAGO, ILLINOIS 60646

CERTIFIED SURVEY CO.

Phone 775-7750
775-7756

PLAT OF SURVEY

LOT 28 AND 29 IN NORTH SUBURBAN INDUSTRIAL PARK UNIT 6, BEING A SUBDIVISION IN THE NORTH ½ OF SECTION 5, TOWNSHIP 42 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.



PAUL F. MISTURAK
REGISTERED
No. 1879
STATE OF ILLINOIS
LAND SURVEYOR

BUILDING LINES AND EASEMENTS ARE SHOWN ONLY WHERE THEY ARE SO RECORDED IN THE MAPS. OTHERWISE REFER TO YOUR DEED OR ABSTRACT.

COMPARE ALL POINTS BEFORE BUILDING BY SAME AND AT ONCE REPORT ANY DIFFERENCE.

Order No. 77A558-A
Scale 1 Inch = 40 feet
Date May 16, 1977
Ordered by Mitchell Commercial

State of Illinois } ss.
County of Cook }

We, CERTIFIED SURVEY CO. do hereby certify that we have located the building on the above property.

Loc. No. 77A558-A
Date 6-17-77

Paul F. Misturak
REG. ILL. Land Surveyor

State of Illinois } ss.
County of Cook }

We, CERTIFIED SURVEY CO. do hereby certify that we have surveyed the above described property and that the plat hereon drawn is a correct representation of said survey.

Paul F. Misturak
REG. ILL. Land Surveyor



± 60,000 SF

AVAILABLE FOR SALE OR FOR LEASE

3100-3150 COMMERCIAL AVE

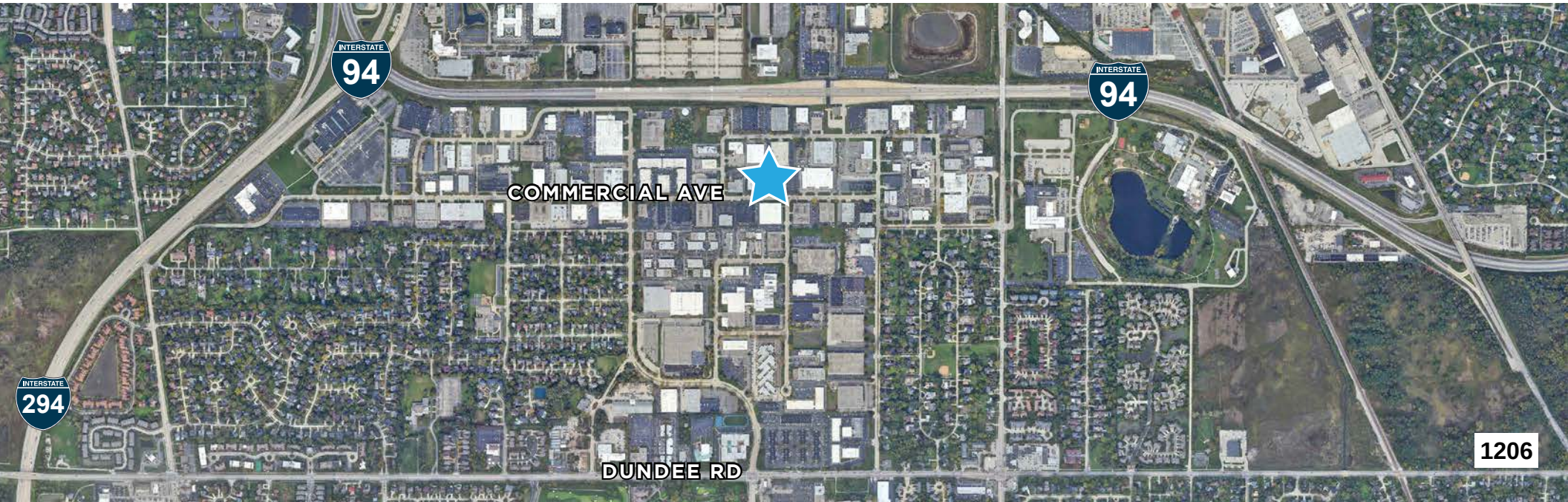
Northbrook, IL

CUSHMAN & WAKEFIELD

PROPERTY OVERVIEW

3100-3150
COMMERCIAL AVE

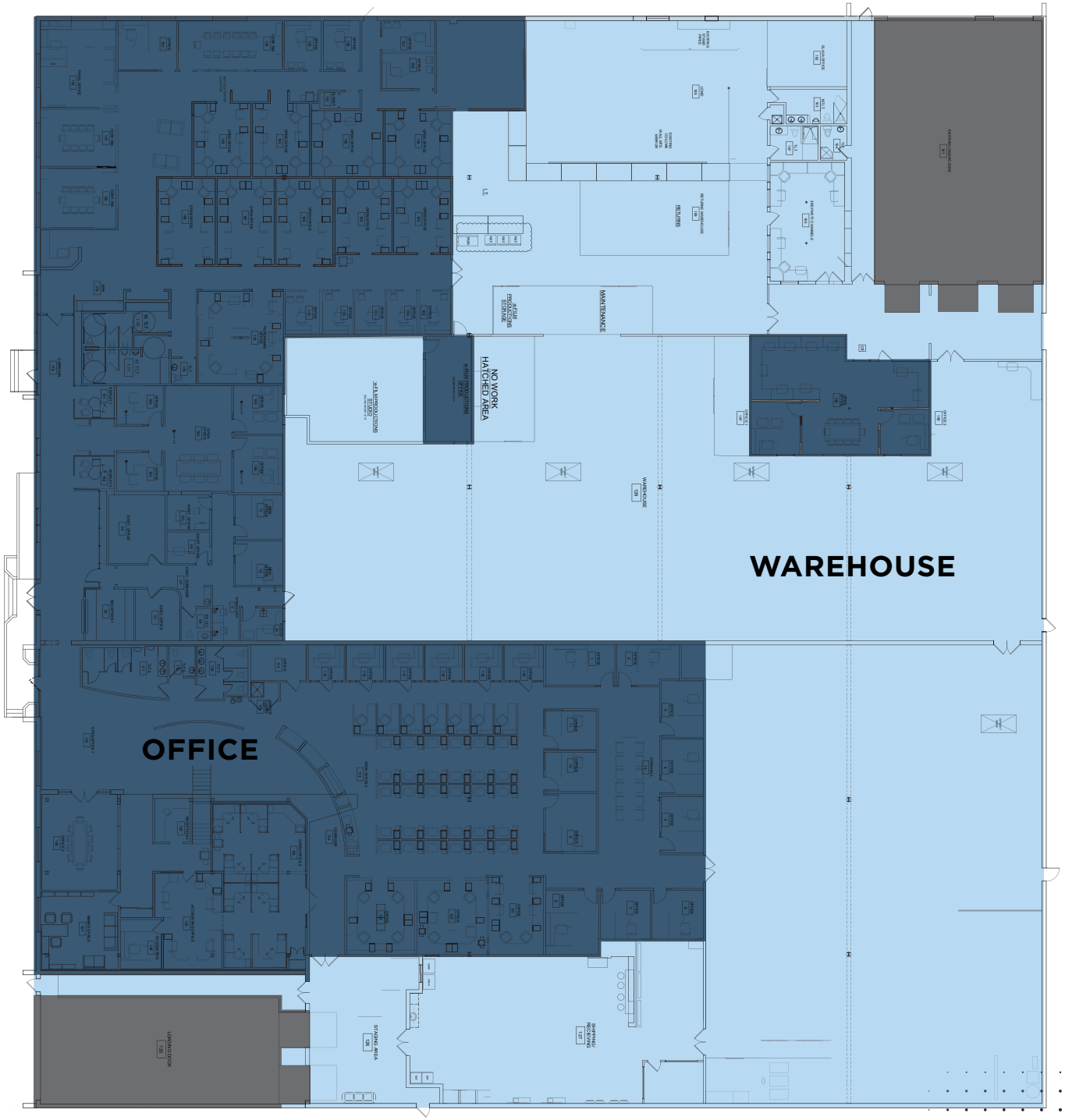
PROPERTY FEATURES			
Available Space:	± 60,000 SF	Interior Docks:	5
Land Area:	2.65 Acres	Drive-in Door:	1
Office Space:	± 20,000 SF	Power (2 Services):	800A @ 277/480v
Clear Height:	18’	Heating:	Gas Fired Units
Construction:	Reinforced Concrete	Sprinklers:	Wet
Year Built:	1977	Parking:	± 115 Cars
Zoning:	I-1	Real Estate Taxes:	$2.44 PSF ($141,350.85)
Lease Rate:	**STO**	**Sale Price:**	**STO**



FLOOR PLAN

± 60,000 SF AVAILABLE

± 20,000 SF OFFICE



AERIAL MAP



2.4 MILES
TO I-94

5.4 MILES
TO I-294

13.1 MILES
TO O'HARE

26.8 MILES
TO CHICAGO



STEVE STONE
Managing Director
+ 1 847 720 1364
steve.stone@cushwake.com

DAVID FRIEDLAND
Executive Director
+1 847 720 1370
david.friedland@cushwake.com

CUSHMAN & WAKEFIELD

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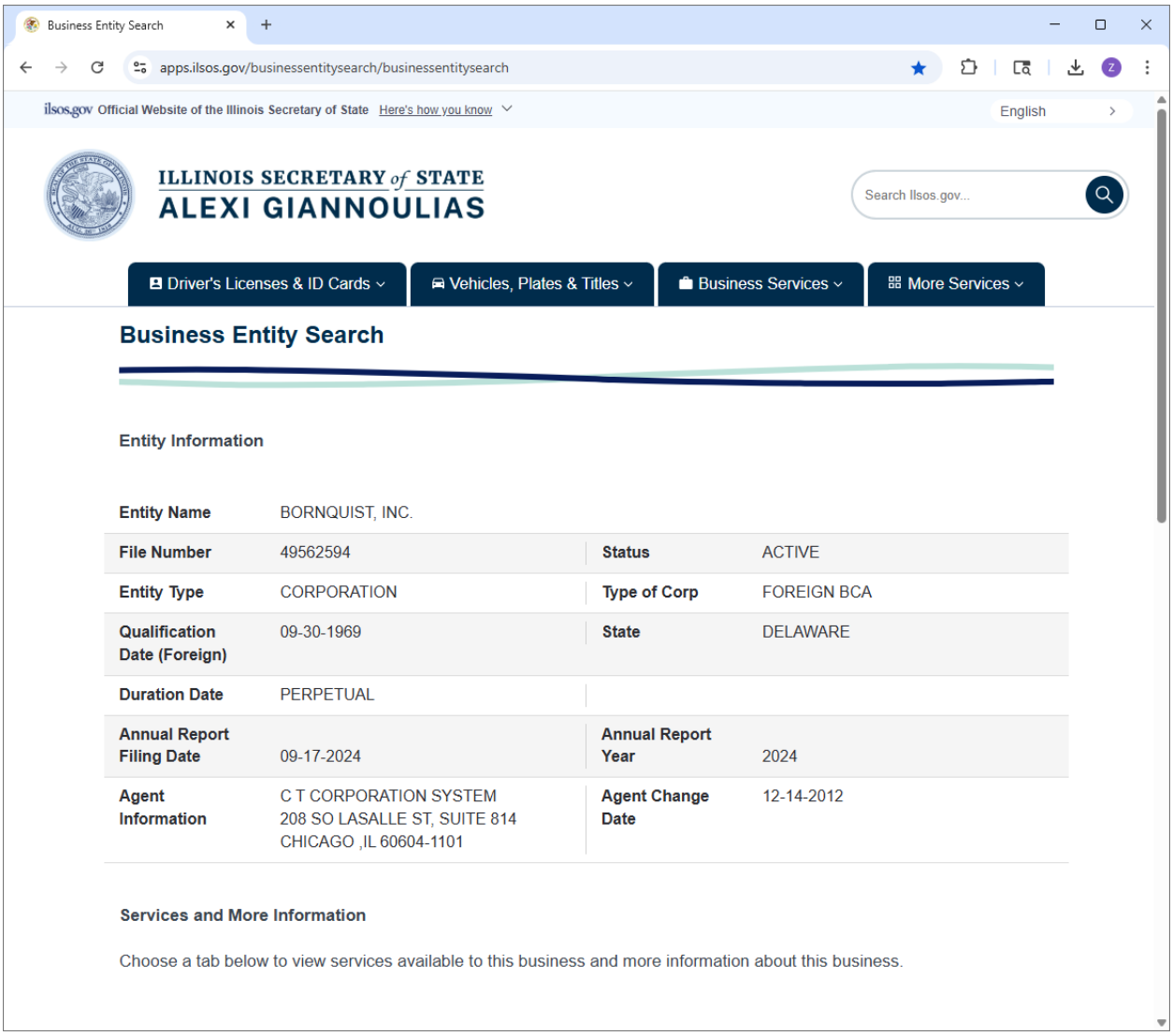
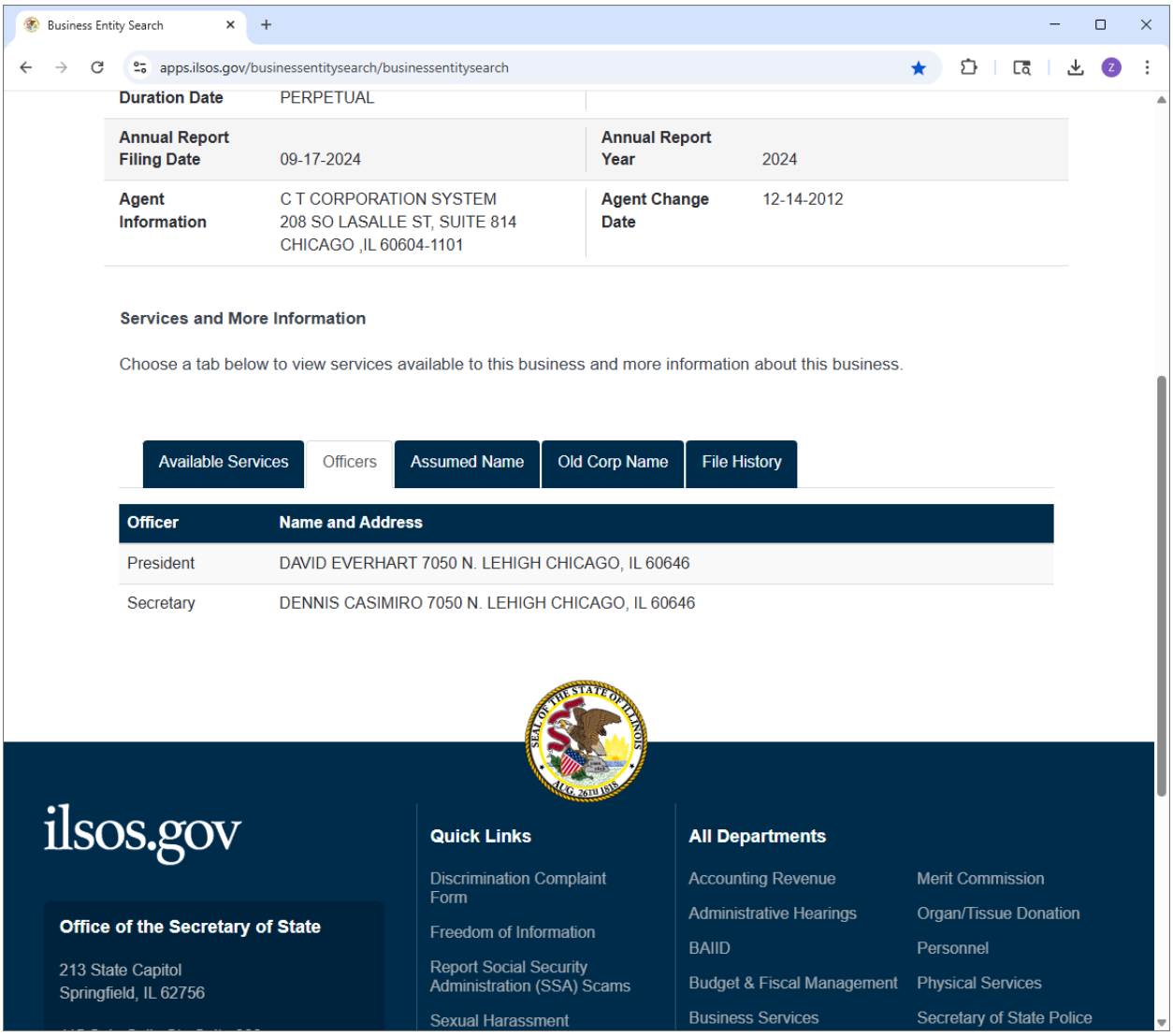
Ownership

Bornquist, Inc., or an entity to be named, ("Applicant") plans to purchase the property located at 3100-3150 Commercial Ave. in Northbrook, Illinois (PINs: 04-05-203-037/-038). Attached hereto please find a Secretary of State webpage printout for Bornquist, Inc. as well as a Cook County Disclosure of Ownership Interest Statement.


Business Entity Search
apps.ilsos.gov/businessentitysearch/businessentitysearch
ilsos.gov Official Website of the Illinois Secretary of State Here's how you know
English
ILLINOIS SECRETARY of STATE
ALEXI GIANNOULIAS
Search Ilsos.gov...
Driver's Licenses & ID Cards
Vehicles, Plates & Titles
Business Services
More Services
Business Entity Search
Entity Information
Entity Name BORNQUIST, INC.
File Number 49562594
Status ACTIVE
Entity Type CORPORATION
Type of Corp FOREIGN BCA
Qualification Date (Foreign) 09-30-1969
State DELAWARE
Duration Date PERPETUAL
Annual Report Filing Date 09-17-2024
Annual Report Year 2024
Agent Information C T CORPORATION SYSTEM
208 SO LASALLE ST, SUITE 814
CHICAGO ,IL 60604-1101
Agent Change Date 12-14-2012
Services and More Information
Choose a tab below to view services available to this business and more information about this business.


Business Entity Search
apps.ilsos.gov/businessentitysearch/businessentitysearch
Duration Date
PERPETUAL
Annual Report Filing Date
09-17-2024
Annual Report Year
2024
Agent Information
C T CORPORATION SYSTEM
208 SO LASALLE ST, SUITE 814
CHICAGO ,IL 60604-1101
Agent Change Date
12-14-2012
Services and More Information
Choose a tab below to view services available to this business and more information about this business.
Available Services
Officers
Assumed Name
Old Corp Name
File History
Officer
Name and Address
President
DAVID EVERHART 7050 N. LEHIGH CHICAGO, IL 60646
Secretary
DENNIS CASIMIRO 7050 N. LEHIGH CHICAGO, IL 60646
ilsos.gov
Office of the Secretary of State
213 State Capitol
Springfield, IL 62756
Quick Links
Discrimination Complaint Form
Freedom of Information
Report Social Security Administration (SSA) Scams
Sexual Harassment
All Departments
Accounting Revenue
Administrative Hearings
BAIID
Budget & Fiscal Management
Business Services
Merit Commission
Organ/Tissue Donation
Personnel
Physical Services
Secretary of State Police

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT

The Cook County Code of Ordinances (§2-610 *et seq.*) requires that any Applicant for any County Action must disclose information concerning ownership interests in the Applicant. This Disclosure of Ownership Interest Statement must be completed with all information current as of the date this Statement is signed. Furthermore, this Statement must be kept current, by filing an amended Statement, until such time as the County Board or County Agency shall take action on the application. The information contained in this Statement will be maintained in a database and made available for public viewing. **County reserves the right to request additional information to verify veracity of information containted in this statement.**

If you are asked to list names, but there are no applicable names to list, you must state NONE. An incomplete Statement will be returned and any action regarding this contract will be delayed. A failure to fully comply with the ordinance may result in the action taken by the County Board or County Agency being voided.

"*Applicant*" means any Entity or person making an application to the County for any County Action.

"County Action" means any action by a County Agency, a County Department, or the County Board regarding an ordinance or ordinance amendment, a County Board approval, or other County agency approval, with respect to contracts, leases, or sale or purchase of real estate.

"Person" "Entity" or *"Legal Entity"* means a sole proprietorship, corporation, partnership, association, business trust, estate, two or more persons having a joint or common interest, trustee of a land trust, other commercial or legal entity or any beneficiary or beneficiaries thereof.

This Disclosure of Ownership Interest Statement must be submitted by :

1. An Applicant for County Action and

2. A Person that holds stock or a beneficial interest in the Applicant and is listed on the Applicant's Statement (a "Holder") must file a Statement and complete #1 only under **Ownership Interest Declaration.**

Please print or type responses clearly and legibly. Add additional pages if needed, being careful to identify each portion of the form to which each additional page refers.

This Statement is being made by the [X] Applicant or [ ] Stock/Beneficial Interest Holder

This Statement is an: [X] Original Statement or [ ] Amended Statement

Identifying Information:

Name Bornquist, Inc.

D/B/A: _____ FEIN # Only: 36-2680306

Street Address: 7050 N Lehigh Ave

City: Chicago State: Illinois Zip Code: 60646

Phone No.: 773-774-2800 Fax Number: 773-763-6534 Email: dcasimiro@bornquist.com

Cook County Business Registration Number: _____
(Sole Proprietor, Joint Venture Partnership)

Corporate File Number (if applicable): _____

Form of Legal Entity:

[ ] Sole Proprietor [ ] Partnership [X] Corporation [ ] Trustee of Land Trust

[ ] Business Trust [ ] Estate [ ] Association [ ] Joint Venture

[ ] Other (describe) _____

Ownership Interest Declaration:

1. List the name(s), address, and percent ownership of each Person having a legal or beneficial interest (including ownership) of more than five percent (5%) in the Applicant/Holder.

Name	Address	Percentage Interest in Applicant/Holder
David Everhart,	241 Gross Point Rd, Evanston, IL 60201	29%
Dennis Casimiro	1431 Huntington Dr, Glenview, IL 60025	25%
David Bernholdt II	12946 Walden Dr, Plainfield, IL 60585	15%
Daniel Watkins	7006 N Ionia Ave, Chicago, IL 60646	14%
Vito Daniel Lacedra	31 E Illinois Ave, Palatine, IL 60067	7%
Chris Wisinski	8506 94th Ave, Pleasant Prairie, WI 53158	6%

2. If the interest of any Person listed in (1) above is held as an agent or agents, or a nominee or nominees, list the name and address of the principal on whose behalf the interest is held.

Name of Agent/Nominee	Name of Principal	Principal's Address

3. Is the Applicant constructively controlled by another person or Legal Entity? [ ] Yes [X] No

If yes, state the name, address and percentage of beneficial interest of such person, and the relationship under which such control is being or may be exercised.

Name	Address	Percentage of Beneficial Interest	Relationship

Corporate Officers, Members and Partners Information:

For all corporations, list the names, addresses, and terms for all corporate officers. For all limited liability companies, list the names, addresses for all members. For all partnerships and joint ventures, list the names, addresses, for each partner or joint venture.

Name	Address	Title (specify title of Office, or whether manager or partner/joint venturer)	Term of Office
David Everhart	241 Gross Point Rd, Evanston, IL 60201	President, Chairman of the Board	1 year
Dennis Casimiro	1431 Huntington Dr, Glenview, IL 60025	CEO, Treasurer, Secretary	1 year
David Bernholdt II	12946 Walden Dr, Plainfield, IL 60585	Vice President	1 year
Daniel Watkins	7006 N Ionia Ave, Chicago, IL 60646	Vice President	1 year

Declaration (check the applicable box):

[X] I state under oath that the Applicant has withheld no disclosure as to ownership interest in the Applicant nor reserved any information, data or plan as to the intended use or purpose for which the Applicant seeks County Board or other County Agency action.

[ ] I state under oath that the Holder has withheld no disclosure as to ownership interest nor reserved any information required to be disclosed.

1. REAL ESTATE OWNERSHIP DISCLOSURES.

The Applicant must indicate by checking the appropriate provision below and providing all required information that either:

a) The following is a complete list of all real estate owned by the Applicant in Cook County:

PERMANENT INDEX NUMBER(S): 10-32-202-036-0000

(ATTACH SHEET IF NECESSARY TO LIST ADDITIONAL INDEX NUMBERS)

OR:

b) _____The Applicant owns no real estate in Cook County.

2. EXCEPTIONS TO CERTIFICATIONS OR DISCLOSURES.

If the Applicant is unable to certify to any of the Certifications or any other statements contained in this EDS and not explained elsewhere in this EDS, the Applicant must explain below:

If the letters, "NA", the word "None" or "No Response" appears above, or if the space is left blank, it will be conclusively presumed that the Applicant certified to all Certifications and other statements contained in this EDS.

COOK COUNTY DISCLOSURE OF OWNERSHIP INTEREST STATEMENT SIGNATURE PAGE

Dennis Casimiro
Name of Authorized Applicant/Holder Representative (please print or type)

CEO
Title

Signature

6/9/2025
Date

dcasimiro@bornquist.com
E-mail address

773-774-2800
Phone Number

Subscribed to and sworn before me
this 9th day of May, 2025

My commission expires:

X
Notary Public Signature

12-8-2028
Notary Seal

"OFFICIAL SEAL"
DONNA J. FRANKLIN
Notary Public, State Of Illinois
Commission No. 922068
My Commission Expires December 08, 2028

COOK COUNTY CLASS 6B

VILLAGE OF NORTHBROOK APPLICATION

When submitting a request to the Village of Northbrook for a Cook County Class 6b resolution of support, please submit one reproducible copy of the following information to the Deputy Director of Development and Planning Services (DPS), 1225 Cedar Lane, Northbrook, IL 60062. If you have questions regarding the application materials or process, please contact the DPS Department at (847) 664-4050.

GENERAL INSTRUCTIONS

- Prior to completing an application, an applicant is strongly encouraged to contact the DPS Department to discuss the property and project for which they are requesting the Class 6b classification. The contact information is listed above.
- Fill out the application materials completely. If any questions are left unanswered or required documents not submitted, an explanation for the omission must be included.
- Only typed applications will be accepted and reviewed.
- Only complete applications will be presented to the Board of Trustees for consideration.

REQUIRED APPLICATION MATERIALS

Please submit a completed Cook County Assessor's Office *Class 6b Eligibility Application* & all applicable attachments, **plus** the following information.

Economic & Fiscal Impacts of Business on the Community

1. Provide the North American Industry Classification System (NAICS) code(s) for the business to occupy the subject property. Describe the potential for future growth of the business and of the industry the business is in.
2. If an existing business, provide information regarding the business' current operations, such as locations, size of current facilities, and number of current employees. Also explain why the business is relocating or expanding to Northbrook.
3. Do any Northbrook businesses provide services or supplies to the business that will be locating on the subject property? If so, please list the businesses and describe the services/supplies they would provide?
4. Does the business that will be locating on the subject property provide services or supplies to Northbrook businesses? If so, please list the businesses and describe the services/supplies that would be provided to them.
5. Explain by how much the proposed construction of building additions or other significant improvements to the site would increase the assessed value of the property.
6. Will the project require the Village to invest in public infrastructure improvements? If so, what percentage of the costs of those improvements will the business/developer contribute?
7. Will the project generate new local sales tax? If so, how much would be annually generated?
8. Is the business a start-up company or an expansion of an existing Northbrook operation?
9. Describe the business' history of contributing to its community through volunteer work, financial contributions or other means. If a new start-up business, please demonstrate the business' commitment to becoming involved in the community.

Conditions of Existing Building /Site and Private Financial Contribution Compared to Public Assistance

10. If purchasing the property, provide documentation from the current property owners that they have made a reasonable effort to market the property, including a description of those efforts. Provide a chronological detail of those efforts.
11. Has the current owner of the subject property filed a vacancy appeal with the County within the last two years? If so, please provide a copy of the appeal and details of how the appeal has affected the assessed value of the property.
12. Submit a tax impact table showing the projected property taxes that would be paid if the 6b is granted over the life of the 6b and the property taxes that would be paid if the property is reused without the 6b (A suggested format is available in a Microsoft Excel worksheet).

13. Submit copies of the property tax bill for the subject property for the past three years.
14. Provide an explanation and documentation for why the site in question is difficult to lease or sell due to age, size, condition, or unique characteristics of the building.
15. If purchasing the property, provide a copy of a certified appraisal of the property or other documentation demonstrating that the property's purchase price is not the reason for needing a Class 6b incentive;
16. Provide documentation indicating that deferred maintenance issues are not the reasons for needing the 6b incentive.
17. Provide details regarding the amount of investment the applicant and the business planning to occupy the subject property plan to invest in the property.
18. What is the purchase price of the real property on the subject property? Provide support documentation, such as a copy of the purchase contract.
19. Submit a narrative and supporting documents indicating the need for the 6b incentive.

Quality Jobs to be Created

20. Provide the projected number of employees that will be located at the Northbrook facility and the average wage for those employees.
21. Provide a break down between full-time, part-time, and seasonal employees at the Northbrook facility.
22. Provide a breakdown between current employees, if any, that will transfer from the business' existing facilities and new employees from the local area.
23. Provide the projected total annual payroll for the Northbrook facility.

Environmental Impact (please see the Village Climate Action Plan (CAP) here: https://www.northbrook.il.us/993/Climate-Action-Plan)

24. Please describe if the business has implemented any of the recommendations of the CAP, including for example,:
    a. Comprehensive energy and resource efficiency programs, including green buildings (e.g. LEED certification, binding energy efficiency commitments, etc.)
    b. Comprehensive waste reduction, waste exchange, and recycling programs.
    c. Products/services that expand markets for recycled materials.
    d. Development of renewable energy resources or products that conserve energy.

Class 6b General Requirements & Standards

25. Does the proposal satisfy all applicable Cook County criteria for the approval of a Class 6b incentive?
26. Does the applicant agree to develop, operate, and maintain the Subject Property in compliance with all codes and ordinances of the Village of Northbrook?
27. Does the applicant acknowledge that the Village shall not renew a Class 6b incentive after the initial 12-year Class 6b assessment time period has expired?
28. Does the applicant agree to tie the property tax relief from the Class 6b classification to a specific business(es) locating and remaining on the subject property for length of the 12-year Class 6b assessment time period?
29. The applicant must acknowledge that it must enter into an agreement with the Village setting the terms and conditions for the Village's support and consent to the Class 6b classification.

APPLICATION FEES & DEADLINES

Along with the application materials, please submit a check in the amount of $5,000 to cover Village staff, legal and consultant expenses to process the application.

The Village Board meets on the second and fourth Tuesday of each month. Completed applications should be submitted to the Deputy Director of DPS (contact information listed above) two weeks prior to the meeting at which the applicant wishes to have the Board review the preliminary application.

VILLAGE OF NORTHBROOK GUIDELINES

The Northbrook Board of Trustees shall use the following guidelines when determining the suitability of a specific request for a Cook County Class 6b Classification.

Economic & Fiscal Impacts of Business on the Community (50% consideration)

Higher consideration to be given for:

- Potential for future growth of the business and of the industry the business is in.
- Businesses that build on the resources, materials, and workforce of the local community.
- A greater increase in the assessed value of the property through the construction of building additions or making other significant improvements to the site.
- Projects not requiring new public capital improvements. If public infrastructure improves are necessary, a greater contribution by the developer for public infrastructure improvements.
- A greater amount of sales tax base expansion.
- Businesses that have a history of contributing to their communities through volunteer work, financial contributions or other means. If a new start-up business, the business demonstrates its commitment to becoming involved in the community.
- Start-up companies and expansions of existing local operations.

Conditions of Existing Building /Site and Private Financial Contribution Compared to Public Assistance (30% consideration)

Higher consideration to be given for:

- Buildings that have been vacant for one year or more.
- Sites for which prior to applying for a Class 6b exemption, a vacancy appeal for the site has been granted by Cook County.
- A property owner demonstrating that reasonable efforts have been made to market the property over time.
- Sites that are difficult to lease or sell due to age, size, condition, or unique characteristics of the building.
- Sites for which the purchase price of the property is market rate and is not the reason for needing a 6b incentive and for which deferred maintenance issues are not the reasons for needing the 6b incentive.
- A greater ratio of investment by the assisted business compared to amount of Class 6b relief.
- A lower ratio of Class 6b relief compared to total annual payroll
- A greater ratio of value of improvements to existing the building to purchase price of the real property.
- Quality of the case being made that the Class 6b is necessary for the project to move forward.

Quality Jobs to be Created (20% consideration)

Higher consideration to be given for:

- Higher wage rates.
- Full-time; long-term, non-seasonal positions.

OVERALL CONSIDERATION – 100%

Environmental Impact (Bonus Consideration of up to 5%)

Higher consideration to be given for:

- The more environmentally sound the company's operation, including but not limited to:
    - Comprehensive energy and resource efficiency programs, including green buildings (e.g. LEED certification, binding energy efficiency commitments, etc.)
    - Comprehensive waste reduction, waste exchange, and recycling programs.
- The more environmentally sound the company's products/services, including but not limited to:
    - Products/services that expand markets for recycled materials.
    - Development of renewable energy resources or products that conserve energy.

Class 6B General Requirements & Standards

1. The proposal must satisfy all applicable Cook County criteria for the approval of a Class 6b incentive;
2. The proposal must be consistent with the Comprehensive Plan and Strategic Plan for Economic Development
3. The applicant shall agree to develop, operate, and maintain the Subject Property in compliance with all codes and ordinances of the Village of Northbrook;
4. The Village shall not renew a Class 6b incentive after the initial 12-year Class 6b assessment time period has expired.
5. The Village's support of a particular Class 6b request shall be tied to a specific business(es) that will occupy the subject property and benefit from the Class 6b property classification.
6. The Village shall require an agreement with the applicant setting the terms and conditions for Class 6b approval.

Class 6B Review Process

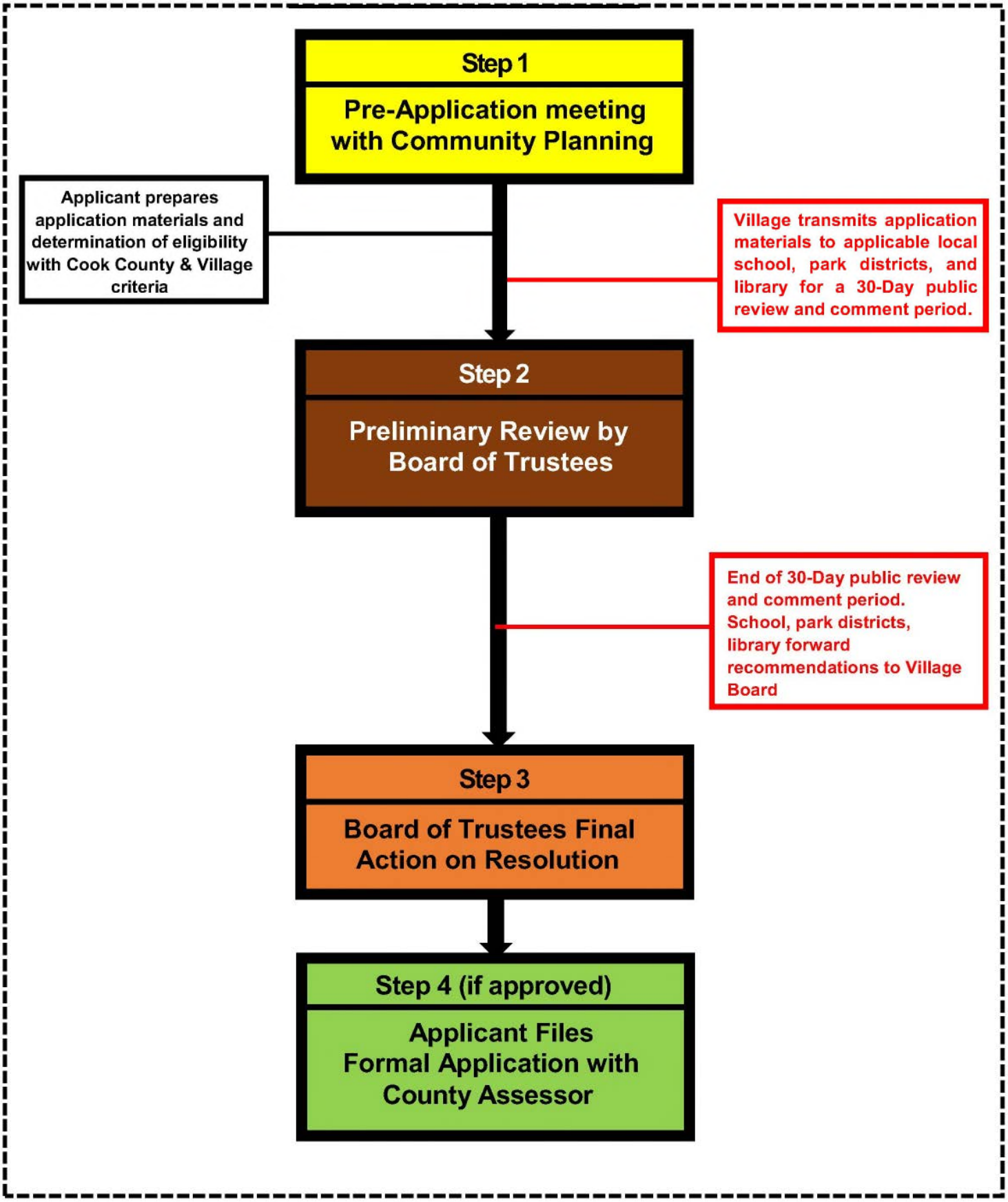
Prior to the Board of Trustees' preliminary review of a Class 6b request, the Village will transmit the application to School District 225, the Park District, library the impacted elementary school district to begin a 30-day public review and comment period. If providing a formal recommendation, School District 225, the Park District, library and the impacted elementary school district must submit its formal recommendation promptly after the 30-day public review and comment period.

Reimbursement of Village Expenses

An applicant requesting the Class 6b Classification shall be responsible for the actual expenses incurred by the Village in processing an application. Such costs shall include, but not be limited to, the following direct and indirect expenses: (1) administrative and document preparation and review by Village staff, (2) professional and technical consultant services, (3) legal review, consultation, and document preparation, and (4) copy reproduction, document recordation, postage, and other miscellaneous expenses necessary to process the request.

Application Fee & Escrow Deposit

A$5,000 application fee and escrow deposit shall be submitted with each Class 6b request to reimburse the Village for expenses associated with processing the application. If these expenses exceed the amount of the initial application fee and escrow deposit, the applicant is responsible for reimbursing the Village for the additional expenses. If the Village does not approve the request and the actual expenses are less than the amount of the fee and escrow deposit, the applicant will be issued a refund of the surplus funds by the Village. If the Village approves the request and the actual expenses are less than the amount of the fee and escrow deposit, the Village will retain all surplus funds.


Step 1
Pre-Application meeting with Community Planning
Applicant prepares application materials and determination of eligibility with Cook County & Village criteria
Village transmits application materials to applicable local school, park districts, and library for a 30-Day public review and comment period.
Step 2
Preliminary Review by Board of Trustees
End of 30-Day public review and comment period. School, park districts, library forward recommendations to Village Board
Step 3
Board of Trustees Final Action on Resolution
Step 4 (if approved)
Applicant Files Formal Application with County Assessor

Ver. 4-9-25

COOK COUNTY CLASS 6B VILLAGE OF NORTHBROOK APPLICATION: SUPPLEMENTAL INFORMATION

Economic & Fiscal Impacts of Business on the Community

1. Provide the North American Industry Classification System (NAICS) code(s) for the business to occupy the subject property. Describe the potential for future growth of the business and of the industry the business is in.

   NAICS CODE: 423720 (Bornquist, Inc.)
   Note that Bornquist, Inc. sometimes conducts business under 238220 & 811310

   Business Growth: Please see Number 2 below.

2. If an existing business, provide information regarding the business' current operations, such as locations, size of current facilities, and number of current employees. Also, explain why the business is relocating or expanding to Northbrook.

   Bornquist, Inc., or an entity to be named, ("Applicant") plans to purchase the property located at 3100-3150 Commercial Ave. in Northbrook, Illinois (PINs: 04-05-203-037/-038) and rehabilitate the same for Bornquist, Inc. to occupy approximately 43,000 square feet of the subject property for its use as a manufacturer's representative, which will consist of the warehousing and distribution of various products such as pumps, water heaters, expansion products and more. In addition, the Applicant plans to lease the remaining approximately 17,000 square feet to the current owner's related entity, Ecentria, which will continue to occupy the space as short term office as they transition their operations to other facilities. After Ecentria vacates the 17,000 square feet, Bornquist, Inc. plans to occupy the entire site for its use.

   Bornquist, Inc. was founded in 1937 and has grown over time. For over 30 years, Bornquist, Inc. has operated its headquarters at 7050 N. Lehigh Ave. in the City of Chicago. Bornquist, Inc.'s business is growing and needs to expand its operations as soon as possible since it is at capacity in its current space. As a result, Bornquist, Inc. has been exploring various options for its future expansion. This search has included looking for a new facility. After careful analysis considering its needs, the market, traffic, its current employees and potential future employees as well as many other factors, Bornquist, Inc. believes that the subject property and the Village of Northbrook would be a great fit for its headquarters. Bornquist, Inc.'s hope is to continue to increase its growth at the subject property that will allow it to support a larger inventory and more office space to hire more salespeople and support staff.

   Bornquist, Inc. currently is located in two locations. One location consists of an approximately 25,000 square foot building at 5004 8th Ave. in East Moline and Bornquist, Inc. plans to remain at this site. The other location consists of two adjacent buildings located at 7050 N. Lehigh Ave. in Chicago. One building is approximately 20,000 square feet and is owned by Bornquist, Inc. The other building is leased and is approximately 10,000 square feet. The subject property will allow Bornquist, Inc. to be more efficient with its space as well as allow it to meet its growth plans. As a result Bornquist, Inc. plans to move its Chicago operations and headquarters to the subject property.

Currently, Bornquist, Inc. has 76 employees, which includes 24 in East Moline. Bornquist, Inc. plans to bring all 52 of its Chicago employees to the subject property (52 full-time and 2 part-time) as well as to hire an additional 3 to 4 employees within the first three years of operations. In addition, Bornquist, Inc. provides benefits to their employees: Medical, dental, vision, short-term disability, long-term disability, life insurance, vacation days, sick days, 401k and profit-sharing. Additionally, Bornquist, Inc. will look to hire all qualified Village of Northbrook residents for future hires.

Although there are significant costs in moving, Bornquist, Inc. believes that moving to the subject property will allow it to meet its growth goals. Specifically, Bornquist, Inc. believes that the Village of Northbrook will be a great home for its headquarters given its proximity to O'Hare Airport, I294 and Bornquist, Inc.'s current location as well as the Village of Northbrook's business friendly atmosphere. In addition, the subject property is approximately double the size of Bornquist, Inc.'s current Chicago location from where it will relocate, which will accommodate its current and projected growth. Additionally, after completing the necessary significant improvements, the subject property will provide Bornquist, Inc. the opportunity to operate out of a customized modern facility.

Bornquist, Inc. has been in business for 88 years. The subject property is approximately double the size of Bornquist, Inc.'s current location and it believes that this is the site where it will hit its growth goals. However, it is only with the Class 6b Incentive that Bornquist, Inc. believes it will be able to accomplish these goals at the subject property.

For additional information on Bornquist, Inc., please visit its website: bornquist.com.

3. Do any Northbrook businesses provide services or supplies to the business that will be locating on the subject property? If so, please list the businesses and describe the services/supplies they would provide?

   Currently, no Village of Northbrook businesses provide services or supplies to Bornquist, Inc. but it will look to work with and utilize businesses located in the Village.

   The Village of Northbrook can also expect that the occupants and their employees will invest commercially back into the community by visiting local establishments such as restaurants, gas stations, grocery stores and more. In addition, the Village of Northbrook can expect that the occupants will attract business and various customers to the Village in the course of their operations. Bornquist, Inc. will also utilize the space for customer training, employee training, employee appreciation, and customer appreciation events that will add value to the local community.

4. Does the business that will be locating on the subject property provide services or supplies to Northbrook businesses? If so, please list the businesses and describe the services/supplies that would be provided to them.

   Bornquist, Inc. has in the past has sold equipment to Underwriters Laboratories and it is open to meeting with businesses in the Village of Northbrook to work with in the future.

The Village of Northbrook can also expect that the occupants and their employees will invest commercially back into the community by visiting local establishments such as restaurants, gas stations, grocery stores and more. In addition, the Village of Northbrook can expect that the occupants will attract business and various customers to the Village in the course of their operations. Bornquist, Inc. will also utilize the space for customer training, employee training, employee appreciation, and customer appreciation events that will add value to the local community.

5. Explain by how much the proposed construction of building additions or other significant improvements to the site would increase the assessed value of the property.

The subject property is approximately 116,532 square feet with an approximately 60,000 square foot building thereon that was constructed in 1977. Approximately 43,000 square feet have been 100% vacant and unused for some time with the remaining approximately 17,000 square feet occupied by Ecentria who will continue to occupy and lease this space only for a short time. Attached please find an Affidavit attesting to vacancy.

It appears from initial reviews that the subject property is in need of significant rehabilitation and improvements for Bornquist, Inc. to occupy the same. Therefore, the Applicant plans to invest approximately $300,000 to $400,000 to rehabilitate the subject property.

Based on initial inspections these improvements will be to demolish some of the office space in the warehouse to increase the warehouse space, widen some of the warehouse doorways to allow for better forklift access, interior painting, repair drywall, install warehouse racking, install a dock lift and upgrade the IT infrastructure as well as to complete other general maintenance. Note that the need to refit the warehouse space is necessary to make this a more productive use for Bornquist, Inc. and an industrial use in general.

Please note that all of the rehabilitation costs could significantly vary depending on a variety of factors such as market variances. Further inspections of the subject property may require additional improvements. The rehabilitation will create construction jobs.

In addition, we note that the Applicant is actively exploring environmentally friendly sustainable features that align with the Village of Northbrook CAP. Bornquist, Inc. does not currently have a comprehensive program but are striving to have less of an impact on the environment. Currently, Bornquist, Inc. recycles, is in the process of a digital transformation to reduce its use of paper, e-cycles its old technology and provides an opportunity for its employees to include their e-cycle waste with their pickups. Additionally, the Applicant is exploring the option to add solar panels to the roof.

It is difficult to know specifically by how much the proposed improvements would increase the assessed value of the subject property. However, if all of the approximately $300,000 in improvements were picked up by the Cook County Assessor's Office, this would result in an increase of $75,000 in assessed value without a Class 6b Incentive and $30,000 with a Class 6b Incentive.

6. Will the project require the Village to invest in public infrastructure improvements? If so, what percentage of the costs of those improvements will the business/developer contribute?

   No. The Applicant is not aware of any need for the Village of Northbrook to invest in public infrastructure improvements.

7. Will the project generate new local sales tax? If so, how much would be annually generated?

   Bornquist., Inc. is mainly a wholesaler. Therefore, almost all sales do not generate local sales tax. However, it does generate a sales tax. Although not very large, this is unique for an industrial user and property. Specifically, for Bornquist, Inc.'s Fiscal Year (July 1, 2024 to June 30, 2025), Illinois Sales tax charged was $661,500.

8. Is the business a start-up company or an expansion of an existing Northbrook operation?

   Bornquist, Inc. is an existing business that plans to move its headquarters from its current Chicago location to the Village of Northbrook.

9. Describe the business' history of contributing to its community through volunteer work, financial contributions or other means. If a new start-up business, please demonstrate the business' commitment to becoming involved in the community.

   The Village of Northbrook can expect that the occupants and their employees will invest commercially back into the community by visiting local establishments such as restaurants, gas stations, grocery stores and more. In addition, the Village of Northbrook can expect that the occupants will attract business and various customers to the Village in the course of their operations. Bornquist, Inc. will also utilize the space for customer training, employee training, employee appreciation, and customer appreciation events that will add value to the local community.

   Bornquist, Inc. is also a good corporate neighbor. Specifically, Bornquist, Inc. regularly invests in the community interests of its employees through contributions to local youth sports, clubs, and school fundraisers. Additionally, Bornquist, Inc. commonly sponsors events of customers and/or vendors supporting organizations engaged in cancer research, supporting those with disabilities, and bringing fresh water to communities without. Bornquist, Inc. is looking forward to working with the Village of Northbrook to find ways to be a good corporate neighbor.

Conditions of Existing Building /Site and Private Financial Contribution Compared to Public Assistance

10. If purchasing the property, provide documentation from the current property owners that they have made a reasonable effort to market the property, including a description of those efforts. Provide a chronological detail of those efforts.

    Attached please find a marketing brochure. According to CoStar, the subject property has been on the market for over 390 days.

11. Has the current owner of the subject property filed a vacancy appeal with the County within the last two years? If so, please provide a copy of the appeal and details of how the appeal has affected the assessed value of the property.

    It does not appear that the current owner has filed a vacancy appeal within the last two years with the County. However, we believe that the owner will be doing so in 2025 given the current vacancy.

12. Submit a tax impact table showing the projected property taxes that would be paid if the 6b is granted over the life of the 6b and the property taxes that would be paid if the property is reused without the 6b (A suggested format is available in a Microsoft Excel worksheet).

    See attached.

13. Submit copies of the property tax bills for the subject property for the past three years.

    Attached please find the 2023 Second Installment Tax Bills as well as a Cook County Treasurer's Office web page print-out showing the 2020 thru 2023 taxes.

14. Provide an explanation and documentation for why the site in question is difficult to lease or sell due to age, size, condition, or unique characteristics of the building.

    The subject property has sat on the market for over 390 days. It is difficult to specify why exactly the subject property has continued to sit on the market. However, there are a number of factors that may have contributed to the subject property not being sold after sitting on the market for well over a year. One reason may be the condition of the subject property is in, the need of significant improvements for any occupant and the need to refit such a large office space in an industrial building. Additionally, the real estate taxes likely have had an impact on potential purchasers.

15. If purchasing the property, provide a copy of a certified appraisal of the property or other documentation demonstrating that the property's purchase price is not the reason for needing a Class 6b incentive.

    We have provided a copy of the marketing brochure for the subject property. The Applicant believes that it is paying a market price for the subject property as it has been listed on the open market for over 390 days.

16. Provide documentation indicating that deferred maintenance issues are not the reasons for needing the 6b incentive.

    As noted above, the subject property is in need of significant improvements for any occupant. The Applicant is prepared to spend approximately $300,000 to $400,000 improve the site to complete the necessary improvements.

However, the Applicant's ability to complete all of the improvements is based on its ability to secure a Class 6b Incentive on the subject property. Even if the Applicant decides to purchase the property without a Class 6b Incentive, the Applicant does not believe that it will be able to complete all of the proposed improvements and Bornquist, Inc. does not believe it will be able to succeed and grow as it plans to at the subject property. Specifically, there will be a number of physical improvements the Applicant will not be able to complete. In addition, Bornquist, Inc. will likely not be able to hire as many additional employees. As a result, Bornquist, Inc. will likely not grow as anticipated.

17. Provide details regarding the amount of investment the applicant and the business planning to occupy the subject property plan to invest in the property.

    As noted above, the subject property is in need of substantial rehabilitation and improvements for Bornquist, Inc. to occupy the same. As a result, the Applicant plans to invest approximately $300,000 to $400,000 to rehabilitate the subject property, which will create construction jobs.

    Please note that all of the rehabilitation costs could significantly vary depending on a variety of factors such as market variances. Further inspections of the subject property may require additional improvements. The rehabilitation will create construction jobs.

18. What is the purchase price of the real property on the subject property? Provide support documentation, such as a copy of the purchase contract.

    We will provide a copy of the Purchase Agreement as soon as possible. The Applicant believes that it is paying a market price for the subject property as the same has been listed on the open market for over 390 days.

19. Submit a narrative and supporting documents indicating the need for the 6b incentive.

    Bornquist, Inc., or an entity to be named, ("Applicant") plans to purchase the property located at 3100-3150 Commercial Ave. in Northbrook, Illinois (PINs: 04-05-203-037/-038) and rehabilitate the same for Bornquist, Inc. to occupy approximately 43,000 square feet of the subject property for its use as a manufacturer's representative, which will consist of the warehousing and distribution of various products such as pumps, water heaters, expansion products and more. In addition, the Applicant plans to lease the remaining approximately 17,000 square feet to the current owner's related entity, Ecentria, which will continue to occupy the space as short term office as they transition their operations to other facilities. After Ecentria vacates the 17,000 square feet, Bornquist, Inc. plans to occupy the entire site for its use.

    By purchasing the subject property, rehabilitating the same and Bornquist, Inc. occupying and using the underutilized site, the Applicant will provide a significant positive impact to the Village of Northbrook.

The subject property is approximately 116,532 square feet with an approximately 60,000 square foot building thereon that was constructed in 1977. Approximately 43,000 square feet have been 100% vacant and unused for some time with the remaining approximately 17,000 square feet occupied by Ecentria who will continue to occupy and lease this space only for a short time. Attached please find an Affidavit attesting to vacancy.

The subject property has sat on the market for over 390 days. It is difficult to specify why exactly the subject property has continued to sit on the market. However, there are a number of factors that may have contributed to the subject property not being sold after sitting on the market for well over a year. One reason may be the condition of the subject property is in, the need of significant improvements for any occupant and the need to refit such a large office space in an industrial building. Additionally, the real estate taxes likely have had an impact on potential purchasers.

Therefore, the Applicant plans to invest approximately $300,000 to $400,000 to rehabilitate the subject property, which will address a number of the above issues. We note that this rehabilitation will create construction jobs. However, please note that all of the rehabilitation costs could significantly vary depending on a variety of factors such as market variances. Further inspections of the subject property may require additional improvements.

Once the Applicant improves the site and Bornquist, Inc. occupies the same, the property has the potential to generate a significant property tax for the Village of Northbrook. The attached breakdown reveals the effect of what the taxes would be with a Class 6b Incentive as well as the comparably lower taxes on this property if it sits vacant and without any improvements. By looking at this breakdown, one can see that the overall taxes for this property with a Class 6b Incentive along with the investment to be put in will provide greater real estate taxes for this property than it would if it remained vacant.

If the Applicant does not secure the Class 6b Incentive, it may decide to pass on purchasing the subject property because the Incentive is what will allow the Applicant to complete the proposed improvements and Bornquist, Inc. to grow as planned at the subject property. If that is the case, the property will likely continue to remain vacant for a long time and on vacancy relief with the Cook County Assessor's Office because of the comparatively high taxes in Cook County. In addition, the Applicant will then look for another location where the property taxes are lower either outside of Cook County or in Cook County at a facility that already has a Class 6b Incentive or can secure a Class 6b Incentive.

However, if the Applicant decides to purchase the property without a Class 6b Incentive, the Applicant does not believe that it will be able to complete all of the proposed improvements and Bornquist, Inc. does not believe it will be able to succeed and grow as it plans to at the subject property. Specifically, there will be a number of physical improvements the Applicant will not be able to complete, including many of the cosmetic improvements. In addition, Bornquist, Inc. will likely not be able to hire as many additional employees. As a result, Bornquist, Inc. will likely not grow as anticipated.

Bornquist, Inc. was founded in 1937 and has grown over time. For over 30 years, Bornquist, Inc. has operated its headquarters at 7050 N. Lehigh Ave. in the City of Chicago. Bornquist, Inc.'s business is growing and needs to expand its operations as soon as possible since it is at capacity in its current space. As a result, Bornquist, Inc. has been exploring various options for its future expansion. This search has included looking for a new facility. After careful analysis considering its needs, the market, traffic, its current employees and potential future employees as well as many other factors, Bornquist, Inc. believes that the subject property and the Village of Northbrook would be a great fit for its headquarters. Bornquist, Inc.'s hope is to continue to increase its growth at the subject property that will allow it to support a larger inventory and more office space to hire more salespeople and support staff.

Bornquist, Inc. currently is located in two locations. One location consists of an approximately 25,000 square foot building at 5004 8th Ave. in East Moline and Bornquist, Inc. plans to remain at this site. The other location consists of two adjacent buildings located at 7050 N. Lehigh Ave. in Chicago. One building is approximately 20,000 square feet and is owned by Bornquist, Inc. The other building is leased and is approximately 10,000 square feet. The subject property will allow Bornquist, Inc. to be more efficient with its space as well as allow it to meet its growth plans. As a result Bornquist, Inc. plans to move its Chicago operations and headquarters to the subject property.

Currently, Bornquist, Inc. has 76 employees, which includes 24 in East Moline. Bornquist, Inc. plans to bring all 52 of its Chicago employees to the subject property (52 full-time and 2 part-time) as well as to hire an additional 3 to 4 employees within the first three years of operations. In addition, Bornquist, Inc. provides benefits to their employees: Medical, dental, vision, short-term disability, long-term disability, life insurance, vacation days, sick days, 401k and profit-sharing. Additionally, Bornquist, Inc. will look to hire all qualified Village of Northbrook residents for future hires.

The Village of Northbrook can also expect that the occupants and their employees will invest commercially back into the community by visiting local establishments such as restaurants, gas stations, grocery stores and more. In addition, the Village of Northbrook can expect that the occupants will attract business and various customers to the Village in the course of their operations. Bornquist, Inc. will also utilize the space for customer training, employee training, employee appreciation, and customer appreciation events that will add value to the local community.

Bornquist, Inc. is also a good corporate neighbor. Specifically, Bornquist, Inc. regularly invests in the community interests of its employees through contributions to local youth sports, clubs, and school fundraisers. Additionally, Bornquist, Inc. commonly sponsors events of customers and/or vendors supporting organizations engaged in cancer research, supporting those with disabilities, and bringing fresh water to communities without. Bornquist, Inc. is looking forward to working with the Village of Northbrook to find ways to be a good corporate neighbor.

We also note that Bornquist, Inc. generates a sales tax. Although not very large, this is unique for an industrial user and property. Specifically, for Bornquist, Inc.'s Fiscal Year (July 1, 2024 to June 30, 2025), Illinois Sales tax charged was $661,500.

Although there are significant costs in moving, Bornquist, Inc. believes that moving to the subject property will allow it to meet its growth goals. Specifically, Bornquist, Inc. believes that the Village of Northbrook will be a great home for its headquarters given its proximity to O'Hare Airport, I294 and Bornquist, Inc.'s current location as well as the Village of Northbrook's business friendly atmosphere. In addition, the subject property is approximately double the size of Bornquist, Inc.'s current Chicago location from where it will relocate, which will accommodate its current and projected growth. Additionally, after completing the necessary significant improvements, the subject property will provide Bornquist, Inc. the opportunity to operate out of a customized modern facility.

We note that although industrial vacancy rates are low in the Village of Northbrook, a significant portion of the subject property has been vacant for some time, has been on the market for over 390 days and is in need of improvements for any occupant. If the Applicant does not purchase the subject property because it was unable to secure a Class 6b Incentive, it is likely that this property will continue to sit vacant. In addition, Bornquist, Inc. is excited to move to the Village of Northbrook and believes it is a great fit for the community. This is because of the number of high paying jobs to come as well as to be created and the moving of its headquarters.

Bornquist, Inc. has been in business for 88 years. The subject property is approximately double the size of Bornquist, Inc.'s current location and it believes that this is the site where it will hit its growth goals. However, it is only with the Class 6b Incentive that Bornquist, Inc. believes it will be able to accomplish these goals at the subject property.

As the above indicates, there are various benefits the Village of Northbrook will receive should the Applicant be granted the Class 6b Incentive so that it may be able to rehabilitate the subject property and Bornquist, Inc. can occupy the same. Additionally, Bornquist, Inc. hopes to expand within the Village of Northbrook, and by doing so, the Village will gain an outstanding member of the community that will provide a significant impact to the Village of Northbrook for many years.

Quality Jobs to be Created

20. Provide the projected number of employees that will be located at the Northbrook facility and the average wage for those employees.

Bornquist, Inc. currently is located in two locations. One location consists of an approximately 25,000 square foot building at 5004 8th Ave. in East Moline and Bornquist, Inc. plans to remain at this site. The other location consists of two adjacent buildings located at 7050 N. Lehigh Ave. in Chicago. One building is approximately 20,000 square feet and is owned by Bornquist, Inc. The other building is leased and is approximately 10,000 square feet. The subject property will allow Bornquist, Inc. to be more efficient with its space as well as allow it to meet its growth plans. As a result Bornquist, Inc. plans to move its Chicago operations and headquarters to the subject property.

Currently, Bornquist, Inc. has 76 employees, which includes 24 in East Moline. Bornquist, Inc. plans to bring all 52 of its Chicago employees to the subject property (52 full-time and 2 part-time) as well as to hire an additional 3 to 4 employees within the first three years of operations.

In addition, Bornquist, Inc. provides high paying jobs with many benefits. Specifically, the average Bornquist, Inc. wage is $142,000 per year. The projected total annual payroll at the subject property will be $9,000,000. In addition, Bornquist, Inc. provides benefits to their employees: Medical, dental, vision, short-term disability, long-term disability, life insurance, vacation days, sick days, 401k and profit-sharing. Additionally, Bornquist, Inc. will look to hire all qualified Village of Northbrook residents for future hires.

21. Provide a break down between full-time, part-time, and seasonal employees at the Northbrook facility.

Bornquist, Inc. currently is located in two locations. One location consists of an approximately 25,000 square foot building at 5004 8th Ave. in East Moline and Bornquist, Inc. plans to remain at this site. The other location consists of two adjacent buildings located at 7050 N. Lehigh Ave. in Chicago. One building is approximately 20,000 square feet and is owned by Bornquist, Inc. The other building is leased and is approximately 10,000 square feet. The subject property will allow Bornquist, Inc. to be more efficient with its space as well as allow it to meet its growth plans. As a result Bornquist, Inc. plans to move its Chicago operations and headquarters to the subject property.

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22. Provide a breakdown between current employees, if any, that will transfer from the business' existing facilities and new employees from the local area.

Bornquist, Inc. currently is located in two locations. One location consists of an approximately 25,000 square foot building at 5004 8th Ave. in East Moline and Bornquist, Inc. plans to remain at this site. The other location consists of two adjacent buildings located at 7050 N. Lehigh Ave. in Chicago. One building is approximately 20,000 square feet and is owned by Bornquist, Inc. The other building is leased and is approximately 10,000 square feet. The subject property will allow Bornquist, Inc. to be more efficient with its space as well as allow it to meet its growth plans. As a result Bornquist, Inc. plans to move its Chicago operations and headquarters to the subject property.

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23. Provide the projected total annual payroll for the Northbrook facility.

Bornquist, Inc. provides high paying jobs with many benefits. Specifically, the average Bornquist, Inc. wage is $142,000 per year. The projected total annual payroll at the subject property will be $9,000,000. In addition, Bornquist, Inc. provides benefits to their employees: Medical, dental, vision, short-term disability, long-term disability, life insurance, vacation days, sick days, 401k and profit-sharing. Additionally, Bornquist, Inc. will look to hire all qualified Village of Northbrook residents for future hires.

Environmental Impact

24. Please describe if the business has implemented any of the recommendations of the CAP:

The Applicant is actively exploring environmentally friendly sustainable features that align with the Village of Northbrook CAP. Bornquist, Inc. does not currently have a comprehensive program but are striving to have less of an impact on the environment. Currently, Bornquist, Inc. recycles, is in the process of a digital transformation to reduce its use of paper, e-cycles its old technology and provides an opportunity for its employees to include their e-cycle waste with their pickups. Additionally, the Applicant is exploring the option to add solar panels to the roof.

Class 6b General Requirements & Standards

25. Does the proposal satisfy all applicable Cook County criteria for the approval of a Class 6b incentive?

Yes.

26. Does the applicant agree to develop, operate, and maintain the Subject Property in compliance with all codes and ordinances of the Village of Northbrook?

Yes.

27. Does the applicant acknowledge that the Village shall not renew a Class 6b incentive after the initial 12-year Class 6b assessment time period has expired?

Yes.

28. Does the applicant agree to tie the property tax relief from the Class 6b classification to a specific business(es) locating and remaining on the subject property for length of the 12-year Class 6b assessment time period?

    Yes.

29. Does the applicant agrees that during the life of the Class 6b schedule, the applicant shall agree not to seek a property tax protest that would result in a property value less than the fair market value set by the Cook County Assessor's Office during the first year of the Class 6b schedule.

    Yes, however, the Applicant will need to discuss this specifically with the Village of Northbrook to determine the exact value.

30. The applicant must acknowledge that it must enter into an agreement with the Village setting the terms and conditions for the Village's support and consent to the Class 6b classification.

    Yes.

12 Year Tax Estimates

3100-3150 Commercial Ave.
Northbrook, Illinois 60062
PINs: 04-05-203-037/-038

Tax Year	2023 Tax Rate	2023 Multiplier	Estimated Effective Tax Rate	Estimated taxes based on a $4,775,000 purchase price and approximately $400,000 in improvements along with the Class 6b Incentive in place				Estimated taxes based on a $4,775,000 purchase price and approximately $400,000 in improvements along with NO Class 6b Incentive in place				Estimated taxes based on the 2025 initial Cook County Assessor's Office assessed value at full vacancy and no Class 6b Incentive			
				Estimated Market Value	Assessment Level with a Class 6b Incentive (Blended as only 71% of the property to secure the Incentive)	Estimated Assessed Value With a Class 6b Incentive	Estimated Tax With a Class 6b Incentive	Estimated Market Value	Assessment Level with a Class 6b Incentive	Estimated Assessed Value With a Class 6b Incentive	Estimated Tax With a Class 6b Incentive	Estimated Market Value	Assessment Level with No Class 6b Incentive	Estimated Assessed Value Without Class 6b Incentive	Estimated Tax Without a Class 6b Incentive
2025*	7.733%	3.0163	23.33%	$5,175,000	14.25%	$737,438	$172,008	$5,175,000	25.00%	$1,293,750	$301,768	$1,954,908	25.00%	$488,727	$113,996
2026	7.733%	3.0163	23.33%	$5,175,000	14.25%	$737,438	$172,008	$5,175,000	25.00%	$1,293,750	$301,768	$1,954,908	25.00%	$488,727	$113,996
2027	7.733%	3.0163	23.33%	$5,175,000	14.25%	$737,438	$172,008	$5,175,000	25.00%	$1,293,750	$301,768	$1,954,908	25.00%	$488,727	$113,996
2028*	7.733%	3.0163	23.33%	$6,210,000	14.25%	$884,925	$206,409	$6,210,000	25.00%	$1,552,500	$362,121	$2,345,890	25.00%	$586,472	$136,795
2029	7.733%	3.0163	23.33%	$6,210,000	14.25%	$884,925	$206,409	$6,210,000	25.00%	$1,552,500	$362,121	$2,345,890	25.00%	$586,472	$136,795
2030	7.733%	3.0163	23.33%	$6,210,000	14.25%	$884,925	$206,409	$6,210,000	25.00%	$1,552,500	$362,121	$2,345,890	25.00%	$586,472	$136,795
2031*	7.733%	3.0163	23.33%	$7,452,000	14.25%	$1,061,910	$247,691	$7,452,000	25.00%	$1,863,000	$434,546	$2,815,068	25.00%	$703,767	$164,154
2032	7.733%	3.0163	23.33%	$7,452,000	14.25%	$1,061,910	$247,691	$7,452,000	25.00%	$1,863,000	$434,546	$2,815,068	25.00%	$703,767	$164,154
2033	7.733%	3.0163	23.33%	$7,452,000	14.25%	$1,061,910	$247,691	$7,452,000	25.00%	$1,863,000	$434,546	$2,815,068	25.00%	$703,767	$164,154
2034*	7.733%	3.0163	23.33%	$8,942,400	14.25%	$1,274,292	$297,229	$8,942,400	25.00%	$2,235,600	$521,455	$3,378,081	25.00%	$844,520	$196,985
2035	7.733%	3.0163	23.33%	$8,942,400	17.83%	$1,594,430	$371,902	$8,942,400	25.00%	$2,235,600	$521,455	$3,378,081	25.00%	$844,520	$196,985
2036	7.733%	3.0163	23.33%	$8,942,400	21.41%	$1,914,568	$446,574	$8,942,400	25.00%	$2,235,600	$521,455	$3,378,081	25.00%	$844,520	$196,985
				Total Estimated Taxes 2025 thru 2036			$2,994,028	Total Estimated Taxes 2025 thru 2036			$4,859,669	Total Estimated Taxes 2025 thru 2036			$1,835,788

NOTES/ASSUMPTIONS:

The 2023 Tax Rate and Multiplier were used and the assessed value was increased 20% in the reassessment years (Noted with *).
The above is based on the assumption that the Class 6b Incentive will be granted in 2025.
Vacancy assumes a 20% occupancy factor applied to the building value.

The above are merely estimates that are speculative and should be treated as such

TOTAL PAYMENT DUE

$0.00

By 07/01/2025

2023 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-037-0000	131	25076	2023	(2024)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	07/02/2025 - 08/01/2025	08/02/2025 - 09/01/2025	LATE INTEREST IS 0.75% PER MONTH, BY STATE LAW
	$0.00	**$0.00**	

YOUR TAXING DISTRICTS

WHERE YOUR MONEY GOES

Total 2023 Tax Bill $85,686.20

$2,920.52 MORE than 2022

Taxing District	2023 Tax	2022 Tax	Difference	
Northbrook School District 27	$34,172.54	$32,339.40	**$1,833.14**	**More**
Glenbrook HS District 225 (Glenview)	$23,003.30	$22,168.23	**$835.07**	**More**
Village of Northbrook	$7,590.20	$7,582.74	**$7.46**	**More**
Northbrook Park District	$4,653.85	$4,468.01	**$185.84**	**More**
Metro Water Reclamation Dist of Chicago	$3,822.80	$4,016.92	**-$194.12**	**Less**
Northbrook Library Fund	$3,423.90	$3,351.01	**$72.89**	**More**
Oakton College Dist Skokie Des Plaines	$2,515.29	$2,373.63	**$141.66**	**More**
County of Cook	$1,883.71	$2,663.65	**-$779.94**	**Less**
Cook County Public Safety	$1,540.20	$1,138.48	**$401.72**	**More**
Cook County Health Facilities	$853.21	$827.01	**$26.20**	**More**
Cook County Forest Preserve District	$831.04	$869.97	**-$38.93**	**Less**
Road & Bridge Northfield	$565.11	$537.02	**$28.09**	**More**
Consolidated Elections	$354.58	$0.00	**$354.58**	**More**
Town of Northfield	$265.93	$247.03	**$18.90**	**More**
Northwest Mosq Abatement Dist Wheeling	$110.81	$96.66	**$14.15**	**More**
General Assistance Northfield	$99.73	$85.92	**$13.81**	**More**
DO NOT PAY THESE TOTALS	**$85,686.20**	**$82,765.68**	**$2,920.52**	**More**

The above breakdown displays how much you pay in property taxes to each taxing district and the change from last year. Please see reverse side for a detailed breakdown by Taxing District.

TAX CALCULATOR

2022 Assessed Value	**367,357**
2023 Assessed Value	**367,357**
2023 State Equalizer	**X 3.0163**
2023 Equalized Assessed Value (EAV)	**1,108,059**
2023 Local Tax Rate	**X 7.733%**
2023 Total Tax Before Exemptions	**85,686.20**

2023 Total Tax Before Exemptions	**85,686.20**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2023 Total Tax After Exemptions	**85,686.20**
First Installment	**45,521.12**
Second Installment +	**40,165.08**
Total 2023 Tax (Payable in 2024)	**85,686.20**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

TAXING DISTRICT BREAKDOWN

Taxing Districts	2023 Tax	2023 Rate	2023 %	Pension	2022 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	110.81	0.010	0.13%		96.66
Metro Water Reclamation Dist of Chicago	3,822.80	0.345	4.46%	398.90	4,016.92
Northbrook Park District	4,653.85	0.420	5.43%	332.41	4,468.01
Miscellaneous Taxes Total	**8,587.46**	**0.775**	**10.02%**		**8,581.59**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,515.29	0.227	2.94%		2,373.63
Glenbrook HS District 225 (Glenview)	23,003.30	2.076	26.85%	210.53	22,168.23
Northbrook School District 27	34,172.54	3.084	39.88%	952.93	32,339.40
School Taxes Total	**59,691.13**	**5.387**	**69.67%**		**56,881.26**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,423.90	0.309	4.00%	232.69	3,351.01
Village of Northbrook	7,590.20	0.685	8.86%	3,689.83	7,582.74
Road & Bridge Northfield	565.11	0.051	0.66%		537.02
General Assistance Northfield	99.73	0.009	0.12%		85.92
Town of Northfield	265.93	0.024	0.31%		247.03
Municipality/Township Taxes Total	**11,944.87**	**1.078**	**13.95%**		**11,803.72**
COOK COUNTY TAXES					
Cook County Forest Preserve District	831.04	0.075	0.97%	11.08	869.97
Consolidated Elections	354.58	0.032	0.41%		0.00
County of Cook	1,883.71	0.170	2.18%	343.49	2,663.65
Cook County Public Safety	1,540.20	0.139	1.80%		1,138.48
Cook County Health Facilities	853.21	0.077	1.00%		827.01
Cook County Taxes Total	**5,462.74**	**0.493**	**6.36%**		**5,499.11**
(Do not pay these totals)	**85,686.20**	**7.733**	**100.00%**		**82,765.68**

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

****** Please see 2023 Second Installment Payment Coupon next page ******

2023 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES
$0.00 **By 07/01/2025** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address

SN 0020230200 RTN 500001075 AN (see PIN) TC 008911

Internal use only

Property Index Number (PIN)
04-05-203-037-0000

T3LG
Volume
131

Amount Paid

$

00202302004040520303700001008911200000000000000000000000000000000000000000000000000

This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1237

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TOTAL PAYMENT DUE

$0.00

By 07/01/2025

2023 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-038-0000	131	25076	2023	(2024)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	07/02/2025 - 08/01/2025	08/02/2025 - 09/01/2025	LATE INTEREST IS 0.75% PER MONTH, BY STATE LAW
	$0.00	**$0.00**	

YOUR TAXING DISTRICTS

WHERE YOUR MONEY GOES

Total 2023 Tax Bill $87,076.13

$2,967.91 MORE than 2022

Taxing District	2023 Tax	2022 Tax	Difference	
Northbrook School District 27	$34,726.86	$32,863.98	**$1,862.88**	**More**
Glenbrook HS District 225 (Glenview)	$23,376.45	$22,527.82	**$848.63**	**More**
Village of Northbrook	$7,713.33	$7,705.74	**$7.59**	**More**
Northbrook Park District	$4,729.34	$4,540.49	**$188.85**	**More**
Metro Water Reclamation Dist of Chicago	$3,884.81	$4,082.08	**-$197.27**	**Less**
Northbrook Library Fund	$3,479.44	$3,405.37	**$74.07**	**More**
Oakton College Dist Skokie Des Plaines	$2,556.09	$2,412.14	**$143.95**	**More**
County of Cook	$1,914.25	$2,706.81	**-$792.56**	**Less**
Cook County Public Safety	$1,565.19	$1,156.95	**$408.24**	**More**
Cook County Health Facilities	$867.05	$840.43	**$26.62**	**More**
Cook County Forest Preserve District	$844.52	$884.09	**-$39.57**	**Less**
Road & Bridge Northfield	$574.28	$545.73	**$28.55**	**More**
Consolidated Elections	$360.33	$0.00	**$360.33**	**More**
Town of Northfield	$270.25	$251.04	**$19.21**	**More**
Northwest Mosq Abatement Dist Wheeling	$112.60	$98.23	**$14.37**	**More**
General Assistance Northfield	$101.34	$87.32	**$14.02**	**More**
DO NOT PAY THESE TOTALS	**$87,076.13**	**$84,108.22**	**$2,967.91**	**More**

The above breakdown displays how much you pay in property taxes to each taxing district and the change from last year. Please see reverse side for a detailed breakdown by Taxing District.

TAX CALCULATOR

2022 Assessed Value	**373,316**
2023 Assessed Value	**373,316**
2023 State Equalizer	**X 3.0163**
2023 Equalized Assessed Value (EAV)	**1,126,033**
2023 Local Tax Rate	**X 7.733%**
2023 Total Tax Before Exemptions	**87,076.13**

2023 Total Tax Before Exemptions	**87,076.13**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2023 Total Tax After Exemptions	**87,076.13**
First Installment	**46,259.52**
Second Installment +	**40,816.61**
Total 2023 Tax (Payable in 2024)	**87,076.13**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

TAXING DISTRICT BREAKDOWN

Taxing Districts	2023 Tax	2023 Rate	2023 %	Pension	2022 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	112.60	0.010	0.13%		98.23
Metro Water Reclamation Dist of Chicago	3,884.81	0.345	4.46%	405.37	4,082.08
Northbrook Park District	4,729.34	0.420	5.43%	337.80	4,540.49
Miscellaneous Taxes Total	**8,726.75**	**0.775**	**10.02%**		**8,720.80**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,556.09	0.227	2.94%		2,412.14
Glenbrook HS District 225 (Glenview)	23,376.45	2.076	26.85%	213.94	22,527.82
Northbrook School District 27	34,726.86	3.084	39.88%	968.38	32,863.98
School Taxes Total	**60,659.40**	**5.387**	**69.67%**		**57,803.94**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,479.44	0.309	4.00%	236.46	3,405.37
Village of Northbrook	7,713.33	0.685	8.86%	3,749.68	7,705.74
Road & Bridge Northfield	574.28	0.051	0.66%		545.73
General Assistance Northfield	101.34	0.009	0.12%		87.32
Town of Northfield	270.25	0.024	0.31%		251.04
Municipality/Township Taxes Total	**12,138.64**	**1.078**	**13.95%**		**11,995.20**
COOK COUNTY TAXES					
Cook County Forest Preserve District	844.52	0.075	0.97%	11.26	884.09
Consolidated Elections	360.33	0.032	0.41%		0.00
County of Cook	1,914.25	0.170	2.18%	349.07	2,706.81
Cook County Public Safety	1,565.19	0.139	1.80%		1,156.95
Cook County Health Facilities	867.05	0.077	1.00%		840.43
Cook County Taxes Total	**5,551.34**	**0.493**	**6.36%**		**5,588.28**
(Do not pay these totals)	**87,076.13**	**7.733**	**100.00%**		**84,108.22**

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

****** Please see 2023 Second Installment Payment Coupon next page ******

2023 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES
$0.00 **By 07/01/2025** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address

SN 0020230200 RTN 500001075 AN (see PIN) TC 008911

Internal use only

Property Index Number (PIN)
04-05-203-038-0000

T3LG
Volume
131

Amount Paid

$

00202302004040520303800004008911200000000000000000000000000000000000000000000000000000

This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1240

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TOTAL PAYMENT DUE

$0.00

By 04/01/2023

2021 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-037-0000	131	25076	2021	(2022)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	04/02/2023 - 05/01/2023	05/02/2023 - 06/01/2023	06/02/2023 - 07/01/2023	LATE INTEREST IS 1.5% PER MONTH, BY STATE LAW
	$0.00	**$0.00**	**$0.00**	

TAXING DISTRICT BREAKDOWN

Taxing Districts	2021 Tax	2021 Rate	2021 %	Pension	2020 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	111.64	0.011	0.13%		108.95
Metro Water Reclamation Dist of Chicago	3,876.97	0.382	4.53%	426.26	4,118.34
Northbrook Park District	4,648.30	0.458	5.43%	223.28	4,652.20
Miscellaneous Taxes Total	**8,636.91**	**0.851**	**10.09%**		**8,879.49**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,557.58	0.252	2.99%		2,473.19
Glenbrook HS District 225 (Glenview)	23,444.49	2.310	27.40%	822.07	22,705.37
Northbrook School District 27	32,862.88	3.238	38.41%	974.31	32,096.94
School Taxes Total	**58,864.95**	**5.800**	**68.80%**		**57,275.50**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,491.30	0.344	4.08%	263.87	3,388.37
Village of Northbrook	8,373.03	0.825	9.79%	3,876.96	8,334.74
Road & Bridge Northfield	558.20	0.055	0.65%		533.86
General Assistance Northfield	81.19	0.008	0.09%		76.27
Town of Northfield	253.73	0.025	0.30%		239.69
Municipality/Township Taxes Total	**12,757.45**	**1.257**	**14.91%**		**12,572.93**
COOK COUNTY TAXES					
Cook County Forest Preserve District	588.65	0.058	0.69%	20.29	631.92
Consolidated Elections	192.83	0.019	0.23%		0.00
County of Cook	2,466.25	0.243	2.88%	893.12	2,963.46
Cook County Public Safety	1,329.54	0.131	1.55%		1,438.15
Cook County Health Facilities	730.74	0.072	0.85%		533.86
Cook County Taxes Total	**5,308.01**	**0.523**	**6.20%**		**5,567.39**
(Do not pay these totals)	**85,567.32**	**8.431**	**100.00%**		**84,295.31**

TAX CALCULATOR

2020 Assessed Value	**338,000**
2021 Assessed Value	**338,000**
2021 State Equalizer	**X 3.0027**
2021 Equalized Assessed Value (EAV)	**1,014,913**
2021 Local Tax Rate	**X 8.431%**
2021 Total Tax Before Exemptions	**85,567.32**

2021 Total Tax Before Exemptions	**85,567.32**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2021 Total Tax After Exemptions	**85,567.32**
First Installment	**46,362.42**
Second Installment +	**39,204.90**
Total 2021 Tax (Payable in 2022)	**85,567.32**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

***** Please see 2021 Second Installment Payment Coupon next page *****

2021 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES	
$0.00 **By 04/01/2023** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address **SN 0020210200 RTN 500001075 AN (see PIN) TC 008911**	Property Index Number (PIN) 04-05-203-037-0000 T3LG Volume 131 Amount Paid $

Internal use only

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This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1242

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TOTAL PAYMENT DUE

$0.00

By 04/01/2023

2021 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-038-0000	131	25076	2021	(2022)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	04/02/2023 - 05/01/2023	05/02/2023 - 06/01/2023	06/02/2023 - 07/01/2023	LATE INTEREST IS 1.5% PER MONTH, BY STATE LAW
	$0.00	**$0.00**	**$0.00**	

TAXING DISTRICT BREAKDOWN

Taxing Districts	2021 Tax	2021 Rate	2021 %	Pension	2020 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	113.62	0.011	0.13%		110.89
Metro Water Reclamation Dist of Chicago	3,945.79	0.382	4.53%	433.83	4,191.45
Northbrook Park District	4,730.81	0.458	5.43%	227.24	4,734.79
Miscellaneous Taxes Total	**8,790.22**	**0.851**	**10.09%**		**9,037.13**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,602.98	0.252	2.99%		2,517.09
Glenbrook HS District 225 (Glenview)	23,860.66	2.310	27.40%	836.67	23,108.43
Northbrook School District 27	33,446.24	3.238	38.41%	991.61	32,666.72
School Taxes Total	**59,909.88**	**5.800**	**68.80%**		**58,292.24**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,553.28	0.344	4.08%	268.56	3,448.52
Village of Northbrook	8,521.66	0.825	9.79%	3,945.78	8,482.70
Road & Bridge Northfield	568.11	0.055	0.65%		543.34
General Assistance Northfield	82.63	0.008	0.09%		77.62
Town of Northfield	258.23	0.025	0.30%		243.95
Municipality/Township Taxes Total	**12,983.91**	**1.257**	**14.91%**		**12,796.13**
COOK COUNTY TAXES					
Cook County Forest Preserve District	599.10	0.058	0.69%	20.65	643.13
Consolidated Elections	196.26	0.019	0.23%		0.00
County of Cook	2,510.02	0.243	2.88%	908.97	3,016.07
Cook County Public Safety	1,353.14	0.131	1.55%		1,463.68
Cook County Health Facilities	743.71	0.072	0.85%		543.34
Cook County Taxes Total	**5,402.23**	**0.523**	**6.20%**		**5,666.22**
(Do not pay these totals)	**87,086.24**	**8.431**	**100.00%**		**85,791.72**

TAX CALCULATOR

2020 Assessed Value	**344,000**
2021 Assessed Value	**344,000**
2021 State Equalizer	**X 3.0027**
2021 Equalized Assessed Value (EAV)	**1,032,929**
2021 Local Tax Rate	**X 8.431%**
2021 Total Tax Before Exemptions	**87,086.24**

2021 Total Tax Before Exemptions	**87,086.24**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2021 Total Tax After Exemptions	**87,086.24**
First Installment	**47,185.45**
Second Installment +	**39,900.79**
Total 2021 Tax (Payable in 2022)	**87,086.24**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

***** Please see 2021 Second Installment Payment Coupon next page *****

2021 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES	Property Index Number (PIN)	T3LG Volume
$0.00 **By 04/01/2023** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address **SN 0020210200 RTN 500001075 AN (see PIN) TC 008911**	04-05-203-038-0000	131

Amount Paid

$

Internal use only

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This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1244

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TOTAL PAYMENT DUE

$36,774.75

By 02/01/2024

2022 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-037-0000	131	25076	2022	(2023)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	02/02/2024 - 03/01/2024	03/02/2024 - 04/01/2024	04/02/2024 - 05/01/2024	LATE INTEREST IS 1.5% PER MONTH, BY STATE LAW
	$37,310.30	**$37,845.85**	**$38,381.40**	

TAXING DISTRICT BREAKDOWN

Taxing Districts	2022 Tax	2022 Rate	2022 %	Pension	2021 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	96.66	0.009	0.12%		111.64
Metro Water Reclamation Dist of Chicago	4,016.92	0.374	4.85%	418.87	3,876.97
Northbrook Park District	4,468.01	0.416	5.40%	322.21	4,648.30
Miscellaneous Taxes Total	**8,581.59**	**0.799**	**10.37%**		**8,636.91**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,373.63	0.221	2.87%		2,557.58
Glenbrook HS District 225 (Glenview)	22,168.23	2.064	26.78%	472.57	23,444.49
Northbrook School District 27	32,339.40	3.011	39.07%	955.89	32,862.88
School Taxes Total	**56,881.26**	**5.296**	**68.72%**		**58,864.95**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,351.01	0.312	4.05%	247.02	3,491.30
Village of Northbrook	7,582.74	0.706	9.16%	3,630.26	8,373.03
Road & Bridge Northfield	537.02	0.050	0.65%		558.20
General Assistance Northfield	85.92	0.008	0.10%		81.19
Town of Northfield	247.03	0.023	0.30%		253.73
Municipality/Township Taxes Total	**11,803.72**	**1.099**	**14.26%**		**12,757.45**
COOK COUNTY TAXES					
Cook County Forest Preserve District	869.97	0.081	1.05%	21.48	588.65
Consolidated Elections	0.00	0.000	0.00%		192.83
County of Cook	2,663.65	0.248	3.22%	805.53	2,466.25
Cook County Public Safety	1,138.48	0.106	1.38%		1,329.54
Cook County Health Facilities	827.01	0.077	1.00%		730.74
Cook County Taxes Total	**5,499.11**	**0.512**	**6.65%**		**5,308.01**
(Do not pay these totals)	**82,765.68**	**7.706**	**100.00%**		**85,567.32**

TAX CALCULATOR

2021 Assessed Value	**338,000**
2022 Assessed Value	**367,357**
2022 State Equalizer	**X 2.9237**
2022 Equalized Assessed Value (EAV)	**1,074,042**
2022 Local Tax Rate	**X 7.706%**
2022 Total Tax Before Exemptions	**82,765.68**

2022 Total Tax Before Exemptions	**82,765.68**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2022 Total Tax After Exemptions	**82,765.68**
First Installment	**47,062.03**
Second Installment +	**35,703.65**
Total 2022 Tax (Payable in 2023)	**82,765.68**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

***** Please see 2022 Second Installment Payment Coupon next page *****

2022 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES
$36,774.75 **By 02/01/2024** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address

Internal use only

SN 0020220200 RTN 500001075 AN (see PIN) TC 008922

Property Index Number (PIN)
04-05-203-037-0000

T3LG
Volume
131

Amount Paid

$

00202202008040520303700001008922400037845851000383814000003677475100037310304

This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1246

040520303700000/0/22/F/0003677475/2

TOTAL PAYMENT DUE

$37,297.11

By 02/01/2024

2022 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-038-0000	131	25076	2022	(2023)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	02/02/2024 - 03/01/2024	03/02/2024 - 04/01/2024	04/02/2024 - 05/01/2024	LATE INTEREST IS 1.5% PER MONTH, BY STATE LAW
	$37,840.27	**$38,383.43**	**$38,926.59**	

TAXING DISTRICT BREAKDOWN

Taxing Districts	2022 Tax	2022 Rate	2022 %	Pension	2021 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	98.23	0.009	0.12%		113.62
Metro Water Reclamation Dist of Chicago	4,082.08	0.374	4.85%	425.67	3,945.79
Northbrook Park District	4,540.49	0.416	5.40%	327.43	4,730.81
Miscellaneous Taxes Total	**8,720.80**	**0.799**	**10.37%**		**8,790.22**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,412.14	0.221	2.87%		2,602.98
Glenbrook HS District 225 (Glenview)	22,527.82	2.064	26.78%	480.24	23,860.66
Northbrook School District 27	32,863.98	3.011	39.07%	971.40	33,446.24
School Taxes Total	**57,803.94**	**5.296**	**68.72%**		**59,909.88**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,405.37	0.312	4.05%	251.03	3,553.28
Village of Northbrook	7,705.74	0.706	9.16%	3,689.14	8,521.66
Road & Bridge Northfield	545.73	0.050	0.65%		568.11
General Assistance Northfield	87.32	0.008	0.10%		82.63
Town of Northfield	251.04	0.023	0.30%		258.23
Municipality/Township Taxes Total	**11,995.20**	**1.099**	**14.26%**		**12,983.91**
COOK COUNTY TAXES					
Cook County Forest Preserve District	884.09	0.081	1.05%	21.82	599.10
Consolidated Elections	0.00	0.000	0.00%		196.26
County of Cook	2,706.81	0.248	3.22%	818.59	2,510.02
Cook County Public Safety	1,156.95	0.106	1.38%		1,353.14
Cook County Health Facilities	840.43	0.077	1.00%		743.71
Cook County Taxes Total	**5,588.28**	**0.512**	**6.65%**		**5,402.23**
(Do not pay these totals)	**84,108.22**	**7.706**	**100.00%**		**87,086.24**

TAX CALCULATOR

2021 Assessed Value	**344,000**
2022 Assessed Value	**373,316**
2022 State Equalizer	**X 2.9237**
2022 Equalized Assessed Value (EAV)	**1,091,464**
2022 Local Tax Rate	**X 7.706%**
2022 Total Tax Before Exemptions	**84,108.22**

2022 Total Tax Before Exemptions	**84,108.22**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2022 Total Tax After Exemptions	**84,108.22**
First Installment	**47,897.43**
Second Installment +	**36,210.79**
Total 2022 Tax (Payable in 2023)	**84,108.22**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

****** Please see 2022 Second Installment Payment Coupon next page ******

2022 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES
$37,297.11 **By 02/01/2024** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address

Internal use only

SN 0020220200 RTN 500001075 AN (see PIN) TC 008922

Property Index Number (PIN)
04-05-203-038-0000

T3LG
Volume
131

Amount Paid

$

0020220200804052030380000400892240003838343500038926592000372971120003784027 5

This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1248

040520303800000/0/22/F/0003729711/2

TOTAL PAYMENT DUE

$0.00

By 07/01/2025

2023 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-037-0000	131	25076	2023	(2024)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	07/02/2025 - 08/01/2025	08/02/2025 - 09/01/2025	LATE INTEREST IS 0.75% PER MONTH, BY STATE LAW
	$0.00	**$0.00**	

YOUR TAXING DISTRICTS

WHERE YOUR MONEY GOES

Total 2023 Tax Bill $85,686.20

$2,920.52 MORE than 2022

Taxing District	2023 Tax	2022 Tax	Difference	
Northbrook School District 27	$34,172.54	$32,339.40	**$1,833.14**	**More**
Glenbrook HS District 225 (Glenview)	$23,003.30	$22,168.23	**$835.07**	**More**
Village of Northbrook	$7,590.20	$7,582.74	**$7.46**	**More**
Northbrook Park District	$4,653.85	$4,468.01	**$185.84**	**More**
Metro Water Reclamation Dist of Chicago	$3,822.80	$4,016.92	**-$194.12**	**Less**
Northbrook Library Fund	$3,423.90	$3,351.01	**$72.89**	**More**
Oakton College Dist Skokie Des Plaines	$2,515.29	$2,373.63	**$141.66**	**More**
County of Cook	$1,883.71	$2,663.65	**-$779.94**	**Less**
Cook County Public Safety	$1,540.20	$1,138.48	**$401.72**	**More**
Cook County Health Facilities	$853.21	$827.01	**$26.20**	**More**
Cook County Forest Preserve District	$831.04	$869.97	**-$38.93**	**Less**
Road & Bridge Northfield	$565.11	$537.02	**$28.09**	**More**
Consolidated Elections	$354.58	$0.00	**$354.58**	**More**
Town of Northfield	$265.93	$247.03	**$18.90**	**More**
Northwest Mosq Abatement Dist Wheeling	$110.81	$96.66	**$14.15**	**More**
General Assistance Northfield	$99.73	$85.92	**$13.81**	**More**
DO NOT PAY THESE TOTALS	**$85,686.20**	**$82,765.68**	**$2,920.52**	**More**

The above breakdown displays how much you pay in property taxes to each taxing district and the change from last year. Please see reverse side for a detailed breakdown by Taxing District.

TAX CALCULATOR

2022 Assessed Value	**367,357**
2023 Assessed Value	**367,357**
2023 State Equalizer	**X 3.0163**
2023 Equalized Assessed Value (EAV)	**1,108,059**
2023 Local Tax Rate	**X 7.733%**
2023 Total Tax Before Exemptions	**85,686.20**

2023 Total Tax Before Exemptions	**85,686.20**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2023 Total Tax After Exemptions	**85,686.20**
First Installment	**45,521.12**
Second Installment +	**40,165.08**
Total 2023 Tax (Payable in 2024)	**85,686.20**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

TAXING DISTRICT BREAKDOWN

Taxing Districts	2023 Tax	2023 Rate	2023 %	Pension	2022 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	110.81	0.010	0.13%		96.66
Metro Water Reclamation Dist of Chicago	3,822.80	0.345	4.46%	398.90	4,016.92
Northbrook Park District	4,653.85	0.420	5.43%	332.41	4,468.01
Miscellaneous Taxes Total	**8,587.46**	**0.775**	**10.02%**		**8,581.59**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,515.29	0.227	2.94%		2,373.63
Glenbrook HS District 225 (Glenview)	23,003.30	2.076	26.85%	210.53	22,168.23
Northbrook School District 27	34,172.54	3.084	39.88%	952.93	32,339.40
School Taxes Total	**59,691.13**	**5.387**	**69.67%**		**56,881.26**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,423.90	0.309	4.00%	232.69	3,351.01
Village of Northbrook	7,590.20	0.685	8.86%	3,689.83	7,582.74
Road & Bridge Northfield	565.11	0.051	0.66%		537.02
General Assistance Northfield	99.73	0.009	0.12%		85.92
Town of Northfield	265.93	0.024	0.31%		247.03
Municipality/Township Taxes Total	**11,944.87**	**1.078**	**13.95%**		**11,803.72**
COOK COUNTY TAXES					
Cook County Forest Preserve District	831.04	0.075	0.97%	11.08	869.97
Consolidated Elections	354.58	0.032	0.41%		0.00
County of Cook	1,883.71	0.170	2.18%	343.49	2,663.65
Cook County Public Safety	1,540.20	0.139	1.80%		1,138.48
Cook County Health Facilities	853.21	0.077	1.00%		827.01
Cook County Taxes Total	**5,462.74**	**0.493**	**6.36%**		**5,499.11**
(Do not pay these totals)	**85,686.20**	**7.733**	**100.00%**		**82,765.68**

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

****** Please see 2023 Second Installment Payment Coupon next page ******

2023 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES
$0.00 **By 07/01/2025** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address

SN 0020230200 RTN 500001075 AN (see PIN) TC 008911

Internal use only

Property Index Number (PIN)
04-05-203-037-0000

T3LG
Volume
131

Amount Paid

$

00202302004040520303700001008911200000000000000000000000000000000000000000000000000

This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1251

040520303700000/0/23/F/0000000000/2

TOTAL PAYMENT DUE

$0.00

By 07/01/2025

2023 Second Installment Property Tax Bill - Cook County Electronic Bill

Property Index Number (PIN)	Volume	Code	Tax Year	(Payable In)	Township	Classification
04-05-203-038-0000	131	25076	2023	(2024)	NORTHFIELD	5-93

IF PAYING LATE, PLEASE PAY	07/02/2025 - 08/01/2025	08/02/2025 - 09/01/2025	LATE INTEREST IS 0.75% PER MONTH, BY STATE LAW
	$0.00	**$0.00**	

YOUR TAXING DISTRICTS

WHERE YOUR MONEY GOES

Total 2023 Tax Bill $87,076.13

$2,967.91 MORE than 2022

Taxing District	2023 Tax	2022 Tax	Difference	
Northbrook School District 27	$34,726.86	$32,863.98	**$1,862.88**	**More**
Glenbrook HS District 225 (Glenview)	$23,376.45	$22,527.82	**$848.63**	**More**
Village of Northbrook	$7,713.33	$7,705.74	**$7.59**	**More**
Northbrook Park District	$4,729.34	$4,540.49	**$188.85**	**More**
Metro Water Reclamation Dist of Chicago	$3,884.81	$4,082.08	**-$197.27**	**Less**
Northbrook Library Fund	$3,479.44	$3,405.37	**$74.07**	**More**
Oakton College Dist Skokie Des Plaines	$2,556.09	$2,412.14	**$143.95**	**More**
County of Cook	$1,914.25	$2,706.81	**-$792.56**	**Less**
Cook County Public Safety	$1,565.19	$1,156.95	**$408.24**	**More**
Cook County Health Facilities	$867.05	$840.43	**$26.62**	**More**
Cook County Forest Preserve District	$844.52	$884.09	**-$39.57**	**Less**
Road & Bridge Northfield	$574.28	$545.73	**$28.55**	**More**
Consolidated Elections	$360.33	$0.00	**$360.33**	**More**
Town of Northfield	$270.25	$251.04	**$19.21**	**More**
Northwest Mosq Abatement Dist Wheeling	$112.60	$98.23	**$14.37**	**More**
General Assistance Northfield	$101.34	$87.32	**$14.02**	**More**
DO NOT PAY THESE TOTALS	**$87,076.13**	**$84,108.22**	**$2,967.91**	**More**

The above breakdown displays how much you pay in property taxes to each taxing district and the change from last year. Please see reverse side for a detailed breakdown by Taxing District.

TAX CALCULATOR

2022 Assessed Value	**373,316**
2023 Assessed Value	**373,316**
2023 State Equalizer	**X 3.0163**
2023 Equalized Assessed Value (EAV)	**1,126,033**
2023 Local Tax Rate	**X 7.733%**
2023 Total Tax Before Exemptions	**87,076.13**

2023 Total Tax Before Exemptions	**87,076.13**
Homeowner's Exemption	**.00**
Senior Citizen Exemption	**.00**
Senior Freeze Exemption	**.00**
2023 Total Tax After Exemptions	**87,076.13**
First Installment	**46,259.52**
Second Installment +	**40,816.61**
Total 2023 Tax (Payable in 2024)	**87,076.13**

IMPORTANT MESSAGES

PROPERTY LOCATION

3100 COMMERCIAL AVE
NORTHBROOK IL 60062 1906

MAILING ADDRESS

IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK IL 600621906

TAXING DISTRICT BREAKDOWN

Taxing Districts	2023 Tax	2023 Rate	2023 %	Pension	2022 Tax
MISCELLANEOUS TAXES					
Northwest Mosq Abatement Dist Wheeling	112.60	0.010	0.13%		98.23
Metro Water Reclamation Dist of Chicago	3,884.81	0.345	4.46%	405.37	4,082.08
Northbrook Park District	4,729.34	0.420	5.43%	337.80	4,540.49
Miscellaneous Taxes Total	**8,726.75**	**0.775**	**10.02%**		**8,720.80**
SCHOOL TAXES					
Oakton College Dist Skokie Des Plaines	2,556.09	0.227	2.94%		2,412.14
Glenbrook HS District 225 (Glenview)	23,376.45	2.076	26.85%	213.94	22,527.82
Northbrook School District 27	34,726.86	3.084	39.88%	968.38	32,863.98
School Taxes Total	**60,659.40**	**5.387**	**69.67%**		**57,803.94**
MUNICIPALITY/TOWNSHIP TAXES					
Northbrook Library Fund	3,479.44	0.309	4.00%	236.46	3,405.37
Village of Northbrook	7,713.33	0.685	8.86%	3,749.68	7,705.74
Road & Bridge Northfield	574.28	0.051	0.66%		545.73
General Assistance Northfield	101.34	0.009	0.12%		87.32
Town of Northfield	270.25	0.024	0.31%		251.04
Municipality/Township Taxes Total	**12,138.64**	**1.078**	**13.95%**		**11,995.20**
COOK COUNTY TAXES					
Cook County Forest Preserve District	844.52	0.075	0.97%	11.26	884.09
Consolidated Elections	360.33	0.032	0.41%		0.00
County of Cook	1,914.25	0.170	2.18%	349.07	2,706.81
Cook County Public Safety	1,565.19	0.139	1.80%		1,156.95
Cook County Health Facilities	867.05	0.077	1.00%		840.43
Cook County Taxes Total	**5,551.34**	**0.493**	**6.36%**		**5,588.28**
(Do not pay these totals)	**87,076.13**	**7.733**	**100.00%**		**84,108.22**

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

****** Please see 2023 Second Installment Payment Coupon next page ******

2023 Second Installment Property Tax Bill

Cook County Payment Coupon

Pursuant to Cook County Ordinance 07-O-68, if you are a mortgage lender, loan servicer, or agent of any entity within the meaning of 35 ILCS 200/20-12, you may not pay using a downloadable tax bill unless you pay the $5 duplicate bill fee.

CUT & INCLUDE WITH PAYMENT

TOTAL PAYMENT DUE	IMPORTANT PAYMENT MESSAGES
$0.00 **By 07/01/2025** **If paying later, refer to amounts above.**	**Cook County eBill** Click to pay online Click to update Mailing Name/Address

SN 0020230200 RTN 500001075 AN (see PIN) TC 008911

Internal use only

Property Index Number (PIN)
04-05-203-038-0000

T3LG
Volume
131

Amount Paid

$

00202302004040520303800004008911200000000000000000000000000000000000000000000000000000

This is an Official Downloadable Tax Bill Payment Coupon.
Please process this coupon along with payment presented.

COOK COUNTY TREASURER
PO BOX 805438
CHICAGO IL 60680-4116

1254

040520303800000/0/23/F/0000000000/2

Property Index Number (PIN): 04-05-203-037-0000 BEGIN A NEW SEARCH



Incorrect Image? Click Here.

Property Location:
3100 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Volume: 131

Mailing Information:
IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK, IL 60062-1906

Update Your Information

20-Year Property Tax Bill History

Tax Year 2004:	$58,300.88
Tax Year 2023:	$85,686.20
Difference:	**+ $27,385.32**
Percent Change:	**+ 46.97%**

- Read "The Pappas Study" 20-Year Property Tax History
- See the Top 50 Largest Tax Increases since 2000 by Chicago ward and suburb
- Voter Turnout 2011-2020 Chicago and Cook County Suburbs
- Cook County Suburbs - Interactive Map
- Chicago by Ward - Interactive Map

The due dates and billed amounts for Tax Year 2004 (payable in 2005) through Tax Year 2023 (payable in 2024) are shown below.

The amounts displayed before Tax Year 2023 are for informational purposes only. The Treasurer's Office makes no warranties as to the accuracy of this information. For official records for these years, please contact the Cook County Clerk's Office.

For details about payments starting with Tax Year 2023, visit Your Property Tax Overview.

General Taxes

Tax Year	Total Billed Amount	Total Paid Amount	Installment	Billed Amount	Due Date	Tax Summary
2023	$85,686.20	$87,011.67	1st 2nd	$45,521.12 $40,165.08	03/01/2024 08/01/2024	
2022	$82,765.68	$84,542.71	1st 2nd	$47,062.03 $35,703.65	04/03/2023 12/01/2023	
2021	$85,567.32	$86,743.46	1st 2nd	$46,362.42 $39,204.90	03/01/2022 12/30/2022	
2020	$84,045.72	$84,295.31	1st 2nd	$43,324.43 $40,721.29	03/02/2021 10/01/2021	

Property Index Number (PIN): 04-05-203-038-0000 BEGIN A NEW SEARCH



Incorrect Image? Click Here.

Property Location:
3100 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Volume: 131

Mailing Information:
IPM PLUS LLC
3100-3180 COMMERCIAL
NORTHBROOK, IL 60062-1906

Update Your Information

20-Year Property Tax Bill History

Tax Year 2004:	$59,169.17
Tax Year 2023:	$87,076.13
Difference:	**+ $27,906.96**
Percent Change:	**+ 47.16%**

Read "The Pappas Study" 20-Year Property Tax History

See the Top 50 Largest Tax Increases since 2000 by Chicago ward and suburb

Voter Turnout 2011-2020 Chicago and Cook County Suburbs

Cook County Suburbs - Interactive Map

Chicago by Ward - Interactive Map

The due dates and billed amounts for Tax Year 2004 (payable in 2005) through Tax Year 2023 (payable in 2024) are shown below.

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For details about payments starting with Tax Year 2023, visit Your Property Tax Overview.

General Taxes

	Tax Year	Total Billed Amount	Total Paid Amount	Installment	Billed Amount	Due Date	Tax Summary
▼	2023	$87,076.13	$88,423.10	1st 2nd	$46,259.52 $40,816.61	03/01/2024 08/01/2024	
▼	2022	$84,108.22	$85,913.00	1st 2nd	$47,897.43 $36,210.79	04/03/2023 12/01/2023	
▼	2021	$87,086.24	$88,283.26	1st 2nd	$47,185.45 $39,900.79	03/01/2022 12/30/2022	
▼	2020	$85,542.52	$85,791.72	1st 2nd	$44,095.16 $41,447.36	03/02/2021 10/01/2021	

comed℠
AN EXELON COMPANY

 Issued **1/22/25** Account # **5955472000**

SERVICE FROM 12/17/24 THROUGH 1/21/25 (35 DAYS)

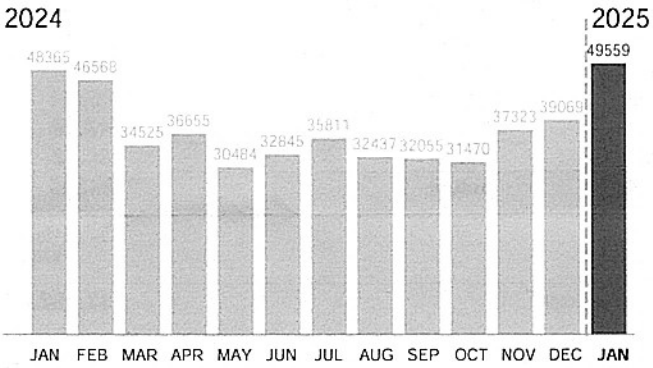
Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 2/6/25 **$7,062.44**

Thank you for your payments totaling **$5,312.17.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	27.6° avg. temp
1416.0 kWh	⬆ **+2 %** from last year

Last Month	35.0° avg. temp	Last Year	31.6° avg. temp
1347.2 kWh		**1381.9** kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $4,401.83

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www.AggressiveEnergy.com
1.888.836.9222



DELIVERY $1,420.49

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For Electric Supply Choices visit pluginillinois.org

TAXES & FEES $1,240.12

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0106433 01 AV 0.545 **AUTO T7 0 1016 60062-190650 -C01-00-P06439-I1

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Account # **5955472000**

Total Amount Due by 2/6/25 **$7,062.44**

Payment Amount:

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

5955472000000706244503770624 4

comed℠
AN EXELON COMPANY

NW

 Issued **2/20/25** Account # **5955472000**

SERVICE FROM 1/21/25 THROUGH 2/19/25 (29 DAYS)

Retail Delivery Service - 0 to 100 kW

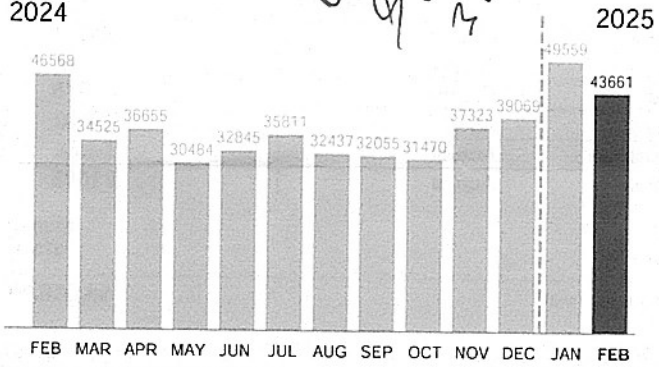
Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 3/7/25 **$6,916.37**

Thank you for your payments totaling **$7,062.44.**

Ok to pay
Yemi P
2/13/2025

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	24.4° avg. temp
1505.6 kWh	⬆ **+13 %** from last year

Last Month	27.6° avg. temp	Last Year	31.6° avg. temp
1416.0 kWh		**1330.5** kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

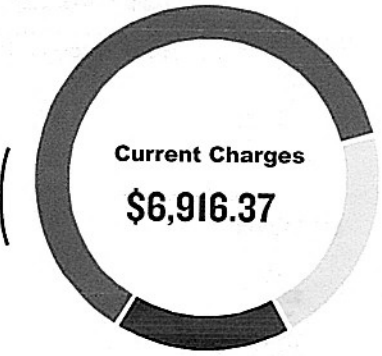
CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $4,325.06

Aggressive Energy provides your energy.

www.AggressiveEnergy.com
1.888.836.9222



DELIVERY $1,444.66

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TAXES & FEES $1,146.65

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0108926 01 AV 0.54 **AUTO T2 1 1037 60062-190650 -C01-00-P08934-I12

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

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See reverse side for more info

Account # **5955472000**

Total Amount Due by 3/7/25 **$6,916.37**

Payment Amount:

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

5955472000000691637506669163 7 **1258**

comed℠
AN EXELON COMPANY

NW

 Issued **3/24/25** Account # **5955472000**

Total Amount Due by 4/8/25 **$5,853.36**

Thank you for your payments totaling **$6,916.37.**

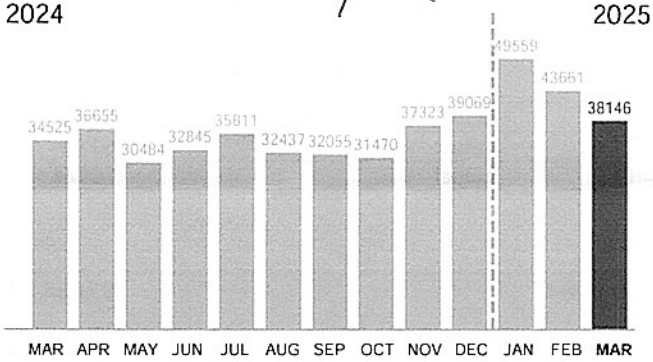
SERVICE FROM 2/19/25 THROUGH 3/21/25 (30 DAYS)

Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Auto pay
3 Lewis
4/2/2025

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	39.1° avg. temp
1271.5 kWh	⬆ **+3 %** from last year

Last Month	24.4° avg. temp	Last Year	36.3° avg. temp
1505.6 kWh		**1233.0** kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $3,382.41

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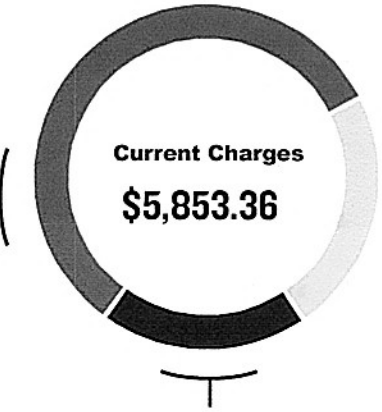
1.888.836.9222



DELIVERY $1,341.51

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TAXES & FEES $1,129.44

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See reverse side for more info

Account # **5955472000**

Total Amount Due by 4/8/25 **$5,853.36**

Payment Amount:

0109016 01 AV 0.54 **AUTO T0 0 1059 60062-190650 -C01-00-P09025-I12

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

59554720000005853365098585336 **1259**

comed℠
AN EXELON COMPANY

NW

 Issued **4/23/25** Account # **5955472000**

SERVICE FROM 3/21/25 THROUGH 4/22/25 (32 DAYS)

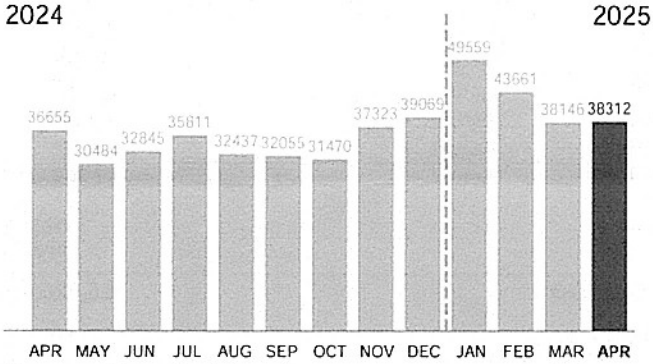
Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 5/8/25 **$5,525.50**

Thank you for your payments totaling **$5,853.36.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	49.1° avg. temp
1197.3 kWh ↑	+1 % from last year

Last Month	39.1° avg. temp	Last Year	50.0° avg. temp
1271.5 kWh		1182.4 kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

Ob to pay
Sylewski
5/5/2025

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $3,051.55

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DELIVERY $1,335.17

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TAXES & FEES $1,138.78

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See reverse side for more info

Account # **5955472000**

Total Amount Due by 5/8/25 **$5,525.50**

Payment Amount:

0109214 01 AV 0.54 **AUTO T6 0 1081 60062-190650 -C01-00-P09223-I12

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

59554720000005525505128552550: **1260**

comed℠
AN EXELON COMPANY

NW

 Issued **5/27/25** Account # **5955472000**

SERVICE FROM 4/22/25 THROUGH 5/22/25 (30 DAYS)

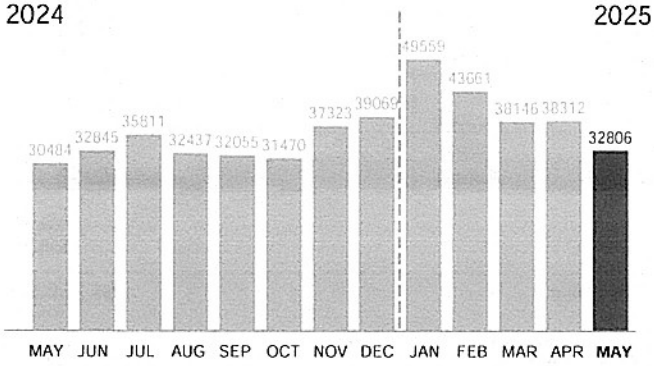
Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 6/11/25 $4,266.66

Thank you for your payments totaling **$5,525.50.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	59.8° avg. temp
1093.5 kWh ↑ +4 % from last year	

Last Month	49.1° avg. temp	Last Year	64.7° avg. temp
1197.3 kWh		1051.2 kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

Ok to pay
S Gerlach
6/3/2025

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $2,729.79

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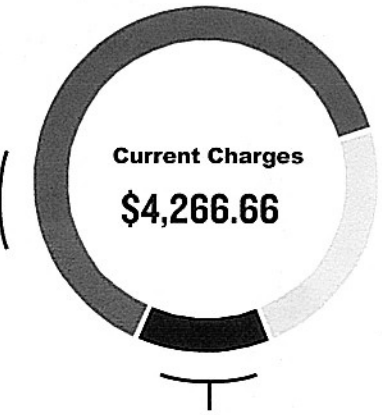

DELIVERY $999.67

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TAXES & FEES $537.20

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See reverse side for more info

Account # **5955472000**

Total Amount Due by 6/11/25 $4,266.66

Payment Amount:

0106826 01 AV 0.54 **AUTO T7 0 1104 60062-190650 -C01-00-P06832-I1 3

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

5955472000000426666516242666661261

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NW

 Issued **6/21/24** Account # **5955472000**

SERVICE FROM 5/21/24 THROUGH 6/20/24 (30 DAYS)

Retail Delivery Service - 0 to 100 kW

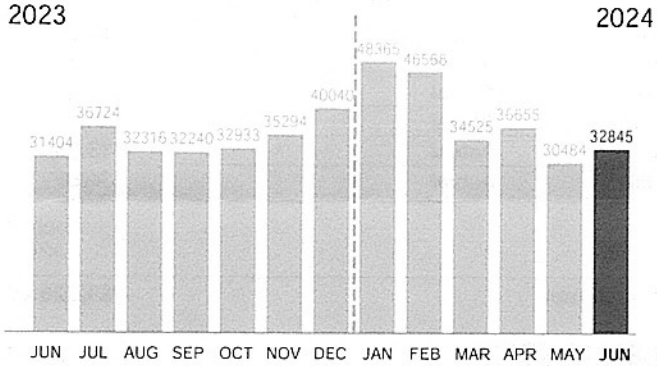
Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

On tapony
S Levio
4/26/2024

Total Amount Due by 7/8/24 **$4,725.49**

Thank you for your payments totaling **$4,362.51.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month — **73.2°** avg. temp

1094.8 kWh ⬆ **+5 %** from last year

Last Month	Last Year
64.7° avg. temp	**68.7°** avg. temp
1051.2 kWh	**1046.8** kWh

Ten 100W light bulbs for 1 hour = 1 kWh

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $2,800.04

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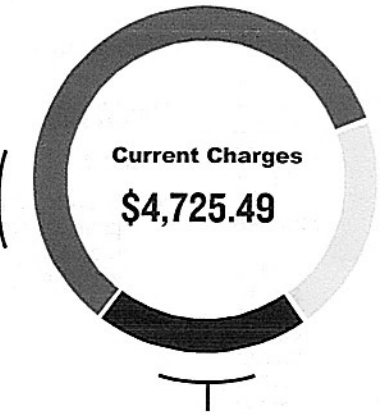
1.888.836.9222



DELIVERY $972.46

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TAXES & FEES $952.99

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See reverse side for more info

0109390 01 AV 0.507 **AUTO T4 0 1134 60062-190650 -C01-00-P09399-I1

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Account # **5955472000**

Total Amount Due by 7/8/24 **$4,725.49**

Payment Amount:

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

1262

5955472000000472549419047254 90

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NW

 Issued **11/19/24** Account # **5955472000**

SERVICE FROM 10/18/24 THROUGH 11/18/24 (31 DAYS)

Retail Delivery Service - 0 to 100 kW

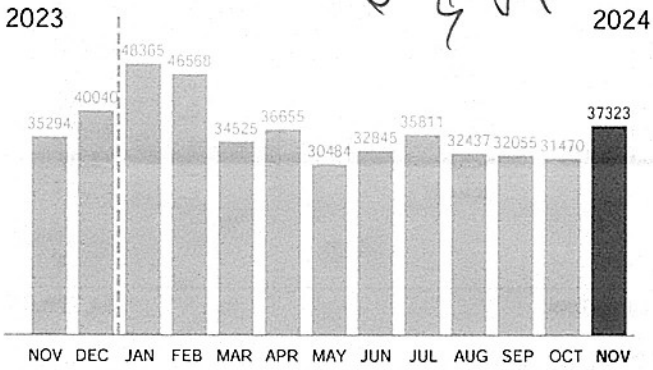
Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 12/4/24 **$4,776.81**

Thank you for your payments totaling **$4,464.22.**

Ok to pay
S Leeb
12/2/2024

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	57.1° avg. temp
1204.0 kWh ↓	**1%** from last year

Last Month	65.9° avg. temp	Last Year	53.1° avg. temp
1085.2 kWh		**1217.0** kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $2,979.50

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DELIVERY $844.12

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TAXES & FEES $953.19

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Account # **5955472000**

Total Amount Due by 12/4/24 **$4,776.81**

Payment Amount:

0108599 01 AV 0.545 **AUTO T0 0 1240 60062-190650 -C01-00-P08607-I1 45

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

59554720000004776814339477681!1263

comed℠
AN EXELON COMPANY

 Issued **12/18/24** Account # **5955472000**

SERVICE FROM 11/18/24 THROUGH 12/17/24 (29 DAYS)

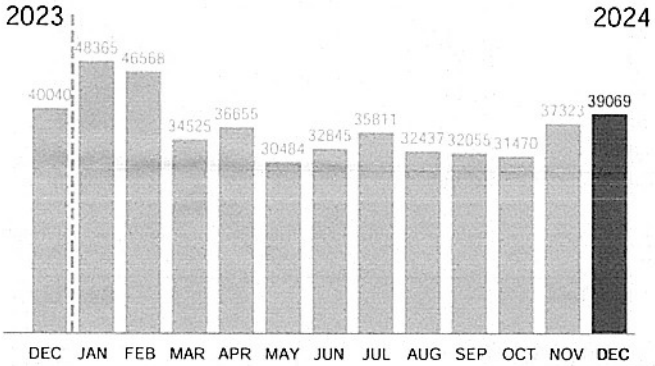
Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 1/2/25 **$5,312.17**

Thank you for your payments totaling **$4,776.81.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	35.0° avg. temp
1347.2 kWh	⬆ +4 % from last year

Last Month	57.1° avg. temp	Last Year	40.2° avg. temp
1204.0 kWh		1291.6 kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

Ok to pay
S Lund
12/26/24

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY
$3,105.20

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1.888.836.9222



DELIVERY
$1,155.27

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TAXES & FEES $1,051.70

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AN EXELON COMPANY

0108387 02 AV 0.545 **AUTO T9 0 1261 60062-190650 -C01-00-P08395-I1 345

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Pay your bill online, by phone or by mail.

See reverse side for more info

Account # **5955472000**

Total Amount Due by 1/2/25 **$5,312.17**

Payment Amount:

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

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NW

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 Issued 7/23/24 Account # 5955472000

SERVICE FROM 6/20/24 THROUGH 7/22/24 (32 DAYS)

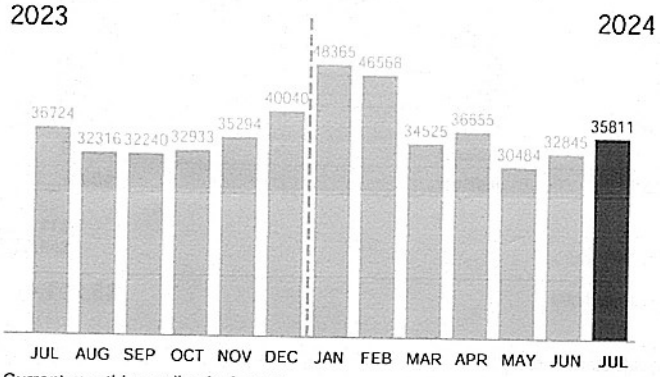
Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 8/7/24 $5,211.49

Thank you for your payments totaling **$4,725.49.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	77.0° avg. temp
1119.1 kWh	⬆ +1 % from last year

Last Month	73.2° avg. temp	Last Year	76.2° avg. temp
1094.8 kWh		1112.8 kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

Oktoberfest 8/13/2024

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $3,295.69

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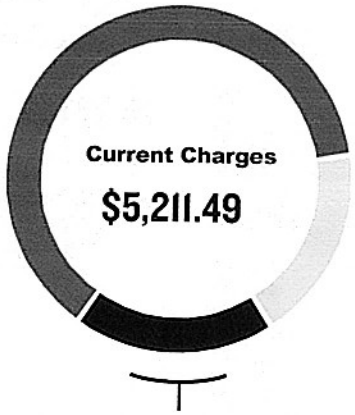
1.888.836.9222



DELIVERY $944.23

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1.800.334.7661

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TAXES & FEES $971.57

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comed℠
AN EXELON COMPANY

0109448 01 AV 0.507 **AUTO T6 0 1155 60062-190650 -C01-00-P09457-I1

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Pay your bill online, by phone or by mail.

See reverse side for more info

Account # 5955472000

Total Amount Due by 8/7/24 $5,211.49

Payment Amount:

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

1265

59554720000005211494220521149 5

comed℠
AN EXELON COMPANY

SW

 Issued 7/30/24 Account # 8154472000

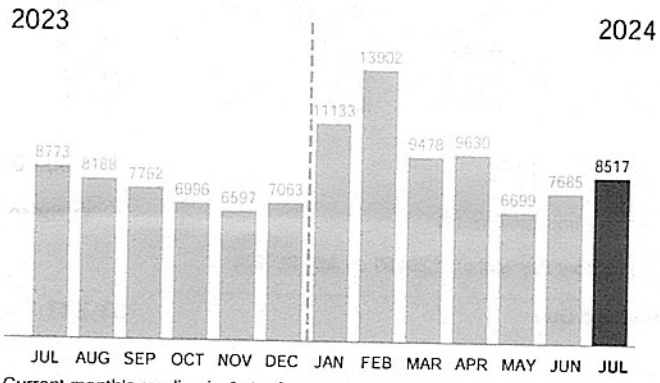
SERVICE FROM 6/20/24 THROUGH 7/22/24 (32 DAYS)
Retail Delivery Service - 0 to 100 kW

Optics Planet
3100 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 8/14/24 $1,331.13

Thank you for your payments totaling **$1,204.50.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	77.0° avg. temp
266.2 kWh ⬇ 3 % from last year	

Last Month	73.2° avg. temp	Last Year	76.2° avg. temp
256.2 kWh		274.2 kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

Ok to pay
S Sheikh
8/13/2024

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $783.82

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DELIVERY $313.31

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1.800.334.7661

TAXES & FEES $234.00

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0108311 01 AV 0.507 **AUTO T0 0 1160 60062-190650 -C01-00-P08319-I1

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Pay your bill online, by phone or by mail.

See reverse side for more info

Account # **8154472000**

Total Amount Due by 8/14/24 $1,331.13

Payment Amount:

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

1266

8154472000000133113422713311135

comed℠
AN EXELON COMPANY

NW

 Issued **8/21/24** Account # **5955472000**

Total Amount Due by 9/5/24 **$4,540.05**

Thank you for your payments totaling **$5,211.49.**

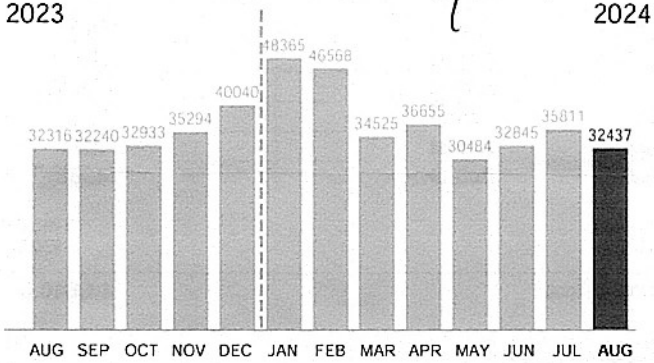
SERVICE FROM 7/22/24 THROUGH 8/20/24 (29 DAYS)

Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Out for pay
9/13/2024

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	76.5° avg. temp
1118.5 kWh ↓	3% from last year

Last Month	77.0° avg. temp	Last Year	78.3° avg. temp
1119.1 kWh		1154.1 kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $2,748.39

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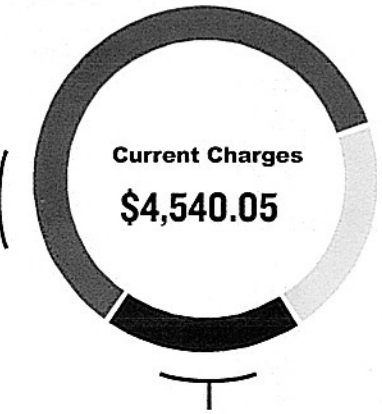

DELIVERY $942.31

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TAXES & FEES $849.35

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Account # **5955472000**

0109399 01 AV 0.507 **AUTO T7 0 1176 60062-190650 -C01-00-P09408-I1 4 6

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Total Amount Due by 9/5/24 **$4,540.05**

Payment Amount:

COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

1267

59555472000000454005424945400 54

1268

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SW

 Issued **8/28/24** Account # **8154472000**

Total Amount Due by 9/12/24 $1,177.68

Thank you for your payments totaling **$1,331.13.**

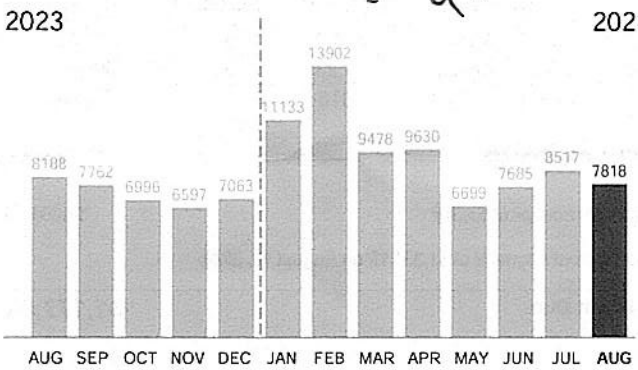
SERVICE FROM 7/22/24 THROUGH 8/20/24 (29 DAYS)

Retail Delivery Service - 0 to 100 kW

Optics Planet
3100 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Ok to pay
S Leno
9/3/2024

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	76.5° avg. temp
269.6 kWh ⬇	**4 %** from last year

Last Month	77.0° avg. temp	Last Year	78.1° avg. temp
266.2 kWh		**282.3** kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $662.42

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Account # **8154472000**

Total Amount Due by 9/12/24 $1,177.68

Payment Amount:

0108854 01 AV 0.507 **AUTO T3 0 1181 60062-190650 -C01-00-P08862-I1 6

OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

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81544720000001177684256117768 6

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Español 1.800.95.LUCES (1.800.955.8237)
Hearing/Speech Impaired 1.800.572.5789 (TTY)

Total Amount Due by 10/8/24 $4,836.14

1 SERVICE ADDRESS

3150 Commercial Ave Northbrook, IL 60062 Electric Choice ID: 5952602487 $4,836.14

METER INFORMATION

Read Dates	Meter Number	Load Type	Reading Type	Previous	Present	Difference	Multiplier	Usage
8/20-9/19	230157050	General Service	Off Pk kW	Actual	Actual			60.72
8/20-9/19	230157050	General Service	On Pk kW	Actual	Actual			79.10
8/20-9/19	230157050	General Service	Total kWh	Actual	Actual			27283
8/20-9/19	230157052	General Service	Off Pk kW	Actual	Actual			13.32
8/20-9/19	230157052	General Service	On Pk kW	Actual	Actual			11.93
8/20-9/19	230157052	General Service	Total kWh	Actual	Actual			4771

CHARGE DETAILS

Retail Delivery Service - 0 to 100 kW 8/20/24 - 9/19/24 (30 Days)

SUPPLY - AGGRESSIVE ENERGY $2,752.24

32055 KH @ 0.08586 per KH		$2,752.24

DELIVERY - ComEd $1,154.21

Customer Charge		$19.35
Standard Metering Charge		$6.55
Distribution Facility Charge	91.03 kW X 11.72000	$1,066.87
IL Electricity Distribution Charge	32,055 kWh X 0.00123	$39.43
Meter Lease		$22.01

TAXES & FEES $929.69

Environmental Cost Recovery Adj	32,055 kWh X 0.00025	$8.01
Renewable Portfolio Standard	32,055 kWh X 0.00502	$160.92
Zero Emission Standard	32,055 kWh X 0.00195	$62.51
Carbon-Free Energy Resource Adj	32,055 kWh X 0.00875	$280.48
Energy Efficiency Programs	32,055 kWh X 0.00691	$221.50
Energy Transition Assistance	32,055 kWh X 0.00072	$23.08
Franchise Cost	$1,133.30 X 1.85700%	$21.05
State Tax		$102.48
Municipal Tax		$49.66

Service Period Total $4,836.14

MISCELLANEOUS $0.00

Charges/Credits from previous bill $4,540.05

Thank You for Your Payment of $4,540.05 on September 18, 2024

Total Amount Due $4,836.14

(continued on next page)

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Call us to make a convenience payment with a credit card, ATM card, or your bank account: 1.800.588.9477.

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 Issued **10/21/24** Account # **5955472000**

SERVICE FROM 9/19/24 THROUGH 10/18/24 (29 DAYS)

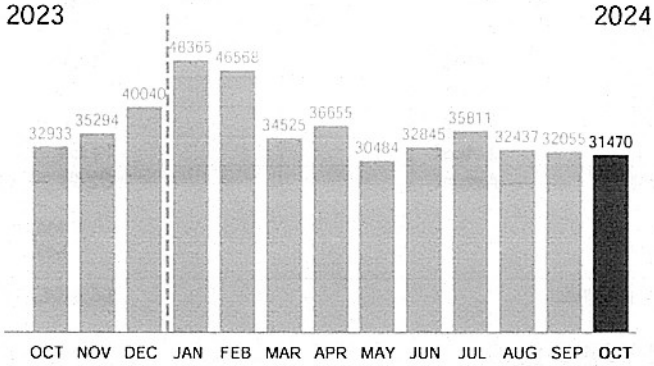
Retail Delivery Service - 0 to 100 kW

Optics Planet
3150 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 11/5/24 **$4,464.22**

Thank you for your payments totaling **$4,836.14.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	65.9° avg. temp
1085.2 kWh	↑ **+2 %** from last year

Last Month	75.2° avg. temp	Last Year	65.8° avg. temp
1068.5 kWh		**1062.4** kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

Auto pay
10/21/2024

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY **$2,514.77**

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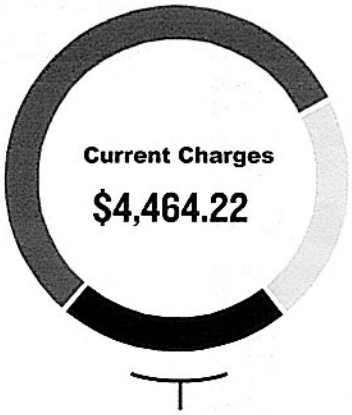

DELIVERY **$967.03**

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TAXES & FEES **$982.42**

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OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Account # **5955472000**

Total Amount Due by 11/5/24 **$4,464.22**

Payment Amount:

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59554720000004464224310446422 1 **1270**

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Total Amount Due by 10/14/24 $1,183.43

1 SERVICE ADDRESS

3100 Commercial Ave Northbrook, IL 60062 — Electric Choice ID: 8156615153 — **$1,183.43**

METER INFORMATION

Read Dates	Meter Number	Load Type	Reading Type	Previous		Present		Difference	Multiplier	Usage
8/20-9/19	230116683	General Service	Off Pk kW	0.00	Actual	18.91	Actual	18.91	x 1	18.91
8/20-9/19	230116683	General Service	On Pk kW	0.00	Actual	25.54	Actual	25.54	x 1	25.54
8/20-9/19	230116683	General Service	Total kWh	33448	Actual	40818	Actual	7370	x 1	7370

CHARGE DETAILS

Retail Delivery Service - 0 to 100 kW 8/20/24 - 9/19/24 (30 Days)

SUPPLY - AGGRESSIVE ENERGY $632.79

7370 KH @ 0.08586 per KH		$632.79

DELIVERY - ComEd $334.30

Customer Charge		$19.35
Standard Metering Charge		$6.55
Distribution Facility Charge	25.54 kW X 11.72000	$299.33
IL Electricity Distribution Charge	7,370 kWh X 0.00123	$9.07

TAXES & FEES $216.34

Environmental Cost Recovery Adj	7,370 kWh X 0.00025	$1.84
Renewable Portfolio Standard	7,370 kWh X 0.00502	$37.00
Zero Emission Standard	7,370 kWh X 0.00195	$14.37
Carbon-Free Energy Resource Adj	7,370 kWh X 0.00875	$64.49
Energy Efficiency Programs	7,370 kWh X 0.00691	$50.93
Energy Transition Assistance	7,370 kWh X 0.00072	$5.31
Franchise Cost	$324.53 X 1.85700%	$6.03
State Tax		$23.73
Municipal Tax		$12.64
Service Period Total		**$1,183.43**

MISCELLANEOUS $0.00

Charges/Credits from previous bill	$1,177.68
Thank You for Your Payment of $1,177.68 on September 18, 2024	
Total Amount Due	**$1,183.43**

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1203-01-0108662-0001-001782

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 Issued **10/23/24** Account # **8154472000**

SERVICE FROM 9/19/24 THROUGH 10/18/24 (29 DAYS)

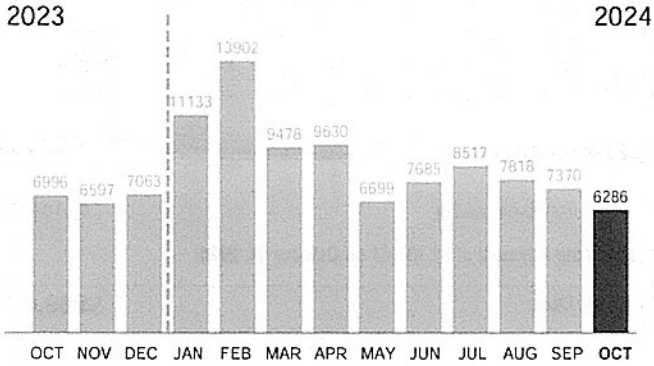
Retail Delivery Service - 0 to 100 kW

Optics Planet
3100 Commercial Ave
Northbrook, IL 60062
(847) 513-6190

Total Amount Due by 11/7/24 **$989.49**

Thank you for your payments totaling **$1,183.43.**

TOTAL USAGE (kWh)



Current month's reading is **Actual.**

AVERAGE DAILY USE (monthly usage/days in period)

Current Month	65.9° avg. temp
216.8 kWh ↓ **4 %** from last year	

Last Month	75.2° avg. temp	Last Year	65.8° avg. temp
245.7 kWh		**225.7** kWh	

Ten 100W light bulbs for 1 hour = 1 kWh

Autopay 10/30/24

CURRENT CHARGES SUMMARY

See reverse side for details

SUPPLY $502.31

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TAXES & FEES $199.34

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OPTICS PLANET
3150 COMMERCIAL AVE
NORTHBROOK, IL 60062-1906

Account # **8154472000**

Total Amount Due by 11/7/24 **$989.49**

Payment Amount:

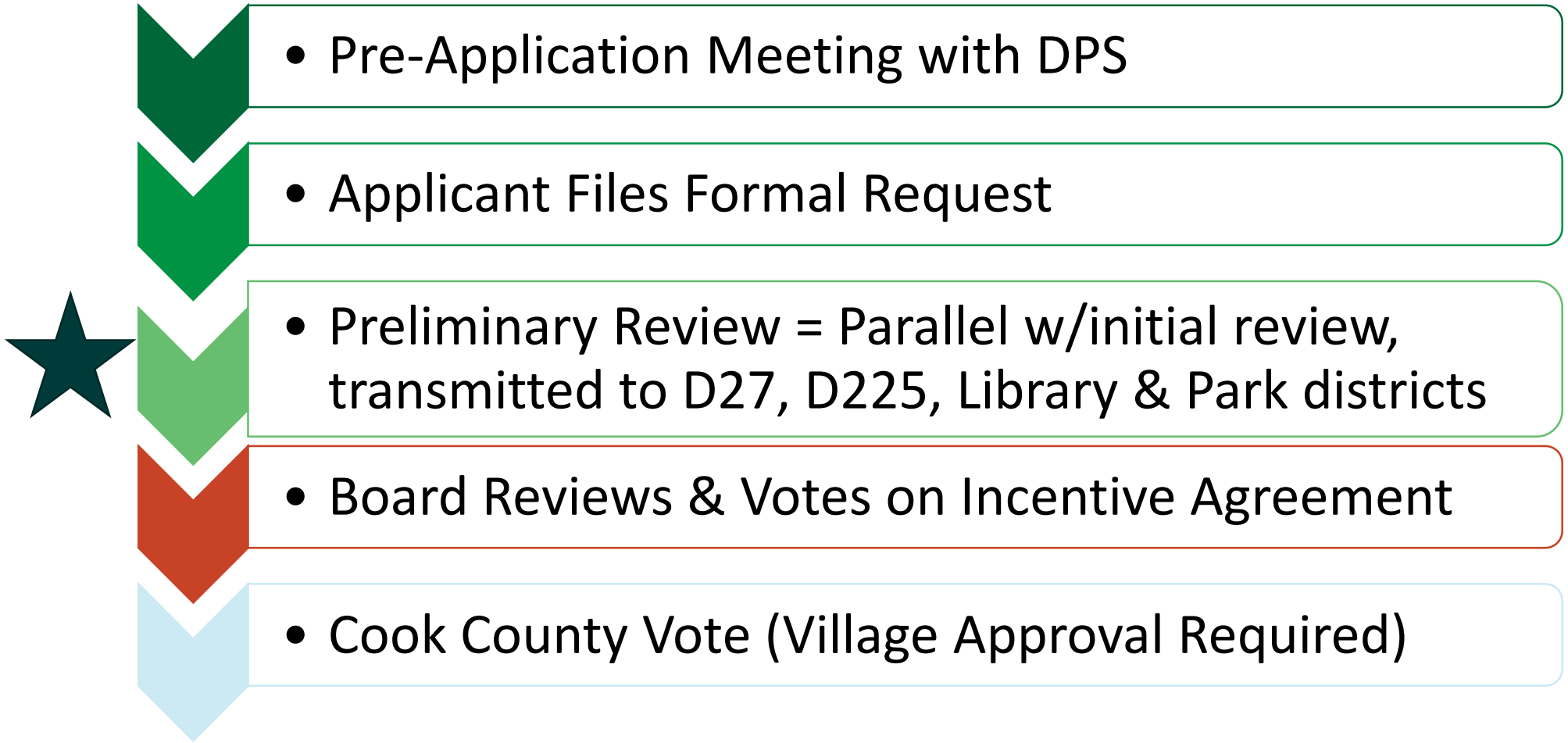
COMED
PO BOX 6111
CAROL STREAM, IL 60197-6111

81544720000000989494312098949 **1272**

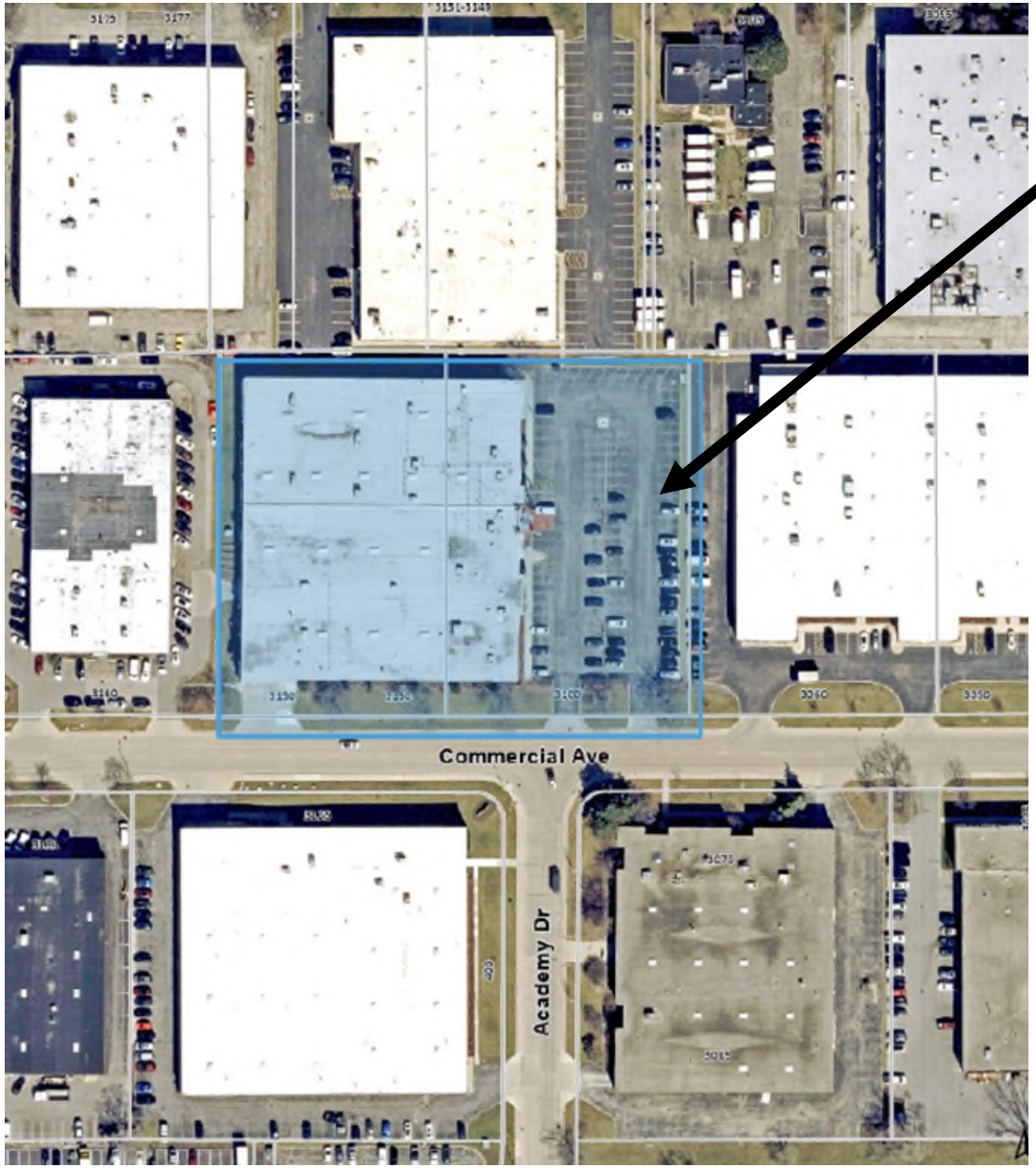
October 14, 2025

3100-3150 Commercial Ave Class 6b Incentive Preliminary Review

Northbrook 6b Review Process



Location





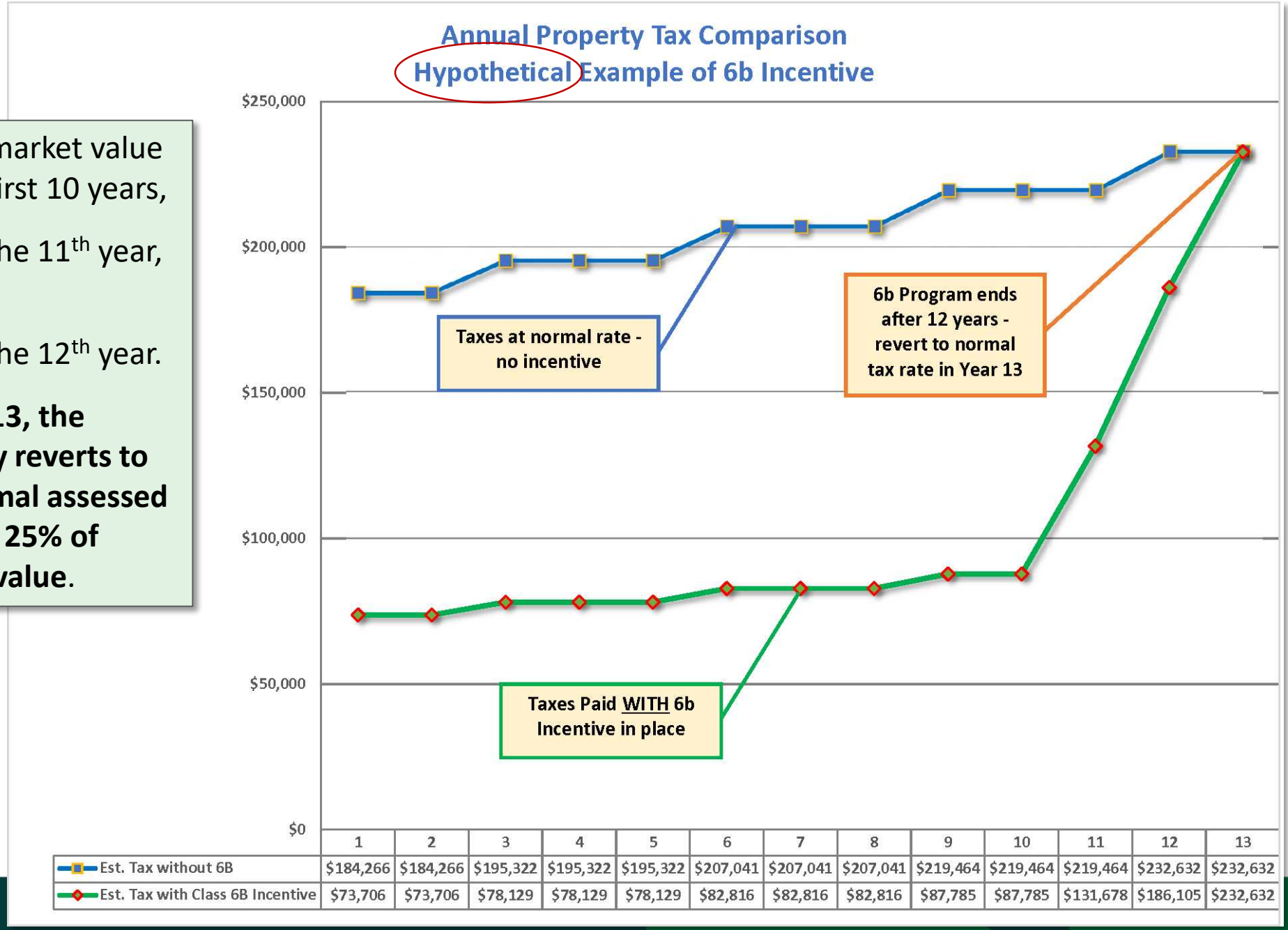
Subject property
Site photos





6b Property Tax Incentive Overview

- 10% of market value for the first 10 years,
- 15% in the 11th year, and
- 20% in the 12th year.
- **In year 13, the property reverts to the normal assessed value of 25% of market value**.



	1	2	3	4	5	6	7	8	9	10	11	12	13
Est. Tax without 6B	$184,266	$184,266	$195,322	$195,322	$195,322	$207,041	$207,041	$207,041	$219,464	$219,464	$219,464	$232,632	$232,632
Est. Tax with Class 6B Incentive	$73,706	$73,706	$78,129	$78,129	$78,129	$82,816	$82,816	$82,816	$87,785	$87,785	$131,678	$186,105	$232,632

Applicant’s 6b Request

Summary of 6b Incentive Request Over the 12-Year Term for the Subject Property

Estimated Taxes Paid over 12 Years With the Class 6b	Estimated Taxes Paid over 12 years Without The Class 6b	Estimated Savings in Property Taxes over 12 years	Estimated Taxes Paid over 12 years if left Vacant
$2,994,028	$4,859,669	$1,865,641	$1,835,788*

Policy Questions

- Does the Applicant's Class 6b request satisfy the general Cook County criteria for the approval of a Class 6b incentive for the rehabilitation of an existing building?

- Does the Applicant's 6b proposal satisfy the general Village criteria for the approval of a 6b incentive, given the requested relief

- Is the incentive appropriate to encourage the rehabilitation of the existing 40,000 sq ft of the 60,000 square foot building for a new business for the Village of Northbrook?

October 14, 2025

3100-3150 Commercial Ave Class 6b Incentive Preliminary Review

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Deputy Public Works Director Matt Morrison
Date: 2025-10-14
Subject: A Resolution Accepting the Utility Rate Study Prepared by NewGen Strategies and Solutions, LLC

Overview

The Village of Northbrook has undertaken a Utility Rate Study (URS) for the Stormwater Fund to ensure the fiscal stability of this Enterprise Fund. The Village Board, acting as a Committee of the Whole, completed their review of the URS and have directed staff to move forward with preparing a resolution accepting the same.

Fiscal Impact

While the URS provides recommendations for the stormwater fee, approval of the final report does not establish rates. All rate changes are considered by the Village Board separately by ordinance.

Recommendation

Approval.

Background

The Village Board awarded a contract to NewGen Strategies and Solutions on September 26, 2023 to perform a Utility Rate Study. Staff conducted an initial policy discussion with the Village Board, acting as a Committee of the Whole, on April 9, 2024. At that discussion, an overview of the stormwater infrastructure and history of the fund was provided. Also at that meeting, the Village Board was asked to provide guidance on potential rate adjustment structures. At the May 27, 2025 Committee of the Whole meeting, the Village Board was provided with further background on historical capital expenditures, the current state of the Fund, and the current expenditures of the Fund.

At the July 8, 2025 Committee of the Whole Meeting, the Village Board was presented with two scenarios for the Stormwater Fund URS. A draft of the URS was included. Materials from that meeting are included as supplemental information. The scenarios presented included two different capital programs. The first scenario programmed only operating capital (i.e. vehicles) and the Koepke Road stormwater project from Addendum #3 of the Master Stormwater Management Plan. The Koepke Road project was included due to its interdependence with the planned road project for the area and its prior programming in the CIP. Furthermore, a revision to this scenario included paying for all vehicles with the fund balance and would allow for new debt in the Stormwater Fund to be limited to the Koepke Road stormwater project.

The second scenario programmed all operating capital and stormwater projects included in Addendum #3 to the Master Stormwater Management Plan. This scenario included funding large vehicles and stormwater projects with debt and required increasing the stormwater fee to a higher level to cover the increasing debt service. The Village Board directed staff to move forward with Scenario #1 incorporating a $1.00 increase in the stormwater fee during Fiscal Year 2025-26 in order to establish a positive fund balance sooner and a $0.10 increase in FY 2027-28 into the URS.

A Resolution Accepting the Utility Rate Study Prepared by NewGen Strategies and Solutions, LLC
Exhibit A - Final Stormwater Fund Utility Rate Study Report
Supplemental Information - July 8, 2025 COW Information
Supplemental Information - Stormwater Newsletter Article

Resolution - _____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Accepting the Utility Rate Study Prepared by NewGen Strategies and Solutions, LLC

is hereby adopted, as follows:

Section 1. Recitals.

The Village of Northbrook undertook a Utility Rate Study for the Stormwater Funds and awarded a contract to NewGen Strategies and Solutions, LLC of Annapolis, Maryland (NewGen) to complete this study with Resolution 2023-161. On July 8, 2025, the Village Board, acting as a Committee of a Whole, reviewed the draft Utility Rate Study ("***URS***") prepared by NewGen and provided direction to program operating capital and the Koepke Road stormwater Project identified in Addendum #3 to the Master Stormwater Management Plan, while future projects may be considered when there is sufficient fund balance to pay for them. The Village Board further directed staff to program a stormwater fee of $2.00 within the 2025-26 Fiscal Year and to increase the fee to $2.10 in FY 2027-28 in order to achieve a positive fund balance and sustain the health of the Stormwater Fund.

Using the feedback from the Committee of the Whole meeting, staff worked with NewGen to incorporate this direction on rates. The URS has been updated based on this feedback and it is recommended that the Village Board accept the final draft of the URS, attached as ***Exhibit A***. The adoption of any proposed rate increases contemplated in the URS will be separately considered by the Board.

The President and the Board of Trustees have considered the URS in its final draft format and determined that it is in the best interests of the Village and the public to accept the URS.

Section 2. Acceptance of Utility Rate Study.

The President and the Board of Trustees hereby approve and accept the URS, in the form attached as ***Exhibit A***.

Approved:

RESULT:
MOVER:
SECONDER:
AYES:
NAYES:
ABSTAIN:
ABSENT:

ATTEST:

_____
Village President

Village Clerk

NewGen Strategies & Solutions

www.newgenstrategies.net



REPORT

STORMWATER RATE STUDY

AUGUST 2025

northbrook

Prepared for:
Matthew Morrison - Deputy Public Works Director
Village of Northbrook
655 Huehl Road
Northbrook, Illinois 60062

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Docusign Envelope ID: FEB2A998-8206-4D60-838A-99BBF8855633

NewGen Strategies & Solutions

900 Bestgate Road
Suite 402
Annapolis, MD 21401
Phone: (410) 266-9101

August 28, 2025

Matthew Morrison
Deputy Public Works Director
Village of Northbrook
655 Huehl Road
Northbrook, Illinois 60062

Subject: Stormwater Rate Study

Dear Mr. Morrison:

NewGen Strategies and Solutions, LLC (NewGen) is pleased to submit to the Village of Northbrook (Village) our report detailing our completed Stormwater Rate Study. This report summarizes our study's results regarding the forecasted costs of providing stormwater service to the Village's customers and our recommendations for recovering these costs over the next five years. Our recommendations will result in the sustainable operation of the Village's stormwater utility and the financial health of the Village's Stormwater Fund.

We appreciate the opportunity to provide our services to the Village and would like to express our sincere appreciation to Village staff for their dedication and assistance, both of which were essential to the completion of this study. It has been a distinct pleasure to work with the Village of Northbrook.

Sincerely,

DocuSigned by:
C11651334F8F462...
Eric Callocchia
Partner
NewGen Strategies and Solutions, LLC

Signed by:
95BBEDC8271340F...
Aidan Oates
Senior Consultant
NewGen Strategies and Solutions, LLC

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EXECUTIVE SUMMARY

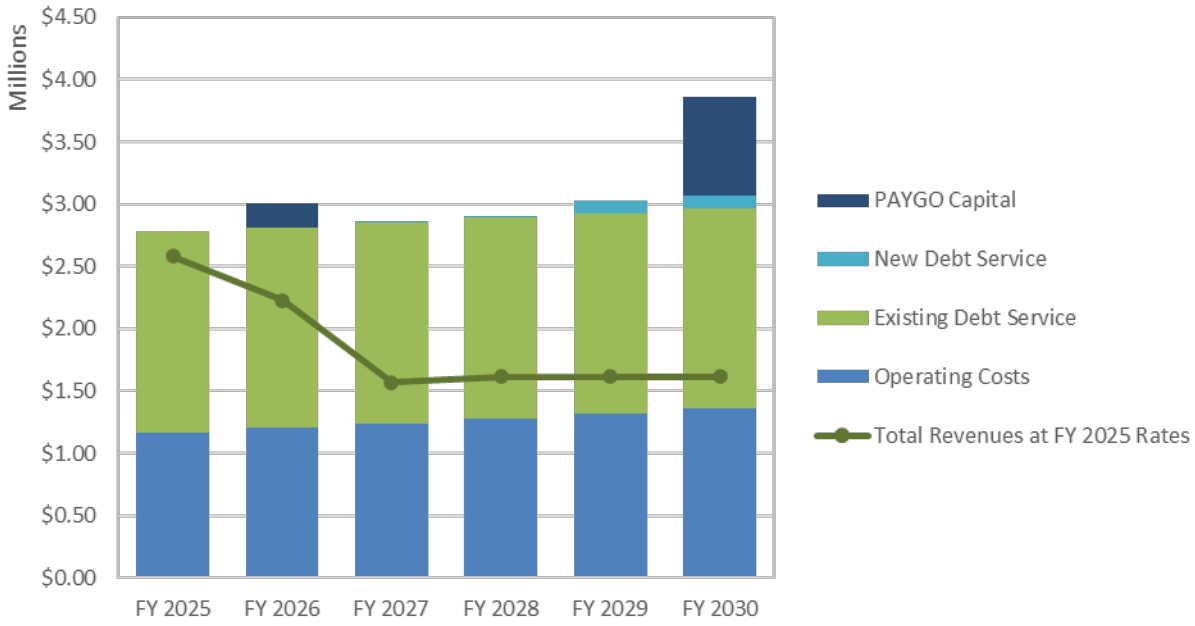
The Village of Northbrook (Village) is a suburb of Chicago, located at the northern edge of Cook County, Illinois, on the border of Lake County. Per the 2020 census, the Village's population was 35,222. The Village provides water, sanitary sewer, and stormwater utility service to over 15,000 customer connections.

The Village engaged NewGen Strategies and Solutions, LLC (NewGen) to complete a Stormwater Rate Study. The goal of the study was to work with the Village Manager's Office, Finance, and Public Works Department to develop a fair, equitable, and sustainable stormwater rate for the long-term fiscal health and maintenance of the Village's stormwater utility.

As the basis for its cost projections NewGen used the Village's FY 2025 proposed operating budget, currently payable debt service, and financing for the Village's five-year capital spending plan, including both new debt service and cash funded (i.e., pay-as-you-go, or PAYGO) projects. NewGen assumed appropriate cost escalation for future years to ensure that future rates cover future costs. The study assumes modest growth in water usage, which is the basis for the Village's stormwater rate, and that the Village will fund almost all future capital projects with new debt.

NewGen's study determined that the Village's FY 2025 stormwater rate of $1.00 per 1,000 gallons of billable water use is not sufficient to maintain the financial and operational health of the Village's Stormwater Fund over the next five years. The following figures show the cash flow and fund balance projections if the Village does not increase the stormwater rate over the five-year planning period.

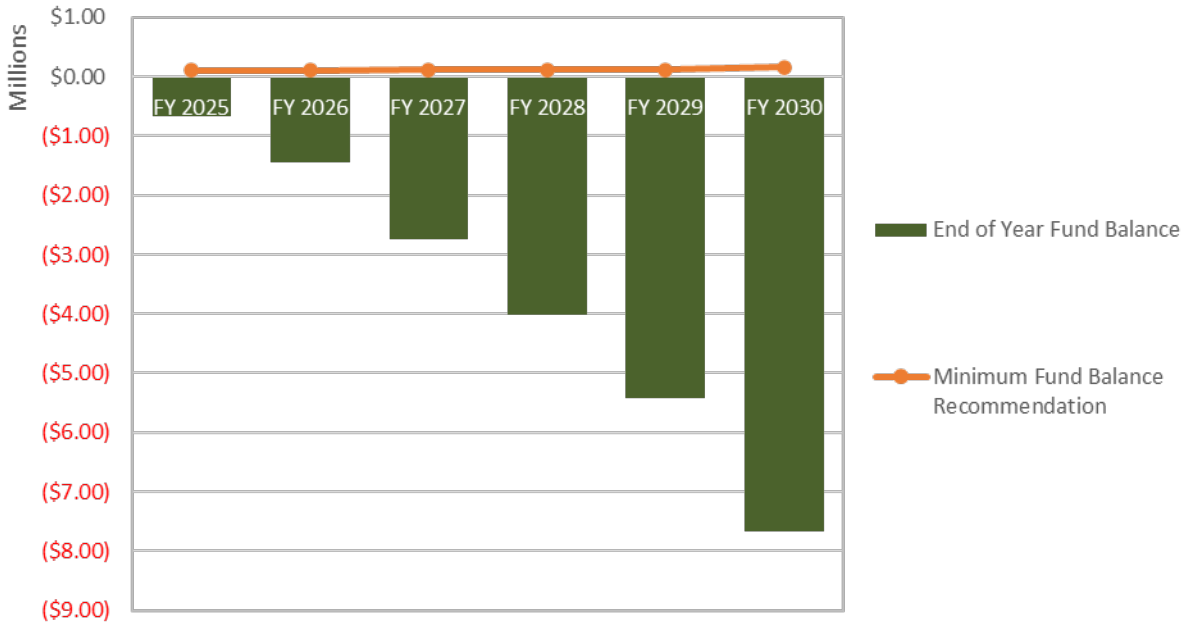
Figure E-1: Stormwater Fund Expenses vs. Revenues at FY 2025 Rates



The Stormwater Fund expenses are driven by capital projects that have previously been completed and the associated debt service. Current revenues are not sufficient to meet the current level of operating and debt service of the Stormwater Fund.

The following figure shows the forecasted Stormwater Fund balance assuming the Village does not increase the stormwater rate. The minimum fund balance requirement begins at 30 days of O&M and PAYGO capital spending and begins to increase to 40 days beginning in FY 2029 in anticipation of meeting 90 days by FY 2034.

Figure E-2: Stormwater Fund Balance Projection at FY 2025 Rates



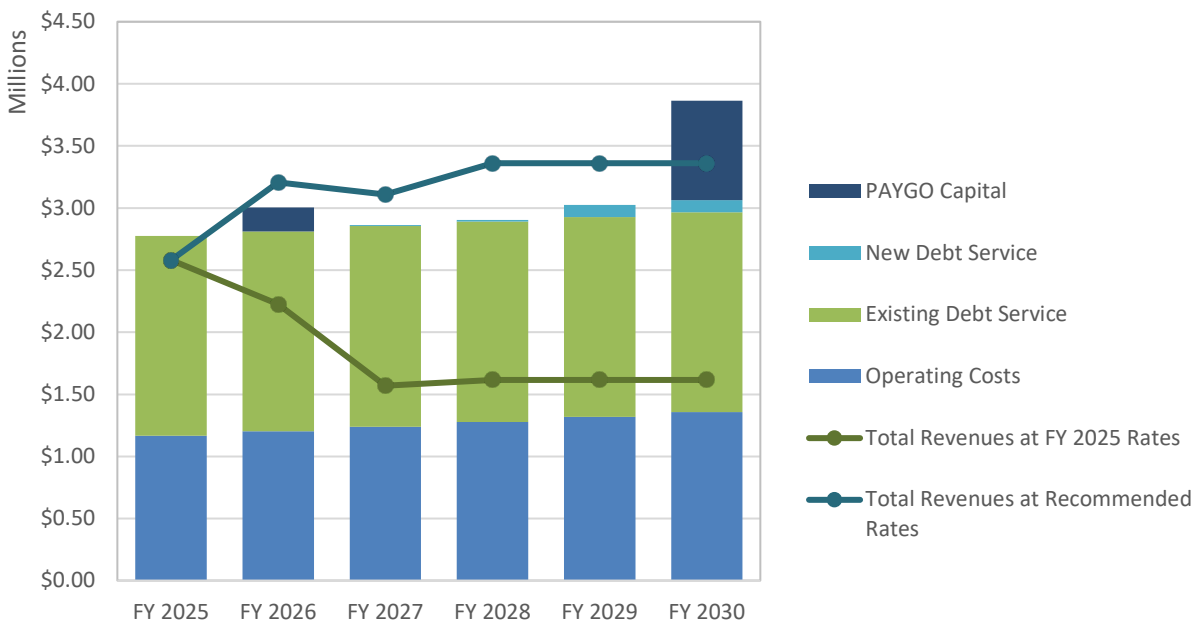
NewGen has determined that rate increases are necessary in order to attempt to reach a sustainable cash flow and fund balance, as implementing no rate increases would result in a sustained negative fund balance. NewGen's recommended revenue increases to maintain the financial health of the Village's Stormwater Fund are shown in Table E-1 below.

Table E-1
Recommended Stormwater Rate Increases

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Stormwater Rate Increase		100.0%	0.0%	10.0%	0.0%	0.0%
Rate per 1,000 Gallons	$1.00	$2.00	$2.00	$2.10	$2.10	$2.10

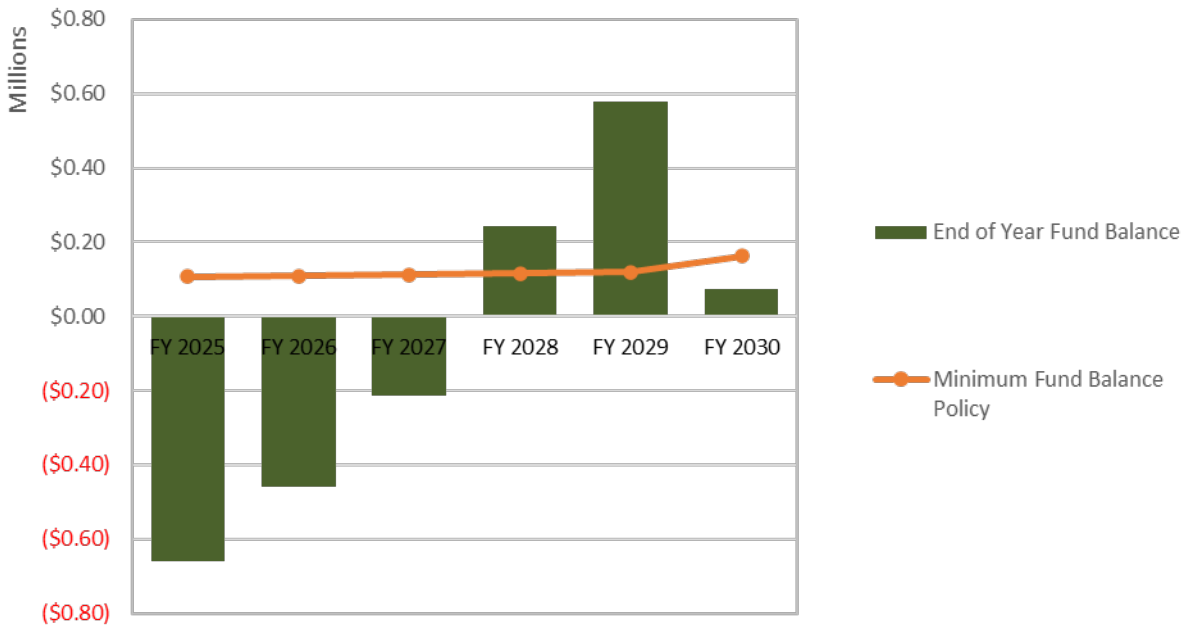
The following figures show the Stormwater Fund cash flows and fund balance projections if the Village adopts the rate increases shown in Table E-1.

Figure E-3: Stormwater Expenses vs. Revenues at Recommended Rates



The initial fall in revenues comes from interfund transfers that fall off in FY 2026, as these were previously used to stabilize the fund.

Figure E-4: Stormwater Fund Balance Projection at Recommended Rates



Note that the Stormwater Fund balance is negative from the start of the projection period until 2028. The 100% rate increase is intended to restore the fund balance to our recommended levels as quickly as possible while creating a balanced cash flow in the future.

Table E-2 represents the impact to the average Village customer's quarterly bill of the recommended rate change.

Table E-2
Projected Quarterly Customer Stormwater Bill

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Average Use	$15.00	$30.00	$30.00	$31.50	$31.50	$31.50
Small Meter	*$ Change*	*$15.00*	*$0.00*	*$1.50*	*$0.00*	*$0.00*
15 kgal/qr.	*% Change*	*100.0%*	*0.0%*	*5.0%*	*0.0%*	*0.0%*

SECTION 1
STUDY BACKGROUND AND SCOPE OF WORK

Study Background

The Village of Northbrook (Village) is an established home rule community located in northern Illinois, approximately 25 miles north of downtown Chicago. The Village, which covers 13 square miles, is home to 35,222 residents as of the 2020 Census. The Village operates three utilities including a water utility, sanitary sewer utility, and stormwater utility.

The Village engaged NewGen Strategies and Solutions, LLC (NewGen) to complete a Stormwater Rate Study. The goal of the study was to work with the Village Manager's Office, Finance, and Public Works Department study to develop a fair, equitable, and sustainable rate structure for the long-term fiscal health and maintenance of the Village's stormwater utility.

Project Approach

NewGen's approach to completing a utility rate study is predicated on a four-step process which includes:

Revenue Requirements - Development of the full cost of providing stormwater service to each class of Village customers, including those costs that may not be identified such as the need for repair and replacement of assets (i.e., deferred maintenance).

Cost of Service - Allocation of revenue requirements to customer classes or types of customers based on the cost of providing service and each class's demand for service.

Financial Plan - Development of a financial plan to fund revenue requirements considering customer and usage demand forecasts.

Utility Pricing - Review of the current and alternative rate designs based on revenue needs and rate design pricing objectives with specific rate projections.

This report details the results of our study and NewGen's recommendations regarding stormwater rates sufficient to meet the future costs of the Village's stormwater operations.

SECTION 2
REVENUE REQUIREMENTS

The first step in the rate study is to identify and forecast the revenue requirements of the stormwater system. The revenue requirements reflect the cost of operating and maintaining the system when accounting for day-to-day operation and maintenance (O&M) costs, existing debt service, planned capital improvements, and contributions to reserves. This section of our report will detail the full costs of the system and how those costs are reasonably expected to increase in the future.

Study Assumptions

While the study is predicated on the most recently available data, several assumptions must be made to forecast future costs and revenues.

Operating Budget Escalation Factors

NewGen's cost projections are based on the Village's estimated FY 2025 Stormwater Fund budget. To reasonably project future costs, NewGen applied inflation factors to each of the Village's budget line items. The study includes the following operating and maintenance line-item escalation factors in Table 2-1.

Table 2-1
Operating Budget Escalation Factors

Category	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Salaries	2.3%	2.3%	2.3%	2.3%	2.3%
Benefits	4.0%	4.0%	4.0%	4.0%	4.0%
General	3.7%	3.7%	3.7%	3.7%	3.7%
Services	3.5%	3.5%	3.5%	3.5%	3.5%
Supplies	3.5%	3.5%	3.5%	3.5%	3.5%
Electricity	3.3%	3.3%	3.3%	3.3%	3.3%
Chemicals	3.5%	3.5%	3.5%	3.5%	3.5%

On average, NewGen projects that the stormwater utility operating budgets will increase by 3.5% per year over the five-year forecast.

Stormwater Operating Costs

The Village's Stormwater Fund has costs that are mostly driven by capital improvements and scheduled debt service. The operating costs associated with the fund make up about a third of expected total costs in FY 2025.

This third is split primarily into two groupings of costs that make up the vast majority of day-to-day expenses; personnel services and maintenance. Conservative estimates were taken in projecting the impact of these two categories of expenses into the future.

The Village's FY 2025 budget and forecasted FY 2026 – FY 2030 Stormwater Fund O&M expenses are shown in Table 2-2. The chart demonstrates the incremental impact of the inflated operations and maintenance expenses, with the larger impacts to the fund coming in the next sections on capital costs and debt service.

Table 2-2
Projected Stormwater Operating and Maintenance Expenses

	FY 2025 Budget	FY 2026 Projected	FY 2027 Projected	FY 2028 Projected	FY2029 Projected	FY2030 Projected
Personnel Services	$733,385	$754,145	$775,535	$797,576	$820,288	$843,693
Services & Commodities	$34,600	$35,842	$37,129	$38,461	$39,842	$41,272
Maintenance	$398,429	$412,412	$426,886	$441,868	$457,376	$473,428
Total O&M	**$1,166,414**	**$1,202,399**	**$1,239,550**	**$1,277,905**	**$1,317,506**	**$1,358,394**
% Change		*3.1%*	*3.1%*	*3.1%*	*3.1%*	*3.1%*

Stormwater Capital Costs

There are two components to the capital costs of the stormwater system. The first is the existing debt obligations payable by the Stormwater Fund for projects already completed. The second is future planned capital expenditures to be paid by the Fund, which can be paid on an annual basis (i.e., pay-as-you-go, or PAYGO funded) or with the issuance of new debt (i.e., debt funded). The Village's policy is to PAYGO fund smaller capital projects (i.e., less than $100,000) that are routine or rehabilitative in nature and issue debt to finance less frequent replacements or upgrades to assets that have longer useful lives, typically 30 to 40 years. Due to the structure of the Stormwater Fund, the majority of projects fall into the latter category. A more detailed breakdown in table form on capital project funding will follow in this report.

Existing Debt Service

Existing Debt Service makes up most costs associated with the Stormwater Fund due to the capital nature of the Stormwater service. The fund is regularly responsible for large Improvement projects which are funded through the Villages regular bond issuances. Currently the fund is responsible for payments towards seven different issuances that exceed $1.5 million in expenses each year. This amount is greater than the just over $1 million of budgeted revenue in O&M budgeted in 2025.

Tables 2-3 shows the projected stormwater loan payments already scheduled, and the following section will begin to detail the growth in debt required to fund future projects.

Table 2-3
Current Stormwater Debt Service Obligations by Issue

GO Bond Issue Series	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
2012B	60,115	61,225	60,075	61,140	-	-
2013A	55,336	44,242	43,880	-	-	-
2014A	108,132	108,602	108,578	109,002	71,688	-
2015B	276,351	275,676	273,606	272,436	273,043	273,448
2016	759,863	755,313	765,463	764,863	863,813	874,313
2018A	186,775	187,375	187,775	189,175	185,425	241,675
2019	151,800	152,300	152,550	152,550	152,300	154,000
2024	11,454	24,257	24,257	62,882	63,010	63,036
Total Debt Service	**$1,609,826**	**$1,608,988**	**$1,616,182**	**$1,612,047**	**$1,609,279**	**$1,606,472**
% Change		-0.1%	0.4%	-0.3%	-0.2%	-0.2%

Planned Capital Improvements

The majority of the Stormwater Fund's expenses are driven by the existing debt and much of the future expense growth can be attributed to projects occurring during the forecast period. The Village provided NewGen with a ten-year Capital Improvement Plan (CIP) to project accurate timing and costs associated with larger projects. The project driving the majority of the planned investment in the near future is:

- **Koepke Road Stormwater Improvement Project:** Over $200,000 in design and over $1.3 million in construction costs for the rehabilitation and improvement of stormwater services on Koepke Road. Currently estimated to be completed in 2026.

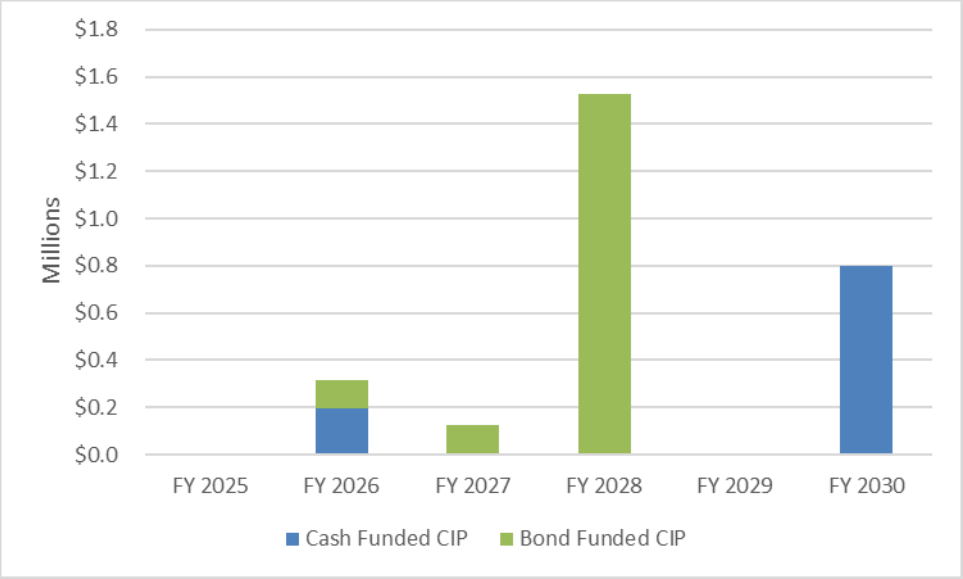
Koepke Road is the largest project and the only bond funded expenditure, but smaller ones exist throughout the forecast period. Table 2-4 summarizes the cost of the projects included in the study. FY 2025 reflects the Village's adopted budget, and future years are estimates developed by Village staff for the period FY 2025 – FY 2029. More detail regarding CIP can be found in Appendix A.

Table 2-4
Planned Capital Improvement Projects

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Total Planed CIP	$0	$313,134	$126,114	$1,529,946	$0	$800,000

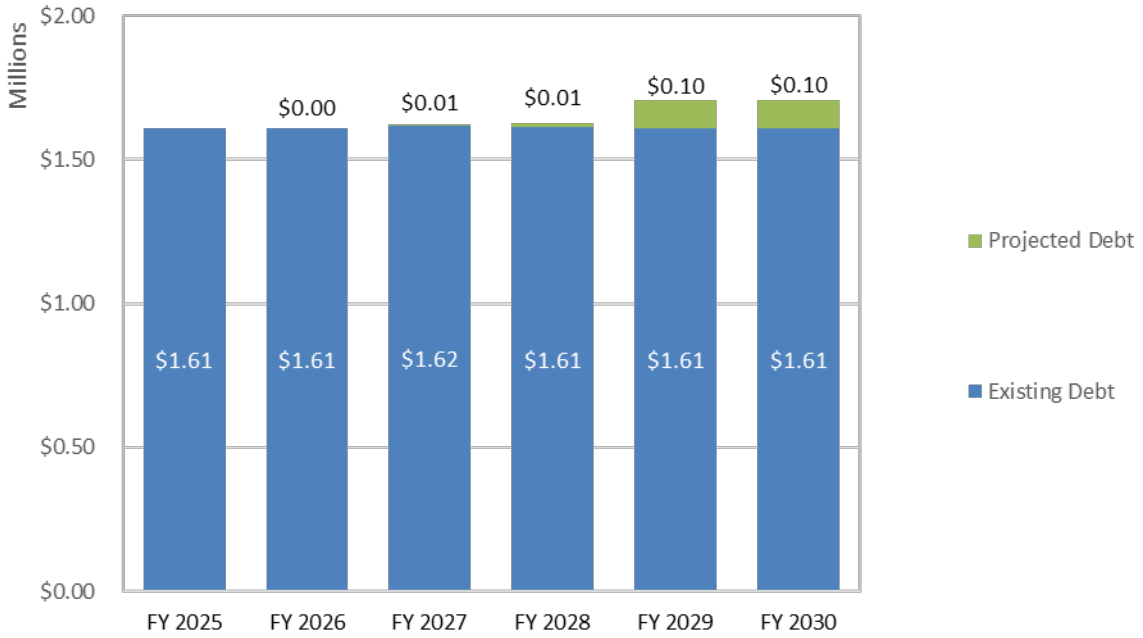
Due to the nature of projects undertaken by the Stormwater Fund, the table above demonstrates the lumpy nature of capital expenditures. The swing from 2027 to 2028 shows how regular maintenance CIP makes up little of the capital costs, while large projects interspersed throughout the forecast period are almost all the planned capital need. To both spread out expenses and fund them in a sustainable manner, the Village plans to continue bond funding most larger capital expenditures. Figure 2-1 shows the annual variation of the Village's planned CIP spending and the funding source.

Figure 2-1: Capital Improvement Plan Financing Forecast



With the bond funding expressed above, the Village will be continuing to take on regular increases in debt payments. The Village is expected to increase debt expenditures 6% from FY 2025 to FY 2029 as shown in Figure 2-2.

Figure 2-2: Total Forecasted Stormwater Debt Service



Net Revenue Requirements

Based on the latest available operating, debt service, and capital expense data as well as the methodologies and assumptions detailed above it is apparent that the Village needs to use its Stormwater revenues to meet two different needs: the modest and regular increases in Operations and Maintenance and the irregular, larger, capital expenditures resulting in debt service expansion. NewGen developed a net revenue requirement forecast representing these needs for the Village's stormwater system, shown in Table 2-5. The revenue requirement will be used to determine how much capital the stormwater rates will need to generate.

Table 2-5
Stormwater Fund Net Revenue Requirement Projection

Category	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Operating Expenses	$1,166,414	$1,202,399	$1,239,550	$1,277,905	$1,317,506	$1,358,394
Existing Debt Service	$1,609,826	$1,608,988	$1,616,182	$1,612,047	$1,609,279	$1,606,472
New Debt Service	$0	$0	$6,298	$12,941	$98,752	$98,752
PAYGO Capital	$0	$193,595	$0	$0	$0	$800,000
Total Rev. Req.	**$2,776,240**	**$3,004,983**	**$2,862,030**	**$2,902,893**	**$3,025,537**	**$3,863,618**
Less: Non-Rate Rev.	($1,114,971)	($702,000)	($2,000)	($2,000)	($2,000)	($2,000)
Net Rev Req.	**$1,661,269**	**$2,302,983**	**$2,860,030**	**$2,900,893**	**$3,023,537**	**$3,861,618**

SECTION 3
STORMWATER CUSTOMERS AND USAGE

The Village's primary revenue source for the Stormwater Fund is the rate charged to customers of the stormwater system. The basis for the stormwater rate is water usage, with each unit being 1,000 gallons of water. The latest full year of water customer and consumption data available for the study was FY 2024, and this has been projected forward with growth to reflect additional usage that is expected to be captured with more accurate meters as the Village completes a meter change out program.

Stormwater Billing Units

Table 3-1 shows the study's forecasted billable water usage. The data for the units is taken from NewGen's Water and Wastewater Model completed in 2023.

Table 3-1
Stormwater Billing Units Forecast (kgal)

Customer Type	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Total Units	1,450,000	1,493,500	1,538,305	1,584,454	1,584,454	1,584,454

The increase in billable water units is the result of an estimated increase in billable water resulting from the Village's meter changeout program. These billing units serve as the customer base of the stormwater rate. The costs associated with the Stormwater Fund addressed in the revenue requirement will be spread across this customer base with an increased rate to meet the rising costs.

SECTION 4
FINANCIAL PLAN AND CASH FLOW PROJECTIONS

NewGen developed Stormwater Fund balance projections assuming the revenue requirements detailed in Section 2 of this report and that the Village does not increase any stormwater rates in any year of the five-year projection.

Cash Flow Projections at FY 2025 Rates

The current structure of the Village's stormwater rate is a usage rate per one thousand gallons (kgal) that is charged to each unit of metered consumption for all water customers. The FY 2025 stormwater rate is $1.00 per kgal.

If the Village does not increase stormwater rates from the FY 2025 level, Figure 4-1 and Figure 4-2 show NewGen's forecasted cash flow and Stormwater Fund balance for the period FY 2025 through FY 2030.

Figure 4-1: Stormwater Fund Expenses vs. Revenues Forecast

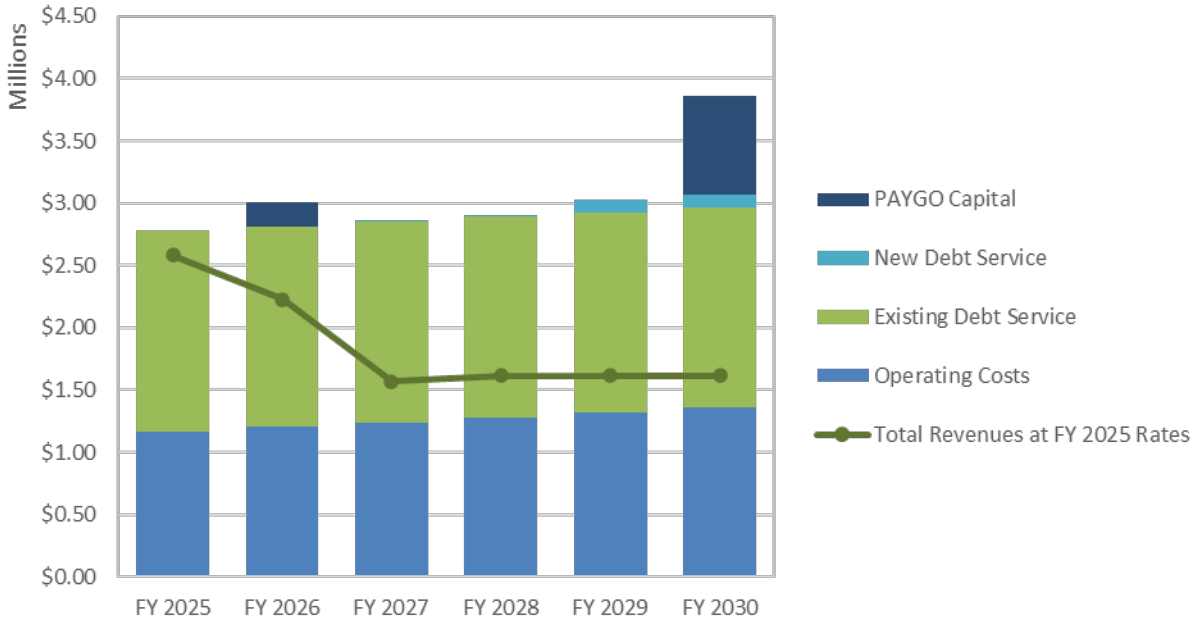
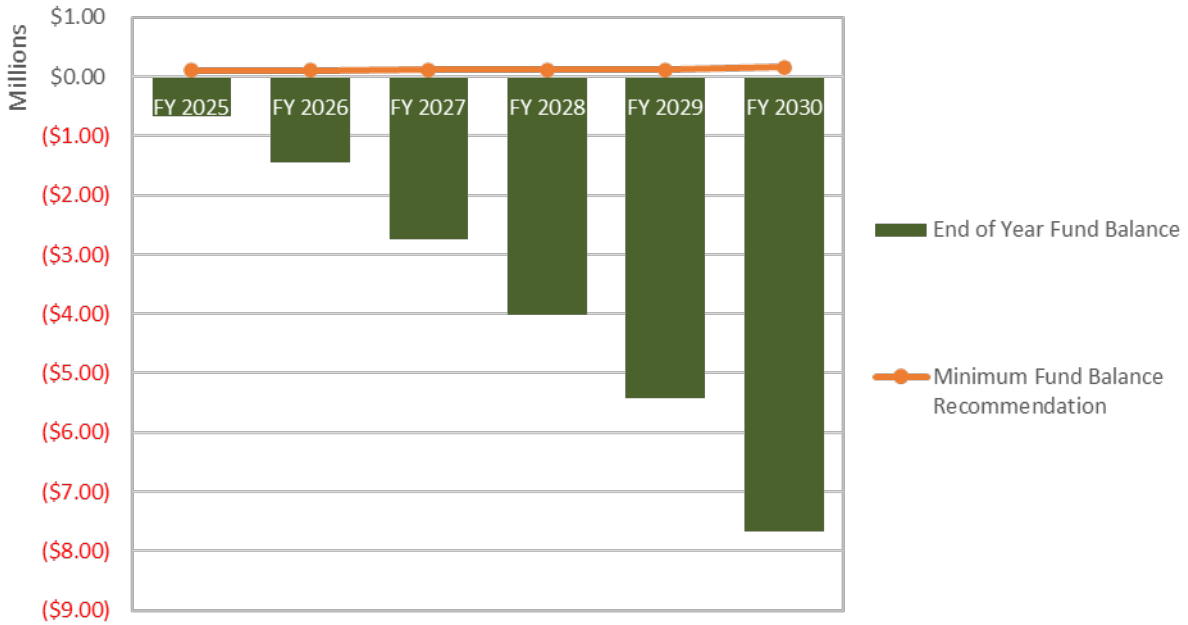


Figure 4-2: Projected Stormwater Fund Balance at FY 2025 Rates



The Village's current FY 2025 stormwater rate is not sufficient to maintain the financial health of the Village's stormwater systems. The Fund is starting at negative balance and operating at a loss of over $1.0 million per year, meaning that a significant and immediate rate change is necessary.

Minimum Fund Balance Recommendation

NewGen recommends that the Village establish a minimum fund balance policy for the Stormwater Fund based on the annual operating and capital expanse of the system. NewGen's recommended policy has two components:

- **Minimum Operating Reserve**: 30 days of annual operating expenses
- **Minimum Capital Reserve**: 30 days of average 10-year PAYGO CIP

The minimum Stormwater Fund balance recommended for each year of NewGen's five-year projection is shown in Table 4-1.

Table 4-1
Recommended Minimum Stormwater Fund Balance Policy

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Annual O&M Costs	$1,166,414	$1,202,399	$1,239,550	$1,277,905	$1,317,506	$1,358,394
Days Required	30	30	30	30	30	40
O&M Reserve	**$95,870**	**$98,827**	**$101,881**	**$105,033**	**$108,288**	**$148,865**
Average PAYGO CIP	$131,236	$131,236	$131,236	$131,236	$131,236	$131,236
Days Required	30	30	30	30	30	40
Capital Reserve	**$10,787**	**$10,787**	**$10,787**	**$10,787**	**$10,787**	**$14,382**
Total Minimum Reserve	**$106,656**	**$109,614**	**$112,667**	**$115,820**	**$119,075**	**$163,247**

Recommended Rate Increases

To increase revenues that will sustain the stormwater system, NewGen recommends the following percent increases for the Village's stormwater rates. The FY 2025 rate increase assumes that the Village does not adopt any changes in rate structure. As mentioned above, the rate change is an immediate 100% to bridge the cash flow gap and recover fund balance as quickly as possible.

Table 4-2
Recommended Stormwater Rate Increases

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Stormwater Rate Increase		100.0%	0.0%	10.0%	0.0%	0.0%
Rate per 1,000 Gallons	$1.00	$2.00	$2.00	$2.10	$2.10	$2.10

Stormwater Fund Cash Balance Projection at Recommended Rates

If the Village increases its stormwater revenues consistent with the table above, the result is that the Village can fund the system's projected operating, capital, and debt service expenses while also returning to and maintaining the recommended reserves.

Figure 4-3 Stormwater Fund Expenses vs. Revenues – Recommended Rates

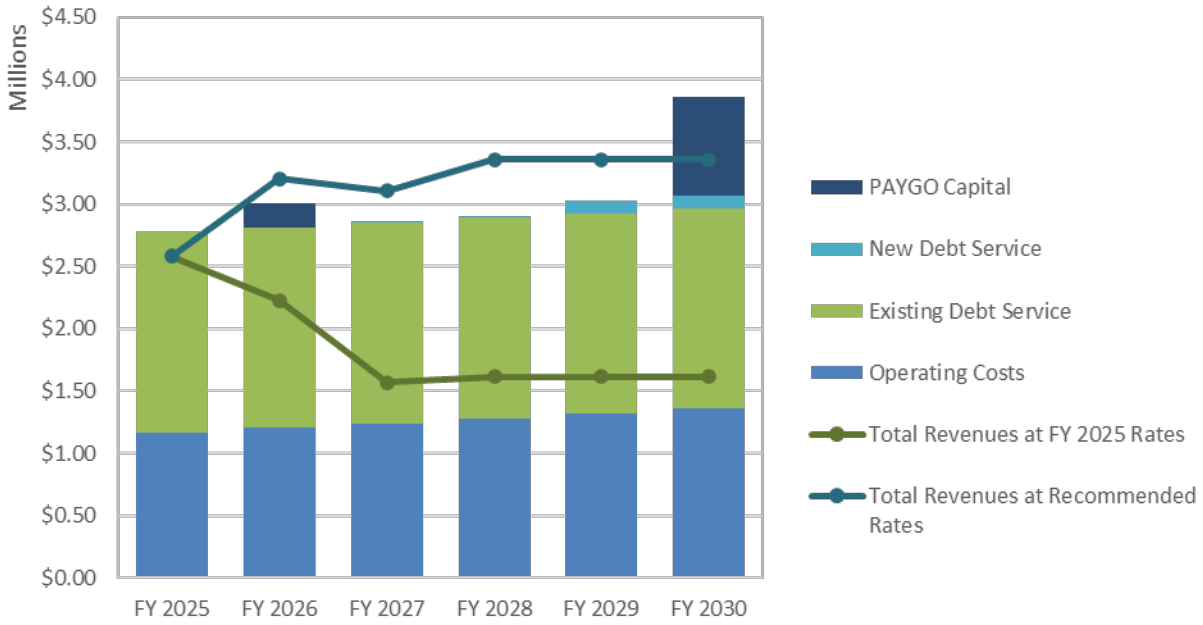


Figure 4-4: Stormwater Fund Balance – Recommended Rates



It should be noted that at the rates forecasted, the Stormwater Fund balance is below NewGen's recommended minimum fund balance policy until FY 2028. The rate increase is intended to restore Fund Balance in a sustainable way that allows for a more regular rate increases to maintain the health of the Fund. Although it appears that the rate is exceeding required recovery in early years, it accounts for the restoration of a proper fund balance as well as covering future debt service following FY 2029.

SECTION 5
RECOMMENDED RATES

Recommended Revenue Increases

This section includes the total increases in revenue shown in Table 5-1, as described in Section 4. These revenue increases are necessary to maintain the financial and operational health of the Village's stormwater infrastructure. The Fund is starting with a negative cash balance and a projected loss of over $1.0 million in FY 2025 under the FY 2025 rates. Therefore, a large 100% increase in year one is intended to bring the fund back to cash positivity as quickly as possible while also creating a sustainable rate. The table below shows this occurrence with a large rate hike in FY 2025 and moderate increases thereafter, all of which are projected to meet expenses both now and in the future.

Table 5-1
Recommended Stormwater Rate Revenue Increases

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Stormwater Rate	100.0%	0.0%	10.0%	0.0%	0.0%

Projected Rates Under Current Rate Structure

The table below demonstrates the impact of the 100% increase referenced above. The actual dollar impact of the increase is going from $1.00 per kgal to $2.00 per kgal, which while a large percentage, only has a moderate impact on the average customer bill.

Table 5-2
Recommended Quarterly Stormwater Rates

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
All Users	$1.00	$2.00	$2.00	$2.10	$2.10	$2.10

SECTION 6
CUSTOMER BILL IMPACTS AND BENCHMARKING

The impact on the system's customer bills is a major consideration when developing any utility financial plan. The recommendations detailed in this report will result in revenue increases, however it will also result in cost increases for the system's customers. This section summarizes the projected customer impact.

Projected Customer Bills Under Current Rate Structure

As mentioned in the previous section, the dollar impact on the average customer is not especially large compared to the nominal rate increase of 100%. The FY 2025 rate hike results in $5.00 per month increase to the average residential customer. The following table shows this impact as well as the less than $1.00 changes resulting from the yearly increases going forward.

Table 6-1
Projected Quarterly Customer Water Bills – Current Structure

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Average Use	$15.00	$30.00	$30.00	$31.50	$31.50	$31.50
Small Meter	*$ Change*	*$15.00*	*$0.00*	*$1.50*	*$0.00*	*$0.00*
15 kgal/qr.	*% Change*	*100.0%*	*0.0%*	*5.0%*	*0.0%*	*0.0%*

Residential Stormwater Bill Benchmarking

Benchmarking a bill for a typical residential customer within the Village with a typical residential customer of other stormwater jurisdictions is difficult due to the nature of how other utilities charge for stormwater service. In fact, many surrounding municipalities do not have a dedicated source of stormwater funding, so residents in these municipalities are not charged a specific rate or fee for stormwater service.

In cases where a municipality does have a dedicated stormwater fee, the basis of the fee differs. Northbrook's fee is based on metered water. Some utilities bill a fixed amount per billing cycle, either monthly, bi-monthly, quarterly, or annually. Some utilities asses a fee based on Impervious Area (IA), usually stated as an Equivalent Residential Unit (ERU), with one ERU being the average impervious square footage of a Single-Family Residential property. Libertyville has the most unique stormwater fee structure, with a fee per ERU and Intensity of Development Factor (IDF). The IDF is different for varying densities of development, ranging from low for undeveloped properties to high for heavily developed properties (over 70% developed, i.e., covered in impervious area).[1]

[1] https://www.libertyville.com/1008/Stormwater-Utility-Fee-Information

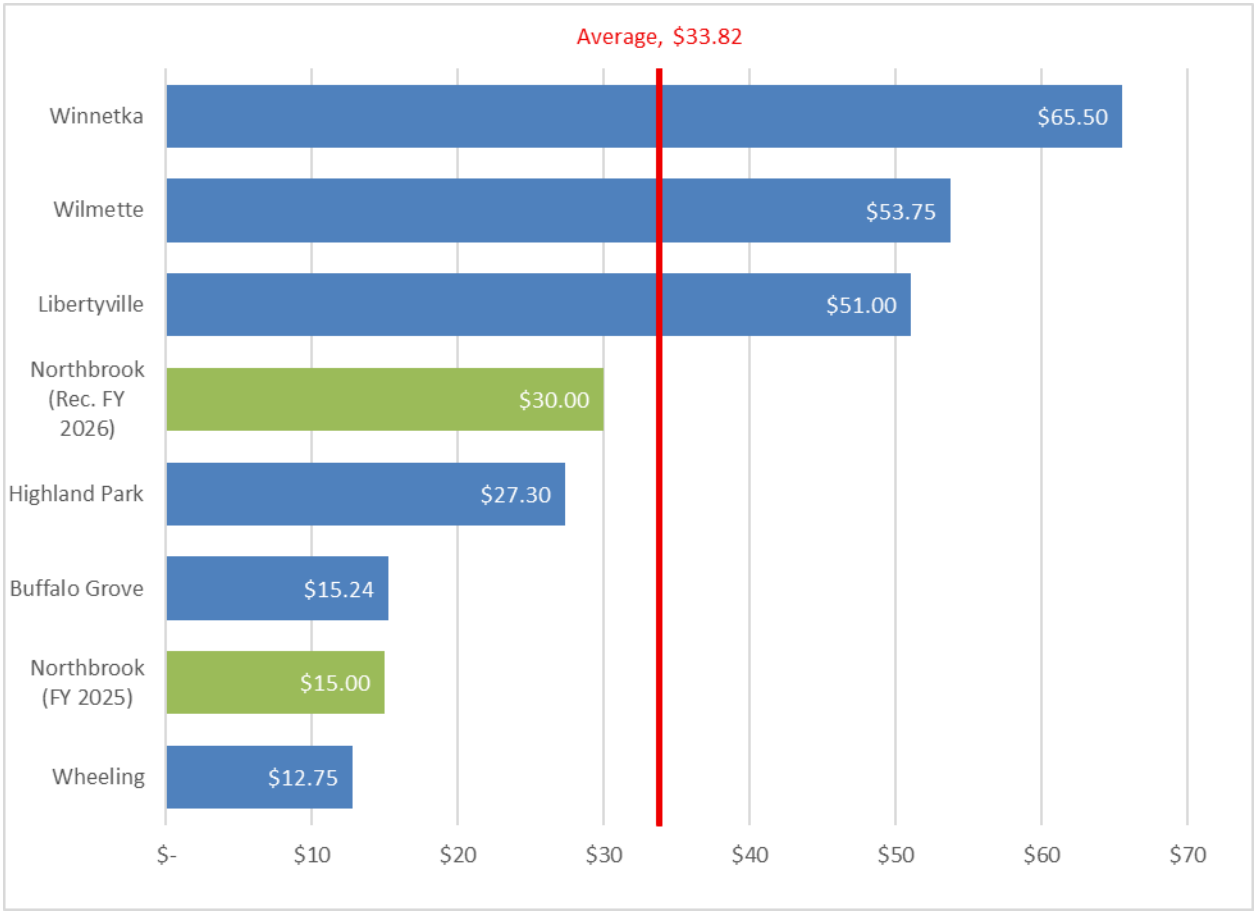
The table below summarizes the stormwater funding mechanism in surrounding municipalities.

Table 6-2
Stormwater Fees in Other Municipalities

Municipality	Fee	Fee Basis
Northbrook (FY 2025)	$1.00	per kgal
Northbrook (Recommended)	$2.00	per kgal
Arlington Heights	None	
Buffalo Grove	$10.60	Monthly Fixed
Deerfield	None	
Des Planes	None	
Evanston	None	
Glencoe	None	
Glenview	None	
Highland Park	$8.80	
Highwood	None	
Lake Forest	None	
Libertyville	$17.00	Bi-Monthly per ERU and per IDF
Mt. Prospect	None	
Naperville	None	
Park Ridge	None	
Skokie	None	
St. Charles	None	
Wheeling	$8.00	Bi-Monthly Fixed

For the purposes of comparing a typical residential stormwater bill in the municipalities that have a stormwater fee, NewGen used the Village's typical residential customer (15,000 gallons per quarter) and compared it to a resident in the other municipalities with one account, one ERU, and in the case of Libertyville, one ERU and one IDF. The following figure shows the cost to a typical residential property in the municipalities that levy a stormwater fee.

Figure 6-1: Stormwater Fee Benchmarking – Typical Quarterly Residential Bill



SECTION 7
LONG-TERM PROJECTIONS

The prior sections of the report detail expenses and revenues for the first five years of our forecast period. This section shows NewGen's developed ten-year forecast period, which better demonstrates how the 100% rate increase is sustainable over the long term. Table 7-1 below depicts the large rate hike in FY 2025 and the recommended increases thereafter.

Table 7-1
Projected Long-Term Revenue Increase Needs

	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034	FY 2035
Stormwater Rates	100.0%	0.0%	10.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Annual Capital [2]	$1.80	$1.61	$1.62	$1.62	$2.51	$1.71	$2.15	$1.71	$1.70	$1.70
Stormwater Rate	$2.00	$2.00	$2.10	$2.10	$2.10	$2.10	$2.10	$2.10	$2.10	$2.10

The following figures show the long-term revenue vs. expenses and fund balance charts based on the long-term projections at the time of NewGen's study. The continued increases in debt service beyond the five-year period bring expenses close to the projected revenue generation, resulting in a slowing of the Fund's cash build up after the minimum recommended fund balance is reached in FY 2028.

[2] Total debt service plus PAYGO capital, in millions.

Figure 7-1: Long-Term Stormwater Revenues vs. Expenses Projection

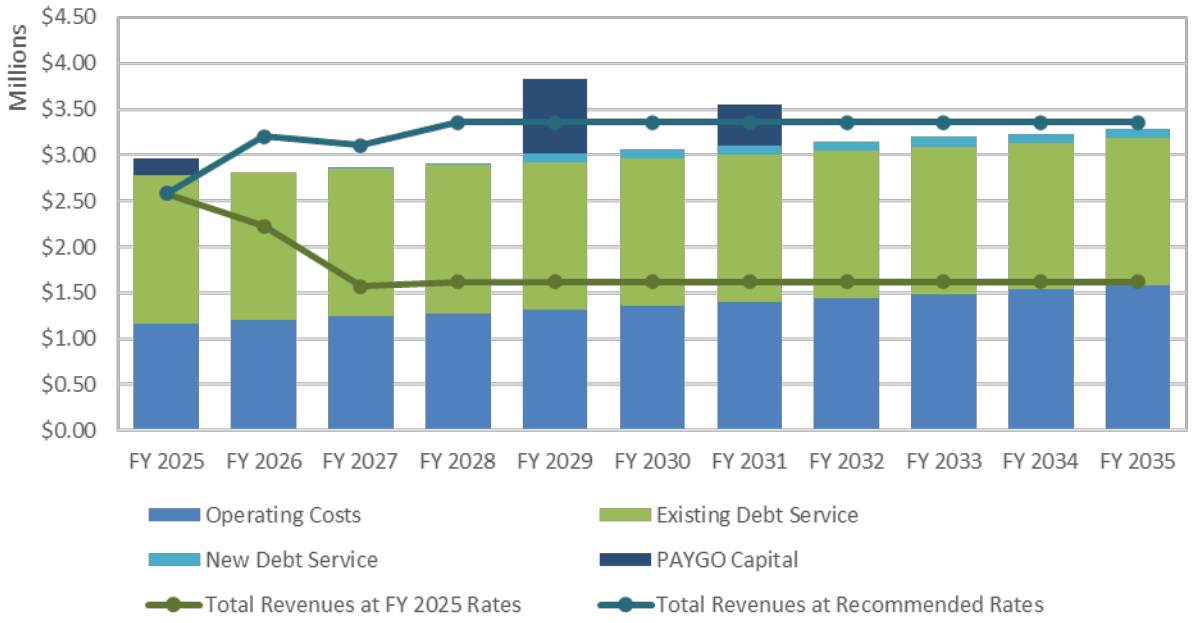
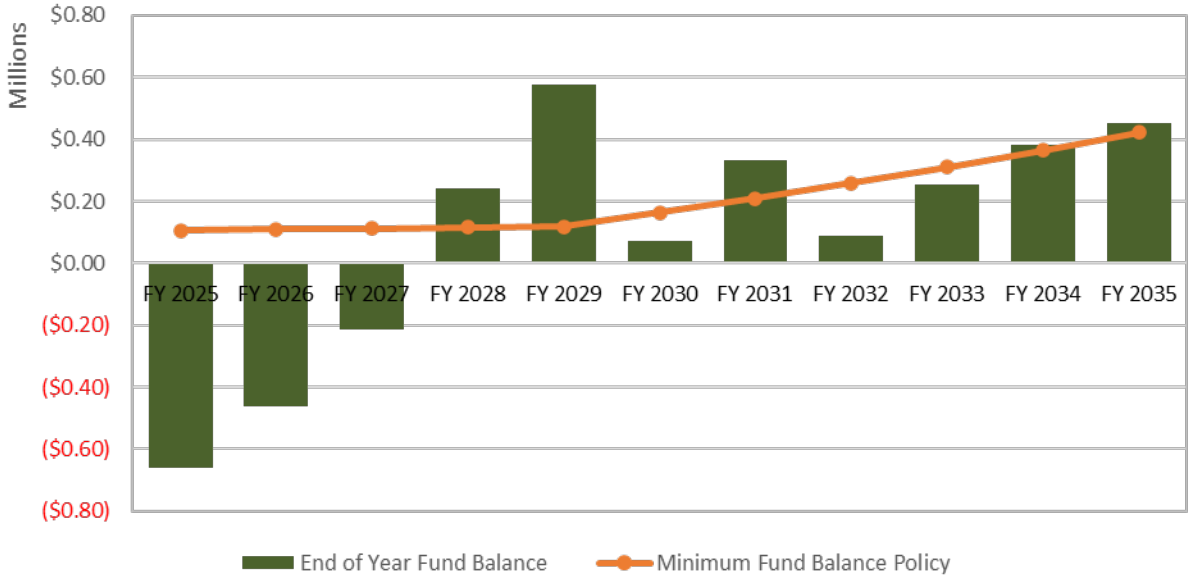


Figure 7-2: Long-Term Stormwater Fund Balance Projection



The Village's Stormwater Fund balance is stable in the out years of the forecast; however, it is based on the current CIP numbers which have the greatest impact on the cash flow going forward. If changes were to occur, the Village would have to revise the rate increases required. The above projections are preliminary in nature and there will be unanticipated conditions that impact the projected expenses, customer demands, and revenues of the stormwater system over the next ten years.

NewGen Strategies & Solutions



APPENDIX A

REPORT

STORMWATER RATE STUDY

1313

APPENDIX A

Detailed Capital Improvement Plan

Project	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Koepke Road Stormwater Improvement Project Design		119,539	126,114			
Koepke Road Stormwater Improvement Project Construction Oversight				199,558		
Koepke Road Stormwater Improvement Project Construction				1,330,387		
Local Drainage Improvements		50,000				
Unit #310 - 2013 - Vactor - Hopper Replacement		100,000				
Unit #310 - 2013 - Vactor - Vehicle Replacement						800,000
FY 2026 Capital Project		43,595				
Total CIP	**$0**	**$313,134**	**$126,114**	**$1,529,946**	**$0**	**$800,000**

NewGen Strategies & Solutions



900 Bestgate Road, Suite 402, Annapolis, MD 21401
Phone: (443) 951-4207
Email: ecallocchia@newgenstrategies.net
www.newgenstrategies.net

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Deputy Public Works Director Matt Morrison
Date: 2025-07-08
Subject: A Preliminary Review of the Stormwater Fund Utility Rate Study

Overview

Staff will provide an overview of the Stormwater Fund Utility Rate Study and seek consensus for a preferred capital programming scenario in order to finalize the Study and prepare the necessary actions for acceptance of the Utility Rate Study and any corresponding stormwater fee changes.

Fiscal Impact

The Stormwater Fund is an Enterprise Fund supported by the Stormwater Fee. The current Stormwater Fee does not generate sufficient revenue to support existing operations and maintenance, capital, and debt service accounted for in this Fund.

The Stormwater Fund ended Fiscal Year 2024-25 with a negative cash balance of approximately $705,000, which includes the transfer of $1,000,000 from the General Fund. An additional $700,000 is budgeted in FY 2025-26 to be transferred from the General Fund to the Stormwater Fund to prevent that negative balance from growing further during the current fiscal year.

To evaluate the rate levels required to support the Stormwater Fund, the Village engaged NewGen Strategies and Solutions, Inc. to prepare a rate model and conduct a Utility Rate Study. Future capital investment in stormwater projects will inform revenue needs above current expenses and overall rates.

Recommendation

Discussion and consensus regarding next steps is requested.

Background

The Village of Northbrook operates a Stormwater Fund that serves to account for revenues and expenses associated with the Stormwater Utility. This Utility is primarily funded by the stormwater fee of $1.00 per 1,000 gallons of water used. The current rate has not changed since the inception of the Stormwater Fund and fee in 2012. The Village also has an alternative rate for those residents or businesses who desire to have their rate based on impervious surface of their property. That rate is $0.03 per square foot of impervious surface. This rate has also not been changed since the inception of the Stormwater Fund. The current

stormwater Fee does not generate sufficient revenue to support existing operations and maintenance, capital, and debt service accounted for in this Fund, nor support future capital needs which include equipment and projects. Additional history and background on the Stormwater Fund is included in the memo on Stormwater Fund History and Background Information included as supplemental information.

Current expenditures in the Stormwater Fund are made up of 40% operating and maintenance costs (which includes salaries and benefits for employees accounted for in the Stormwater Fund), 6.5% capital expenses, and 53.5% debt service. The Stormwater Fund ended Fiscal Year 2024-25 with a negative cash balance of approximately $705,000 which includes the transfer of $1,000,000 from the General Fund. An additional $700,000 is budgeted in FY 2025-26 to be transferred from the General Fund to the Stormwater Fund to prevent that negative balance from growing further during the current fiscal year.

In 2023, the Village completed Addendum #3 to the Master Stormwater Management Plan. However, before those projects were programmed and included in the CIP, the Village determined that a Utility Rate Study would be necessary to determine how to pay for these projects and improve the fiscal health of the Stormwater Fund. A memo providing a summary of this process and the modeled benefits of the six identified projects in Addendum #3 is included as supplemental information. The costs of these projects have been adjusted for inflation and to account for all engineering and design costs for a total estimated cost of construction of approximately $24 million.

Staff has worked with NewGen Strategies and Solutions to prepare a rate model in conjunction as part of the Utility Rate Study for the Stormwater Fund. In working through this rate model, the Village has identified two scenarios for the Village Board's consideration. These two scenarios are outlined in detail in the Stormwater Fund Utility Rate Study Summary memo included as supplemental information with this cover memo. The primary difference between these two scenarios are the programming of capital which impacts the rates necessary to support the Stormwater Fund.

For the next step, staff is seeking direction on the following questions:

1. Does the Village Board wish to proceed with Scenario 1 or Scenario 2 for the Stormwater Fund?

2. Does the Village Board wish to see an Ordinance approving rates for two or three fiscal years based on the scenario staff is directed to move forward with?

With direction on how to proceed with the capital program identified for Scenario 1 or Scenario 2, staff can review the information with the Stormwater Management Commission before bringing an ordinance with a multi-year funding plan.

Supplemental Information - Stormwater Fund Analysis Presentation 7.8.25
Supplemental Information - Stormwater Fund Summary Memo
Supplemental Information - MSMP Addendum #3 Summary Memo
Supplemental Information - Stormwater Fund History and Background Memo

Supplemental Information - Draft NewGen Stormwater Utility Rate Study Update Memo
Supplemental Information -Draft NewGen Stormwater Rate Study Report

Stormwater Fund Utility Rate Study Preliminary Review

Northbrook Public Works Department

July 8, 2025

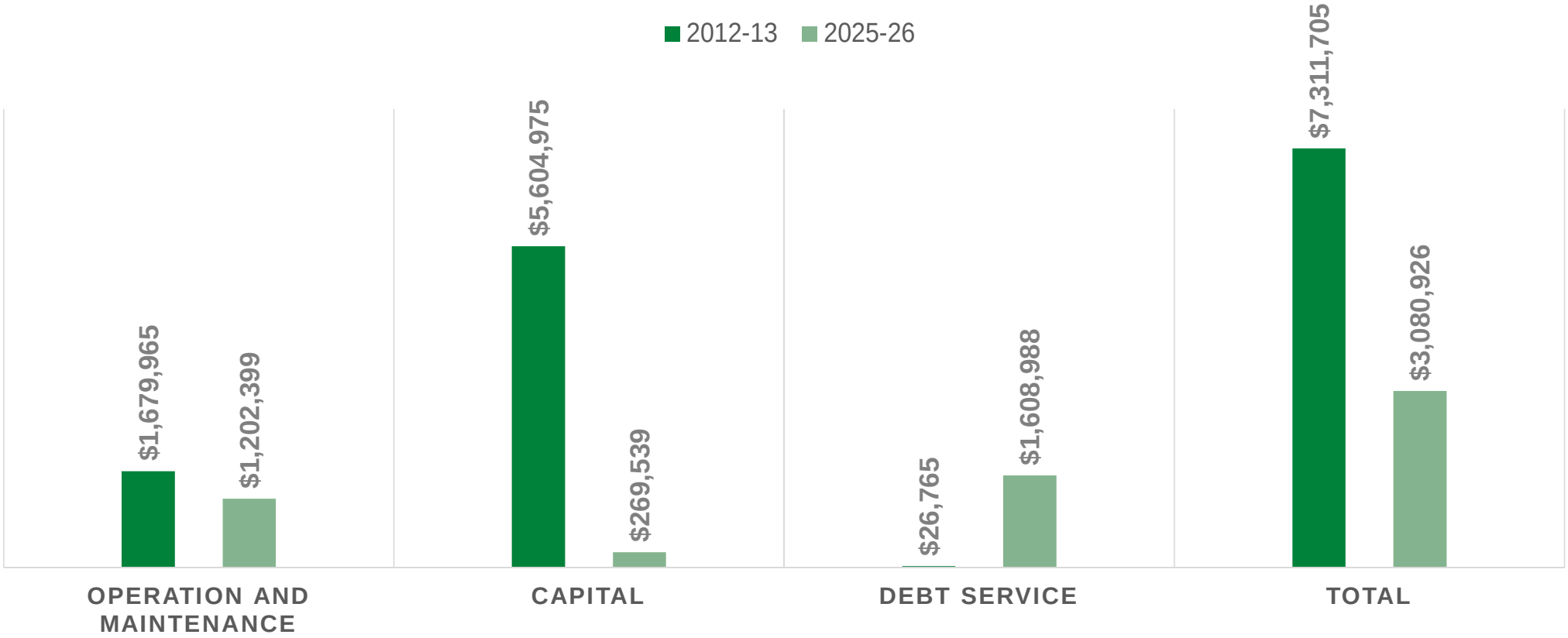
Agenda

- Review Current Status of Stormwater Fund
- Review of Assumptions in Utility Rate Study
- Scenario #1 Review
- Scenario #2 Review
- Discussion and Direction to Staff

Current Status of the Stormwater Fund

- Stormwater Fee remains $1.00 per 1,000 gallons.
- As projects from the MSMP, Addendum #1, and Addendum #2 have been completed.
- Operation and maintenance costs (including salaries, fringe benefits, contractual, and commodities)have remained relatively stable.
- Debt service for previously completed projects is the largest expenditure in the Fund.
- The Stormwater Fund currently has a negative fund balance.
- A rate increase is needed.

STORMWATER FUND EXPENDITURES
FISCAL YEAR 2012-13 VS. FISCAL YEAR 2025-26



Summary of Current Rates and Bill Information - FY 2026 (Baseline)				
Utility	**Rate (Per 1,000 Gallons)**	**Minimum Bill (7,000 Gallons Per Quarter)**	**Average Bill (15,000 Gallons Per Quarter)**	**Large Customer (1,050,000 Gallons Per Month)**
Water	$6.40	$44.80	$96.00	$6,720.00
Sanitary	$1.70	$11.90	$25.50	$1,785.00
Storm	$1.00	$7.00	$15.00	$1,050.00
Total	**$9.10**	**$63.70 Per Quarter**	**$136.50 Per Quarter**	**$9,555.00 Per Month**

Assumptions In Developing Stormwater Utility Rate Study

- Increased accuracy of new meters has been taken into consideration, however no substantial increase in customer base has been assumed.
- The Stormwater Fund must be sustainable and reach a positive fund balance in a reasonable amount of time.
- The Stormwater Fund Model projects out 10 years, however the focus of the Utility Rate Study is 5 years.
- More frequent, smaller increases were preferred vs. larger less frequent rate increases.
- An initial increase in the fee was assumed due to an increase in water usage as identified because of the automated meter program. The new meters will more accurately capture water consumption. However, no other significant increases in consumption are assumed.
- A fund balance policy should be established for the Stormwater Fund like those factored into the Water and Sanitary Sewer Funds.

Scenario #1 – Operating Capital and the Koepke Road Project

Scenario #1 Assumptions

- All operating capital and the Koepke Road project have been programmed.
- The design and engineering for the Koepke Road project would be bonded.
- The remaining projects from Addendum #3 to the MSMP would be programmed at a later date so that there was sufficient fund balance and rates to fund the projects.
- Large vehicle purchases would be bonded.
- The goal of achieving a positive fund balance in a reasonable amount of time is assumed.

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CIP Funding Plan

Base Year for Cost Estimate: 2025

Project	Funding Source	Start Date: 5/1/2024 2025	5/1/2025 2026	5/1/2026 2027	5/1/2027 2028	5/1/2028 2029	5/1/2029 2030	5/1/2030 2031	5/1/2031 2032	5/1/2032 2033	5/1/2033 2034	5/1/2034 2035	5/1/2035 2036	Total
Koepke Road Stormwater Improvement Project Design	Bond		119,539	126,114										245,652
Koepke Road Stormwater Improvement Project Construction Oversight	Bond				199,558									199,558
Koepke Road Stormwater Improvement Project Construction	Bond				1,330,387									1,330,387
Marcee Lane and Jeffery Court Stormwater Improvement Project Design	Cash													-
Construction Oversight	Cash													-
Construction	Bond													-
Design	Cash													-
Construction Oversight	Cash													-
Construction	Bond													-
Woodbine Lane Stormwater Improvement Project Design	Cash													-
Woodbine Lane Stormwater Improvement Project Construction Oversight	Cash													-
Woodbine Lane Stormwater Improvement Project Construction	Bond													-
Longvalley Drive Stormwater Improvement Project Design	Cash													-
Longvalley Drive Stormwater Improvement Project Construction Oversight	Cash													-
Longvalley Drive Stormwater Improvement Project Construction	Bond													-
Sunset Lane Stormwater Improvement Project Design	Cash													-
Sunset Lane Stormwater Improvement Project Construction Oversight	Cash													-
Sunset Lane Stormwater Improvement Project Construction	Bond													-
Local Drainage Improvements	Cash		50,000											50,000
Unit #310 - 2013 - Vactor - Hopper Replacement	Cash		100,000											100,000
Unit #310 - 2013 - Vactor - Vehicle Replacement	Bond						800,000							800,000
Unit #240 - 2008 Elgin Pelican Sweeper	Bond							450,000						450,000
Unit #239 - 2019 Elgin Crosswind Sweeper	Bond												550,000	550,000
FY 2025 Capital Project	Cash	-	43,595											43,595
	TOTAL	**$ -**	**$ 313,134**	**$ 126,114**	**$ 1,529,946**	**$ -**	**$ 800,000**	**$ 450,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 550,000**	**$ 3,769,193**

Stormwater Funding Summary

Cash	-	193,595	-	-	-	-	-	-	-	-	-	-	193,595
Bond	-	119,539	126,114	1,529,946	-	800,000	450,000	-	-	-	-	550,000	3,575,598
Existing Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	**$ -**	**$ 313,134**	**$ 126,114**	**$ 1,529,946**	**$ -**	**$ 800,000**	**$ 450,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 550,000**	**$ 3,219,193**

Stormwater Fund Balance Summary under FY 2025 Rates

Beginning Unrestricted Fund Balance	$ (465,061)											
Beginning Restricted Fund Balance	$ -											
Start Date:	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029	5/1/2030	5/1/2031	5/1/2032	5/1/2033	5/1/2034
Financial Summary	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**
REVENUES											
Stormwater Revenue											
Rate Revenue	$ 1,465,000	$ 1,518,500	$ 1,568,305	$ 1,614,454	$ 1,614,454	$ 1,614,454	$ 1,614,454	$ 1,614,454	$ 1,614,454	$ 1,614,454	$ 1,614,454
Non- Rate Revenue	1,114,971	702,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Total Revenue	**$ 2,579,971**	**$ 2,220,500**	**$ 1,570,305**	**$ 1,616,454**	**$ 1,616,454**	**$ 1,616,454**	**$ 1,616,454**	**$ 1,616,454**	**$ 1,616,454**	**$ 1,616,454**	**$ 1,616,454**
OPERATING EXPENSES											
Stormwater O&M Expense	$ 1,166,414	$ 1,202,399	$ 1,239,550	$ 1,277,905	$ 1,317,506	$ 1,358,394	$ 1,400,613	$ 1,444,209	$ 1,489,227	$ 1,535,716	$ 1,583,727
Existing Stormwater Debt Service	1,609,826	1,608,988	1,616,182	1,612,047	1,609,279	1,606,472	1,602,197	1,607,710	1,605,924	1,598,499	1,604,383
New Stormwater Debt Service	-	-	6,298	12,941	98,752	98,752	146,431	173,250	173,250	173,250	173,250
Total Operating Expenses	**$ 2,776,240**	**$ 2,811,388**	**$ 2,862,030**	**$ 2,902,893**	**$ 3,025,537**	**$ 3,063,618**	**$ 3,149,241**	**$ 3,225,169**	**$ 3,268,401**	**$ 3,307,465**	**$ 3,361,361**
Net Operating Gain/Loss	**$ (196,269)**	**$ (590,888)**	**$ (1,291,725)**	**$ (1,286,439)**	**$ (1,409,083)**	**$ (1,447,164)**	**$ (1,532,787)**	**$ (1,608,715)**	**$ (1,651,947)**	**$ (1,691,011)**	**$ (1,744,907)**
Cash Funded Capital Improvement Plan	$ -	$ 193,595	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Net Total Gain/Loss	**$ (196,269)**	**$ (784,483)**	**$ (1,291,725)**	**$ (1,286,439)**	**$ (1,409,083)**	**$ (1,447,164)**	**$ (1,532,787)**	**$ (1,608,715)**	**$ (1,651,947)**	**$ (1,691,011)**	**$ (1,744,907)**
Cash Flow											
Beginning Restricted Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Use of Restricted Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Ending Restricted Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Transfer to Unrestricted Reserves	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**
Beginning Unrestricted Fund Balance	$ (465,061)	$ (661,330)	$ (1,445,813)	$ (2,737,538)	$ (4,023,977)	$ (5,433,060)	$ (6,880,224)	$ (8,413,011)	$ (10,021,726)	$ (11,673,672)	$ (13,364,684)
Change in Unrestricted Fund Balance	$ (196,269)	$ (784,483)	$ (1,291,725)	$ (1,286,439)	$ (1,409,083)	$ (1,447,164)	$ (1,532,787)	$ (1,608,715)	$ (1,651,947)	$ (1,691,011)	$ (1,744,907)
Ending Unrestricted Fund Balance	**$ (661,330)**	**$ (1,445,813)**	**$ (2,737,538)**	**$ (4,023,977)**	**$ (5,433,060)**	**$ (6,880,224)**	**$ (8,413,011)**	**$ (10,021,726)**	**$ (11,673,672)**	**$ (13,364,684)**	**$ (15,109,590)**
Total Ending Fund Balance	**$ (661,330)**	**$ (1,445,813)**	**$ (2,737,538)**	**$ (4,023,977)**	**$ (5,433,060)**	**$ (6,880,224)**	**$ (8,413,011)**	**$ (10,021,726)**	**$ (11,673,672)**	**$ (13,364,684)**	**$ (15,109,590)**

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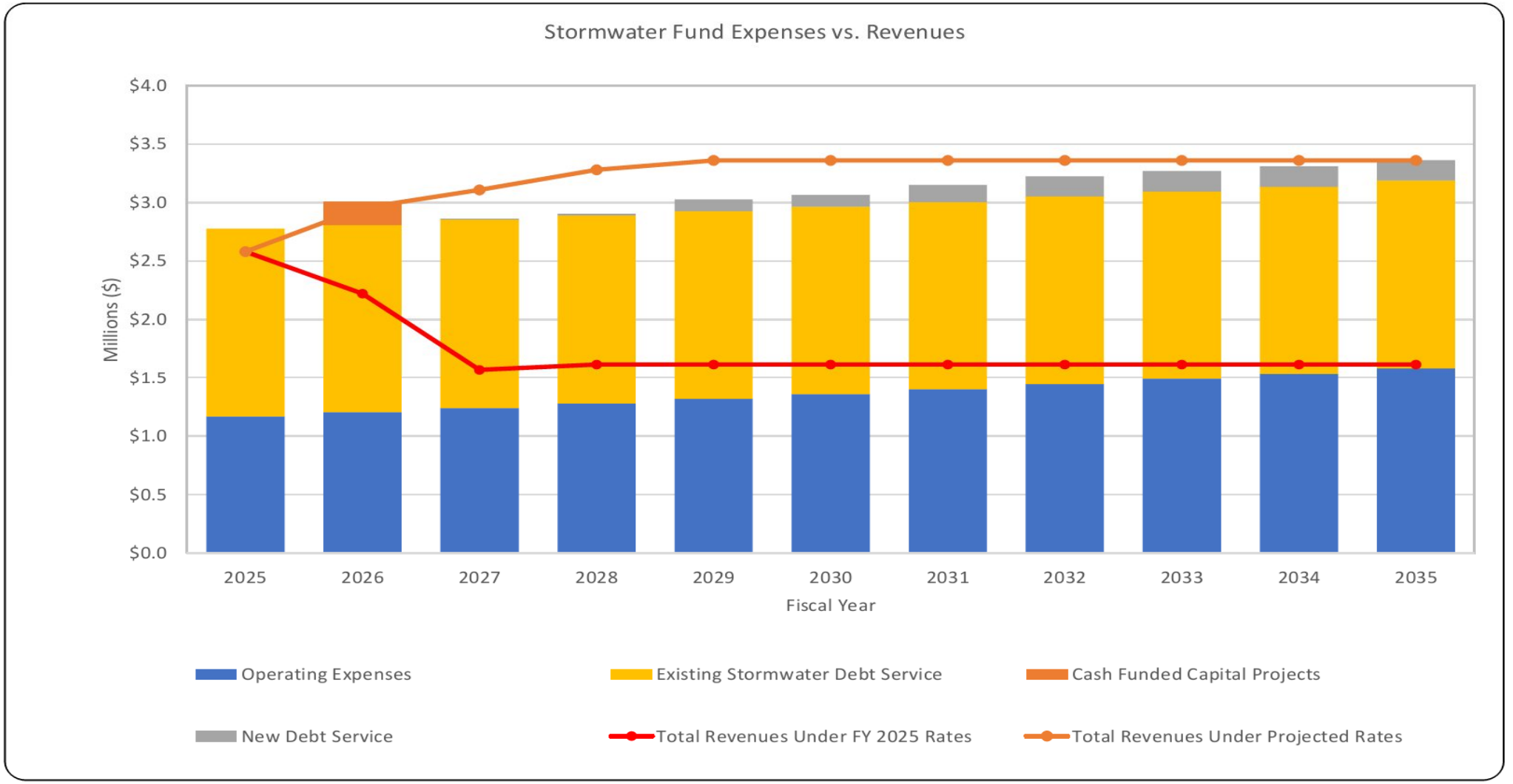
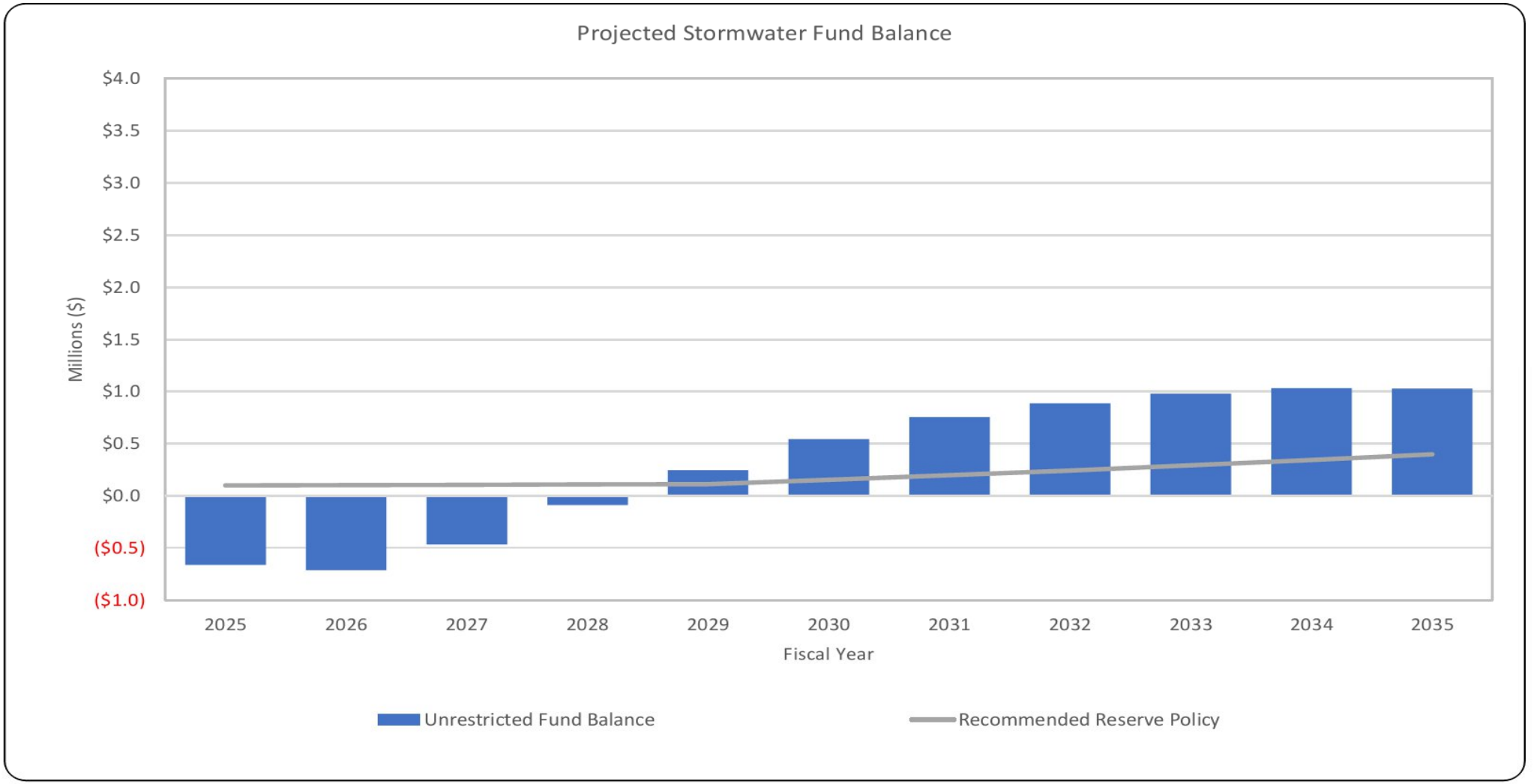
Stormwater Fund Balance Summary under Projected Rates

Beginning Unrestricted Fund Balance	$ (465,061)											
Beginning Restricted Fund Balance	$ -											
Start Date:	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029	5/1/2030	5/1/2031	5/1/2032	5/1/2033	5/1/2034	
Financial Summary	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	
REVENUES												
Stormwater Revenue												
Rate Revenue	$ 1,465,000	$ 2,250,750	$ 3,106,610	$ 3,278,131	$ 3,357,354	$ 3,357,354	$ 3,357,354	$ 3,357,354	$ 3,357,354	$ 3,357,354	$ 3,357,354	
Non- Rate Revenue	1,114,971	702,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Total Revenue	**$ 2,579,971**	**$ 2,952,750**	**$ 3,108,610**	**$ 3,280,131**	**$ 3,359,354**	**$ 3,359,354**	**$ 3,359,354**	**$ 3,359,354**	**$ 3,359,354**	**$ 3,359,354**	**$ 3,359,354**	
OPERATING EXPENSES												
Stormwater O&M Expense	$ 1,166,414	$ 1,202,399	$ 1,239,550	$ 1,277,905	$ 1,317,506	$ 1,358,394	$ 1,400,613	$ 1,444,209	$ 1,489,227	$ 1,535,716	$ 1,583,727	
Existing Stormwater Debt Service	1,609,826	1,608,988	1,616,182	1,612,047	1,609,279	1,606,472	1,602,197	1,607,710	1,605,924	1,598,499	1,604,383	
New Stormwater Debt Service	-	-	6,298	12,941	98,752	98,752	146,431	173,250	173,250	173,250	173,250	
Total Operating Expenses	**$ 2,776,240**	**$ 2,811,388**	**$ 2,862,030**	**$ 2,902,893**	**$ 3,025,537**	**$ 3,063,618**	**$ 3,149,241**	**$ 3,225,169**	**$ 3,268,401**	**$ 3,307,465**	**$ 3,361,361**	
Net Operating Gain/Loss	**$ (196,269)**	**$ 141,362**	**$ 246,580**	**$ 377,238**	**$ 333,817**	**$ 295,736**	**$ 210,113**	**$ 134,185**	**$ 90,953**	**$ 51,888**	**$ (2,007)**	
Cash Funded Capital Improvement Plan	$ -	$ 193,595	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Net Total Gain/Loss	**$ (196,269)**	**$ (52,233)**	**$ 246,580**	**$ 377,238**	**$ 333,817**	**$ 295,736**	**$ 210,113**	**$ 134,185**	**$ 90,953**	**$ 51,888**	**$ (2,007)**	
Cash Flow												
Beginning Restricted Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Use of Restricted Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Ending Restricted Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	
Transfer to Unrestricted Reserves	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	
Beginning Unrestricted Fund Balance	$ (465,061)	$ (661,330)	$ (713,563)	$ (466,983)	$ (89,745)	$ 244,071	$ 539,807	$ 749,920	$ 884,104	$ 975,057	$ 1,026,946	
Change in Unrestricted Fund Balance	$ (196,269)	$ (52,233)	$ 246,580	$ 377,238	$ 333,817	$ 295,736	$ 210,113	$ 134,185	$ 90,953	$ 51,888	$ (2,007)	
Ending Unrestricted Fund Balance	**$ (661,330)**	**$ (713,563)**	**$ (466,983)**	**$ (89,745)**	**$ 244,071**	**$ 539,807**	**$ 749,920**	**$ 884,104**	**$ 975,057**	**$ 1,026,946**	**$ 1,024,939**	
Total Ending Fund Balance	**$ (661,330)**	**$ (713,563)**	**$ (466,983)**	**$ (89,745)**	**$ 244,071**	**$ 539,807**	**$ 749,920**	**$ 884,104**	**$ 975,057**	**$ 1,026,946**	**$ 1,024,939**	

Scenario #1 – Projected Expenditures vs. Revenues



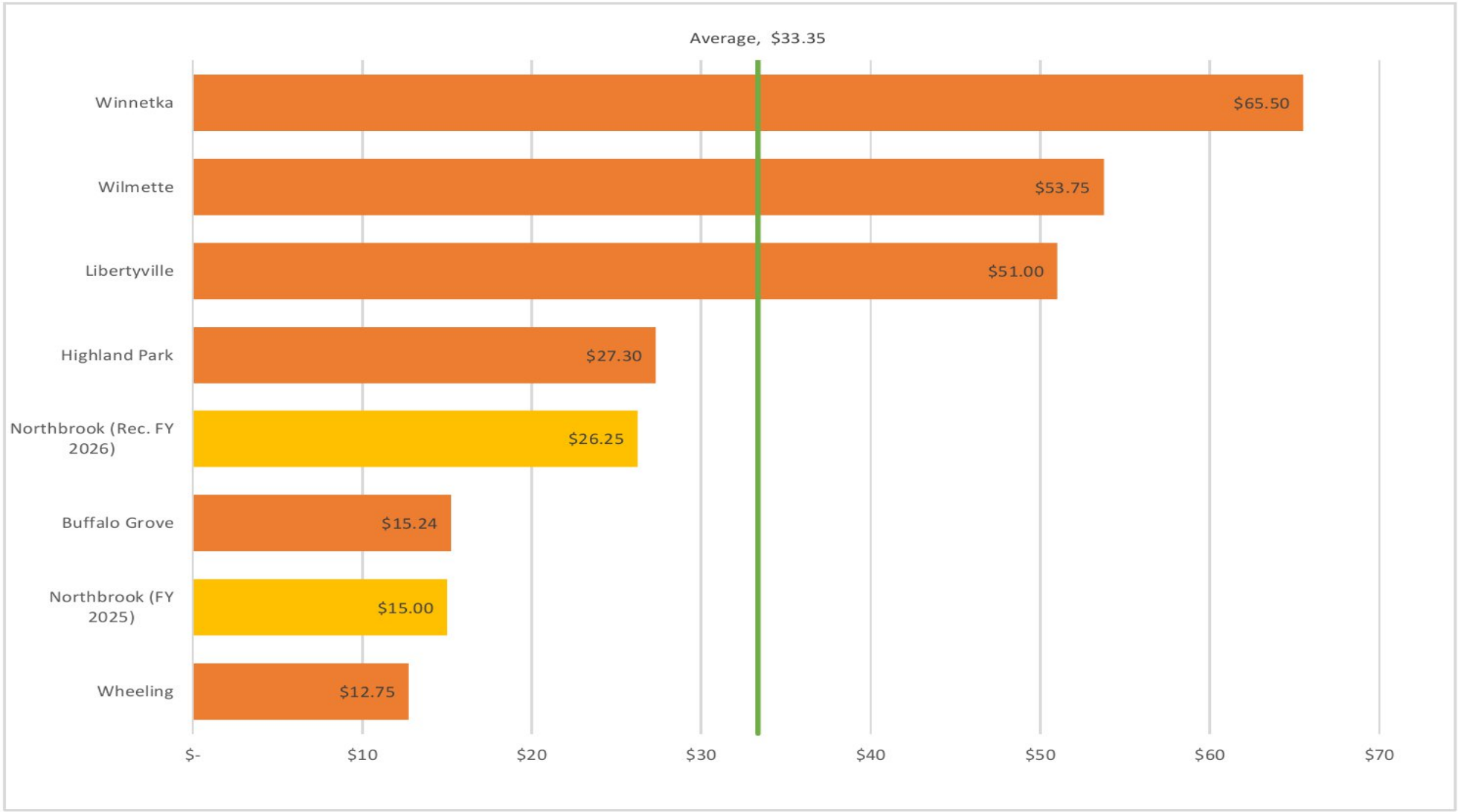
Scenario #1 – Projected Stormwater Fund Balance



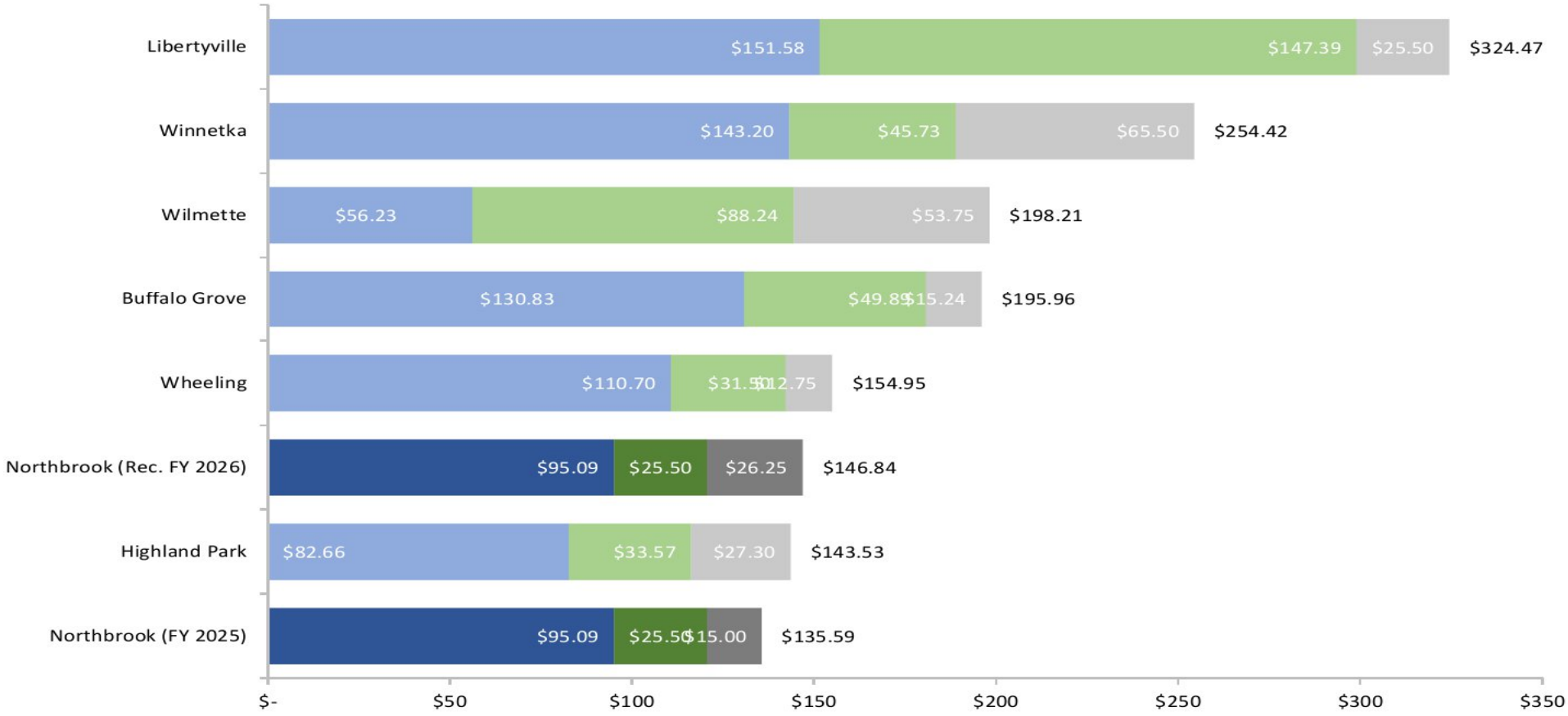
Stormwater Rates Needed Under Scenario #1 (per 1,000 gallons)					
Current Rate	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2028-29**	**FY 2029-30**
$1.00	$1.75	$2.00	$2.05	$2.10	$2.10

Scenario #1 - Impact of Rate Increases On Customers				
Utility	**Rate (Per 1,000 Gallons)**	**Minimum Bill (7,000 Gallons Per Quarter)**	**Average Bill (15,000 Gallons Per Quarter)**	**Large Customer (1,050,000 Gallons Per Month)**
Water	$6.40	$44.80	$96.00	$6,720.00
Sanitary	$1.70	$11.90	$25.50	$1,785.00
Storm	$1.75	$12.25	$26.25	$1,837.50
Total	**$9.85**	$68.95	$147.75	$10,342.50
Difference In Bills from Current Rates	**$0.75**	**$5.25 per quarter**	**$11.25 per quarter**	**$787.50 per month**

Scenario #1 – Quarterly Stormwater Rate Comparison



Scenario #1 – Combined Bill Comparison
(Corrected for Quarterly Billing on a Per 1,000 Gallon Basis)



Scenario #2:
Operating Capital and All Addendum #3 Projects

Scenario #2 Assumptions

- All operating capital and projects in Addendum #3 to the MSMP have been programmed.
- Design and Engineering will be paid for with the rates (with the exception of the Koepke Road project), while construction would continue to be bonded.
- Large vehicle purchases would be evaluated for alternative funding mechanisms such as a lease to own process.
- The goal of achieving a positive fund balance in a reasonable amount of time is assumed.

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CIP Funding Plan

Base Year for Cost Estimate: 2025

Project	Funding Source	Start Date: 5/1/2024 2025	5/1/2025 2026	5/1/2026 2027	5/1/2027 2028	5/1/2028 2029	5/1/2029 2030	5/1/2030 2031	5/1/2031 2032	5/1/2032 2033	5/1/2033 2034	5/1/2034 2035	5/1/2035 2036	Total
Koepke Road Stormwater Improvement Project Design	Bond		119,539	126,114										245,652
Koepke Road Stormwater Improvement Project Construction Oversight	Bond				199,558									199,558
Koepke Road Stormwater Improvement Project Construction	Bond				1,330,387									1,330,387
Marcee Lane and Jeffery Court Stormwater Improvement Project Design	Cash			64,561	64,561	265,117	279,698							673,937
Construction Oversight	Cash							885,300						885,300
Construction	Bond							5,902,003						5,902,003
Project Design	Cash										184,565	194,716		379,281
Project Construction Oversight	Cash												616,402	616,402
Project Construction	Bond												4,109,348	4,109,348
Woodbine Lane Stormwater Improvement Project Design	Cash			49,220	49,220	404,243	426,476							929,159
Woodbine Lane Stormwater Improvement Project Construction Oversight	Cash							674,857						674,857
Woodbine Lane Stormwater Improvement Project Construction	Bond							4,499,043						4,499,043
Longvalley Drive Stormwater Improvement Project Design	Cash								317,680					317,680
Longvalley Drive Stormwater Improvement Project Construction Oversight	Cash									251,302				251,302
Longvalley Drive Stormwater Improvement Project Construction	Bond									1,675,350				1,675,350
Sunset Lane Stormwater Improvement Project Design	Cash								110,804					110,804
Sunset Lane Stormwater Improvement Project Construction Oversight	Cash									175,411				175,411
Sunset Lane Stormwater Improvement Project Construction	Bond									1,169,405				1,169,405
Local Drainage Improvements	Cash		50,000											50,000
Unit #310 - 2013 - Vactor - Hopper Replacement	Cash		100,000											100,000
Unit #310 - 2013 - Vactor - Vehicle Replacement	Bond						800,000							800,000
Unit #240 - 2008 Elgin Pelican Sweeper	Bond							450,000						450,000
Unit #239 - 2019 Elgin Crosswind Sweeper	Bond												550,000	550,000
FY 2025 Capital Project	Cash	-	43,595											43,595
	TOTAL	**$ -**	**$ 313,134**	**$ 239,895**	**$ 1,643,727**	**$ 669,360**	**$ 1,506,174**	**$ 12,411,203**	**$ 428,484**	**$ 3,271,468**	**$ 184,565**	**$ 194,716**	**$ 5,275,750**	**$ 26,138,476**

Stormwater Funding Summary

Cash	-	193,595	113,781	113,781	669,360	706,174	1,560,157	428,484	426,713	184,565	194,716	616,402	5,207,729
Bond	-	119,539	126,114	1,529,946	-	800,000	10,851,046	-	2,844,755	-	-	4,659,348	20,930,747
Existing Bond Proceeds	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	**$ -**	**$ 313,134**	**$ 239,895**	**$ 1,643,727**	**$ 669,360**	**$ 1,506,174**	**$ 12,411,203**	**$ 428,484**	**$ 3,271,468**	**$ 184,565**	**$ 194,716**	**$ 5,275,750**	**$ 20,862,726**

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Stormwater Fund Balance Summary under FY 2025 Rates

Beginning Unrestricted Fund Balance	$ (465,061)											
Beginning Restricted Fund Balance	$ -											
Start Date:	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029	5/1/2030	5/1/2031	5/1/2032	5/1/2033	5/1/2034	
Financial Summary	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	
REVENUES												
Stormwater Revenue												
Rate Revenue	$ 1,465,000	$ 1,518,500	$ 1,568,305	$ 1,619,454	$ 1,619,454	$ 1,619,454	$ 1,619,454	$ 1,619,454	$ 1,619,454	$ 1,619,454	$ 1,619,454	
Non- Rate Revenue	1,114,971	702,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Total Revenue	**$ 2,579,971**	**$ 2,220,500**	**$ 1,570,305**	**$ 1,621,454**	**$ 1,621,454**	**$ 1,621,454**	**$ 1,621,454**	**$ 1,621,454**	**$ 1,621,454**	**$ 1,621,454**	**$ 1,621,454**	
OPERATING EXPENSES												
Stormwater O&M Expense	$ 1,166,414	$ 1,202,399	$ 1,239,550	$ 1,277,905	$ 1,317,506	$ 1,358,394	$ 1,400,613	$ 1,444,209	$ 1,489,227	$ 1,535,716	$ 1,583,727	
Existing Stormwater Debt Service	1,609,826	1,608,988	1,616,182	1,612,047	1,609,279	1,606,472	1,602,197	1,607,710	1,605,924	1,598,499	1,604,383	
New Stormwater Debt Service	-	-	6,298	12,941	98,752	98,752	146,431	793,134	793,134	962,677	962,677	
Total Operating Expenses	**$ 2,776,240**	**$ 2,811,388**	**$ 2,862,030**	**$ 2,902,893**	**$ 3,025,537**	**$ 3,063,618**	**$ 3,149,241**	**$ 3,845,053**	**$ 3,888,285**	**$ 4,096,892**	**$ 4,150,787**	
Net Operating Gain/Loss	**$ (196,269)**	**$ (590,888)**	**$ (1,291,725)**	**$ (1,281,439)**	**$ (1,404,083)**	**$ (1,442,164)**	**$ (1,527,787)**	**$ (2,223,599)**	**$ (2,266,831)**	**$ (2,475,438)**	**$ (2,529,333)**	
Cash Funded Capital Improvement Plan	$ -	$ 193,595	$ 113,781	$ 113,781	$ 669,360	$ 706,174	$ 1,560,157	$ 428,484	$ 426,713	$ 184,565	$ 194,716	
Net Total Gain/Loss	**$ (196,269)**	**$ (784,483)**	**$ (1,405,506)**	**$ (1,395,220)**	**$ (2,073,443)**	**$ (2,148,338)**	**$ (3,087,944)**	**$ (2,652,084)**	**$ (2,693,544)**	**$ (2,660,003)**	**$ (2,724,049)**	
Cash Flow												
Beginning Restricted Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Use of Restricted Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Ending Restricted Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	
Transfer to Unrestricted Reserves	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	
Beginning Unrestricted Fund Balance	$ (465,061)	$ (661,330)	$ (1,445,813)	$ (2,851,319)	$ (4,246,539)	$ (6,319,982)	$ (8,468,320)	$ (11,556,264)	$ (14,208,347)	$ (16,901,891)	$ (19,561,894)	
Change in Unrestricted Fund Balance	$ (196,269)	$ (784,483)	$ (1,405,506)	$ (1,395,220)	$ (2,073,443)	$ (2,148,338)	$ (3,087,944)	$ (2,652,084)	$ (2,693,544)	$ (2,660,003)	$ (2,724,049)	
Ending Unrestricted Fund Balance	**$ (661,330)**	**$ (1,445,813)**	**$ (2,851,319)**	**$ (4,246,539)**	**$ (6,319,982)**	**$ (8,468,320)**	**$ (11,556,264)**	**$ (14,208,347)**	**$ (16,901,891)**	**$ (19,561,894)**	**$ (22,285,943)**	
Total Ending Fund Balance	**$ (661,330)**	**$ (1,445,813)**	**$ (2,851,319)**	**$ (4,246,539)**	**$ (6,319,982)**	**$ (8,468,320)**	**$ (11,556,264)**	**$ (14,208,347)**	**$ (16,901,891)**	**$ (19,561,894)**	**$ (22,285,943)**	

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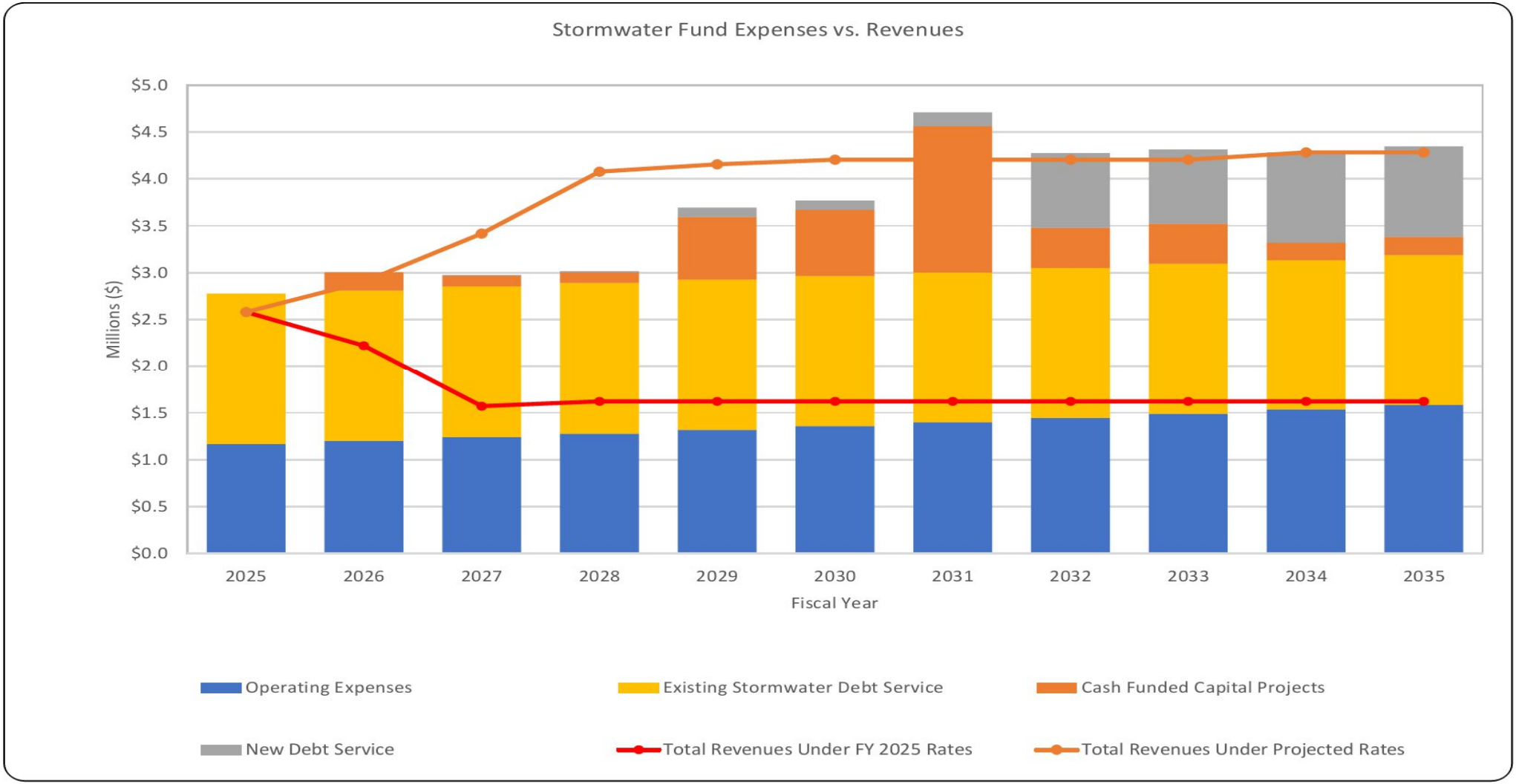
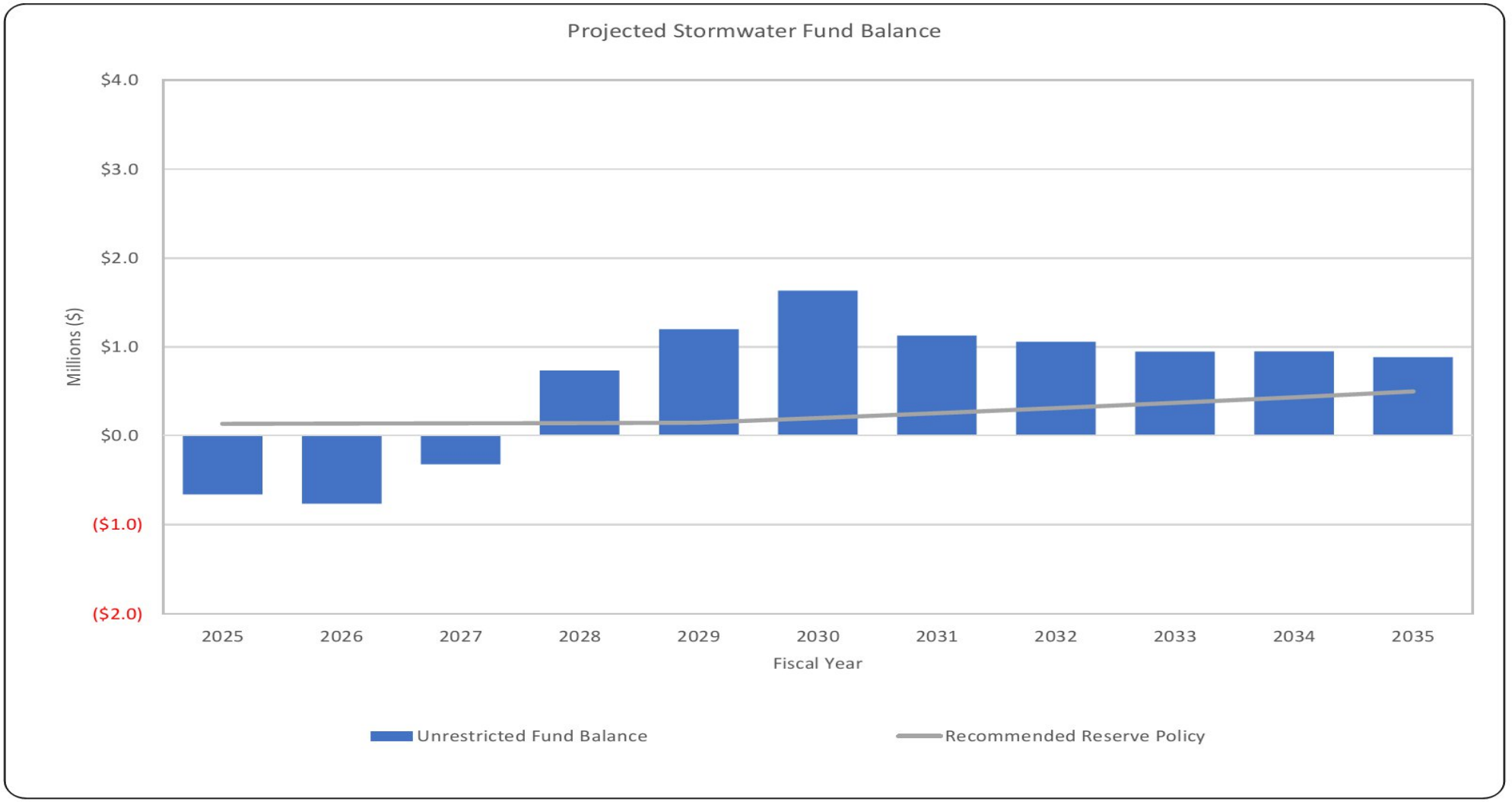
Stormwater Fund Balance Summary under Projected Rates

Beginning Unrestricted Fund Balance	$ (465,061)											
Beginning Restricted Fund Balance	$ -											
Start Date:	5/1/2024	5/1/2025	5/1/2026	5/1/2027	5/1/2028	5/1/2029	5/1/2030	5/1/2031	5/1/2032	5/1/2033	5/1/2034	
Financial Summary	**2025**	**2026**	**2027**	**2028**	**2029**	**2030**	**2031**	**2032**	**2033**	**2034**	**2035**	
REVENUES												
Stormwater Revenue												
Rate Revenue	$ 1,465,000	$ 2,200,967	$ 3,414,271	$ 4,075,358	$ 4,154,581	$ 4,202,114	$ 4,202,114	$ 4,202,114	$ 4,202,114	$ 4,281,337	$ 4,281,337	
Non- Rate Revenue	1,114,971	702,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	
Total Revenue	**$ 2,579,971**	**$ 2,902,967**	**$ 3,416,271**	**$ 4,077,358**	**$ 4,156,581**	**$ 4,204,114**	**$ 4,204,114**	**$ 4,204,114**	**$ 4,204,114**	**$ 4,283,337**	**$ 4,283,337**	
OPERATING EXPENSES												
Stormwater O&M Expense	$ 1,166,414	$ 1,202,399	$ 1,239,550	$ 1,277,905	$ 1,317,506	$ 1,358,394	$ 1,400,613	$ 1,444,209	$ 1,489,227	$ 1,535,716	$ 1,583,727	
Existing Stormwater Debt Service	1,609,826	1,608,988	1,616,182	1,612,047	1,609,279	1,606,472	1,602,197	1,607,710	1,605,924	1,598,499	1,604,383	
New Stormwater Debt Service	-	-	6,298	12,941	98,752	98,752	146,431	793,134	793,134	962,677	962,677	
Total Operating Expenses	**$ 2,776,240**	**$ 2,811,388**	**$ 2,862,030**	**$ 2,902,893**	**$ 3,025,537**	**$ 3,063,618**	**$ 3,149,241**	**$ 3,845,053**	**$ 3,888,285**	**$ 4,096,892**	**$ 4,150,787**	
Net Operating Gain/Loss	**$ (196,269)**	**$ 91,579**	**$ 554,241**	**$ 1,174,465**	**$ 1,131,044**	**$ 1,140,496**	**$ 1,054,873**	**$ 359,061**	**$ 315,830**	**$ 186,445**	**$ 132,550**	
Cash Funded Capital Improvement Plan	$ -	$ 193,595	$ 113,781	$ 113,781	$ 669,360	$ 706,174	$ 1,560,157	$ 428,484	$ 426,713	$ 184,565	$ 194,716	
Net Total Gain/Loss	**$ (196,269)**	**$ (102,016)**	**$ 440,460**	**$ 1,060,684**	**$ 461,684**	**$ 434,322**	**$ (505,284)**	**$ (69,423)**	**$ (110,884)**	**$ 1,880**	**$ (62,166)**	
Cash Flow												
Beginning Restricted Fund Balance	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Use of Restricted Funds	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	
Ending Restricted Fund Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	
Transfer to Unrestricted Reserves	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	
Beginning Unrestricted Fund Balance	$ (465,061)	$ (661,330)	$ (763,346)	$ (322,886)	$ 737,798	$ 1,199,482	$ 1,633,804	$ 1,128,520	$ 1,059,097	$ 948,213	$ 950,093	
Change in Unrestricted Fund Balance	$ (196,269)	$ (102,016)	$ 440,460	$ 1,060,684	$ 461,684	$ 434,322	$ (505,284)	$ (69,423)	$ (110,884)	$ 1,880	$ (62,166)	
Ending Unrestricted Fund Balance	**$ (661,330)**	**$ (763,346)**	**$ (322,886)**	**$ 737,798**	**$ 1,199,482**	**$ 1,633,804**	**$ 1,128,520**	**$ 1,059,097**	**$ 948,213**	**$ 950,093**	**$ 887,927**	
Total Ending Fund Balance	**$ (661,330)**	**$ (763,346)**	**$ (322,886)**	**$ 737,798**	**$ 1,199,482**	**$ 1,633,804**	**$ 1,128,520**	**$ 1,059,097**	**$ 948,213**	**$ 950,093**	**$ 887,927**	

Scenario #2 – Stormwater Fund Expenses vs. Revenues



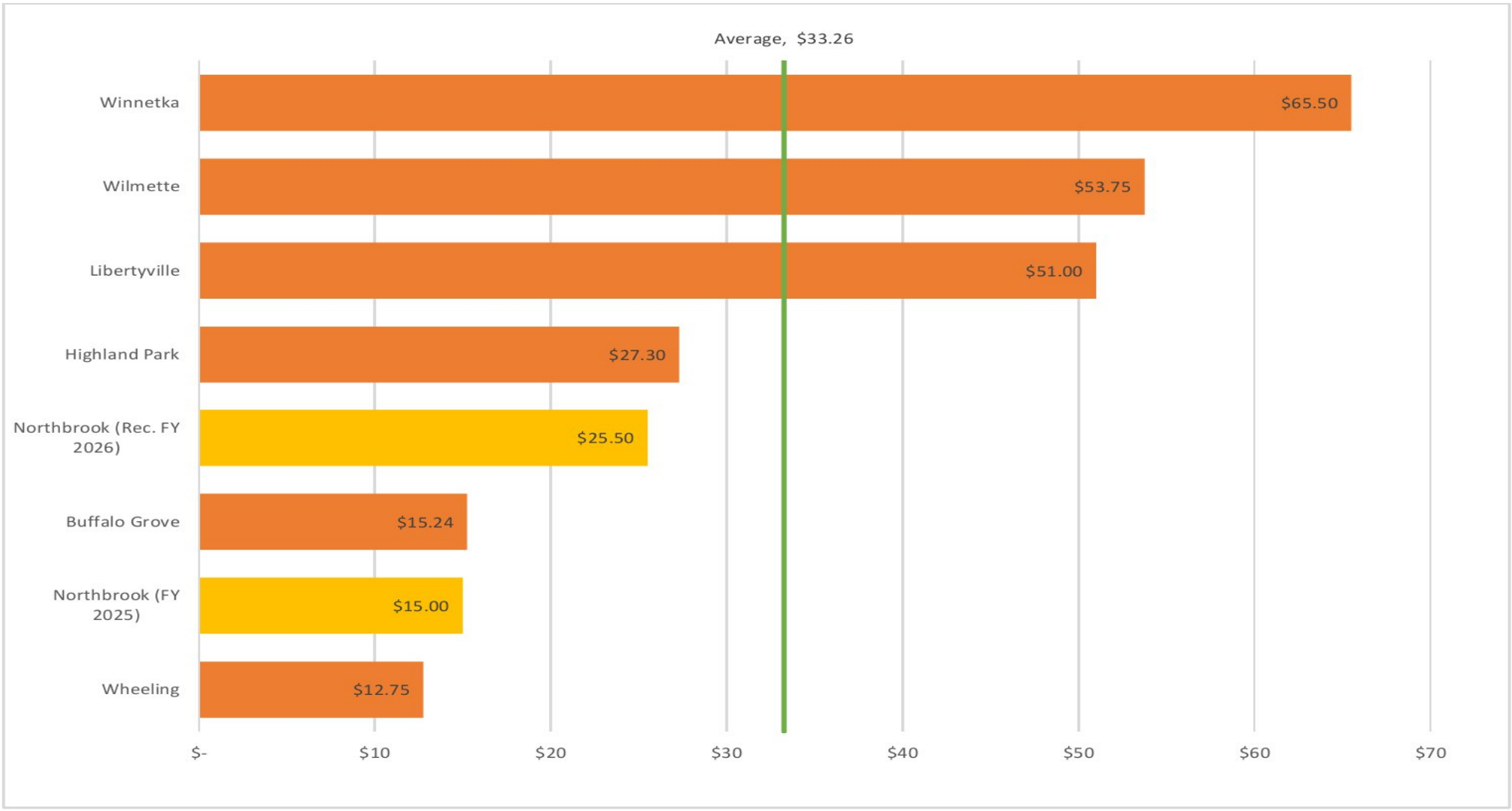
Scenario #2- Projected Stormwater Fund Balance



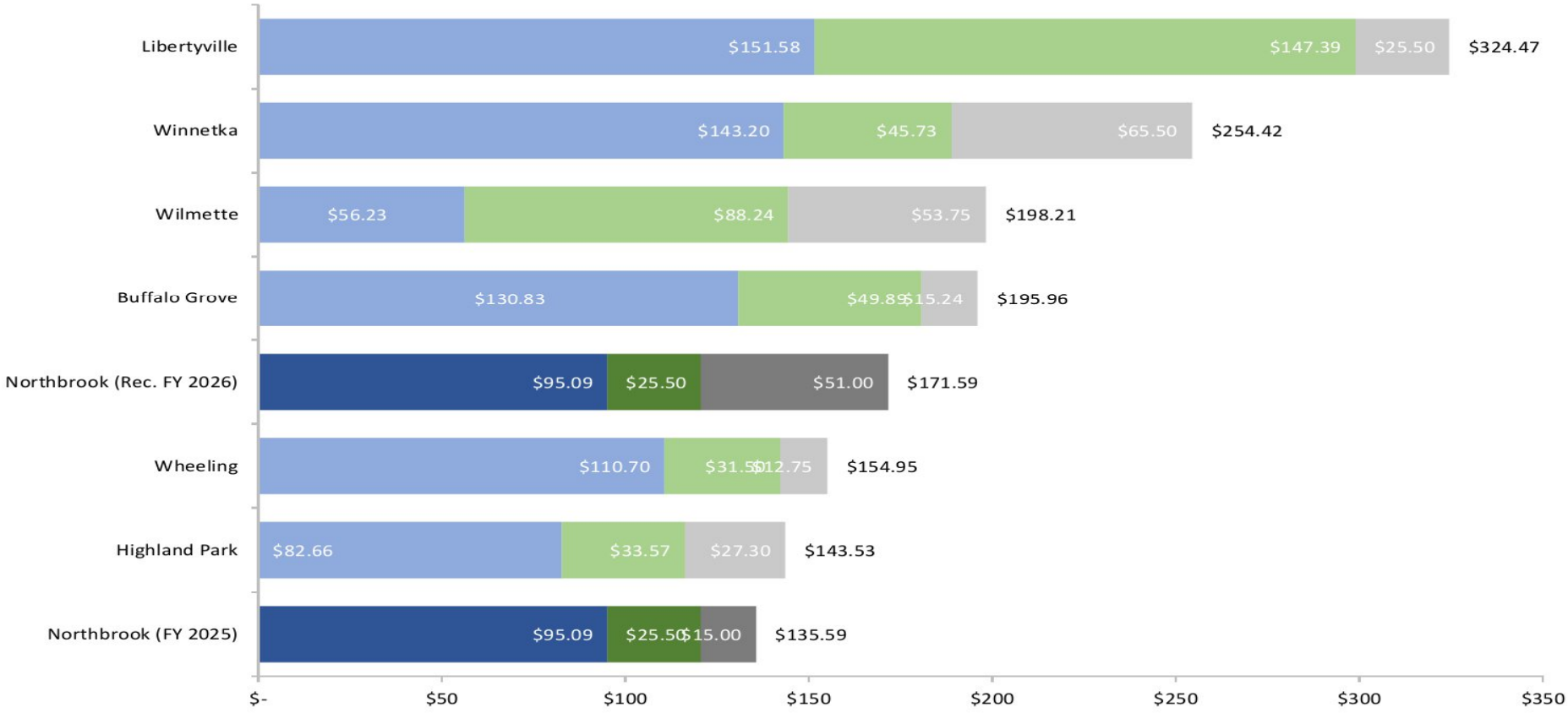
Stormwater Rates Needed Under Scenario #2 (per 1,000 gallons)					
Current Rate	**FY 2025-26**	**FY 2026-27**	**FY 2027-28**	**FY 2028-29**	**FY 2029-30**
$1.00	$1.70	$2.20	$2.55	$2.60	$2.63

Scenario #2 - Impact of Rate Increases On Customers				
Utility	**Rate (Per 1,000 Gallons)**	**Minimum Bill (7,000 Gallons Per Quarter)**	**Average Bill (15,000 Gallons Per Quarter)**	**Large Customer (1,050,000 Gallons Per Month)**
Water	$6.40	$44.80	$96.00	$6,720.00
Sanitary	$1.70	$11.90	$25.50	$1,785.00
Storm	$1.70	$11.90	$25.50	$1,785.00
Total	$9.80	$68.60	$147.00	$10,290.00
Difference In Bills from Current Rates	**$0.70**	**$4.90 per quarter**	**$10.50 per quarter**	**$735.00 per month**

Scenario #2 – Quarterly Stormwater Rate Comparison



Scenario #2 – Combined Bill Comparison
(Corrected for Quarterly Billing on a Per 1,000 Gallon Basis)



Questions?

MEMORANDUM

To: Cara Pavlicek, Village Manager
From Matt Morrison, Deputy Public Works Director
CC: Jim Hawkins, Deputy Village Manager
Steve Drazner, CFO
Kelly Hamill, Director of Public Works
Anita Bozic, Deputy CFO
Date: July 8, 2025
Subject: Draft Stormwater Fund Rate Study Information

The Village's stormwater system is made up of more than 125 miles of storm sewer, drainage ditches and swales, detention facilities, and lift stations to convey stormwater to outfalls. To support this system the Village operates a Stormwater Utility, the revenues and expenses of this enterprise fund are accounted for in the Stormwater Fund. The Village's Finance, Public Works, and Village Manager's Office have been working with NewGen Strategies and Solutions, Inc. to draft a stormwater utility rate study in order to identify the necessary rates to support this operation. This memo will provide background on the current status of the fund and outline several key decision points for the Village Board for the stormwater utility rate study to be completed.

Current Status of the Stormwater Fund

The Stormwater Fund is currently supported by stormwater fee which is $1.00 per 1,000 gallons of water used. The current rate has not changed since the inception of the Stormwater Fund and fee in 2012. The Village also has an alternative rate for those residents or businesses who desire to have their rate based on impervious surface of their property. That rate is $0.03 per square foot of impervious surface. This rate has also not been changed since the inception of the Stormwater Fund.

The operating and capital expenditures in the Stormwater Fund are less than at the time of the Fund's inception due largely to less being spent on capital expenditures. This can be attributed to the completion of many of the projects from the Master Stormwater Management Plan. Current expenditures are made up of 40% operating and maintenance costs (which includes salaries and benefits for employees accounted for in the Stormwater Fund), 6.5% capital expenses, and 53.5% debt service.

The current stormwater fee rate is not sufficient to maintain the financial health of the Stormwater Fund. The Stormwater Fund ended Fiscal Year 2024-25 with a negative cash balance of approximately $705,000 which includes the transfer of $1,000,000 from the General Fund. An additional $700,000 is budgeted in FY 2025-26 to be transferred from the General Fund to the Stormwater Fund to prevent that negative balance from growing further during the current fiscal year.

The Village's current utility rates and their impacts for customers are outlined in Table 1.

Table 1. Summary of Current Rates - FY 2026 (Baseline)

Utility	Rate (Per 1,000 Gallons)	Minimum Bill (7,000 Gallons Per Quarter)	Average Bill (15,000 Gallons Per Quarter)	Large Customer (1,050,000 Gallons Per Month)
Water	$6.40	$44.80	$96.00	$6,720.00
Sanitary	$1.70	$11.90	$25.50	$1,785.00
Storm	$1.00	$7.00	$15.00	$1,050.00
Total (per quarter)	**$9.10**	**$63.70**	**$136.50**	**$9,555.00**

Scenarios for Stormwater Fund Utility Rate Study

In working with NewGen Strategies and Solutions to prepare the Stormwater Fund Utility Rate Study, the team followed several of the same assumptions as the Water and Sanitary Sewer Fund Utility Rate Study. These assumptions include:

- The Stormwater Fund must be sustainable and reach a positive fund balance in a reasonable amount of time.
- The Stormwater Fund Model projects out 10 years, however the focus of the Utility Rate Study is 5 years.
- More frequent, smaller increases were preferred vs. larger less frequent rate increases.
- An initial increase in the fee was assumed due to an increase in water usage as identified because of the automated meter program. The new meters will more accurately capture water consumption. However, no other significant increases in consumption are assumed.
- A fund balance policy should be established for the Stormwater Fund like those factored into the Water and Sanitary Sewer Funds.

With that, Village staff worked with NewGen Strategies to evaluate two scenarios the Village can pursue with the Stormwater Fund. These scenarios, outlined below, center on what capital is programmed as well as the funding methods of long-term capital investments. In both scenarios operating capital such as vehicles are included in the rate calculations as is the Koepke Road stormwater project. The Koepke Road project is programmed because it is currently included in the CIP and intricately tied to the planned roadwork for that area.

Scenario #1: Program Operating Capital (i.e. Vehicles) and the Koepke Road Project

This scenario programs operating and maintenance capital such as vehicles as well as the Koepke Road stormwater project from Addendum #3 to the MSMP. Under this scenario the Village would finance the capital expenses that are in excess of $100,000 with bond proceeds or lease to own solutions (vehicles). Financing for these projects helps to smooth the rates but is also necessary to fund the Koepke project while also moving the Fund to a positive fund balance in a reasonable amount of time.

To support this scenario, while also minimizing increases in the stormwater fee, the rates included in Table 2 have been identified. With this fee structure, the Stormwater Fund would regain a positive fund balance by FY 2028-29. Additionally, this scenario would allow for smaller more regular increases. This scenario also allows for the projects identified in the MSMP Addendum #3 to be programmed at a later date depending on the health of the fund and available fund balance.

Table 2. Stormwater Rates Needed Under Scenario #1 (per 1,000 gallons)					
Current Rate	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30
$1.00	$1.75	$2.00	$2.05	$2.10	$2.10

The impact of these rates on a minimum bill customer, average bill customer (15,000 gallons per quarter), and a large customer are outlined in Table 3. Table 4 shows the impact of those rates identified for FY 2029-30.

Table 3. Scenario #1 Impact of Proposed Rates On Customers (2025-2026)				
Utility	**Rate (Per 1,000 Gallons)**	**Minimum Bill (7,000 Gallons Per Quarter)**	**Average Bill (15,000 Gallons Per Quarter)**	**Large Customer (1,050,000 Gallons Per Month)**
Water	$6.40	$44.80	$96.00	$6,720.00
Sanitary	$1.70	$11.90	$25.50	$1,785.00
Storm	$1.75	$12.25	$26.25	$1,837.50
Total	**$9.85**	$68.95	$147.75	$10,342.50
Difference In Bills from Current Rates	**$0.75**	**$5.25 per quarter**	**$11.25 per quarter**	**$787.50 per month**

Table 4. Scenario #1 Impact of Proposed Rates On Customers (2029-2030)				
Utility	**Rate (Per 1,000 Gallons)**	**Minimum Bill (7,000 Gallons Per Quarter)**	**Average Bill (15,000 Gallons Per Quarter)**	**Large Customer (1,050,000 Gallons Per Month)**
Water*	$6.40	$44.80	$96.00	$6,720.00
Sanitary*	$1.70	$11.90	$25.50	$1,785.00
Storm	$2.10	$14.70	$31.50	$2,205.00
Total	**$10.20**	$71.40	$153.00	$10,710.00
Difference In Bills from Current Rates	**$0.75**	**$7.70 per quarter**	**$16.50 per quarter**	**$1,155 per month**
***Please note: This table only reflects approved rate increases in water and sanitary sewer fees.**				

Scenario #2: Program Operating Capital and All MSMP Addendum #3 Projects
This scenario programs operating and maintenance capital such as vehicles, as well as the six stormwater projects identified in Addendum #3 to the MSMP. Construction costs for the projects in Addendum #3 have been corrected for inflation from when Addendum #3 was completed and when they are programmed. It also accounts for inflation since Addendum #3's completion with an assumption of 5% cost increases each year the projects are not completed. The total cost of constructing these six projects is estimated to be $24 million over the course of the next 10 years.

With the programming of the projects included in Addendum #3, it has been assumed that the cost of design/engineer/additional studies would be paid for through the rate or available fund balance. Construction costs would continue to be bonded. The costs of vehicles (over $100,000) would be bonded or funded through lease to own programs as is the case in Scenario #1.

To support this scenario, while also minimizing increases in the stormwater fee and minimizing the increase is debt, the rates included in Table 5 have been identified. With this fee structure, the Stormwater Fund would regain a positive fund balance by FY 2027-28.

Table 5. Stormwater Rates Needed Under Scenario #2 (per 1,000 gallons)					
Current Rate	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30
$1.00	$1.70	$2.20	$2.55	$2.60	$2.63

The impact of these rates on a minimum bill customer, average bill customer (15,000 gallons per quarter), and a large customer are outlined in Table 6.

Table 6. Scenario #2 Impact of Proposed Rates On Customers (2025-2026)				
Utility	**Rate (Per 1,000 Gallons)**	**Minimum Bill (7,000 Gallons Per Quarter)**	**Average Bill (15,000 Gallons Per Quarter)**	**Large Customer (1,050,000 Gallons Per Month)**
Water	$6.40	$44.80	$96.00	$6,720.00
Sanitary	$1.70	$11.90	$25.50	$1,785.00
Storm	$1.70	$11.90	$25.50	$1,785.00
Total	$9.80	$68.60	$147.00	$10,290.00
Difference In Bills from Current Rates	**$0.70**	**$4.90 per quarter**	**$10.50 per quarter**	**$735.00 per month**

Table 7. Scenario #2 Impact of Proposed Rates On Customers (2029-2030)				
Utility	**Rate (Per 1,000 Gallons)**	**Minimum Bill (7,000 Gallons Per Quarter)**	**Average Bill (15,000 Gallons Per Quarter)**	**Large Customer (1,050,000 Gallons Per Month)**
Water*	$6.40	$44.80	$96.00	$6,720.00
Sanitary*	$1.70	$11.90	$25.50	$1,785.00
Storm	$2.63	$18.41	$39.45	$2,761.50
Total	$10.73	$75.11	$160.95	$11,266.50
Difference In Bills from Current Rates	**$1.63**	**$11.41 per quarter**	**$24.45 per quarter**	**$1,711.50 per month**
***Please note: This table only reflects approved rate increases in water and sanitary sewer fees.**				

Next Steps

Staff is seeking direction from the Village Board on the preference of scenarios so that the Utility Rate Study can be finalized, and documents can be prepared for any recommended rate increases. Staff will provide a brief presentation of these materials for the Village Board at the June 10, 2025 Committee of the Whole.

MEMORANDUM

To: Cara Pavlicek, Village Manager
From Matt Morrison, Deputy Public Works Director
CC: Jim Hawkins, Deputy Village Manager
Steve Drazner, CFO
Kelly Hamill, Director of Public Works
Aram Beladi, Village Engineer
Anita Bozic, Deputy CFO
Date: July 8, 2025
Subject: Master Stormwater Management Plan Addendum #3 Summary

Addendum #3 to the Master Stormwater Management Plan was reviewed by the Stormwater Management Commission and presented to the Committee of the Whole on September 26, 2023. Included in the study of Addendum #3 were 8 projects that were reviewed by Engineering Resource Associates, Inc. (ERA), the Village's engineering consultant on the project, and recommended by the Stormwater Management Commission. These 8 project areas were identified through the public engagement at the Stormwater Management Commission level.

ERA reviewed and modeled the eight locations and identified the extents of flooding during a ten-year rain event, the number of structures impacted (modeled # of homes flooded), number of properties impacted (modeled # of yards flooded), and the cost-benefit ratio for the projects. Using these data points, the projects were prioritized with 6 projects recommended. It is important to note that the modeled number of structures and properties impacted is modeled based on the best available data and not all structures or properties may be experiencing flooding or the extent of the flooding modeled.

MSMP ADDENDUM #3 PROJECT PRIORITIZATION SUMMARY

Table 2: MSMP Addendum #3 Project Prioritization*

Project Prioritization	Project Number	Study Location	Street(s)	Level of Service	Structures Benefited	Properties Benefited	EOPCC
1	MSMP 32	12	Wescott Rd / Oak Ave / Maple Ave	10-yr	10	14	$ 2,378,000
2	MSMP 33	13B & 11	Marcee Ln & Jeffrey Cts / Woodhill Dr	10-yr	7	13	$ 4,463,000
3	MSMP 34	13A	Woodbine Lane	10-yr	4	17	$ 3,402,000
4	MSMP 35	10	Sunset Lane	10-yr	4	12	$ 794,000
5	MSMP 36	33	Longvalley Drive	10-yr	1	6	$ 1,138,000
6	MSMP 37	1	Koepke Road	10-yr	1	2	$ 1,181,000
7	N/A	5	Bordeaux Drive	10-yr	0	3	$ 222,000

It is also important to note that the construction costs from 2023 included in Addendum #3 do not include the cost for construction oversight, easements or property acquisition, and have been updated for the purposes of the Utility Rate Study based on timing of projects and current market conditions that the Village has experienced (5% annual inflationary increases on construction projects). With that the estimated cost for constructing these projects is currently $24 million.

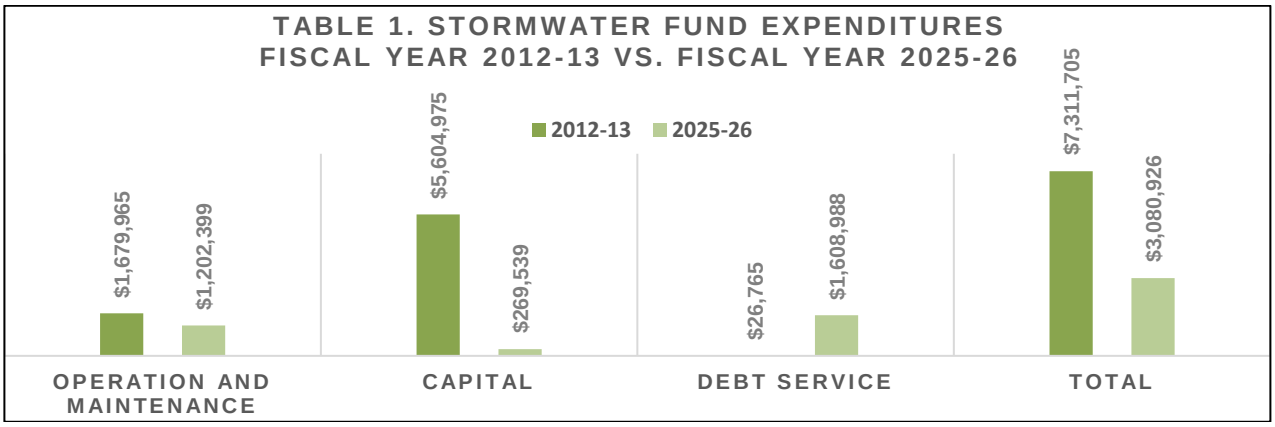
MEMORANDUM

To: Cara Pavlicek, Village Manager
From Matt Morrison, Deputy Public Works Director
CC: Jim Hawkins, Deputy Village Manager
Steve Drazner, CFO
Kelly Hamill, Director of Public Works
Anita Bozic, Deputy CFO
Date: May 23, 2025
Subject: Stormwater Fund History and Background Memo

The Stormwater Fund was created in FY 2012-13 to account for the revenues and expenditures associated with the Village's stormwater infrastructure and the recently accepted Master Stormwater Management Plan. This memo is intended to provide context and background on the Fund and some of the history behind it. The Fund includes the main expenditure categories of operation, maintenance (personnel, fringe benefits, contractual costs, and commodities costs), capital, and debt service.

The most significant costs of the Stormwater Fund have included capital and debt service which were largely the result of the projects identified in the Master Stormwater Management Plan (MSMP). The MSMP was completed in 2011 and accepted in 2012 and identified 22 projects to improve stormwater management. The initial model (2012) for the Stormwater Fund programmed these 22 stormwater projects over a seven (7) year period with the majority of the funding for these capital projects coming from bond proceeds. Table 1 compares the expenditures of the first year of the Stormwater Fund vs. the budgeted expenditures of FY 2025-26. The original capital plan for the projects identified in the MSMP is included in Table 2 on page 2 of this memo. Following the initial plan, two addendums were completed in 2012 and 2015 which added 6 and 3 projects respectively for a total of 31 projects. To date 25 of these 31 projects have been completed at a cost of approximately $26 million with about $2.5 million grant funding offsetting those expenditures.

TABLE 1. STORMWATER FUND EXPENDITURES
FISCAL YEAR 2012-13 VS. FISCAL YEAR 2025-26



To fund these capital, debt service, and operating/maintenance expenditures, the Village created the stormwater fee of $1.00 per 1,000 gallons of water used to fund these expenses. This amount was originally intended to provide a sufficient level of funding to complete the initial 22 projects identified in the Master Stormwater Management Plan as well as the on-going operation and maintenance costs associated with the fund. Favorable bond rates and several years of higher water usage helped to support the fund and its rate of $1.00 before a rate increase was necessary.

As projects have been completed, capital costs have decreased. Operation and maintenance have remained relatively flat. Expenditures for debt service for previous completed projects remain the largest on-going expenditure in the Stormwater Fund. Additionally, the Village has completed Addendum #3 to the MSMP which adds 6 additional projects (for a total of 37) at current estimated cost of approximately $24 million. The Fund currently has a negative fund balance of approximately $705,000 which has been kept from growing larger with transfers from the General Fund in FY 2024-25 and planning in FY 2025-26. A rate increase is needed.

The Village has been working with NewGen Strategies and Solutions to prepare a rate study to identify the necessary rates to adequately support this fund. Further discussion of the Utility Rate Study will be had a Committee of the Whole Meeting in June where staff will seek direction on capital strategies.

Table 2. ORIGINAL MSMP CAPITAL PLAN

Village of Northbrook
Master Stormwater Management Plan

Master Stormwater Management Plan

The Master Stormwater Management Plan identifies twenty-two (22) projects intended to help reduce flooding in the Village of Northbrook. Each project from the Master Stormwater Management Plan has been placed into the Village's Capital Improvement Plan format. A summary of the estimated costs for each project is provided below.

Storm Water Management	FY 2011/2012	FY 2012/2013	FY 2013/2014	FY 2014/2015	FY 2015/2016	FY 2016/2017	FY 2017/2018	FY 2018/2019	Total
Techny Drain Phase III	$135,000	$4,275,000							$4,410,000
Wescott Park			$50,000	$550,000	$550,000	$3,550,000	$3,550,000		$8,250,000
Shermer Road Overflow Sewer			$182,000	$1,145,000					$1,327,000
Techny Drain Phase IV	$78,000		$684,000						$762,000
Cedar Lane (816-869)		$14,000	$28,000						$42,000
Cherry Lane Underpass			$41,000	$205,000					$246,000
Church Street (Near Chapel Court)				$19,000	$61,000				$80,000
Curb Failure Along WFNBCR				$5,000	$36,000				$41,000
Dehne Subdivision								$109,000	$109,000
Dundee Road & Skokie Blvd							$7,000	$44,000	$51,000
Keystone and Chartres Drive					$60,000	$40,000	$535,000		$635,000
Northbrook East	$90,215	$624,000							$714,215
Northbrook Manor				$446,000					$446,000
Ridge Road and Lee Road		$60,000							$60,000
Shermer Road Outlet	$13,000								$13,000
Shermer Road Underpass		$43,000	$289,000						$332,000
Sunny Acres					$614,000				$614,000
Sunset Lane				$20,000	$417,000				$437,000
Techny Drain Basin Expansion			$268,000						$268,000
Weller's Subdivision				$400,000	$314,000				$714,000
Western and Oak Avenues		$83,000	$548,000						$631,000
Williamsburg Drive/Old Post Road			$21,500	$16,500	$217,000				$255,000
Woodlawn Road								$255,000	$255,000
Fiscal Year Totals	**$316,215**	**$5,099,000**	**$2,111,500**	**$2,806,500**	**$2,269,000**	**$3,590,000**	**$4,092,000**	**$408,000**	**$20,692,215**

NewGen Strategies & Solutions

900 Bestgate Road
Suite 402
Annapolis, MD 21401
Phone: (410) 266-9101

April 9, 2025

Matthew Morrison
Deputy Public Works Director
Village of Northbrook
655 Huehl Road
Northbrook, Illinois 60062

Dear Mr. Morrison:

This memorandum summarizes our recently completed update to the stormwater rate study we previously performed for the Village. We've included updated data regarding operating budgets, capital improvement plans, fund transfers, and water consumption. We've developed updated forecasts for system costs and revenues to sustain the Village's Stormwater Fund.

We appreciate the opportunity to continue our work with the Village of Northbrook. If you have any questions or would like to discuss this memorandum in more detail, please contact me at ecallocchia@newgenstrategies.net or 443-951-4207.

Sincerely,

Eric Callocchia
Principal
NewGen Strategies and Solutions, LLC

Aidan Oates
Senior Consultant
NewGen Strategies and Solutions, LLC

Model Background and Scope of Update

The Village engaged NewGen in 2024 to develop a financial forecast and rate recommendation to fund the Village's stormwater infrastructure. At that time, NewGen developed a rate model in Microsoft Excel that projected the expenses and revenues of the Village's stormwater system. NewGen has been tasked with updating the rate model with more recently available data to forecast the Village's future stormwater rates more accurately and to determine a viable phase-in of rate increases over a four-year period. This memorandum details the results of that analysis.

The scope of NewGen's update was to incorporate several items into the Village's existing rate model, including:

- A forecast of the system's revenue requirements based on the most recent budgeted data, including operating budgets, revenue budgets, and capital improvement plans.
- Updated rate increases to fund the forecasted revenue requirements.

NewGen has completed the update, and this memorandum serves as a report on our findings, conclusions, and recommendations.

Although the Village's fiscal year begins May 1st, Village staff determined that the FY 2026 rate increase will be implemented beginning September 1, 2025. NewGen's revenue projections for FY 2026 account for four months of billing at the current rate and eight months at the recommended rate increase.

Revenue Requirements

NewGen's analysis included an update of the Village's stormwater revenue requirements, which is the total cash needs of the system on an annual basis including operating and capital expenses.

Operating Expenses

NewGen used the updated FY 2025 projected operating costs provided by Village staff to forecast the Stormwater Fund's operating and maintenance costs for the study period. Table 1 below demonstrates the projected FY 2025 and forecasted FY 2026 – FY 2030 O&M expenses.

Table 1: Projected Stormwater Operating and Maintenance Expenses

	Budget FY 2025	Estimated FY 2026	Estimated FY 2027	Estimated FY 2028	Estimated FY 2029	Estimated FY 2030
Personnel Services	$733,385	$754,145	$775,535	$797,576	$820,288	$843,693
Maintenance	$398,429	$412,412	$426,886	$441,868	$457,376	$473,428
Commodities	$34,600	$35,842	$37,129	$38,461	$39,842	$41,272
Total O&M Expenses	**$1,166,414**	**$1,202,399**	**$1,239,550**	**$1,277,905**	**$1,317,506**	**$1,358,394**

Capital Expenses

NewGen included funding for the Village's future stormwater Capital Improvement Plan developed by Village staff.

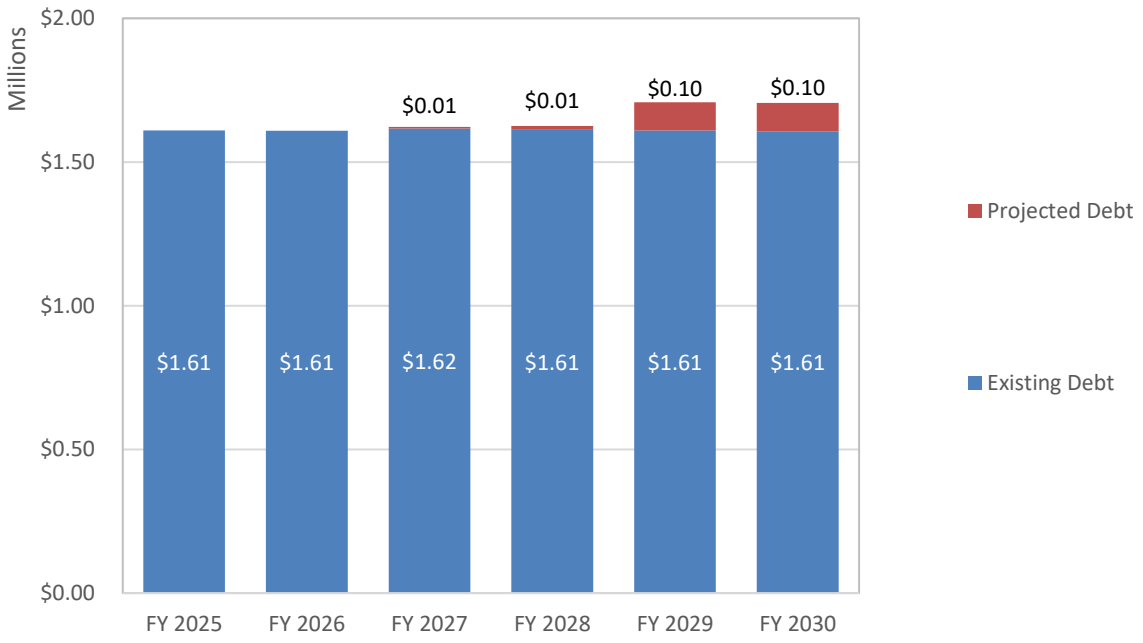
The table below demonstrates the planned capital spending included in NewGen's analysis. A detailed list of projects is attached as an Appendix to this memorandum. The Village plans to cash fund approximately $194,000 in capital improvements in FY 2025 – FY 2026, and debt fund the remaining $2.6 million in capital projects from FY 2026 to FY 2030.

Table 2: Annual Stormwater Capital Improvement Plan by Funding Source

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
PAYGO Funded	$43,595	$150,000	$ -	$ -	$ -	$ -
Debt Funded	$ -	$119,539	$126,114	$1,529,946	$ -	$800,000
Total Planned CIP	**$43,595**	**$269,539**	**$126,114**	**$1,529,946**	**$ -**	**$800,000**

The Village's stormwater system currently has eight existing debt obligations, averaging approximately $1.61 million annually over the five-year forecast period. Figure 1 below shows the Village's total forecasted debt service, including existing debt and new debt from future bond funded capital projects.

Figure 1: Annual Stormwater Debt Service



Net Revenue Requirement

Based on the latest available operating, debt service, and capital expenses data detailed above, NewGen developed a net revenue requirement forecast representing the rate revenue needs for the Village's stormwater system, shown in Table 3.

Table 3: Stormwater Fund Net Revenue Requirement Projection

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Operating Expenses	$1,166,414	$1,202,399	$1,239,550	$1,277,905	$1,317,506	$1,358,394
Existing Debt Service	$1,609,826	$1,608,988	$1,616,182	$1,612,047	$1,609,279	$1,606,472
New Debt Service	$ -	$ -	$6,298	$12,941	$98,752	$98,752
PAYGO Capital	$43,595	$150,000	$ -	$ -	$ -	$ -
Total Rev. Req.	**$2,819,835**	**$2,961,388**	**$2,862,030**	**$2,902,893**	**$3,025,537**	**$3,063,618**
Less: Fund Transfer	($1,000,000)	($700,000)	$ -	$ -	$ -	$ -
Less: Non-Rate Rev.	($114,971)	($2,000)	($2,000)	($2,000)	($2,000)	($2,000)
Net Rev. Req.	**$1,704,864**	**$2,259,388**	**$2,860,030**	**$2,900,893**	**$3,023,537**	**$3,061,618**

The Stormwater Fund expects to receive $1.0 million in FY 2025 and $700,000 in FY 2026 in transfer revenue from the Village's General Fund. If the recommended rate increases are implemented beginning in FY 2026, these transfers to fund the system's operating costs will no longer be required. The Village also received a $113,000 grant from the state in FY 2025, which is included in NewGen's calculations as a one-time revenue line-item and removed from future revenue projections. NewGen forecasts approximately $2,000 in non-rate revenue from FY 2027 – FY 2030.

Customer Base

The Village's stormwater fee structure includes a volumetric rate per 1,000 gallons of water consumed, as well as an impervious area charge per square foot of property area for alternative billed users. NewGen used FY 2024 billing data to forecast consumption for the study period. Table 4 below shows the projected level of consumption for FY 2025 – FY 2030. Village Staff forecasts that water consumption will increase by 3.0% in FY 2026 – FY 2028 then remain flat in the study's outyears. Staff expects zero growth in impervious area during the forecast period.

Table 4: Projected Stormwater Consumption

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Total Consumption (Kgal)	1,450,000	1,493,500	1,538,305	1,584,454	1,584,454	1,584,454
Impervious Area (Sq Ft)	500,000	500,000	500,000	500,000	500,000	500,000

Recommended Rate Increase

NewGen calculated a stormwater rate increase to cover all O&M, debt service, and capital expenses of the stormwater system. This recommended rate increase is phased in over a four-year period to bring the Stormwater Fund balance up to the minimum recommended policy by FY 2029. The recommended rate increases and resulting stormwater fee per 1,000 gallons are outlined in the below table. The proposed impervious area rates in Table 5 are calculated to increase at the same percentage as the stormwater fee each year.

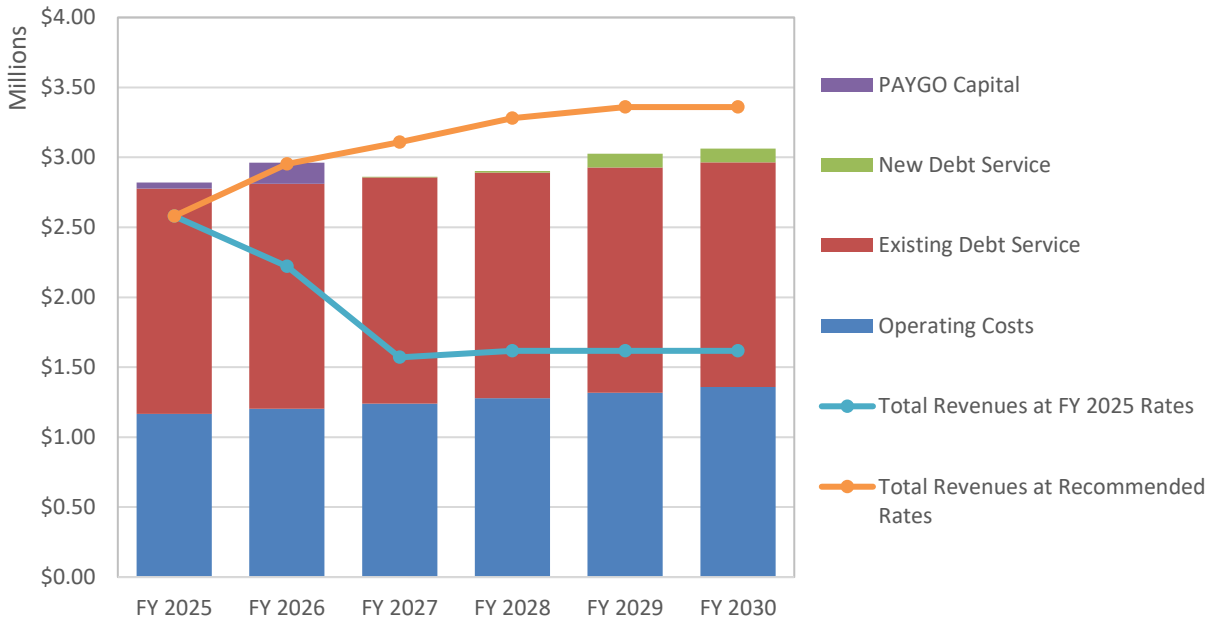
Table 5: Recommended Rate Increases

	Current	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
SW Rate Increase ($)		$0.75	$0.25	$0.05	$0.05	$ -
Resulting Stormwater Fee	$1.00	$1.75	$2.00	$2.05	$2.10	$2.10
Impervious Area Rate	$0.03	$0.05	$0.06	$0.06	$0.06	$0.06

NewGen's analysis recommends that the volumetric stormwater fee increase by a total of $1.10 (110%) per 1,000 gallons by FY 2029. The resulting fee of $2.10 per 1,000 gallons would enable the stormwater system to maintain a healthy fund balance for the remainder of the study period given the forecasted operating and capital costs outlined in the sections above.

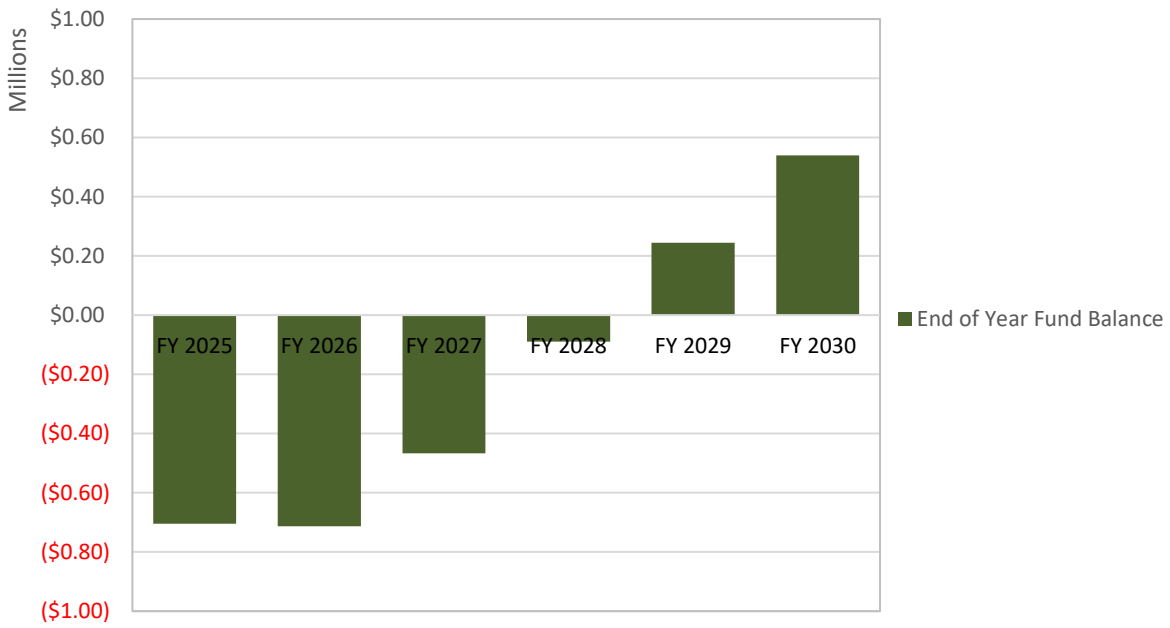
Figure 2 below demonstrates the projected Stormwater Fund expenses and revenues at the current FY 2025 rates of $1.00 per 1,000 gallons and $0.03 per square foot of impervious area, versus the recommended rates detailed in Table 5.

Figure 2: Stormwater Expenses vs. Revenues



The above figure shows that the rate increase suggested in FY 2026 brings the cash flow up to a level that would result in cash flow neutrality. The further rate increases in FY 2027 – FY 2029 would account for inflation of cost and capital expenses incurred in upcoming years, as well as begin to build a fund balance. Figure 3 below demonstrates the Stormwater Fund balance under the recommended rates.

Figure 3: Stormwater Fund Balance – Recommended Rates



Under the recommended rate increases, the Stormwater Fund balance would become positive in FY 2029, unless any further cash infusions are made from the general fund. Cash flows will be positive from the rate increases starting in FY 2027 and will continue to chip away at the negative fund balance without any general fund interference.

Conclusion

NewGen recommends that the Village phase-in a $1.10 increase on the current stormwater volumetric rate and a proportional $0.03 increase on the impervious area rate over a four-year period to establish a healthy Stormwater Fund balance. Based on our analysis, the following fees are recommended for the next five years.

Table 6: Recommended Stormwater Fees

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Stormwater Fee	$1.00	$1.75	$2.00	$2.05	$2.10	$2.10
Impervious Area Rate	$0.03	$0.05	$0.06	$0.06	$0.06	$0.06

Appendix

Five-Year Stormwater Capital Improvement Plan

Project	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Koepke Road Stormwater Improvement Project Design		$119,539	$126,114		
Koepke Road Stormwater Improvement Project Construction Oversight				$199,558	
Koepke Road Stormwater Improvement Project Construction				$1,330,387	
Local Drainage Improvements		$50,000			
Unit #310 – 2013 – Vactor – Hopper Replacement		$100,000			
Unit #310 – 2013 – Vactor – Vehicle Replacement					
Misc. Capital Project	$43,595				
Total Planned CIP	**$43,595**	**$269,539**	**$126,114**	**$1,529,946**	**$ -**

Report | May 2024

Stormwater Rate Study

Village of Northbrook, IL

Prepared by:

NewGen Strategies & Solutions

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NewGen Strategies & Solutions

900 Bestgate Road
Suite 402
Annapolis, MD 21401
Phone: (410) 266-9101

June 27, 2025

Matthew Morrison
Deputy Public Works Director
Village of Northbrook
655 Huehl Road
Northbrook, Illinois 60062

Subject: Stormwater Rate Study

Dear Mr. Morrison:

NewGen Strategies and Solutions, LLC (NewGen) is pleased to submit to the Village of Northbrook our report detailing our completed Stormwater Rate Study. This report summarizes our study's results regarding the forecasted costs of providing stormwater service to the Village's customers and our recommendations for recovering these costs over the next five years. Our recommendations will result in the sustainable operation of the Village's stormwater utility and the financial health of the Village's Stormwater Fund.

We appreciate the opportunity to provide our services to the Village and would like to express our sincere appreciation to Village staff. The dedication and assistance provided by Village staff was essential to the completion of this study. It has been a distinct pleasure to work with the Village of Northbrook.

Sincerely,

Eric Callocchia
Principal
NewGen Strategies and Solutions, LLC

Aidan Oates
Senior Consultant
NewGen Strategies and Solutions, LLC

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EXECUTIVE SUMMARY

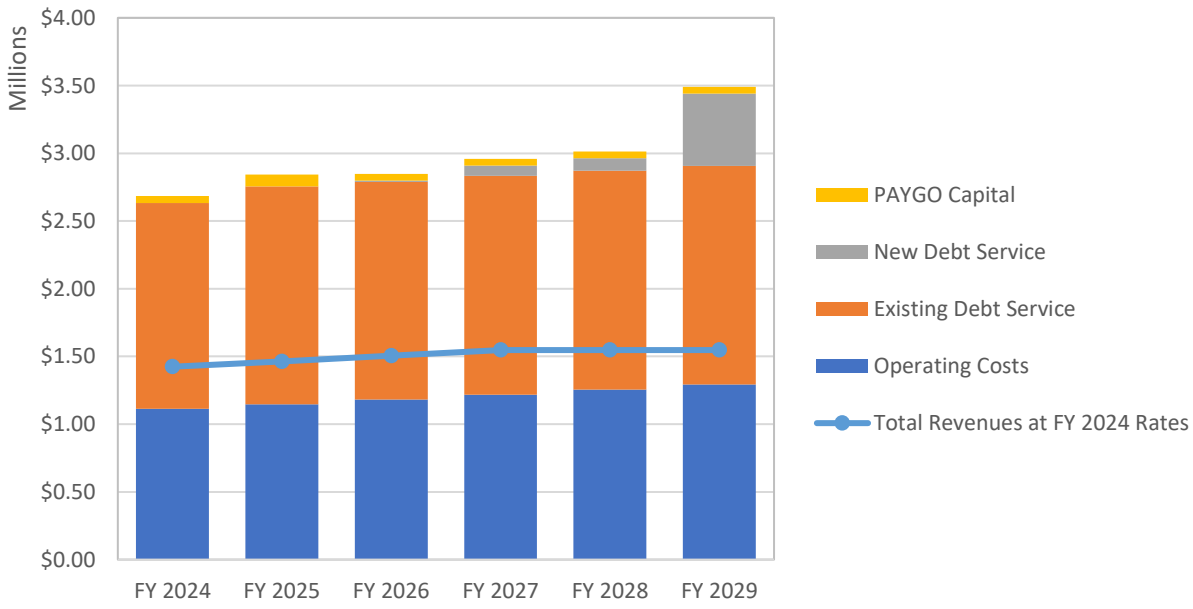
The Village of Northbrook (Village) is a suburb of Chicago, located at the northern edge of Cook County, Illinois, on the border of Lake County. Per the 2020 census, the Village's population was 35,222. The Village provides water, sanitary sewer, and stormwater utility service to over 15,000 customer connections.

The Village engaged NewGen Strategies and Solutions, LLC (NewGen) to complete a Stormwater Rate Study. The goal of the study was to work with the Village Managers Office, Finance, and Public Works Department to develop a fair, equitable, and sustainable stormwater rate for the long-term fiscal health and maintenance of the Village's stormwater utility.

As the basis for its cost projections NewGen used the Village's FY 2025 proposed operating budget, currently payable debt service, and financing for the Village's five-year capital spending plan, including both new debt service and cash funded (i.e., pay-as-you-go, or PAYGO) projects. NewGen assumed appropriate cost escalation for future years to ensure that future rates cover future costs. The study assumes modest growth in water usage, which is the basis for the Village's stormwater rate, and that the Village will fund almost all future capital projects with new debt.

NewGen's study determined that the Village's FY 2024 stormwater rate of $1.00 per 1,000 gallons of billable water use is not sufficient to maintain the financial and operational health of the Village's Stormwater Fund over the next five years. The following figures show the cash flow and fund balance projections if the Village does not increase the stormwater rate over the five-year planning period.

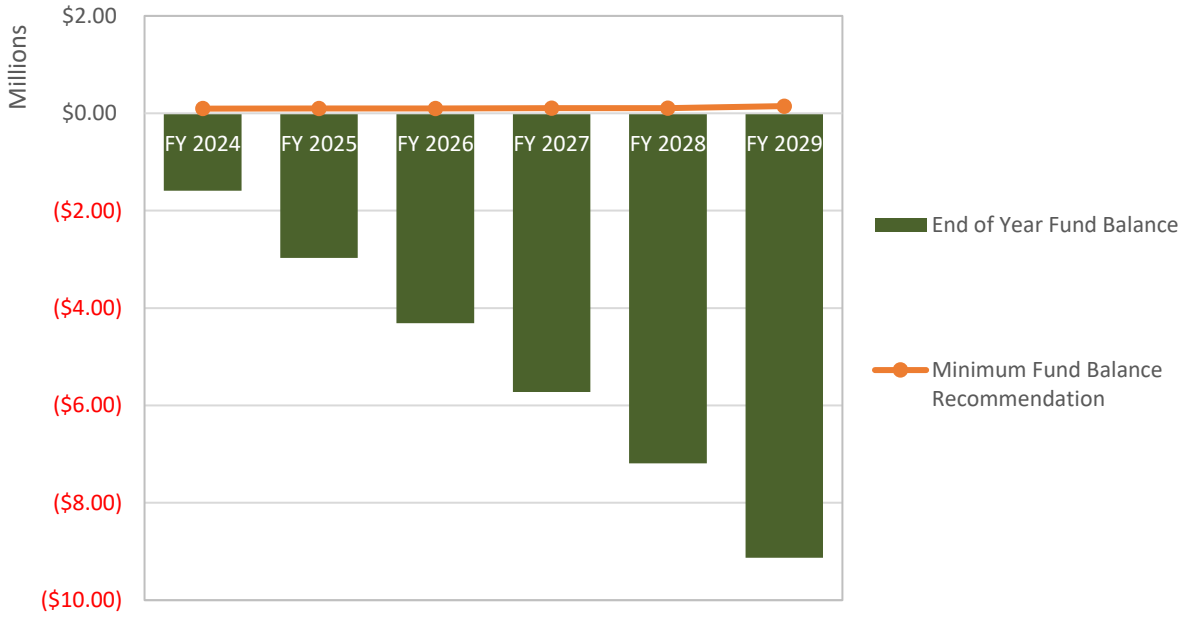
Figure E-1: Stormwater Fund Expenses vs. Revenues at FY 2024 Rates



The Stormwater Fund expenses are driven by capital projects that have previously been completed and the associated debt service. Current revenues are not sufficient to meet the current level of operating and debt service of the Stormwater Fund,

The following figure shows the forecasted Stormwater Fund balance assuming the Village does not increase the stormwater rate. The minimum fund balance requirement begins at 30 days of O&M and PAYGO capital spending and begins to increase to 40 days beginning in FY 2029 in anticipation of meeting 90 days by FY 2034.

Figure E-2: Stormwater Fund Balance Projection at FY 2024 Rates



NewGen's recommended revenue increases to maintain the financial health of the Village's Stormwater Fund are shown in Table E-1 below.

Table E-1
Recommended Stormwater Rate Increases

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Stormwater Rate Increase		130.0%	2.0%	2.0%	2.0%	2.0%
Rate per 1,000 Gallons	$1.00	$2.30	$2.35	$2.39	$2.44	$2.49

The following figures show the Stormwater Fund cash flows and fund balance projections if the Village adopts the rate increases shown in Table E-1.

Figure E-5: Stormwater Expenses vs. Revenues at Recommended Rates

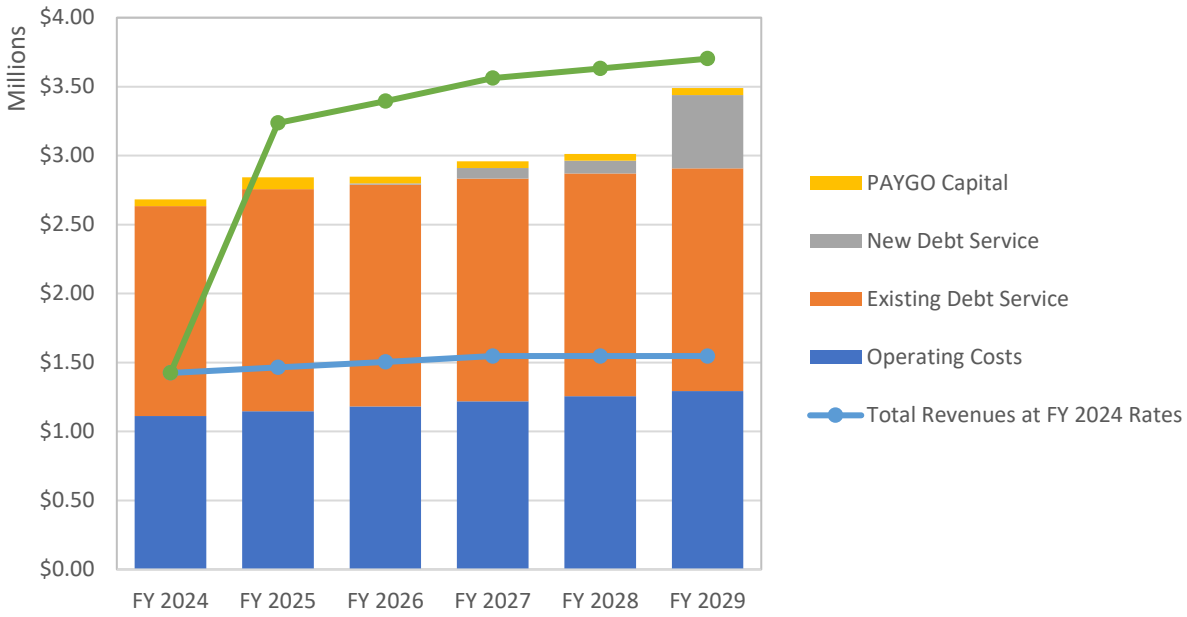
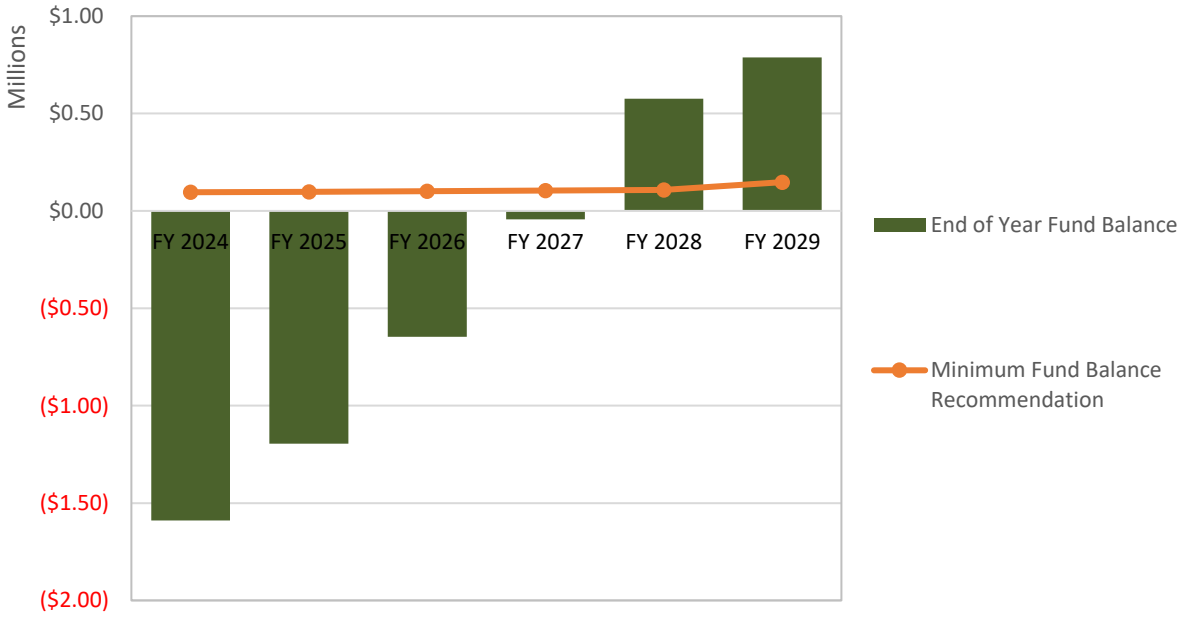


Figure E-6: Stormwater Fund Balance Projection at Recommended Rates



Note that the Stormwater Fund balance is negative from the start of the projection period until 2027. The 130% rate increase is intended to restore the fund balance to our recommended levels as quickly as possible while creating a balanced cash flow in the future.

Table E-2 represents the impact to the average Village customer's quarterly bill of the recommended rate change.

Table E-2
Projected Quarterly Customer Stormwater Bill

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Average Use	$15.00	$34.50	$35.19	$35.89	$36.61	$37.34
Small Meter	*$ Change*	*$19.50*	*$0.69*	*$0.70*	*$0.72*	*$0.73*
15 kgal/qr.	*% Change*	*130.0%*	*2.0%*	*2.0%*	*2.0%*	*2.0%*

SECTION 1
STUDY BACKGROUND AND SCOPE OF WORK

Study Background

The Village of Northbrook (Village) is an established home rule community located in northern Illinois, approximately 25 miles north of downtown Chicago. The Village, which covers 13 square miles, is home to 35,222 residents as of the 2020 Census. The Village operates three utilities including a water utility, sanitary sewer utility, and stormwater utility.

The Village engaged NewGen Strategies and Solutions, LLC to complete a Stormwater Rate Study. The goal of the study was to work with the Village Managers Office, Finance, and Public Works Department study to develop a fair, equitable, and sustainable rate structure for the long-term fiscal health and maintenance of the Village's stormwater utility.

Project Approach

NewGen's approach to completing a utility rate study is predicated on a four-step process which includes:

- **Revenue Requirements** - Development of the full cost of providing stormwater service to each class of Village customers, including those costs that may not be identified such as the need for repair and replacement of assets (i.e., deferred maintenance).
- **Cost of Service** - Allocation of revenue requirements to customer classes or types of customers based on the cost of providing service and each class's demand for service.
- **Financial Plan** - Development of a financial plan to fund system revenue requirements considering customer and usage demand forecasts.
- **Utility Pricing** - Review of the current and alternative rate designs based on revenue needs and rate design pricing objectives with specific rate projections.

This report details the results of our study and our recommendations regarding stormwater rates sufficient to meet the future costs of the Village's stormwater operations.

SECTION 2
REVENUE REQUIREMENTS

The first step in the rate study is to identify and forecast the revenue requirements of the stormwater system. The revenue requirements reflect the cost of operating and maintaining the system when accounting for day-to-day operation and maintenance (O&M) costs, existing debt service, planned capital improvements, and contributions to reserves. This section of our report will detail the full costs of the system and how those costs are reasonably expected to increase in the future.

Study Assumptions

While the study is predicated on the most recently available data, several assumptions must be made to forecast future costs and revenues.

Operating Budget Escalation Factors

NewGen's cost projections are based on the Village's estimated FY 2025 Stormwater Fund budget. To reasonably project future costs, NewGen applied inflation factors to each of the Village's budget line items. The study includes the following operating and maintenance line-item escalation factors in Table 2-1.

Table 2-1
Operating Budget Escalation Factors

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Salaries	2.3%	2.3%	2.3%	2.3%	2.3%
Benefits	4.0%	4.0%	4.0%	4.0%	4.0%
General	3.7%	3.7%	3.7%	3.7%	3.7%
Services	3.5%	3.5%	3.5%	3.5%	3.5%
Supplies	3.5%	3.5%	3.5%	3.5%	3.5%
Electricity	3.3%	3.3%	3.3%	3.3%	3.3%
Chemicals	3.5%	3.5%	3.5%	3.5%	3.5%

On average, NewGen projects that the stormwater utility operating budgets will increase by 3.5% per year over the five-year forecast.

Stormwater Operating Costs

The Village's Stormwater Fund has costs that are mostly driven by capital improvements and scheduled debt service. The operating costs associated with the fund make up about a third of expected total costs in FY 2024.

This third is split primarily into two groupings of costs that make up the vast majority of day-to-day expenses; personnel services and maintenance. Conservative estimates were taken in projecting the impact of these two categories of expenses into the future.

The Village's FY 2024 budget and forecasted FY 2025 – FY 2029 Stormwater Fund O&M expenses are shown in Table 2-2. The chart demonstrates the incremental impact of the inflated operations and maintenance expenses, with the larger impacts to the fund coming in the next sections on capital costs and debt service.

Table 2-2
Projected Stormwater Operating and Maintenance Expenses

	FY 2024 Budget	FY 2025 Projected	FY 2026 Projected	FY 2027 Projected	FY2028 Projected	FY2029 Projected
Personnel Services	$634,335	$651,381	$668,915	$686,950	$705,503	$724,589
Services & Commodities	$40,600	$42,063	$43,578	$45,148	$46,775	$48,460
Maintenance	$437,920	$453,289	$469,198	$485,665	$502,710	$520,353
Total O&M	**$1,112,855**	**$1,146,733**	**$1,181,691**	**$1,217,763**	**$1,254,987**	**$1,293,402**
% Change		*3.0%*	3.0%	3.1%	3.1%	3.1%

Stormwater Capital Costs

There are two components to the capital costs of the stormwater system. The first is the existing debt obligations payable by the Stormwater Fund for projects already completed. The second is future planned capital expenditures to be paid by the Fund, which can be paid on an annual basis (i.e., pay-as-you-go, or PAYGO funded) or with the issuance of new debt (i.e., debt funded). The Village's policy is to PAYGO fund smaller capital projects (i.e., less than $100,000) that are routine or rehabilitative in nature and issue debt to finance less frequent replacements or upgrades to assets that have longer useful lives, typically 30 to 40 years. Due to the structure of the Stormwater Fund, the majority of projects fall into the latter category. A more detailed breakdown in table form on capital project funding will follow in this report.

Existing Debt Service

Existing Debt service makes up most costs associated with the Stormwater Fund due to the capital nature of the Stormwater service. The fund is regularly responsible for large Improvement projects which are funded through the Villages regular bond issuances. Currently the fund is responsible for

payments towards seven different issuances that exceed $1.5 million in expenses each year. This amount is greater than the just over $1 million of budgeted revenue in O&M budgeted in 2024.

Tables 2-4 shows the projected stormwater loan payments already scheduled, and the following section will begin to detail the growth in debt required to fund future projects.

Table 2-4
Current Stormwater Debt Service Obligations by Issue

GO Bond Issue Series	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
2012B	61,225	60,115	61,225	60,075	61,140	-
2013A	66,868	66,738	67,045	66,683	66,750	67,061
2014A	108,042	108,132	108,602	108,578	109,002	71,688
2015B	277,926	276,351	275,676	273,606	272,436	273,043
2016	758,963	759,863	755,313	765,463	764,863	863,813
2018A	185,975	186,775	187,375	187,775	189,175	185,425
2019	61,800	151,800	152,300	152,550	152,550	152,300
Total Debt Service	**$1,520,798**	**$1,609,773**	**$1,607,535**	**$1,614,729**	**$1,615,915**	**$1,613,330**
% Change		5.9%	-0.1%	0.4%	0.1%	-0.2%

Planned Capital Improvements

The majority of the Stormwater Fund's expenses are driven by the existing debt and much of the future expense growth can be attributed to projects occurring during the forecast period and associated with the Master Stormwater Management Plan Addendum #3. The Village provided NewGen with a ten-year Capital Improvement Plan (CIP) to project accurate timing and costs associated with larger projects. A few improvements that are making a significant impact in the near future include:

- **Koepke Road Stormwater Improvement Project:** over $200,000 in design and over $1.0 million in construction costs for the rehabilitation and improvement of stormwater services on Koepke Road. Currently estimated to be completed in 2026.
- **Marcee Lane and Jeffrey Court Stormwater Improvement Project:** over $500,000 in design and over $4.5 million in construction costs for the improvement of stormwater services on Marcee Lane and Jeffrey Court. The project is estimated to be completed in 2028.
- **Woodbine Stormwater Improvement Project:** over $400,000 in design and over $3.4 million in construction costs for the rehabilitation and improvement of stormwater services on Woodbine Lane. Woodbine is projected to be completed in 2030.

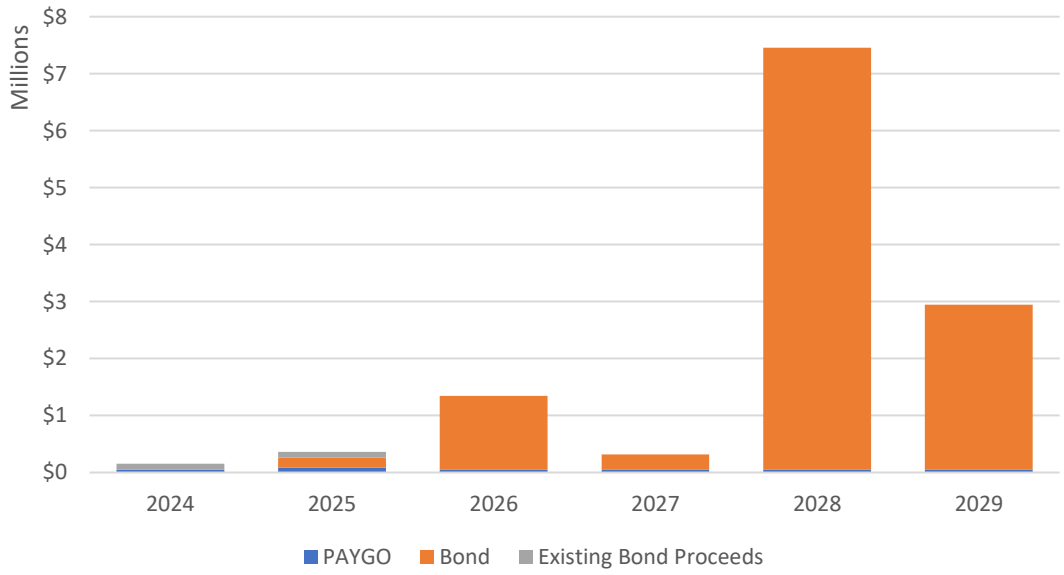
The three mentioned are the largest projects, but smaller ones exist throughout the forecast period. Table 2-6 summarizes the cost of the projects included in the study. FY 2024 reflects the Village's adopted budget, and future years are estimates developed by Village staff for the period FY 2025 – FY 2029. More detail regarding CIP can be found in Appendix A.

Table 2-6
Planned Capital Improvement Projects

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Total Planed CIP	$153,594	$361,945	$1,345,742	$314,424	$7,456,487	$2,946,068

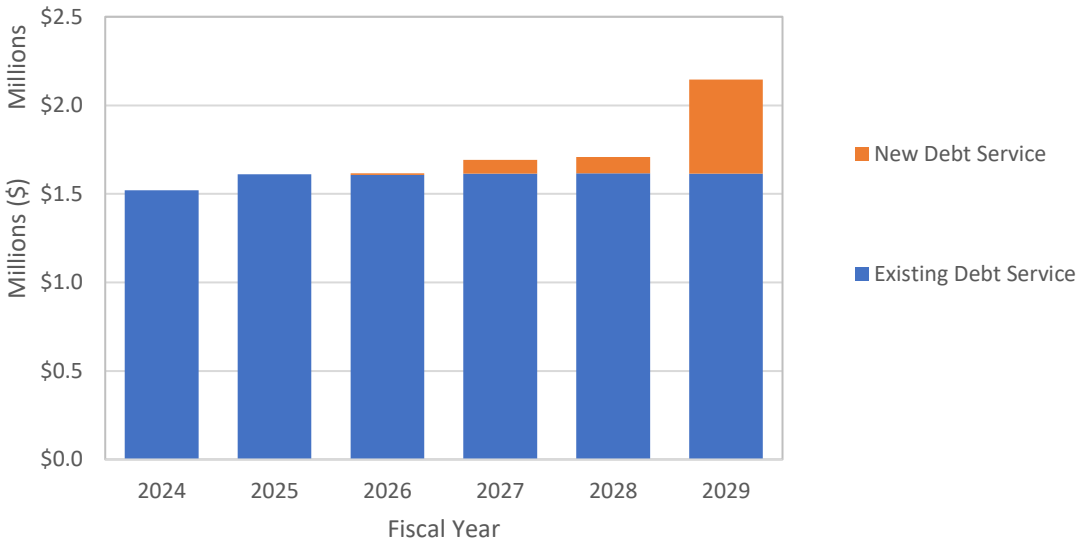
Due to the nature of projects undertaken by the Stormwater Fund, the table above demonstrates the lumpy nature of capital expenditures. The swing from 2027 to 2028 shows how regular maintenance CIP makes up little of the capital costs, while large projects interspersed throughout the forecast period are almost all the planned capital need. To both spread out expenses and fund them in a sustainable manner, the Village plans to continue bond funding most capital expenditures. Figure 2-1 shows the annual variation of the Village's planned CIP spending and the funding source.

Figure 2-1: Capital Improvement Plan Financing Forecast



With the bond funding expressed above, the Village will be continuing to take on regular increases in debt payments. The Village is expected to increase debt expenditures 33% from FY 2025 to FY 2029 as shown in Figure 2-2. This greatly outpaces O&M hikes which will amount to 16% or $300 thousand less than the increases in Stormwater Fund debt service.

Figure 2-2: Total Forecasted Stormwater Debt Service



Net Revenue Requirements

Based on the latest available operating, debt service, and capital expense data as well as the methodologies and assumptions detailed above it is apparent that the Village needs to use its Stormwater revenues to meet two different needs: the modest and regular increases in Operations and Maintenance and the irregular, larger, capital expenditures resulting in debt service expansion. NewGen developed a net revenue requirement forecast representing these needs for the Village's stormwater system, shown in Tables 2-9. The revenue requirement will be used to determine how much capital the stormwater rates will need to generate.

Table 2-9
Stormwater Fund Net Revenue Requirement Projection

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Operating Expenses	$1,112,855	$1,146,733	$1,181,691	$1,217,763	$1,254,987	$1,293,402
Existing Debt Service	$1,520,798	$1,609,773	$1,607,535	$1,614,729	$1,615,915	$1,613,330
New Debt Service	$0	$0	$8,524	$76,786	$91,617	$533,031
PAYGO Capital	$50,000	$85,740	$50,000	$50,000	$50,000	$50,000
Total Rev. Req.	**$2,683,653**	**$2,842,246**	**$2,847,750**	**$2,959,278**	**$3,012,520**	**$3,489,762**
Less: Non-Rate Rev.	($20,000)	($20,000)	($20,000)	($20,000)	($20,000)	($20,000)
Net Rev Req.	**$2,663,653**	**$2,822,246**	**$2,827,750**	**$2,939,278**	**$2,992,520**	**$3,469,762**

SECTION 3
STORMWATER CUSTOMERS AND USAGE

The Village's primary revenue source for the Stormwater Fund is the rate charged to customers of the stormwater system. The basis for the stormwater rate is water usage, with each unit being 1,000 gallons of water. The latest full year of water customer and consumption data available for the study was FY 2023, and this has been projected forward with growth to reflect additional usage that is expected to be captured with more accurate meters as the Village completes a meter change out program.

Stormwater Billing Units

Table 3-1 shows the study's forecasted billable water usage. The data for the units is taken from NewGen's Water and Wastewater Model completed in 2023.

Table 3-1
Stormwater Billing Units Forecast (kgal)

Customer Type	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Total Units	1,324,265	1,363,993	1,404,913	1,447,060	1,447,060	1,447,060

The increase in billable water units is the result of an estimated increase in billable water resulting from the Village's meter changeout program. These billing units serve as the customer base of the stormwater rate . The costs associated with the Stormwater Fund addressed in the revenue requirement will be spread across this customer base with an increased rate to meet the rising costs.

SECTION 4
FINANCIAL PLAN AND CASH FLOW PROJECTIONS

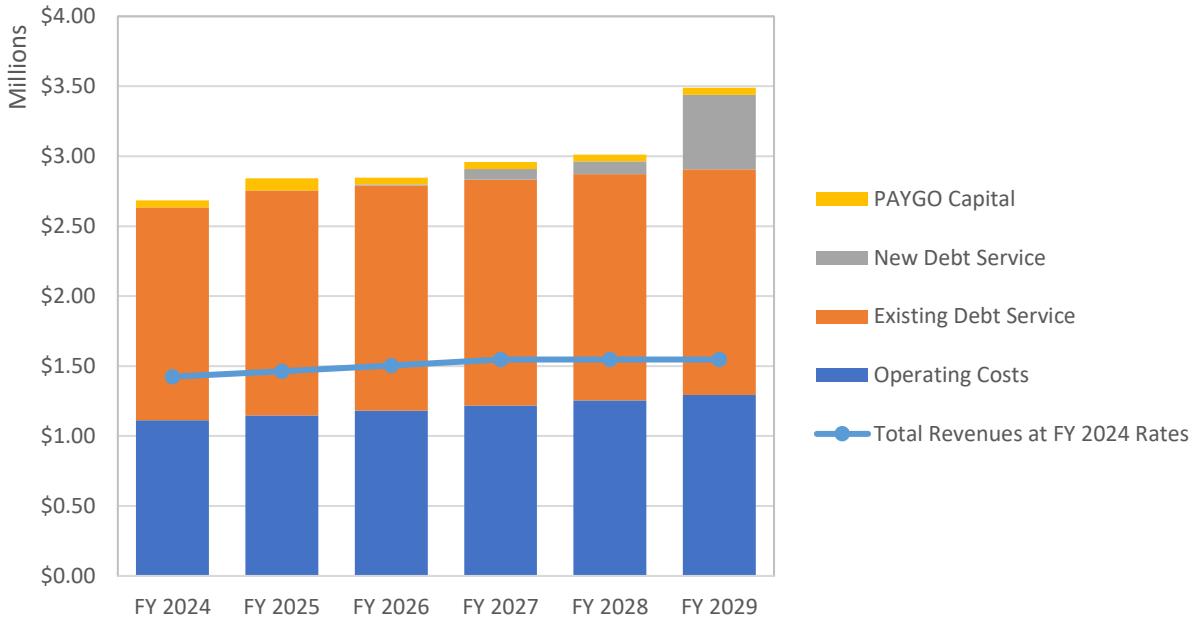
NewGen developed Stormwater Fund balance projections assuming the revenue requirements detailed in Section 2 of this report and that the Village does not increase any stormwater rates in any year of the five-year projection.

Cash Flow Projections at FY 2024 Rates

The current structure of the Village's stormwater rate is a usage rate per one thousand gallons (kgal) that is charged to each unit of metered consumption for all water customers. The FY 2024 stormwater rate is $1.00 per kgal.

If the Village does not increase stormwater rates from the FY 2024 level, the following two figures show NewGen's forecasted cash flow and Stormwater Fund balance for the period FY 2024 through FY 2029.

Figure 4-1: Stormwater Fund Expenses vs. Revenues Forecast



Minimum Fund balance Recommendation

NewGen recommends that the Village establish a minimum fund balance policy for the Stormwater Fund based on the annual operating and capital expanse of the system. NewGen's recommended policy has two components:

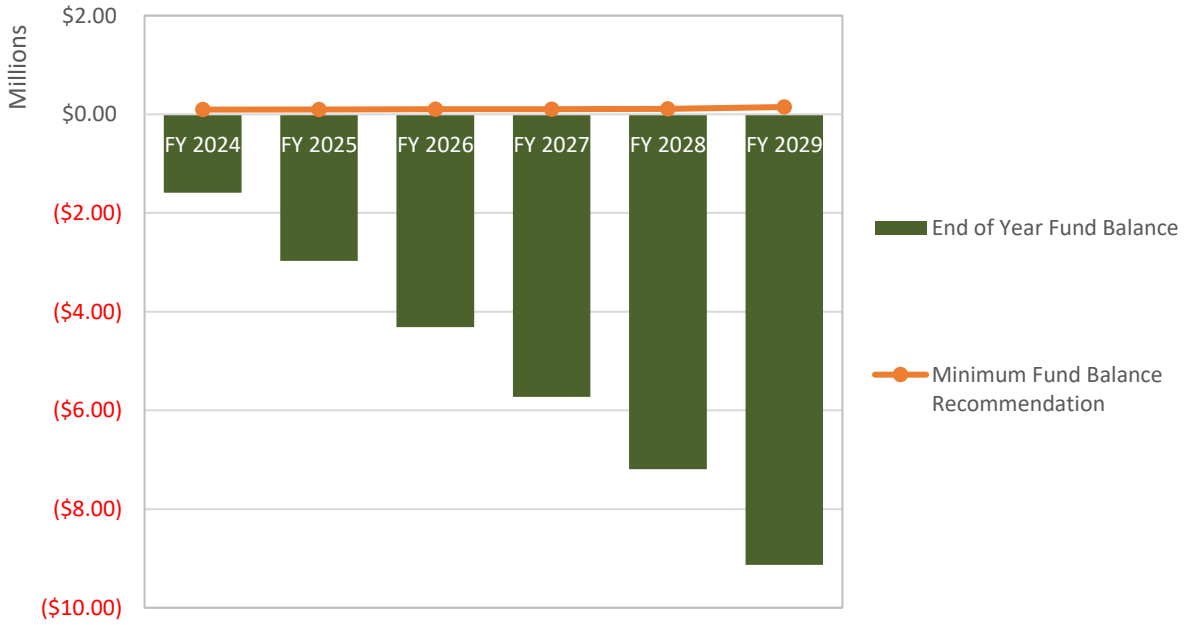
- **Minimum Operating Reserve**: 30 days of annual operating expenses
- **Minimum Capital Reserve**: 30 days of average 10-year PAYGO CIP

The minimum Stormwater Fund balance recommended for each year of NewGen's five-year projection is shown in Table 4-1.

Table 4-1
Recommended Minimum Stormwater Fund Balance Policy

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Annual O&M Costs	$1,112,855	$1,146,733	$1,181,691	$1,217,763	$1,254,987	$1,293,402
Days Required	30	30	30	30	30	40
O&M Reserve	**$91,468**	**$94,252**	**$97,125**	**$100,090**	**$103,150**	**$141,743**
Average PAYGO CIP	$53,249	$53,249	$53,249	$53,249	$53,249	$53,249
Days Required	30	30	30	30	30	40
Capital Reserve	**$4,377**	**$4,377**	**$4,377**	**$4,377**	**$4,377**	**$5,836**
Total Minimum Reserve	**$95,844**	**$98,629**	**$101,502**	**$104,467**	**$107,526**	**$147,578**

Figure 4-2: Projected Stormwater Fund Balance at FY 2024 Rates



The Village's current FY 2024 stormwater rate is not sufficient to maintain the financial health of the stormwater systems. The Fund is starting at negative balance and operating at a loss of over $1.0 million per year, meaning that a significant and immediate rate change is necessary.

Recommended Rate Increases

To increase revenues that will sustain the stormwater system, NewGen recommends the following percent increases for the Village's stormwater rates. The FY 2025 rate increase assumes that the Village does not adopt any changes in rate structure. As mentioned above, the rate change is an immediate 130% to bridge the cash flow gap and recover fund balance as quickly as possible.

Table 4-1
Recommended Stormwater Rate Increases

	FY 2204	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Stormwater Rate Increase		130.0%	2.0%	2.0%	2.0%	2.0%
Rate per 1,000 Gallons	$1.00	$2.30	$2.35	$2.39	$2.44	$2.49

Stormwater Fund Cash Balance Projection at Recommended Rates

If the Village increases its stormwater revenues consistent with the table above, the result is that the Village can fund the system's projected operating, capital, and debt service expenses while also returning to and maintaining the recommended reserves.

Figure 4-5: Stormwater Fund Expenses vs. Revenues – Recommended Rates

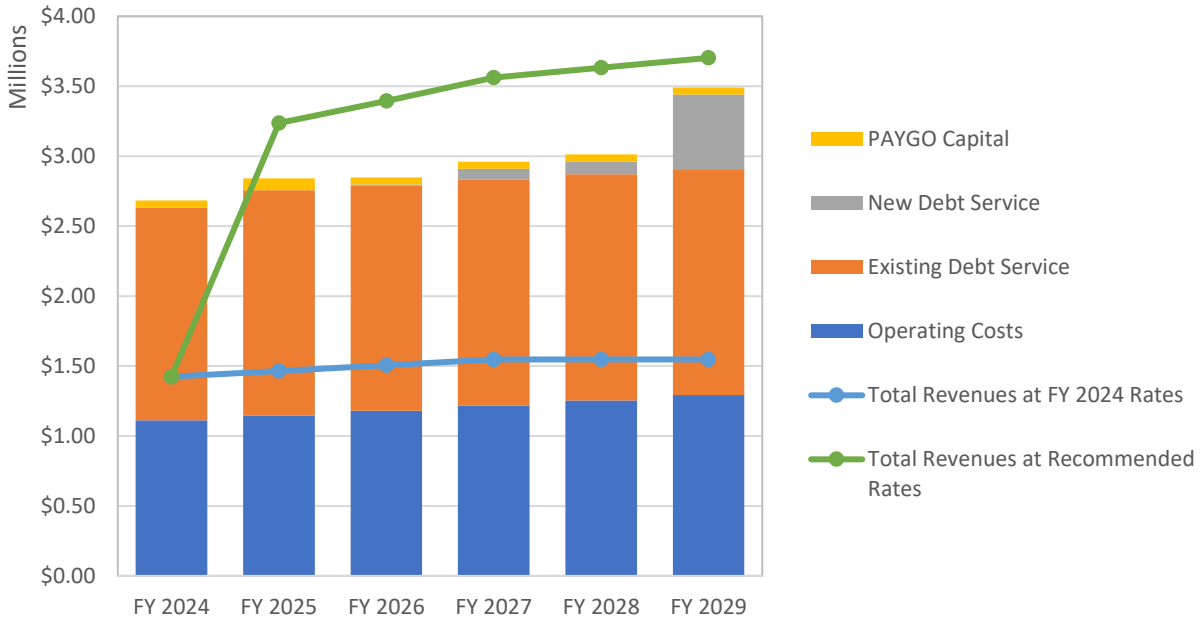
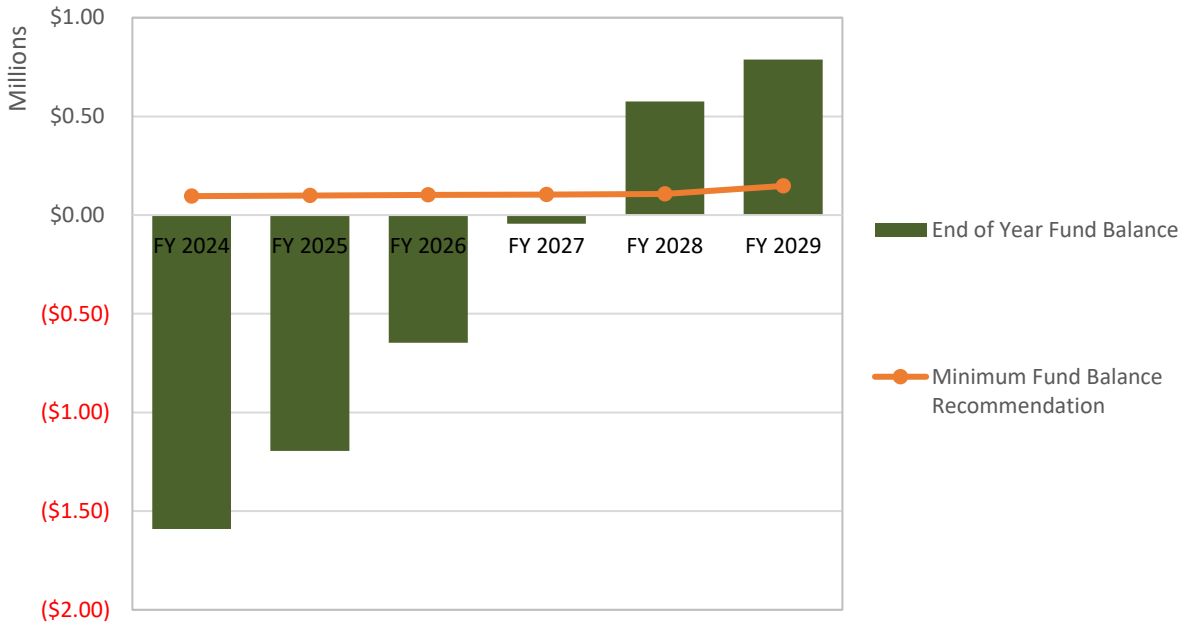


Figure 4-6: Stormwater Fund Balance – Recommended Rates



It should be noted that at the rates forecasted, the Stormwater Fund balance is below NewGen's recommended minimum fund balance policy until year 2028. The rate increase is intended to restore Fund Balance in a sustainable way that allows for a more regular rate increases to maintain the health of the Fund. Although it appears that the rate is exceeding required recovery in early years, it accounts for the restoration of a proper fund balance as well as covering future debt service following FY 2029.

SECTION 5
RECOMMENDED RATES

Recommended Revenue Increases

This section includes the total increases in revenue shown in Table 5-1, as described in Section 4. These revenue increases are necessary to maintain the financial and operational health of the Village's stormwater infrastructure. The Fund is starting with a negative cash balance and a projected loss of over $1.0 million in FY 2025 under the FY 2024 rates. Therefore, a large 130% increase in year one is intended to bring the fund back to cash positivity as quickly as possible while also creating a sustainable rate. The below table shows this occurrence with a large rate hike in FY 2025 and moderate increases thereafter, all of which are projected to meet expenses both now and in the future.

Table 5-1
Recommended Stormwater Rate Revenue Increases

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Stormwater Rate	130.0%	2.0%	2.0%	2.0%	2.0%

Projected Rates under Current Rate Structure

The below table demonstrates the impact of the 130% increase referenced above. The actual dollar impact of the increase is going from $1.00 per kgal to $2.30 per kgal, which while a large percentage, has only a moderate impact on the average customer bill.

Table 5-2
Recommended Quarterly Stormwater Rates

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
All Users	$1.00	$2.30	$2.35	$2.39	$2.44	$2.49

SECTION 6
CUSTOMER BILL IMPACTS AND BENCHMARKING

A major consideration when developing any utility financial plan is the impact on the system's customer bills. The recommendations detailed in this report will result in revenue increases, and therefore cost increases the system's customers. This section summarizes the impact on the system's customers.

Projected Customer Bills under Current Rate Structure

As mentioned in the previous section, the dollar impact on the average customer is not especially large compared to the nominal rate increase of 130%. The FY 2025 rate hike results in a little over $7.00 per month increase to the average residential customer. The following table shows this impact as well as the less than $1.00 changes resulting from the yearly increases going forward.

Table 6-1
Projected Quarterly Customer Stormwater Bills – Current Structure

	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Average Use	$15.00	$37.50	$38.25	$39.02	$39.80	$40.59
Small Meter	*$ Change*	*$22.50*	*$0.75*	*$0.77*	*$0.78*	*$0.80*
15 kgal/qr.	**% Change**	*150.0%*	*2.0%*	*2.0%*	*2.0%*	*2.0%*

SECTION 7
LONG-TERM PROJECTIONS

The prior sections of the report detail expenses and revenues for the first five years of our forecast period. This section shows a ten-year forecast period that NewGen developed which better demonstrates how the 130% rate increase is sustainable over the long term. Table 7-1 below depicts the large rate hike in FY 2025 and the recommended increases thereafter.

Table 7-1
Projected Long-Term Revenue Increase Needs

	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033	FY 2034
Stormwater Rates	130.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%	2.0%
Annual Capital[1]	$1.70	$1.67	$1.74	$1.76	$2.20	$2.37	$2.59	$2.60	$2.59	$2.59
Stormwater Rate	$2.30	$2.35	$2.39	$2.44	$2.49	$2.54	$2.59	$2.64	$2.69	$2.75

The following figures show the long-term revenue vs. expenses and fund balance charts based on the long-term projections at the time of NewGen's study. The continued increases in debt service beyond the five-year period brings expenses close to the projected revenue generation, resulting in a slowing of the Fund's cash build up after the minimum recommended fund balance is reached in FY 2028.

[1] Total debt service plus PAYGO capital, in millions.

Figure 7-1: Long-Term Stormwater Revenues vs. Expenses Projection

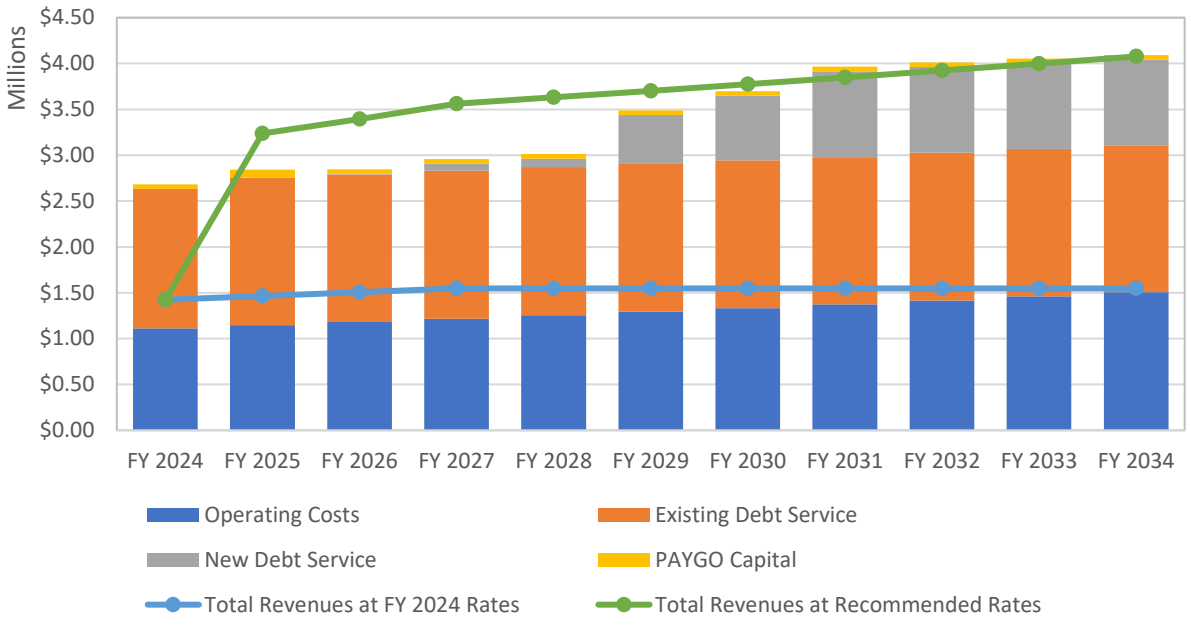
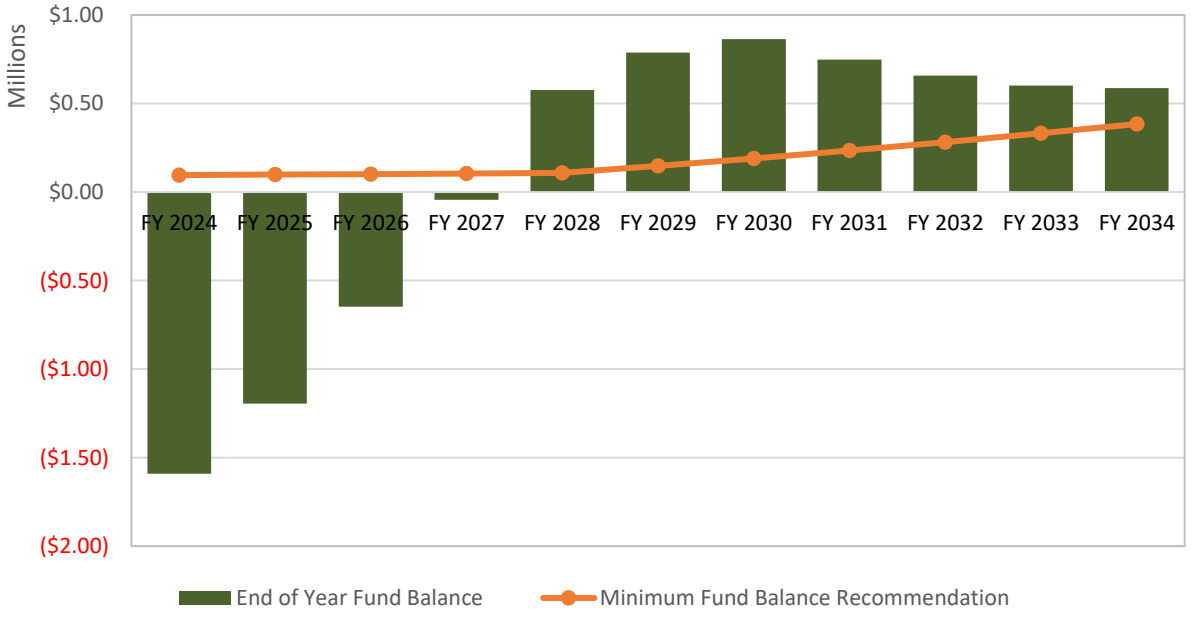


Figure 7-2: Long-Term Stormwater Fund Balance Projection



The Village's Stormwater Fund balance is stable in the out years of the forecast; however, it is based on the current CIP numbers which have the greatest impact on the cash flow going forward. If changes were to occur the Village would have to revise the rate increases required. The above projections are preliminary in nature and there will be unanticipated conditions that impact the projected expenses, customer demands, and revenues of the stormwater system over the next ten years.

APPENDIX A

Detailed Capital Improvement Plan

Project	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029
Koepke Road Project Design	$103,594	$103,594				
Koepke Road Project Construction			$1,073,911			
Marcee Lane and Jeffery Court Project Design		$64,561	$64,561	$215,204	$215,204	
Marcee Lane and Jeffery Court Project Construction					$4,566,475	
Wescott Road/Oak Avenue/Maple Avenue Project Design		$108,050	$108,050			
Wescott Road/Oak Avenue/Maple Avenue Project Construction					$2,361,865	
Woodbine Lane Project Design			$49,220	$49,220	$164,068	$164,068
Woodbine Lane Project Construction						
Longvalley Drive Project Design					$58,245	
Longvalley Drive Project Construction						$1,138,000
Sunset Lane Project Design					$40,630	
Sunset Lane Project Construction						$794,000
Local Drainage Improvements	$50,000	$50,000	$50,000	$50,000	$50,000	$50,000
Unit #310 - 2013 - Vactor						$800,000
Unit #432 - 2012 Ford Escape		$35,740				
Total CIP	**$153,594**	**$361,945**	**$1,345,742**	**$314,424**	**$7,456,487**	**$2,946,068**

NORTHBROOK'S 10-YEAR COMMITMENT TO STORMWATER INFRASTRUCTURE INVESTMENT

Stormwater management has been a top priority for the Village of Northbrook, with 25 projects completed since the adoption of the Master Stormwater Management Plan in 2011 and its two addendums in 2012 and 2015. All 31 planned projects have been reviewed—those not built were deemed unconstructable, too costly, or offered limited benefit. Backed by $26 million in funding from stormwater fees, state support, and grants, these efforts have increased drainage capacity, protected property, and improved infrastructure to withstand heavy rains. On the next page, explore three projects that illustrate the benefits of the plan as a whole.

STORMWATER MASTER PLAN PROJECTS

- Project 1 – Wescott Park Storage (Complete) ✓
- Project 2 – Shermer Road Overflow Sewer (Complete) ✓
- Project 3 – Techny Drain Phase IV (Complete) ✓
- Project 4 – Cedar Lane (Complete) ✓
- Project 5 – Cherry Lane Underpass (Complete) ✓
- Project 6 – Church Street (Reviewed)
- Project 7 – 1941 Cherry Lane Curb (Complete) ✓
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- Project 31 – Willow Creek (Complete) ✓

To explore all projects in detail, visit northbrook.il.us/stormwater-plan

or scan:

THE IMPACT: SOME OF THE MANY PROJECTS THAT HAVE MADE NORTHBROOK MORE RESILENT TO STORM EVENTS



Project 3 – Techny Drain Phase IV (Complete)
Completed in 2012, this project addressed drainage limitations by constructing a relief storm sewer along Pfingsten Road and installing new stormwater piping between Fieldwood Drive and Pfingsten Road. These improvements increased system capacity, allowing water to move more efficiently and reducing the risk of flooding during heavy rain events.



Project 5 – Cherry Underpass (Complete)
Completed in July 2023 after three months of construction, this project addressed flooding issues along Cherry Lane between Meadow Road and Cedar Lane, a critical route for emergency service delivery and one of only two grade-separated intersections in the Village. Work included installing additional inlets and storm sewer to improve stormwater conveyance and reduce flooding at the underpass.



Project 22 – Woodlawn Rd (Complete)
This project addressed substantial flooding in the residential area by improving stormwater conveyance through the installation of new inlet structures and the regrading of roadside ditches. These improvements allow water to move more efficiently through the system, reducing standing water and preventing backups during heavy rain.

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Deputy Public Works Director Matt Morrison
Date: 2025-10-14
Subject: An Ordinance Amending the Annual Fee Ordinance and Establishing Stormwater Rates for FY 2025-26 through FY 2027-28

Overview

As discussed at the May 27 and July 8, 2025 Committee of the Whole meetings, the Village has undertaken a Utility Rate Study (URS) for the Stormwater Fund to ensure this enterprise fund is adequately financially supported and as recommended by the URS, changes to the stormwater fee are proposed.

Fiscal Impact

In accordance with the URS, the recommended stormwater fees are outlined in the table below which shows the current and proposed rates (per 1,00 gallons of water used) for the remainder of FY 2025-26, FY 2026-27, and FY 2027-28. The proposed change for FY 2025-26 would take effect on December 1, 2025, while future adjustments would take effect on May 1, 2027 for FY 2027-28. These rates will help to ensure the Stormwater Fund is adequately funded and financially supported.

Table 1. Summary of Proposed Stormwater Fees

FY 2025/26 Stormwater Fee (Current)	FY 2025/26 Stormwater Fee (December 1, 2025)	FY 2026-27 Stormwater Fee (May 1, 2026)	FY 2027/28 Stormwater Fee (May 1, 2027)
$1.00	$2.00	$2.00 (No change)	$2.10

Recommendation

Approval.

Background

The Village Board awarded a contract to NewGen Strategies and Solutions on September 26, 2023. Staff conducted an initial policy discussion with the Village Board, acting as a Committee of the Whole, on April 9, 2024. At that discussion, an overview of the stormwater infrastructure and history of the fund was provided. Also at that meeting the Village Board was asked to provide guidance on potential rate adjustment structures. At the May 27, 2025 Committee of the Whole meeting, the Village Board was provided with further background on

historical capital expenditures, current state of the Fund, and the current expenditures of the Fund.

At the July 8, 2025 Committee of the Whole Meeting, the Village Board was presented with two scenarios for the Stormwater Fund URS and a draft of the URS was included. The Village Board directed staff to move forward with the scenario programming operating capital and the Koepke Stormwater project identified in Addendum #3 to the Master Stormwater Management Plan. In conjunction with this, the Village Board also directed staff to incorporate a $1.00 increase in stormwater fees in FY 2025-26 and a $0.10 increase in stormwater fees beginning in FY 2027-28. The Koepke Road project was included due to its interdependence with the planned road project for the area and its prior programming in the CIP. Furthermore, as identified in the URS, payment for all vehicles with fund balance has been programmed and would allow for new debt in the Stormwater Fund to be limited to the Koepke Road stormwater project.

The included Ordinance establishes the stormwater fund rates for the remainder of the FY 2025-26, as well as FYs 2026-27, and 2027-28. These rates will help return the Stormwater Fund to a positive fund balance and ensure it is adequately financially supported.

Attached is a copy of a portion of the Village wide Newsletter from September/October 2025 which provides a historical overview of the Village's stormwater management work in the past decade and a listing of the 25 projects completed since the adoption of the initial plan in 2011 funded by the issuance of debt for which annual principal and interest costs are paid by the Stormwater Utility Fee.

An Ordinance Amending the Annual Fee Ordinance to Establish Stormwater Fee Rates in FYs 25-26 and 27-28
Stormwater Management History

Ordinance - _____

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

An Ordinance Amending the Annual Fee Ordinance and Establishing Stormwater Rates for FYs 2025-26 and 2027-28

shall be, and is hereby, adopted as follows:

Section 1. RECITALS.

The Village of Northbrook has undertaken a Utility Rate Study ("***Rate Study***") of the Stormwater Fund to ensure the continued fiscal health of this fund. The Rate Study has been discussed and considered by the Village Board. The Utility Rate Study recommends an increase in rates.

Village staff recommends amendments to the Village's Annual Fee Ordinance (Ordinance No. 2025-20), as amended ("***Annual Fee Ordinance***") to enact the necessary increases in fees and charges recommended in the Rate Study. The Village is authorized by Division 124 of Article 11 of the Illinois Municipal Code to charge rates for stormwater sufficient to provide for the maintenance, operation, and expansion of its utility systems, and the increased stormwater rates set forth herein are adopted pursuant to that authority. The Village Board intends to maintain these stormwater rates for Fiscal Years 2025-26, 2026-27 and 2027-28.

Section 2. AMENDMENTS TO ANNUAL FEE ORDINANCE FOR FY 2025-26 – Effective December 1, 2025.

Exhibit A referenced in Section 3, entitled "Applicability," of the Annual Fee Ordinance, shall be as of December 1, 2025, further amended as follows: [Added text **bold and double underlined**; deleted text ~~struck through~~]

Annual Fee Ordinance (Municipal Code Section)	**Description**	**Fees for FY 25/26 (Effective December 1, 2025)**
Section 27-170(e)(1): Stormwater Drainage System User Charge; Rates	Stormwater Drainage System User Charge (Per 1,000 Gallons of Water Used)	~~$1.00~~ **$2.00**
Section 27-170(e)(1): Stormwater Drainage System User Charge; Rates	Stormwater Drainage System User Charge (Minimum Quarterly Charge)	~~$7.00~~ **$14.00**

Section 3. AMENDMENTS TO ANNUAL FEE ORDINANCE FOR FY 2027-28.

Exhibit A referenced in Section 3, entitled "Applicability," of the Annual Fee Ordinance,

shall be as of May 1, 2027, further amended as follows: [Added text **bold and double underlined**; deleted text ~~struck through~~]

Annual Fee Ordinance (Municipal Code Section)	**Description**	**Fees for FY 27/28**
Section 27-170(e)(1): Stormwater Drainage System User Charge; Rates	Stormwater Drainage System User Charge (Per 1,000 Gallons of Water Used)	~~$2.00~~ **$2.10**
Section 27-170(e)(1): Stormwater Drainage System User Charge; Rates	Stormwater Drainage System User Charge (Minimum Quarterly Charge)	~~$14.00~~ **$14.70**

Section 4. EFFECTIVE DATE.

This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law, but in no event prior to October 14, 2025.

ATTEST:

_____
Village President

_____
Village Clerk

NORTHBROOK'S 10-YEAR COMMITMENT TO STORMWATER INFRASTRUCTURE INVESTMENT

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MEMORANDUM

To: Village Manager Cara Pavlicek
From: Director of Public Works Kelly Hamill
Date: 2025-10-14
Subject: A Resolution Authorizing the Execution of a Contract with D'Land Construction LLC of Algonquin, Illinois for the 2025 Concrete Street Patching Improvements Project

Overview

The concrete segments in the Charlemagne Subdivision and the Sky Harbor Business Park have been surveyed and an estimated number of concrete panels have been identified for replacement as part of the annual concrete street repair program.

Fiscal Impact

The budgeted cost for of this project for Fiscal Year 2025/26 is $803,804. The Fiscal Year 2025/26 Budget contains sufficient funds in Account No. 40-7400-531-19 (Concrete Street Program). A 10% contingency in the amount of $80,380 is requested to cover any additional work that may become necessary due to unforeseen field conditions. The contingency is included in the amount requested in the table below. Funds will be taken from this account as needed to pay for the work which will be completed at rates outlined in Exhibit A.

Acct. Name	Acct. #	Budget	Available	Requested	Remaining	Within Budget?
Concrete Street Program	40-7400-531-19	$2,727,574	$1,150,000	$884,184	$265,816	Yes

Recommendation

Approval.

Background

Northbrook contains over 130 centerline miles or roughly two million square yards of pavement. Roughly 25% of the Village's inventory of pavement is concrete, and, therefore, Northbrook plans for and conducts roadway rehabilitation and reconstruction as roads reach the end of their useful life. For concrete streets this process involves the removal and replacement of concrete panels that have failed as well as replacement of curbs adjacent to

panels being removed.

This year's improvements shall consist of construction of approximately 6,400 square yards of Class B concrete street patches on Picardy Drive, Michelline Lane, Bordeaux Drive, Touraine Terrace, Brittany Court, Bordeaux Court, Landwehr Road, Huehl Road, Dundee Road, Lindberg Lane, Arnold Lane, Doolittle Drive, Academy Drive, and Shannon Road ("Project"). Funds are included in the Fiscal Year 25/26 Capital Projects Fund for the Concrete Street Program.

Staff prepared bid packages for the construction of the Project. On September 9, seven sealed, responsive bids were received. The lowest responsible bid was received from D'Land Construction LLC of Algonquin, Illinois ("Contractor") in the amount of $803,804. The adoted FY26 Budget provides sufficient funds for the Project in Account No. 40-7400-531-19 (Concrete Streets).

The bids are summarized below in Table 1.

Table 1 - Summary of Bids	
Contractor	**Bid Total**
D'Land Construction LLC	$803,804
Triggi Construction	$832,862
Schroeder & Schroeder Inc.	$869,777
A Lamp Concrete Contractors, Inc.	$949,978
G&M Cement Construction	$1,108,148
Miller Pipeline, LLC	$1,228,387
Alliance Contractors, Inc.	$1,543,300

Based on these factors, staff recommends entering into a contract with the Contractor in the amount of $803,804 ("Contract") for the Project. Due to various unforeseeable factors and field conditions associated with this project, Village staff recommends authorizing the Village Manager to enter into one or more change orders to the Contract for additional unforeseen items of work necessary to complete the project in an amount not to exceed $80,380.00. The Contract is included as Exhibit A.

Staff recommends Village Board approval of A Resolution Authorizing Execution of a Contract with D'Land Construction LLC of Algonquin, Illinois for the 2025 Concrete Street Patching Improvements Project. Staff will be in attendance at the Village Board meeting for any questions that may arise.

A Resolution Authorizing Execution of a Contract with D'Land Construction, LLC of Algonquin, Illinois for the 2025 Concrete Street Patching Improvements Project

Exhibit A - Contract for 2025 Concrete Street Patching Program

Resolution 2025-_____

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing Execution of a Contract with D'Land Construction, LLC of Algonquin, Illinois for the 2025 Concrete Street Patching Improvements Project

is hereby adopted, as follows:

Section 1. Recitals.

The Village of Northbrook owns and maintains over 130 centerline miles or roughly two million square yards of pavement. Roughly 25% of the Village's inventory of pavement is concrete. Therefore, Northbrook plans for and conducts roadway rehabilitation and reconstruction as roads reach the end of their useful life. This year's improvements shall consist of construction of approximately 6,400 square yards of Class B concrete street patches on Picardy Drive, Michelline Lane, Bordeaux Drive, Touraine Terrace, Brittany Court, Bordeaux Court, Landwehr Road, Huehl Road, Dundee Road, Lindberg Lane, Arnold Lane, Doolittle Drive, Academy Drive, and Shannon Road ("***Project***").

Staff prepared bid packages for the construction of the Project. On September 9, seven sealed, responsive bids were received. The lowest responsible bid was received from D'Land Construction, LLC of Algonquin, Illinois ("***Contractor***") in the amount of $803,804. The Fiscal Year 25/26 Budget provides sufficient funds for the Project in Account No. 40-7400-531-19 (Concrete Street Program).

Based on these factors, staff recommends entering into a contract with the Contractor in the amount of $803,804 ("***Contract***") for the Project. Due to various unforeseeable factors and field conditions associated with this Project, staff recommends authorizing the Village Manager to enter into one or more change orders to the Contract for additional unforeseen items of work necessary to complete the Project in an amount not to exceed $80,380.

The President and the Board of Trustees have considered the Contract and determined that it is in the best interests of the Village and the public to enter into the Contract.

Section 2. Approval of Contract.

The Contract shall be, and is hereby, approved in substantially the form attached to this Resolution as ***Exhibit A***.

Section 3. Authorization to Execute Contract.

The Village Manager and the Village Clerk shall be, and are hereby, authorized and directed to execute and seal, on behalf of the Village, the Contract and all necessary documentation related thereto.

Section 4. Authorization to Execute Change Orders.

The Village Manager is authorized to execute one or more Contract Change Orders for additional work consisting of additional unforeseen items of work related to, or arising from other work

contemplated by, the scope of work in the Contract in the amount of $80,380 subject to the Village Manager making the necessary determination that the work contemplated by the change order complies with Section 33E-9 of Article 33E of the Criminal Code of 1961 and placing a copy of such determinations in the Contract file.

Adopted:

RESULT:
MOVER:
SECONDER:
AYES:
ABSTAIN:

ATTEST:

/s/ _____
Village President

/s/_____
Village Clerk

CONTRACT FOR

2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC

Prepared for:

Village of Northbrook
1225 Cedar Lane
Northbrook, IL 60062

Prepared by:
Public Works Department
655 Huehl Road
Northbrook, IL 60062

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC

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CONTRACTOR'S CERTIFICATION
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ATTACHMENT C - LIST OF DRAWINGS
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SWORN STATEMENT TO OWNER FORM
CHANGE ORDER FORM
PERFORMANCE BOND
LABOR AND MATERIAL PAYMENT BOND
WAIVER OF LIEN TO DATE FORM AND EXHIBIT A
FINAL WAIVER OF LIEN FORM AND EXHIBIT A

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC

In consideration of the mutual promises set forth below, the Village of Northbrook, c/o Village Hall, 1225 Cedar Lane, Northbrook, Illinois 60062, a home rule municipal corporation ("Owner"), and D'LAND CONSTRUCTION LLC, 1300 CHASE ST. ALGONQUIN, IL. 60102, A CONCRETE ("Contractor"), make this Contract as of the ***15th of October 2025***, and hereby agree as follows:

ARTICLE I
THE WORK

1.1 Performance of the Work

Contractor shall, at its sole cost and expense, provide, perform, and complete all of the following, all of which is herein referred to as the "Work":

A. Labor, Equipment, Materials, and Supplies. Provide, perform, and complete, in the manner described and specified in this Contract, all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data, and other means and items necessary to accomplish the Project at the Work Site, both as defined in Attachment A, in accordance with the specifications and special project requirements attached hereto as Attachment B, and the drawings identified in the list attached hereto as Attachment C.

B. Permits. Except as otherwise provided in Attachment A, procure and furnish all permits, licenses, and other governmental approvals and authorizations necessary in connection therewith.

C. Bonds and Insurance. Procure and furnish all Bonds and all certificates and policies of insurance specified in this Contract.

D. Taxes. Pay all applicable federal, state, and local taxes.

E. Miscellaneous. Do all other things required of Contractor by this Contract, including, without limitation, arranging for utility and other services needed for the Work and for testing, including the installation of temporary utility lines, wiring, switches, fixtures, hoses, connections, and meters, and providing sufficient sanitary conveniences and shelters to accommodate all workers and all personnel of Owner engaged in the Work.

F. Quality. Provide, perform and complete all of the foregoing in a proper and workmanlike manner, consistent with the highest standards of professional and construction practices and in full compliance with, and as required by or pursuant to, this Contract, and with the greatest economy, efficiency, and expedition consistent therewith, with only new, undamaged and first quality equipment, materials and supplies.

1.2 Commencement and Completion Dates

Contractor shall commence the Work not later than the "Commencement Date" set forth on Attachment A and shall diligently and continuously prosecute the Work at such a rate as will allow the Work to be fully provided, performed, and completed in full compliance with this Contract not later than the "Completion Date" set forth in Attachment A. The time of commencement, rate of progress, and time of completion are referred to in this Contract as the "Contract Time."

1.3 Required Submittals

A. Submittals Required. Contractor shall submit to Owner all documents, data, and information specifically required to be submitted by Contractor under this Contract and shall, in addition, submit to Owner all such drawings, specifications, descriptive information, and engineering documents, data, and information as may be required, or as may be requested by Owner, to show the details of the Work, including a complete description of all equipment, materials, and supplies to be provided under this Contract ("Required Submittals"). Such details shall include, but shall not be limited to, design data, structural and operating features, principal dimensions, space required or provided, clearances required or provided, type and brand of finish, and all similar matters, for all components of the Work.

B. Number and Format. Contractor shall provide five complete sets for each Required Submittal. All Required Submittals, except drawings, shall be prepared on white 8-1/2 inch by 11 inch

paper. Two blueline prints and one sepia transparency of each drawing shall be provided. All prints of drawings shall be folded to 8-1/2 inches by 11 inches, or less. All drawings shall be clearly marked in the lower right-hand corner with the names of Owner and Contractor.

C. Time of Submission and Owner's Review. All Required Submittals shall be provided to Owner no later than the time, if any, specified in this Contract for their submission or, if no time for submission is specified, in sufficient time, in Owner's sole opinion, to permit Owner to review the same prior to the commencement of the part of the Work to which they relate and prior to the purchase of any equipment, materials, or supplies that they describe. Owner shall have the right to require such corrections as may be necessary to make such submittals conform to this Contract. All such submittals shall, after final processing and review with no exception noted by Owner, become a part of this Contract. No Work related to any submittal shall be performed by Contractor until Owner has completed review of such submittal with no exception noted. Owner's review and stamping of any Required Submittal shall be for the sole purpose of examining the general management, design, and details of the proposed Work, shall not relieve Contractor of the entire responsibility for the performance of the Work in full compliance with, and as required by or pursuant to this Contract, and shall not be regarded as any assumption of risk or liability by Owner.

D. Responsibility for Delay. Contractor shall be responsible for any delay in the Work due to delay in providing Required Submittals conforming to this Contract.

1.4 Review and Interpretation of Contract Provisions

Contractor represents and warrants that it has carefully reviewed this Contract, including all of its Attachments and the drawings identified in Attachment C, all of which are by this reference incorporated into and made a part of this Contract. Contractor shall, at no increase in the Contract Price, provide workmanship, equipment, materials, and supplies that fully conform to this Contract. Whenever any equipment, materials or supplies are specified or described in this Contract by using the name or other identifying feature of a proprietary product or the name or other identifying feature of a particular manufacturer or vendor, the specific item mentioned shall be understood as establishing the type, function and quality desired. Other manufacturers' or vendors' products may be accepted, provided that the products proposed are equivalent in substance and function to those named as determined by Owner in its sole and absolute discretion.

Contractor shall promptly notify Owner of any discrepancy, error, omission, ambiguity, or conflict among any of the provisions of this Contract before proceeding with any Work affected thereby. If Contractor fails to give such notice to Owner, then the subsequent decision of Owner as to which provision of this Contract shall govern shall be final, and any corrective work required shall not entitle Contractor to any damages, to any compensation in excess of the Contract Price, or to any delay or extension of the Contract Time.

When the equipment, materials, or supplies furnished by Contractor cannot be installed as specified in this Contract, Contractor shall, without any increase in the Contract Price, make all modifications required to properly install the equipment, materials, or supplies. Any such modification shall be subject to the prior review and consent of Owner.

1.5 Conditions at the Work Site; Record Drawings

Contractor represents and warrants that it has had a sufficient opportunity to conduct a thorough investigation of the Work Site and the surrounding area and has completed such investigation to its satisfaction. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time based upon conditions found at, or in the vicinity of, the Work Site. When information pertaining to subsurface, underground or other concealed conditions, soils analysis, borings, test pits, utility locations or conditions, buried structures, condition of existing structures and other investigations is or has been provided by Owner, or is or has been otherwise made available to Contractor by Owner, such information is or has been provided or made available solely for the convenience of Contractor and is not part of this Contract. Owner assumes no responsibility whatever in respect to the sufficiency or accuracy of such information, and there is no guaranty or warranty, either expressed or implied, that the conditions indicated are representative of

those existing throughout the Work or the Work Site, or that the conditions indicated are representative of those existing at any particular location, or that the conditions indicated may not change, or that unanticipated conditions may not be present.

Contractor shall be solely responsible for locating all existing underground installations by prospecting no later than two workdays prior to any scheduled excavation or trenching, whichever is earlier. Contractor shall check all dimensions, elevations, and quantities indicated in this Contract within the same time period as set forth above for prospecting underground installations. Contractor shall lay out the Work in accordance with this Contract and shall establish and maintain such locations, lines and levels. Wherever pre-existing work is encountered, Contractor shall verify and be responsible for dimensions and location of such pre-existing work. Contractor shall notify Owner of any discrepancy between the dimensions, elevations and quantities indicated in this Contract and the conditions of the Work Site or any other errors, omissions or discrepancies which Contractor may discover during such inspections. Full instructions will be furnished by Owner should such error, omission, or discrepancy be discovered, and Contractor shall carry out such instructions as if originally specified and without any increase in Contract Price.

Before Final Acceptance of the Work, Contractor shall submit to Owner two sets of Drawings of Record, unless a greater number is specified elsewhere in this Contract, indicating all field deviations from Attachment B or the drawings identified in Attachment C.

1.6 Technical Ability to Perform

Contractor represents and warrants that it is sufficiently experienced and competent, and has the necessary capital, facilities, plant, organization, and staff, to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.7 Financial Ability to Perform

Contractor represents and warrants that it is financially solvent, and Contractor has the financial resources necessary to provide, perform and complete the Work in full compliance with, and as required by or pursuant to, this Contract.

1.8 Time

Contractor represents and warrants that it is ready, willing, able and prepared to begin the Work on the Commencement Date and that the Contract Time is sufficient time to permit completion of the Work in full compliance with, and as required by or pursuant to, this Contract for the Contract Price, all with due regard to all natural and man-made conditions that may affect the Work or the Work Site and all difficulties, hindrances, and delays that may be incident to the Work.

1.9 Safety at the Work Site

Contractor shall be solely and completely responsible for providing and maintaining safe conditions at the Work Site, including the safety of all persons and property during performance of the Work. This requirement shall apply continuously and shall not be limited to normal working hours. Contractor shall take all safety precautions as shall be necessary to comply with all applicable laws and to prevent injury to persons and damage to property.

Contractor shall conduct all of its operations without interruption or interference with vehicular and pedestrian traffic on public and private rights-of-way, unless it has obtained permits therefor from the proper authorities. If any public or private right-of-way shall be rendered unsafe by Contractor's operations, Contractor shall make such repairs or provide such temporary ways or guards as shall be acceptable to the proper authorities.

1.10 Cleanliness of the Work Site and Environs

Contractor shall keep the Work Site and adjacent areas clean at all times during performance of the Work and shall, upon completion of the Work, leave the Work Site and adjacent areas in a clean and orderly condition.

1.11 Damage to the Work, the Work Site, and Other Property

The Work and everything pertaining thereto shall be provided, performed, completed, and maintained at the sole risk and cost of Contractor from the Commencement Date until Final Payment. Contractor shall be fully responsible for the protection of all public and private property and all persons. Without limiting the foregoing, Contractor shall, at its own cost and expense, provide all permanent and temporary shoring, anchoring and bracing required by the nature of the Work in order to make all parts absolutely stable and rigid, even when such shoring, anchoring and bracing is not explicitly specified, and support and protect all buildings, bridges, roadways, conduits, wires, water pipes, gas pipes, sewers, pavements, curbs, sidewalks, fixtures and landscaping of all kinds and all other public or private property that may be encountered or endangered in providing, performing and completing the Work. Contractor shall have no claim against Owner because of any damage or loss to the Work or to Contractor's equipment, materials, or supplies from any cause whatsoever, including damage or loss due to simultaneous work by others. Contractor shall, promptly and without charge to Owner, repair or replace, to the satisfaction of Owner, any damage done to, and any loss suffered by, the Work and any damage done to, and any loss suffered by, the Work Site or other property as a result of the Work. Notwithstanding any other provision of this Contract, Contractor's obligations under this Section shall exist without regard to, and shall not be construed to be waived by, the availability or unavailability of any insurance, either of Owner or Contractor, to indemnify, hold harmless, or reimburse Contractor for the cost of any repair or replacement work required by this Section.

1.12 Subcontractors and Suppliers

A. Approval and Use of Subcontractors and Suppliers. Contractor shall perform the Work with its own personnel and under the management, supervision, and control of its own organization unless otherwise approved by Owner in writing. All subcontractors, suppliers, and subcontracts used by Contractor shall be acceptable to, and approved in advance by, Owner. Owner's approval of any subcontractor, supplier, and subcontract shall not relieve Contractor of full responsibility and liability for the provision, performance, and completion of the Work in full compliance with, and as required by or pursuant to, this Contract. All Work performed under any subcontract shall be subject to all of the provisions of this Contract in the same manner as if performed by employees of Contractor. Every reference in this Contract to "Contractor" shall be deemed also to refer to all subcontractors and suppliers of Contractor. Every subcontract shall include a provision binding the subcontractor or supplier to all provisions of this Contract.

B. Removal of Subcontractors and Suppliers. If any subcontractor or supplier fails to perform the part of the Work undertaken by it in a manner satisfactory to Owner, Contractor shall immediately upon notice from Owner terminate such subcontractor or supplier. Contractor shall have no claim for damages, for compensation in excess of the Contract Price, or for a delay or extension of the Contract Time as a result of any such termination.

1.13 Simultaneous Work By Others

Owner shall have the right to perform or have performed such other work as Owner may desire in, about, or near the Work Site during the performance of the Work by Contractor. Contractor shall make every reasonable effort to perform the Work in such manner as to enable both the Work and such other work to be completed without hindrance or interference from each other. Contractor shall afford Owner and other contractors reasonable opportunity for the execution of such other work and shall properly coordinate the Work with such other work.

1.14 Occupancy Prior to Final Payment

Owner shall have the right, at its election, to occupy, use, or place in service any part of the Work prior to Final Payment. Such occupancy, use, or placement in service shall be conducted in such manner as not to damage any of the Work or to unreasonably interfere with the progress of the Work. No such

occupancy, use, or placement in service shall be construed as an acceptance of any of the Work or a release or satisfaction of Contractor's duty to insure and protect the Work, nor shall it, unless conducted in an unreasonable manner, be considered as an interference with Contractor's provision, performance, or completion of the Work.

1.15 Owner's Right to Terminate or Suspend Work for Convenience

A. Termination or Suspension for Convenience. Owner shall have the right, for its convenience, to terminate or suspend the Work in whole or in part at any time by written notice to Contractor. Every such notice shall state the extent and effective date of such termination or suspension. On such effective date, Contractor shall, as and to the extent directed, stop Work under this Contract, cease all placement of further orders or subcontracts, terminate or suspend Work under existing orders and subcontracts, cancel any outstanding orders or subcontracts that may be cancelled, and take any action necessary to protect any property in its possession in which Owner has or may acquire any interest and to dispose of such property in such manner as may be directed by Owner.

B. Payment for Completed Work. In the event of any termination pursuant to Subsection 1.15A above, Owner shall pay Contractor (1) such direct costs, excluding overhead, as Contractor shall have paid or incurred for all Work done in compliance with, and as required by or pursuant to, this Contract up to the effective date of termination together with ten percent of such costs for overhead and profit; and (2) such other costs pertaining to the Work, exclusive of overhead and profit, as Contractor may have reasonably and necessarily incurred as the result of such termination. Any such payment shall be offset by any prior payment or payments and shall be subject to Owner's rights to withhold and deduct as provided in this Contract.

ARTICLE II

CHANGES AND DELAYS

2.1 Changes

Owner shall have the right, by written order executed by Owner, to make changes in the Contract, the Work, the Work Site, and the Contract Time ("Change Order"). If any Change Order causes an increase or decrease in the amount of the Work, an equitable adjustment in the Contract Price or Contract Time may be made. All claims by Contractor for an equitable adjustment in either the Contract Price or the Contract Time shall be made within two business days following receipt of such Change Order, and shall, if not made prior to such time, be conclusively deemed to have been waived. No decrease in the amount of the Work caused by any Change Order shall entitle Contractor to make any claim for damages, anticipated profits, or other compensation. Any Change Order that authorizes or necessitates an increase of fifty per cent or more in (a) the original Contract Price or (b) the original prices of any subcontractor under this Contract, shall be subject to bidding in the same manner as the original Contract or subcontract was bid.

2.2 Delays

A. Extensions for Unavoidable Delays. For any delay that may result from causes that could not be avoided or controlled by Contractor, Contractor shall, upon timely written application, be entitled to issuance of a Change Order providing for an extension of the Contract Time for a period of time equal to the delay resulting from such unavoidable cause. No extension of the Contract Time shall be allowed for any other delay in completion of the Work.

B. No Compensation for Delays. No payment, compensation, damages, or adjustment of any kind, other than the extension of the Contract Time provided in Subsection 2.2A above, shall be made to, or claimed by, Contractor because of hindrances or delays from any cause in the commencement, prosecution, or completion of the Work, whether caused by Owner or any other party and whether avoidable or unavoidable.

ARTICLE III

CONTRACTOR'S RESPONSIBILITY FOR DEFECTIVE WORK

3.1 Inspection; Testing; Correction of Defects

A. Inspection. Until Final Payment, all parts of the Work shall be subject to inspection and testing by Owner or its designated representatives. Contractor shall furnish, at its own expense, all reasonable access, assistance, and facilities required by Owner for such inspection and testing.

B. Re-inspection. Re-inspection and re-testing of any Work may be ordered by Owner at any time, and, if so ordered, any covered or closed Work shall be uncovered or opened by Contractor. If the Work is found to be in full compliance with this Contract, then Owner shall pay the cost of uncovering, opening, re-inspecting, or re-testing, as the case may be. If such Work is not in full compliance with this Contract, then Contractor shall pay such cost.

C. Correction. Until Final Payment, Contractor shall, promptly and without charge, repair, correct, or replace all or any part of the Work that is defective, damaged, flawed, or unsuitable or that in any way fails to conform strictly to the requirements of this Contract.

3.2 Warranty of Work

A. Scope of Warranty. Contractor warrants that the Work and all of its components shall be free from defects and flaws in design, workmanship, and materials; shall strictly conform to the requirements of this Contract; and shall be fit, sufficient and suitable for the purposes expressed in, or reasonably inferred from, this Contract. The warranty herein expressed shall be in addition to any other warranties expressed in this Contract, or expressed or implied by law, which are hereby reserved unto Owner.

B. Length of Warranty; Repairs; Extension of Warranty. Contractor shall, promptly and without charge, correct any failure to fulfill the above warranty that may be discovered or develop at any time within one year after Final Payment or such longer period as may be prescribed in Attachment B or Attachment D to this Contract or by law. The above warranty shall be extended automatically to cover all repaired and replacement parts and labor provided or performed under such warranty and Contractor's obligation to correct Work shall be extended for a period of one year from the date of such repair or replacement. The time period established in this Subsection 3.2B relates only to the specific obligation of Contractor to correct Work and shall not be construed to establish a period of limitation with respect to other obligations that Contractor has under this Contract.

C. Subcontractor and Supplier Warranties. Whenever Attachment B or Attachment D requires a subcontractor or supplier to provide a guaranty or warranty, Contractor shall be solely responsible for obtaining said guaranty or warranty in form satisfactory to Owner and assigning said warranty or guaranty to Owner. Acceptance of any assigned warranties or guaranties by Owner shall be a pre-condition to Final Payment and shall not relieve Contractor of any of its guaranty or warranty obligations under this Contract.

3.3 Owner's Right to Correct

If, within two business days after Owner gives Contractor notice of any defect, damage, flaw, unsuitability, nonconformity, or failure to meet warranty subject to correction by Contractor pursuant to Section 3.1 or Section 3.2 of this Contract, Contractor neglects to make, or undertake with due diligence to make, the necessary corrections, then Owner shall be entitled to make, either with its own forces or with Contract forces, the corrections and to recover from Contractor all resulting costs, expenses, losses, or damages, including attorneys' fees and administrative expenses.

ARTICLE IV

FINANCIAL ASSURANCES

4.1 Bonds

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide a Performance Bond and a Labor and Material Payment Bond, on forms provided by Owner, from a surety company licensed to do business in the State of Illinois with a general rating of A minus and a financial size

category of Class X or better in Best's Insurance Guide, each in the penal sum of the Contract Price ("Bonds"). Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the Bonds required hereunder.

4.2 Insurance

Contemporaneous with Contractor's execution of this Contract, Contractor shall provide certificates and policies of insurance evidencing the minimum insurance coverages and limits set forth in Attachment A. For good cause shown, Owner may extend the time for submission of the required policies of insurance upon such terms, and with such assurances of complete and prompt performance, as Owner may impose in the exercise of its sole discretion, however the Work may not begin until such policies are submitted. Such policies shall be in a form, and from companies, acceptable to Owner and from companies with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Such insurance shall provide that no change, modification in, or cancellation of any insurance shall become effective until the expiration of 30 days after written notice thereof shall have been given by the insurance company to Owner. Contractor shall, at all times while providing, performing, or completing the Work, including, without limitation, at all times while correcting any failure to meet warranty pursuant to Section 3.2 of this Contract, maintain and keep in force, at Contractor's expense, the minimum insurance coverages and limits set forth in Attachment A.

4.3 Indemnification

Contractor shall indemnify, save harmless, and defend Owner against any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses, including attorneys' fees and administrative expenses, that may arise, or be alleged to have arisen, out of or in connection with Contractor's performance of, or failure to perform, the Work or any part thereof, whether or not due or claimed to be due in whole or in part to the active, passive, or concurrent negligence or fault of Contractor, except to the extent caused by the sole negligence of Owner. The provision of insurance as provided in this Contract shall not be a limit on the Contractor's obligation under this Section 4.3.

ARTICLE V
PAYMENT

5.1 Contract Price

Owner shall pay to Contractor, in accordance with and subject to the terms and conditions set forth in this Article V and Attachment A, and Contractor shall accept in full satisfaction for providing, performing, and completing the Work, the amount or amounts set forth in Attachment A (the "Contract Price"), subject to any additions, deductions, or withholdings provided for in this Contract.

5.2 Taxes and Benefits

Owner is exempt from and shall not be responsible to pay, or reimburse Contractor for, any state or local sales, use, or excise taxes. The Contract Price includes all other applicable federal, state, and local taxes of every kind and nature applicable to the Work as well as all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or other similar benefits. All claim or right to claim additional compensation by reason of the payment of any such tax, contribution, or premium is hereby waived and released by Contractor.

5.3 Progress Payments

A. Payment in Installments. The Contract Price shall be paid in monthly installments in the manner set forth in Attachment A ("Progress Payments").

B. Pay Requests. Contractor shall, as a condition precedent to its right to receive each Progress Payment, submit to Owner a pay request in the form provided by Owner ("Pay Request"). The first Pay Request shall be submitted not sooner than 30 days following commencement of the Work. Owner may, by written notice to Contractor, designate a specific day of each month on or before which Pay Requests must be submitted. Each Pay Request shall include (a) Contractor's certification of the value of, and partial or final waivers of lien covering, all Work for which

payment is then requested and (b) Contractor's certification that all prior Progress Payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

C. Certified Payroll Records. Contractor shall submit to Owner, on a monthly basis, the certified payroll records required by Section 5 of the Prevailing Wage Act, as amended, 820 ILSC 130/5.

D. Work Entire. This Contract and the Work are entire and the Work as a whole is of the essence of this Contract. Notwithstanding any other provision of this Contract, each and every part of this Contract and of the Work are interdependent and common to one another and to Owner's obligation to pay all or any part of the Contract Price or any other consideration for the Work. Any and all Progress Payments made pursuant to this Article are provided merely for the convenience of Contractor and for no other purpose.

5.4 Final Acceptance and Final Payment

A. Notice of Completion. When the Work has been completed and is ready in all respects for acceptance by Owner, Contractor shall notify Owner and request a final inspection ("Notice of Completion"). Contractor's Notice of Completion shall be given sufficiently in advance of the Completion Date to allow for scheduling of the final inspection and for completion or correction before the Completion Date of any items identified by such inspection as being defective, damaged, flawed, unsuitable, nonconforming, incomplete, or otherwise not in full compliance with, or as required by or pursuant to, this Contract ("Punch List Work").

B. Punch List and Final Acceptance. The Work shall be finally accepted when, and only when, the whole and all parts thereof shall have been completed to the satisfaction of Owner in full compliance with, and as required by or pursuant to, this Contract. Upon receipt of Contractor's Notice of Completion, Owner shall make a review of the Work and notify Contractor in writing of all Punch List Work, if any, to be completed or corrected. Following Contractor's completion or correction of all Punch List Work, Owner shall make another review of the Work and prepare and deliver to Contractor either a written notice of additional Punch List Work to be completed or corrected or a written notice of final acceptance of the Work ("Final Acceptance").

C. Final Payment. As soon as practicable after Final Acceptance, Contractor shall submit to Owner a properly completed final Pay Request in the form provided by Owner ("Final Pay Request"). Owner shall pay to Contractor the balance of the Contract Price, after deducting therefrom all charges against Contractor as provided for in this Contract ("Final Payment"). Final Payment shall be made not later than 60 days after Owner approves the Final Pay Request. The acceptance by Contractor of Final Payment shall operate as a full and complete release of Owner of and from any and all lawsuits, claims, demands, damages, liabilities, losses, and expenses of, by, or to Contractor for anything done, furnished for, arising out of, relating to, or in connection with the Work or for or on account of any act or neglect of Owner arising out of, relating to, or in connection with the Work.

5.5 Liens

A. Title. Nothing in this Contract shall be construed as vesting in Contractor any right of property in any equipment, materials, supplies, and other items provided under this Contract after they have been installed in, incorporated into, attached to, or affixed to, the Work or the Work Site. All such equipment, materials, supplies, and other items shall, upon being so installed, incorporated, attached or affixed, become the property of Owner, but such title shall not release Contractor from its duty to insure and protect the Work in accordance with the requirements of this Contract.

B. Waivers of Lien. Contractor shall, from time to time at Owner's request and in any event prior to Final Payment, furnish to Owner such receipts, releases, affidavits, certificates, and other evidence as may be necessary to establish, to the reasonable satisfaction of Owner, that no lien against the Work or the public funds held by Owner exists in favor of any person whatsoever for or by reason of any equipment, material, supplies, or other item furnished, labor performed, or other thing done in connection with the Work or this Contract ("Lien") and that no right to file any Lien exists in favor of any person whatsoever.

C. Removal of Liens. If at any time any notice of any Lien is filed, then Contractor shall, promptly and without charge, discharge, remove, or otherwise dispose of such Lien. Until such discharge, removal, or disposition, Owner shall have the right to retain from any money payable hereunder an amount that Owner, in its sole judgment, deems necessary to satisfy such Lien and to pay the costs and expenses, including attorneys' fees and administrative expenses, of any actions brought in connection therewith or by reason thereof.

D. Protection of Owner Only. This Section shall not operate to relieve Contractor's surety or sureties from any of their obligations under the Bonds, nor shall it be deemed to vest any right, interest, or entitlement in any subcontractor or supplier. Owner's retention of funds pursuant to this Section shall be deemed solely for the protection of its own interests pending removal of such Liens by Contractor, and Owner shall have no obligation to apply such funds to such removal but may, nevertheless, do so where Owner's interests would thereby be served.

5.6 Deductions

A. Owner's Right to Withhold. Notwithstanding any other provision of this Contract and without prejudice to any of Owner's other rights or remedies, Owner shall have the right at any time or times, whether before or after approval of any Pay Request, to deduct and withhold from any Progress or Final Payment that may be or become due under this Contract such amount as may reasonably appear necessary to compensate Owner for any actual or prospective loss due to: (1) Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; (2) damage for which Contractor is liable under this Contract; (3) state or local sales, use, or excise taxes from which Owner is exempt; (4) Liens or claims of Lien regardless of merit; (5) claims of subcontractors, suppliers, or other persons regardless of merit; (6) delay in the progress or completion of the Work; (7) inability of Contractor to complete the Work; (8) failure of Contractor to properly complete or document any Pay Request; (9) any other failure of Contractor to perform any of its obligations under this Contract; or (10) the cost to Owner, including attorneys' fees and administrative costs, of correcting any of the aforesaid matters or exercising any one or more of Owner's remedies set forth in Section 6.3 of this Contract.

B. Use of Withheld Funds. Owner shall be entitled to retain any and all amounts withheld pursuant to Subsection 5.6 A above until Contractor shall have either performed the obligations in question or furnished security for such performance satisfactory to Owner. Owner shall be entitled to apply any money withheld or any other money due Contractor under this Contract to reimburse itself for any and all costs, expenses, losses, damages, liabilities, suits, judgments, awards, attorneys' fees and administrative expenses incurred, suffered, or sustained by Owner and chargeable to Contractor under this Contract.

ARTICLE VI

DISPUTES AND REMEDIES

6.1 Dispute Resolution Procedure

A. Notice of Disputes and Objections. If Contractor disputes or objects to any requirement, direction, instruction, interpretation, determination, or decision of Owner, Contractor may notify Owner in writing of its dispute or objection and of the amount of any equitable adjustment to the Contract Price or Contract Time to which Contractor claims it will be entitled as a result thereof; provided, however, that Contractor shall, nevertheless, proceed without delay to perform the Work as required, directed, instructed, interpreted, determined, or decided by Owner, without regard to such dispute or objection. Unless Contractor so notifies Owner within two business days after receipt of such requirement, direction, instruction, interpretation, determination, or decision, Contractor shall be conclusively deemed to have waived all such disputes or objections and all claims based thereon.

B. Negotiation of Disputes and Objections. To avoid and settle without litigation any such dispute or objection, Owner and Contractor agree to engage in good faith negotiations. Within three business days after Owner's receipt of Contractor's written notice of dispute or objection, a conference between Owner and Contractor shall be held to resolve the dispute. Within three business days after the end of the conference, Owner shall render its final decision, in writing, to

Contractor. If Contractor objects to the final decision of Owner, then it shall, within three business days, give Owner notice thereof and, in such notice, shall state its final demand for settlement of the dispute. Unless Contractor so notifies Owner, Contractor shall be conclusively deemed (1) to have agreed to and accepted Owner's final decision and (2) to have waived all claims based on such final decision.

6.2 Contractor's Remedies

If Owner fails or refuses to satisfy a final demand made by Contractor pursuant to Section 6.1 of this Contract, or to otherwise resolve the dispute which is the subject of such demand to the satisfaction of Contractor, within ten days following receipt of such demand, then Contractor shall be entitled to pursue such remedies, not inconsistent with the provisions of this Contract, as it may have in law or equity.

6.3 Owner's Remedies

If it should appear at any time prior to Final Payment that Contractor has failed or refused to prosecute, or has delayed in the prosecution of, the Work with diligence at a rate that assures completion of the Work in full compliance with the requirements of this Contract on or before the Completion Date, or has attempted to assign this Contract or Contractor's rights under this Contract, either in whole or in part, or has falsely made any representation or warranty in this Contract, or has otherwise failed, refused, or delayed to perform or satisfy any other requirement of this Contract or has failed to pay its debts as they come due ("Event of Default"), and has failed to cure any such Event of Default within five business days after Contractor's receipt of written notice of such Event of Default, then Owner shall have the right, at its election and without prejudice to any other remedies provided by law or equity, to pursue any one or more of the following remedies:

A. Owner may require Contractor, within such reasonable time as may be fixed by Owner, to complete or correct all or any part of the Work that is defective, damaged, flawed, unsuitable, nonconforming, or incomplete; to remove from the Work Site any such Work; to accelerate all or any part of the Work; and to take any or all other action necessary to bring Contractor and the Work into strict compliance with this Contract.

B. Owner may perform or have performed all Work necessary for the accomplishment of the results stated in Paragraph 1 above and withhold or recover from Contractor all the cost and expense, including attorneys' fees and administrative costs, incurred by Owner in connection therewith.

C. Owner may accept the defective, damaged, flawed, unsuitable, nonconforming, incomplete, or dilatory Work or part thereof and make an equitable reduction in the Contract Price.

D. Owner may terminate this Contract without liability for further payment of amounts due or to become due under this Contract.

E. Owner may, without terminating this Contract, terminate Contractor's rights under this Contract and, for the purpose of completing or correcting the Work, evict Contractor and take possession of all equipment, materials, supplies, tools, appliances, plans, specifications, schedules, manuals, drawings, and other papers relating to the Work, whether at the Work Site or elsewhere, and either complete or correct the Work with its own forces or contracted forces, all at Contractor's expense.

F. Upon termination of this Contract or of Contractor's rights under this Contract, and at Owner's option exercised in writing, any or all subcontracts and supplier contracts of Contractor shall be deemed to be assigned to Owner without any further action being required, but Owner shall not thereby assume any obligation for payments due under such subcontracts and supplier contracts for any Work provided or performed prior to such assignment.

G. Owner may withhold from any Progress Payment or Final Payment, whether or not previously approved, or may recover from Contractor, any and all costs, including attorneys' fees and administrative expenses, incurred by Owner as the result of any Event of Default or as a result of actions taken by Owner in response to any Event of Default.

H. Owner may recover any damages suffered by Owner.

6.4 Owner's Special Remedy for Delay

If the Work is not completed by Contractor, in full compliance with, and as required by or pursuant to, this Contract, within the Contract Time as such time may be extended by Change Order, then Owner may invoke its remedies under Section 6.3 of this Contract or may, in the exercise of its sole and absolute discretion, permit Contractor to complete the Work but charge to Contractor, and deduct from any Progress or Final Payments, whether or not previously approved, administrative expenses and costs for each day completion of the Work is delayed beyond the Completion Date, computed on the basis of the "Per Diem Administrative Charge" set forth in Attachment A, as well as any additional damages caused by such delay.

6.5 Terminations and Suspensions Deemed for Convenience

Any termination or suspension of Contractor's rights under this Contract for an alleged default that is ultimately held unjustified shall automatically be deemed to be a termination or suspension for the convenience of Owner under Section 1.15 of this Contract.

ARTICLE VII

LEGAL RELATIONSHIPS AND REQUIREMENTS

7.1 Binding Effect

This Contract shall be binding upon Owner and Contractor and upon their respective heirs, executors, administrators, personal representatives, and permitted successors and assigns. Every reference in this Contract to a party shall also be deemed to be a reference to the authorized officers, employees, agents, and representatives of such party.

7.2 Relationship of the Parties

Contractor shall act as an independent contractor in providing and performing the Work. Nothing in, nor done pursuant to, this Contract shall be construed (1) to create the relationship of principal and agent, partners, or joint venturers between Owner and Contractor or (2) except as provided in Paragraph 6.3(6) above, to create any relationship between Owner and any subcontractor or supplier of Contractor.

7.3 No Collusion

Contractor hereby represents that the only persons, firms, or corporations interested in this Contract as principals are those disclosed to Owner prior to the execution of this Contract, and that this Contract is made without collusion with any other person, firm, or corporation. If at any time it shall be found that Contractor has, in procuring this Contract, colluded with any other person, firm, or corporation, then Contractor shall be liable to Owner for all loss or damage that Owner may suffer thereby, and this Contract shall, at Owner's option, be null and void.

7.4 Assignment

Contractor shall not (1) assign this Contract in whole or in part, (2) assign any of Contractor's rights or obligations under this Contract, or (3) assign any payment due or to become due under this Contract without the prior express written approval of Owner, which approval may be withheld in the sole and unfettered discretion of Owner; provided, however, that Owner's prior written approval shall not be required for assignments of accounts as defined in the Illinois Commercial Code, if to do so would violate Section 9-318 of the Illinois Commercial Code, 810 ILCS 5/9-318. Owner may assign this Contract, in whole or in part, or any or all of its rights or obligations under this Contract, without the consent of Contractor.

7.5 Confidential Information

All information supplied by Owner to Contractor for or in connection with this Contract or the Work shall be held confidential by Contractor and shall not, without the prior express written consent of Owner, be used for any purpose other than performance of the Work.

7.6 No Waiver

No examination, inspection, investigation, test, measurement, review, determination, decision, certificate, or approval by Owner, nor any order by Owner for the payment of money, nor any payment for, or use, occupancy, possession, or acceptance of, the whole or any part of the Work by Owner, nor any extension of time granted by Owner, nor any delay by Owner in exercising any right under this Contract, nor any other act or omission of Owner shall constitute or be deemed to be an acceptance of any defective, damaged, flawed, unsuitable, nonconforming, or incomplete Work, equipment, materials, or supplies, nor operate to waive or otherwise diminish the effect of any warranty or representation made by Contractor; or of any requirement or provision of this Contract; or of any remedy, power, or right of Owner.

7.7 No Third Party Beneficiaries

No claim as a third party beneficiary under this Contract by any person, firm, or corporation other than Contractor shall be made or be valid against Owner.

7.8 Notices

All notices required or permitted to be given under this Contract shall be in writing and shall be deemed received by the addressee thereof when delivered in person on a business day at the address set forth below or on the third business day after being deposited in any main or branch United States post office, for delivery at the address set forth below by properly addressed, postage prepaid, certified or registered mail, return receipt requested.

Notices and communications to Owner shall be addressed to, and delivered at, the following address:

Village of Northbrook
c/o Village Hall
1225 Cedar Lane
Northbrook, Illinois 60062
Attention: Aram Beladi

with a copy to:

Elrod Friedman LLP
325 N LaSalle, Suite 450
Chicago, Illinois 60654
Attention: Steve Elrod

Notices and communications to Contractor shall be addressed to, and delivered at, the following address:

CONTRACTOR NAME AND ADDRESS D'Land Construction L.L.C.
1300 Chase Street
Algonquin, IL 60102

Attention: ***CONTRACTOR CONTACT***

The foregoing shall not be deemed to preclude the use of other non-oral means of notification or to invalidate any notice properly given by any such other non-oral means.

By notice complying with the requirements of this Section, Owner and Contractor each shall have the right to change the address or addressee or both for all future notices to it, but no notice of a change of address shall be effective until actually received.

7.9 Governing Laws

This Contract and the rights of Owner and Contractor under this Contract shall be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

7.10 Changes in Laws

Unless otherwise explicitly provided in this Contract, any reference to laws shall include such laws as they may be amended or modified from time to time.

7.11 Compliance with Laws and Grants

Contractor shall give all notices, pay all fees, and take all other action that may be necessary to ensure that the Work is provided, performed, and completed in accordance with all required governmental permits, licenses or other approvals and authorizations that may be required in connection with providing, performing, and completing the Work, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Prevailing Wage Act, 820 ILCS 130/0.01 et seq. The Illinois Department of Labor publishes the prevailing wage rates on its website at http://labor.illinois.gov/. The Department revises the prevailing wage rates and the Contractor/Subcontractor has an obligation to check the Department's website for revisions to prevailing wage rates. For information regarding current prevailing wage rates, Contractor shall refer to the Illinois Department of Labor's website. Contractor and any subcontractors rendering services under this contract must comply with all requirements of the Act, including but not limited to, all wage requirements and notice and record keeping duties; any other prevailing wage laws; the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes requiring preference to laborers of specified classes, including, without limitation, the Employment of Illinois Workers on Public Works Act, 30 ILCS 570/0.01 et seq. ; the Illinois Steel Products Procurement Act, 30 ILCS 565/1 et seq.; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. sec. 12101 et seq., the Illinois Human Rights Act, 775 ILCS 5/1-101 et seq. and the Discrimination in Public Contracts Act, 775 ILCS 10/1 et seq.; and any statutes regarding safety or the performance of the Work, including the Illinois Structural Work Act, the Illinois Underground Utility Facilities Damage Prevention Act, and the Occupational Safety and Health Act. Contractor shall also comply with all conditions of any federal, state, or local grant received by Owner or Contractor with respect to this Contract or the Work.

Contractor shall be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with Contractor's, or its subcontractors' or suppliers', performance of, or failure to perform, the Work or any part thereof.

Contractor and its employees, agents, and subcontractors will comply with the Owner's Standard Operating Procedure NO. 11-057 "No Weapons" effective May 13, 2014 ("SOP") at all times during the performance of the Work.

Every provision of law required by law to be inserted into this Contract shall be deemed to be inserted herein.

7.12 Compliance with Patents

A. Assumption of Costs, Royalties, and Fees Contractor shall pay or cause to be paid all costs, royalties, and fees arising from the use on, or the incorporation into, the Work, of patented equipment, materials, supplies, tools, appliances, devices, processes, or inventions.

B. Effect of Contractor Being Enjoined Should Contractor be enjoined from furnishing or using any equipment, materials, supplies, tools, appliances, devices, processes, or inventions supplied or required to be supplied or used under this Contract, Contractor shall promptly offer substitute equipment, materials, supplies, tools, appliances, devices, processes, or inventions in lieu thereof, of equal efficiency, quality, suitability, and market value, for review by Owner. If Owner should disapprove the offered substitutes and should elect, in lieu of a substitution, to have supplied, and to retain and use, any such equipment, materials, supplies, tools, appliances, devices, processes, or inventions as may by this Contract be required to be supplied, Contractor

shall pay such royalties and secure such valid licenses as may be requisite and necessary for Owner to use such equipment, materials, supplies, tools, appliances, devices, processes, or inventions without being disturbed or in any way interfered with by any proceeding in law or equity on account thereof. Should Contractor neglect or refuse to make any approved substitution promptly, or to pay such royalties and secure such licenses as may be necessary, then Owner shall have the right to make such substitution, or Owner may pay such royalties and secure such licenses and charge the cost thereof against any money due Contractor from Owner or recover the amount thereof from Contractor and its surety or sureties notwithstanding that Final Payment may have been made.

7.13 Time

The Contract Time is of the essence of this Contract. Except where otherwise stated, references in this Contract to days shall be construed to refer to calendar days.

7.14 Severability

The provisions of this Contract shall be interpreted when possible to sustain their legality and enforceability as a whole. In the event any provision of this Contract shall be held invalid, illegal, or unenforceable by a court of competent jurisdiction, in whole or in part, neither the validity of the remaining part of such provision, nor the validity of any other provisions of this Contract shall be in any way affected thereby.

7.15 Entire Agreement

This Contract sets forth the entire agreement of Owner and Contractor with respect to the accomplishment of the Work and the payment of the Contract Price therefor, and there are no other understandings or agreements, oral or written, between Owner and Contractor with respect to the Work and the compensation therefor.

Nothing in this Contract shall be construed to waive or limit any aspect of Owner's lawful authority to regulate the activities of Contractor, its subcontractors' or any other person or to regulate the Work, the Work Site or any other matter falling within its lawful regulatory jurisdiction and powers. No review, inspection, test, audit, measurement, order, determination, decision, disapproval, approval, payment for or use or acceptance of the Work, or any other act or omission of Owner shall imply, create any interest in, be deemed to be the issuance of or require Owner to issue any license or permit to Contractor or any subcontractor.

7.16 Amendments

No modification, addition, deletion, revision, alteration or other change to this Contract shall be effective unless and until such change is reduced to writing and executed and delivered by Owner and Contractor.

[*Signatures on following page*]

IN WITNESS WHEREOF, Owner and Contractor have caused this Contract to be executed in five original counterparts as of the day and year first written above.

(SEAL)

Attest/Witness:

By: _____

Title: Derek Gau
Village Clerk

VILLAGE OF NORTHBROOK

By: _____

Title: Cara L. Pavlicek
Village Manager

Attest/Witness:

By: _____

Title: Office Administrator

D'LAND CONSTRUCTION LLC

By: _____

Title: Member

**SEE GENERAL INSTRUCTIONS TO BIDDERS, SECTION 7,
FOR SIGNATURE REQUIREMENTS**

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
CONTRACTOR'S CERTIFICATION

STATE OF ILLINOIS _____)
) SS
COUNTY OF McHenry)

CONTRACTOR'S CERTIFICATION

_____ (Contractor's Executing Officer), being first duly sworn on oath, deposes and states that all statements herein made are made on behalf of Contractor, that this deponent is authorized to make them, and that the statements contained herein are true and correct.

Contractor deposes, states, and certifies that Contractor is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless Contractor is contesting, in accordance with the procedures established by the appropriate Revenue Act, its liability for the tax or the amount of tax, as set forth in 65 ILCS 5/11-42.1-1 et seq.; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 1961, 720 ILCS 5/33E-1 et seq.

DATED this 19th day of September, 2025.

Attest/Witness: Contractor Name: D'Land Construction L.L.C.

By: _____ By: _____

Title: Office Administrator By: Member

Subscribed and Sworn to before me this 19th day of September, 2025

My Commission expires 10/13/25

_____
Notary Public

SEAL

KRISTEN M WILKE
Official Seal
Notary Public - State of Illinois
My Commission Expires Oct 13, 2025

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
ATTACHMENT A – SUPPLEMENTAL SCHEDULE OF CONTRACT TERMS

I. Project Description: Construction of approximately 6,400 square yards of Class B concrete street patches on Picardy Lane, Michelline Lane, Bordeaux Drive, Touraine Terrace, Brittany Court, Bordeaux Court, Landwehr Road, Huehl Road, Dundee Road, Lindberg Lane, Arnold Lane, Doolittle Drive, Academy Drive, and Shannon Road in the Village of Northbrook, Illinois.

II. Work Site: The worksite includes various location within the Village of Northbrook, as described below:

- Picardy Lane from Sanders Road to Bordeaux Drive
- Michelline Lane from Picardy Lane to Bordeaux Drive
- Bordeaux Drive from Sanders Road to Charlemagne Drive
- Touraine Terrace north of Bordeaux Drive
- Brittany Court north of Bordeaux Drive
- Bordeaux Court north of Bordeaux Drive
- Landwehr Road from Huehl Road to Dundee Road
- Lindberg Lane
- Arnold Lane
- Doolittle Drive
- Academy Drive
- Shannon Road from 2530 Shannon Road to 2480 Shannon Road

III. Permits, Licenses, Approvals, and Authorizations: Contractor shall obtain all required governmental permits, licenses, approvals, and authorizations, including without limitation the following: Village Contractor licenses.

IV. Commencement Date: The date of execution of the Contract by Owner, but physical construction at the Work Site shall not commence earlier than **Monday, October 27, 2025.**

V. Completion Dates:

Substantial Completion Date: All work with the exception of sodding shall be completed by **Friday, May 24, 2026.**

Final Completion Date: All work shall be completed by **Friday, May 31, 2026.**

VI. Insurance Coverages:

A. Worker's Compensation and Employer's Liability
with limits not less than:

(1) Worker's Compensation: Statutory;
(2) Employer's Liability:
$1,000,000 injury - per occurrence
$ 500,000 disease - per employee
$1,000,000 disease - policy limit
Such insurance shall evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability, with a combined single limit of liability for bodily injury and property damage of not less $3,000,000 for vehicles owned, non-owned, or rented.

All employees shall be included as insureds.

C. Commercial General Liability with coverage written on an "occurrence" basis and with "per project" limits no less than $3,000,000 Bodily Injury and Property Damage Combined Single Limit.
Coverage is to be written on an "occurrence basis:
Coverages shall include:
- Broad Form Property Damage Endorsement
- Products/Completed Operations (to be maintained for two years following final payment).
- Independent Contractors
- Personal Injury (with Employment Exclusion deleted)
- "X," "C," and "U" exclusions shall be deleted
- Contractual Liability
-Railroad exclusions shall be deleted if Work Site is within 50 feet of any railroad track.

All employees shall be included as insureds.
Contractual Liability shall specifically include the indemnification set forth in the Contract.

D. Umbrella Policy. The required coverages may be in any combination of primary, excess and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

E. Deductible. Each policy shall have a deductible or self-insured retention of not more than $1,000.

F. Owner as Additional Insured. Owner shall be named as an Additional Insured on all policies except for Worker's Compensation, and Comprehensive Motor Vehicle Liability.

Each such additional Insured endorsement shall identify Owner as follows: Village of Northbrook, including its President and Board of Trustees and elected and appointed officials, its officers, employees, agents, attorneys, consultants, and representatives. Additional insured coverage shall be provided on endorsements at least as broad as ISO form CG2010 or CG2026 (pre 2004 editions).

G. Other Parties as Additional Insureds. In addition to the Owner, the following parties shall be named as additional insureds on the following policies.

Additional Insured (Applies to Base Bid)	Policy or Policies
None	None

VII. Contract Price:

UNIT PRICE CONTRACT

For providing, performing, and completing all Work, the sum of the products resulting from multiplying the number of acceptable units of Unit Price Items listed below incorporated in the Work by the Unit Price set forth below for such Unit Price Item:

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
ATTACHMENT A – SUPPLEMENTAL SCHEDULE OF CONTRACT TERMS

SCHEDULE OF PRICES					
PAY ITEM	ITEM DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL
1	TRAFFIC CONTROL & PROTECTION	LS	1	$ 47,250.00	$ 47,250.00
2	MOBILIZATION	LS	1	$ 9,150.00	$ 9,150.00
3	CLASS B PATCHES, TYPE I-FULL DEPTH	SY	45	$ 110.00	$ 4,950.00
4	CLASS B PATCHES, TYPE II-FULL DEPTH	SY	628	$ 95.00	$ 59,660.00
5	CLASS B PATCHES, TYPE III-FULL DEPTH	SY	2665	$ 88.00	$ 234,520.00
6	CLASS B PATCHES, TYPE IV-FULL DEPTH	SY	942	$ 85.00	$ 80,070.00
7	CLASS B PATCHES, TYPE V-FULL DEPTH	SY	1869	$ 85.00	$ 158,865.00
8	EARTH EXCAVATION	CY	608	$ 38.00	$ 23,104.00
9	SUB-BASE GRANULAR MATERIAL, TYPE B, 4"	SY	5476	$ 2.50	$ 13,690.00
10	1" EPOXY COATED DOWEL BAR BASKETS	LF	2315	$ 5.70	$ 13,195.50
11	1" EPOXY COATED DOWEL BARS	EA	4488	$ 3.50	$ 15,708.00
12	EPOXY COATED DEFORMED TIE BAR, #6, 24" LENGTH	EA	871	$ 2.25	$ 1,959.75
13	SAWING P.C.C. PAVEMENT, 2"	LF	2315	$ 1.75	$ 4,051.25
14	RUBBER ASPHALT JOINT SEALER	LF	11242	$ 2.50	$ 28,105.00
15	P.C.C COMBINATION CURB AND GUTTER REMOVAL	LF	168	$ 10.00	$ 1,680.00
16	P.C.C COMBINATION CONCRETE CURB AND GUTTER, TYPE B-6.12	LF	168	$ 40.00	$ 6,720.00
17	BRICK DRIVEWAY, REMOVAL AND REPLACEMENT	SY	50	$ 110.00	$ 5,500.00
18	HMA DRIVEWAY, REMOVAL AND REPLACEMENT	SY	50	$ 90.00	$ 4,500.00
19	P.C.C. DRIVEWAY, 6", REMOVAL AND REPLACEMENT	SY	50	$ 100.00	$ 5,000.00
20	P.C.C. DRIVEWAY, 8", REMOVAL AND REPLACEMENT	SY	50	$ 110.00	$ 5,500.00
21	P.C.C. SIDEWALK, 5", REMOVAL AND REPLACEMENT	SF	300	$ 14.00	$ 4,200.00
22	DETECTABLE WARNINGS	SF	20	$ 38.00	$ 760.00
23	CATCH BASINS, INLETS, MANHOLES TO BE ADJUSTED	EA	16	$ 550.00	$ 8,800.00
24	CATCH BASINS, INLETS, MANHOLES TO BE RECONSTRUCTED	EA	5	$ 2,500.00	$ 12,500.00
25	MODIFIED URETHANE PAVEMENT MARKING – LINE 4"	LF	81	$ 90.00	$ 7,290.00
26	SODDING	SY	550	$ 48.00	$ 26,400.00
27	TOPSOIL FURNISH AND PLACE, 4"	SY	550	$ 11.00	$ 6,050.00
28	TREE ROOT PRUNING	LF	900	$ 5.00	$ 4,500.00

29	TREE TRUNK PROTECTION	EA	45	$ 225.00	$ 10,125.00

TOTAL CONTRACT PRICE (the sum of the extensions for the Unit Price Items):

Eight Hundred Three Thousand Eight Hundred Three (in writing) Dollars and Fifty (in writing) cents

$803,803 (in figures) Dollars and 50 (in figures) cents

VIII. Progress Payments:

A. General. Owner shall pay to Contractor 90 percent of the Value of Work, determined in the manner set forth below, installed and complete in place up to the day before the Pay Request, less the aggregate of all previous Progress Payments. The total amount of Progress Payments made prior to Final Acceptance by Owner shall not exceed 90 percent of the Contract Price.

B. Value of Work. The Value of the Work shall be determined as follows:

(1) Lump Sum Items. For all Work to be paid on a lump sum basis, Contractor shall, not later than 10 days after execution of the Contract and before submitting its first Pay Request, submit to Owner a schedule showing the value of each component part of such Work in form and with substantiating data acceptable to Owner ("Breakdown Schedule"). The sum of the items listed in the Breakdown Schedule shall equal the amount or amounts set forth in the Schedule of Prices for Lump Sum Work. An unbalanced Breakdown Schedule providing for overpayment of Contractor on component parts of the Work to be performed first will not be accepted. The Breakdown Schedule shall be revised and resubmitted until acceptable to Owner. No payment shall be made for any lump sum item until Contractor has submitted, and Owner has approved, an acceptable Breakdown Schedule.
Owner may require that the approved Breakdown Schedule be revised based on developments occurring during the provision and performance of the Work. If Contractor fails to submit a revised Breakdown Schedule that is acceptable to Owner, Owner shall have the right either to suspend Progress and Final Payments for Lump Sum Work or to make such Payments based on Owner's determination of the value of the Work completed.

(2) Unit Price Items. For all Work to be paid on a unit price basis, the value of such Work shall be determined by Owner on the basis of the actual number of acceptable units of Unit Price Items installed and complete in place, multiplied by the applicable Unit Price set forth in the Schedule of Prices. The actual number of acceptable units installed and complete in place shall be measured on the basis

described in Attachment B to the Contractor, in the absence of such description, on the basis determined by Owner. The number of units of Unit Price Items stated in the Schedule of Prices are Owner's estimate only and shall not be used in establishing the Progress or Final Payments due Contractor. The Contract Price shall be adjusted to reflect the actual number of acceptable units of Unit Price Items installed and complete in place upon Final Acceptance.

C. Application of Payments. All Progress and Final Payments made by Owner to Contractor shall be applied to the payment or reimbursement of the costs with respect to which they were paid and shall not be applied to or used for any pre-existing or unrelated debt between Contractor and Owner or between Contractor and any third party.

IX. Per Diem Administrative Charge:

A. General

ONE THOUSAND DOLLARS ($1,000.00) PER DAY FOR EACH DAY AFTER THE SUBSTANTIAL COMPLETION DATE

ONE THOUSAND DOLLARS ($1,000.00) PER DAY FOR EACH DAY AFTER THE FINAL COMPLETION DATE

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
ATTACHMENT B--SPECIFICATIONS AND SPECIAL PROJECT REQUIREMENTS

1. General: The Work required by this Contract shall be performed in accordance with and subject to the following published documents, as referenced within this Contract, except where otherwise required by this Contract and its components:

   A. State of Illinois Standard Specifications for Road and Bridge Construction, latest edition ("Standard Specifications");

   B. Village of Northbrook's Standards and Specifications for Public & Private Improvements, in effect on the date of the Invitation for Bidder's Proposals;

   C. Illinois Manual on Uniform Traffic Control Devices for Streets and Highways, in effect on the date of the Invitation for Bidder's Proposals;

   D. State of Illinois Supplemental Specifications and Recurring Special Provisions in effect on the date of the Invitation for Bidder's Proposals; and

   E. Standard Specifications for Water and Sewer Construction in Illinois, 8th Edition.

   In case of conflict between the specifications and requirements of any of these publications and any part or parts of this Contract and its Attachments, the more restrictive specification or requirement shall take precedence and shall govern.

2. Incidental Items: Any item shown on the plans to be constructed by the Contractor shall be considered as incidental to the Contract when there is not a Contract Unit Price Item for such Work.

3. Project Engineer: Owner will designate one of its employees or an agent to serve as Project Engineer under this Contract.

4. General And Residential Working Provisions: During the construction process, any special provision that is not complied with will be subject per each occurrence per each day to liquidated damages in a minimum amount of five-hundred dollars ($500) for each occurrence.

   No Work may be performed before 7:00 A.M. on weekdays. In addition, no Work requiring supervision or inspection may be performed after 5:00 P.M. or on Saturdays, Sundays and legal holidays without approval of the Project Engineer. If approved, Saturday Work may not begin earlier than 9:00 A.M. and must conclude by 5:00 P.M., or earlier if specified by the Project Engineer.

   No work may be performed on Yom Kippur (October 2, 2025).

   Pavement fronting residential driveways may not be removed on a Friday unless it will be replaced that same day or filled flush with stone. If a void has been created, it is the Contractor's responsibility to fill the void with stone so access to driveway is open over the weekend. The cost of this Work is incidental to the Contract.

   The Contractor must obtain a separate permit from the Village prior to performing any non-Village funded projects. (I.E. private driveway, sidewalk or patios).

5. Public and Resident Notification: If the Contractor is required to impede access to any driveway/property for any reason during the course of this project, the Contractor shall provide twenty-four (24) hour advance written notice to the affected residents. The notification shall be of a form and method as approved by the Project Engineer.

6. Guarantee: All materials and equipment (unless otherwise specified) shall be guaranteed for a period of one (1) year from the date of acceptance by the Village and/or Authorized Representative. Upon receipt of notice from the Village and/or Authorized Representative of failure of any part of the system during the guarantee period, new replacement parts shall be furnished and installed by the Contractor at no additional cost to the Village of Northbrook.

7. Public Utilities: There are existing underground and above ground public and private, municipal and non-municipal utilities at the site, such as, but not necessarily limited to electrical and telephone cables including fiber-optic facilities, natural gas pipes, sewers, and water main, etc. All due notifications, vertical/horizontal separations, and other safety precautions required by the Owners/operators of the facilities being crossed shall be observed by the Contractor and/or all sub-Contractors at all times. Any damage caused by the construction to any of the existing facilities on-site shall be promptly repaired to the satisfaction of the Owners/operators of the facility involved, at no additional compensation.

   It shall be the Contractor's responsibility to very carefully inspect the site, identify and locate both horizontally and vertically all existing facilities, contact their Owner/operators for their notification, separation, and safety requirements, and follow such requirements very carefully. It shall be the Contractor's responsibility to notify J.U.L.I.E. at least forty-eight (48) hours prior to excavation to verify locations of all utilities.

   The Contractor shall protect and save harmless the Village of Northbrook from any claim(s) of damage resulting from his/her activities at the site or from failing to undertake due and proper safety measures to avoid such damage to any utilities during the construction.

   The Contractor shall repair any damage to any of the utilities, caused by his/her work, to the satisfaction of the involved utility and the Village of Northbrook at no additional compensation.

   Basis of Payment. The cost of compliance with this provision shall be considered included in the cost of the contract and will not be compensated for separately.

8. Noise Limitations: Equipment and trucks may not be started or operated outside of the Work hours above unless authorized at the sole discretion of the Project Engineer. All other areas of Work noise restriction will be strictly enforced.

9. Deletion of Work: The Village reserves the right to delete certain sections, phases, or the entire project should the low bid proposal exceed their Village budget for the project. In the event certain sections or phases are deleted from the Contract, the Contractor must honor their low bid proposal Unit Prices.

10. Addition of Work: The Owner reserves the right to add additional Concrete Patching Work to this project at other locations throughout the Village of Northbrook. In the event Work is added to the

Contract, the Contractor shall continue to honor the Contract Unit Prices. No additional compensation will be provided for mobilization or traffic control required for the additional Work.

11. Project Schedule: The Contractor will be required to submit a schedule at or before the preconstruction meeting. The Contractor must make every effort to maintain the submitted schedule which shall be in accordance with the commencement and completion dates set forth in the Contract.

12. Weekly Meetings: The Contractor will be required to prepare for and lead weekly project status meetings with the Project Engineer and all other appropriate Village Staff. An updated two week look ahead schedule shall be provided at each meeting.

13. Equipment Operation: When the Contractor's equipment is operated on any portion of a traveled surface or structures used by traffic on or adjacent to the section under construction, the Contractor must clean the traveled surface of all dirt and debris at the end of each day's operations. The cost of this Work is incidental to the Contract and no additional compensation will be allowed.

The Contractor shall protect traveled surfaces and structures on or adjacent to the Work, in a manner satisfactory to the Project Engineer, from damage by lugs, cleats, or equipment. Walking of tracked equipment directly on paved streets, driveways, curbs, or sidewalks is not allowed unless such equipment is equipped with rubber tracks.

Equipment used in the performance of the Work must comply with legal load limits established by State statutes or local regulations when moved over or operated on any traveled surface or structure unless permission in writing has been issued by the Project Engineer. Before using any equipment that may exceed the legal roadway load, the Contractor shall secure a permit, allowing ample time for an analysis of stresses to determine whether or not the proposed load is within safe limits. The Owner will not be responsible for any delay in construction operations or for any costs incurred by the Contractor as a result of compliance with the above requirements.

Basis of Payment. The cost of compliance with this provision shall be considered included in the cost of the contract and will not be compensated for separately.

14. Street Sweeping and Dust Control Watering: Dust shall be controlled by daily cleaning of the project site. Dust control is at the discretion of the Project Engineer. When in use, a street sweeper must be capable of collecting sediment, followed by the uniform application of sprinkled water (multiple applications each day as directed by the Project Engineer), which shall be applied in a manner approved by the Project Engineer. All equipment used for this Work shall meet with the Project Engineer's approval. There shall be a thorough cleaning of the job site once a week by a street sweeper at the approval of the Project Engineer. Gas powered leaf blowers shall not be allowed.

Basis of Payment. This Work will not be measured for payment. This Work is incidental to the Contract and shall include all labor and equipment for controlling dust as herein specified. If the CONTRACTOR does not meet the requirement of controlling dust, as determined by the Project Engineer, the Owner shall make the necessary arrangements to control dust. The cost of such dust control will be deducted from any monies due or to become due to the CONTRACTOR. See the deficiency table below for penalties to be assessed if these conditions are not met. Once the CONTRACTOR has been notified, they shall have two hours to address any deficiencies.

First Offense	Warning from Engineer
Second Offense	$250
Third Offense	$500
Fourth Offense & More	$750/Occurrence

15. Private Property Damage: The Contractor must pay all meritorious claims submitted for private property damage due to this project within 14 days of submittal. If payment of claim extends past a 14 day period, the Village reserves the right to reimburse the claim submitter and deduct the amount of the claim from Contractor's retainage. There will be a 15% administrative charge assessed to the Contractor for failure to make payment.

16. Fences/Mailboxes/Poles And Surface Structures: Fences, poles, mailboxes and all other property and surface structures must be protected during the performance of the Work. If a mailbox is damaged, a temporary mailbox must be provided by the end of the workday. All said items that are moved or disturbed/damaged during the Work must be either restored permanently to their original condition or replaced after construction is complete at no additional cost to the Owner.

    Basis of Payment. All costs associated with protecting fences, mailboxes, poles, and other surface structures will not be paid for separately but shall be considered included in the cost of the Contract.

17. Temporary Aggregate Access Ramps: The Contractor is responsible for the construction and maintenance of temporary aggregate access ramps where specified by the Project Engineer. The ramps shall be constructed of compacted CA-6 in such a manner to allow safe ingress and egress from roadways, driveways, and sidewalks.

    Basis of Payment. This Work will not be paid for separately but shall be considered included in the cost of the Contract.

18. Earth Excavation, Trench Spoil, And Drilling Fluid Disposal: The removal and disposal of trench excavation (earth excavation), trench spoil, and drilling fluid material is incidental to the Contract, however it is used. All material must be loaded directly into waiting trucks and immediately removed from the construction site. Drilling fluid must be disposed of directly into waiting trucks and removed from the construction site at end of each Working day. No stockpiling of trench excavation, trench spoil, or drilling fluid will be permitted. At no time will trucks be permitted to block the entire road during loading operations. Erosion and sedimentation control measures and on-site containers shall be installed to prevent drilling mud from spilling out of entry and/or exit pits. Drilling mud shall be disposed of off-site in accordance with applicable local, State, and Federal requirements and/or permit conditions. Site clean-up including removal and proper disposal of all waste materials and drilling fluid is incidental to the Contract. There must be a vacuum tank truck on the Work Site for the proper clean-up of drilling fluid.

    Basis of Payment. The cost of compliance with this provision shall be considered included in the cost of the contract and will not be compensated for separately.

19. Supervision of Sub-Contractors: The Contractor may sub-Contract portions of the Work in accordance with Article 108.01 of the Standard Specifications for Road and Bridge Construction. The Contractor must provide a competent representative on site at all times to provide supervision of all

Sub-Contractors during construction. The representative will be responsible for notifying and informing Sub-Contractors of IDOT and Village standards and specifications as directed by the Project Engineer. Failure to provide adequate supervision will result in the project to be suspended until the Contractor's representative is on site. No additional Workdays or project deadline extension will be granted for such delays.

20. Open Excavation: Excavations shall not be left open overnight unless approved by the Project Engineer. If approved, all excavations which are to be temporarily left open (not backfilled) shall be covered with steel plates and properly barricaded.

Basis of Payment. This Work will not be paid for separately but shall be considered included in the cost of the Contract.

21. Work Around Utility And Light Poles: In locations where the proposed Work may potentially compromise the stability of a utility and/or light pole, the Contractor shall Work with the Village and pole Owner to develop an approved plan to complete the Work without disrupting the pole. Any bracing needed shall be performed with the utility owner's written permission.

Basis of Payment. No additional compensation will be provided for this Work and all costs associated with this Work shall be considered incidental to the Contract.

22. QC/QA Requirements for PCC and HMA: Quality Control & Quality Assurance (QC/QA) requirements for Portland Cement Concrete shall be in accordance with Section 1020.16 located on Check Sheet #25 of the Supplemental Specifications and Recurring Special Provisions adopted January 1, 2021. Quality Control & Quality Assurance (QA/QC) required for Hot-Mix Asphalt shall be in accordance with Section 1030.05 of the Standard Specifications for Road and Bridge Construction adopted January 1, 2022. A QC plan is required for Portland Cement Concrete and a separate QC plan is required for Hot-Mix Asphalt.

Basis of Payment. This Work will not be paid for separately but shall be considered included in the cost of the Contract.

23. Traffic Control And Protection:

Traffic Control shall be in accordance with the applicable sections of the Standard Specifications, the Supplemental Specifications, the "Illinois Manual on Uniform Traffic Control Devices for Streets and Highways", any special details and Highway Standards contained in the plans, and the Special Provisions contained herein.

Special attention is called to Article 107.09 of the Standard Specifications and the following Highway Standards, Details, Quality Standard for Work Zone Traffic Control Devices, Recurring Special Provisions and Special Provisions contained herein, relating to traffic control.

The Contractor shall contact the District One Bureau of Traffic at least 72 hours in advance of beginning work.

STANDARDS:
701301-04, 701501-06, 701801-06, 701901-10

DETAILS:
TC-10 Traffic Control and Protection for Side Roads, Intersections, and Driveways

Basis of Payment. This Work will be paid for at the lump sum Contract Unit Price for "Traffic Control and Protection".

24. Flagmen Required: The Contractor must in all cases, protect the public and the Work during its execution by posting and maintaining the proper signs, barricades, barriers, lights, and other safety devices. The Contractor is responsible for providing certified flagmen during the Work in order to regulate traffic.

Basis of Payment. The cost of this Work is included in the Contract Unit Price for "Traffic Control and Protection".

25. Mobilization: This work shall consist of preparatory work and operations necessary for the movement of personnel, equipment, materials, supplies, and incidentals to the project site for all work or operations, which must be performed or costs incurred when beginning work on the project. This work and payment shall be conducted according to the applicable Articles of Section 671 of the Standard Specifications.

Basis of Payment. This Work will be paid for at the lump sum Contract Unit Price for "Mobilization".

26. Video Recording of Construction Limits: Prior to the start of any construction or excavation, the contractor shall record the existing conditions in the area of the construction route. The video recording shall be done on Digital Video Format (i.e. mpeg or avi) and be performed by a professional legal video service. Separate video files shall be provided for each address separated in folders by street name. The minimum video resolution shall be 1920 x 1080 (1080P). The Contractor shall supply the Engineer with copies of the video recordings on a USB flash drive and must be submitted to Owner for review/ approval prior to starting construction activities. The video recording shall include the following but is not limited to:

1. Full right-of-way	2. Parkway condition
3. Pavement condition	4. Curb condition
5. Driveway condition	6. Existing manholes
7. Mailboxes	8. Fences
9. Trees and landscaped areas	10. Fire Hydrants and adjacent landscaping
11. Sprinkler heads or systems	12. Buffalo Boxes and adjacent landscaping
13. Sidewalks	14. Any other physical objects

The recordings shall also supply a continuous audio record of the location (preferably with address), all anticipated problem areas, items, and features for the complete area to be affected by the construction. The audio portion shall be sufficiently free of electrical interference, background noise, and heavy foreign or regional accents to provide an oral report that is clear and complete and easily discernible. The audio portion of the video report shall be recorded by the operating technician as they are being produced and shall include references to the street address and type of construction to be performed at the site as specified in the plans. Audio comments pertaining to special circumstances, which may arise during the excavation, shall also be included.

The recording shall be made on a standard mpeg or avi format or approved equal. The format of recording shall remain the same throughout the project. The video shall clearly indicate the date the video recording was taken, the designated section(s) of construction contained in the video, and the label "2025 CONCRETE STREET PATCHING IMPROVEMENTS".

Basis of Payment. The cost of video recording and log preparation will not be paid for separately but shall be considered included in the cost of the Contract.

27. Construction And Tree Preservation Specifications For Parkway Trees:

The following specifications are guidelines to ensure that the parkway trees are not damaged during the proposed construction.

As with all guidelines, it will be in the contractor's best interest, to schedule a meeting prior to construction to ensure that all questions regarding proposed work and tree impacts are discussed and agreement reached with the Village Forester.

PROXIMITY TO TREES

- Any new sidewalk or street excavation to be made will require prior approval by the Village Forester.
- Site markings indicating proximity of proposed work shall be marked by each tree with paint prior to scheduling an inspection by the Village Forester.
- The permitted distance from the trunk of a tree to any proposed excavation is 6 feet or more.
- If the proposed improvement is within 6 feet or less of the tree, the tree may be required to be removed. (See Tree Removal).

TREE PRESERVATION FENCING

- Wooden slat snow fence will need to be erected from drip line to drip line of each tree within the construction zone.
- Enclosed Tree Protection Detail will be part of the construction documents.

TREE ROOT PRUNING

- Root pruning shall be performed on any tree that is more than six (6) feet from the proposed construction zone.
- Root pruning will **not be permitted** on any tree that is less than six (6) feet away from proposed construction zone.
- Root pruning equipment must be approved by the Village Forester prior to use.
- Hand root pruning will not be permitted unless approved by the Village Forester. All hand root pruning will require a Certified Arborist's supervision.

TREE CANOPY PRUNING

- Tree branches hanging into the construction zone may be pruned by a Certified Tree Worker.
- All pruning cuts must meet ANSI A300-2001 Standards.
- No American Elms or Oaks may be pruned without written permission and instructions to Certified Arborist from the Village Forester between April 1st and October 31st.

DAMAGE TO TREES

- Failure to follow these specifications will result in the contractor requiring to post a cash bond, equivalent to the value of each damaged tree, for a period not to exceed three (3) years.
- Bond value will be determined by the Village Forester.
- The Village Forester reserves the right to stop the job for unsupervised work that is determined to cause irreparable damage to any right-of-way tree. Stop work order will be enforced until the cash bond is paid as determined.

28. Tree Trunk Protection: No trees may be removed to facilitate construction unless noted on the Contract drawings or as directed by the Project Engineer. Trees critically damaged during construction must be replaced in kind and size, by the Contractor at no extra cost.

The Contractor will be required to tie back tree branches and bushes as directed by the Project Engineer to minimize damage during construction.

Where tree trimming is approved by the Project Engineer for the clearance of construction equipment, the Work must be done in the standard method for such Work, including cutting branches flush with the trunk of the tree and painting all cuts with tree paint.

Tree Protection will be required as directed by the Project Engineer in accordance with the detail shown in the Contract drawings. It does not need to be provided for the entire site(s) at the same time.

Trenchless Installation of Storm Sewer will be required as directed by the Project Engineer where installation of the Storm Sewer is under or near large trees or pavements. This Work must be performed using a trenchless installation method approved by the Project Engineer and be included in the pertinent Contract Unit Item Prices.

Basis of Payment. This Work will be paid for by under the Contract Unit Price, per each, for "Tree Trunk Protection", which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work.

29. Tree Root Pruning: The Contractor will be responsible for all root pruning to facilitate the installation of the proposed water main and water service lines and as directed by the Project Engineer, or other Owner representative.

All roots conflicting with the proposed Work must be pruned by a Vermeer V2050, or approved equal "walk behind" root pruning machine to a minimum depth of sixteen inches (16"). All trees whose drip line falls within the alignment of the proposed water main or water services will be included. Please note to only prune the roots on the water main/service-line side of the tree. It must also be ensured that all tools (blades in particular) utilized are properly disinfected as required to prevent the spread of disease among the trees whose roots are pruned. The Contractor is to verify pruning lengths in the field and not off plan drawings.

The Contractor must, at no additional cost to the Contract, replace trees critically damaged during construction. Additionally, a citation will be issued by the Village of Northbrook's Tree Preservation Officer.

Basis of Payment. This Work will be paid for at the foot Contract Unit Price for "Tree Root Pruning", which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work.

30. P.C.C. Combination Curb and Gutter Removal: This work shall consist of the removal and satisfactory disposal of all existing curb and gutter as per the applicable portions of Section 440 of the IDOT Standard Specifications and as shown on the Plans or as directed by the Engineer.

Any damage to private driveways or curb and gutter not designated to be removed shall be repaired at the Contractor's expense. Extent of any repair required shall be determined by the Engineer.

Basis of Payment. This Work will be paid for at the Contract Unit Price, per foot, for "P.C.C. Combination Curb and Gutter Removal", which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work.

31. P.C.C Combination Concrete Curb and Gutter, B-6.12: This work shall consist of the construction of new curb and gutter at locations shown on the Plans or as designated by the Engineer in the field. All work shall be done in accordance with Sections 440 and 606 of the IDOT Standard Specifications and the details shown on the Plans. The concrete shall be Class SI as specified on Article 1020 of the IDOT Specifications.

The new concrete curb and gutter type will match the existing curb and gutter and will taper (if necessary) the profile to match the frame on drainage structures. Refer to the Combination Curb & Gutter plan details. The minimum replacement length of curb and gutter marked out for removal by the Engineer will be 5 linear feet. When framing for concrete curb and gutter the Contractor will be required to use of full vertical forms for both front and back of curb. Steel angle framing will not be permitted. The gutter flag of the combination curb & gutter will be a minimum of 10 inches thick over a compacted 3-inches of subbase granular material Type B. Two continuous #4 epoxy coated steel reinforcement bars will be proved for all new curb and gutter. Two smooth #6 epoxy coated dowel bars will be provided at all expansion joints (60' intervals) and at connection to existing curb and gutter. Contractor shall cut contraction joints to a depth of 2" at 15' intervals as soon as practical but no more than 24 hours after pour. The mechanical compaction of the subbase granular material Type B, dowel bars and rebar shall be included in the cost of "P.C.C Combination Concrete Curb and Gutter, Type B-6.12".

Voids between existing pavement and new curb and gutter shall be filled with Class SI Concrete up to top of milled surface elevation. Curbs shall be depressed at all driveways and sidewalks unless otherwise directed by the Engineer.

The Contractor shall take care when removing curb and gutter adjacent to a concrete driveway. The Contractor is solely responsible for identifying locations where the driveway pavement will likely and unavoidably be damaged during curb and gutter removal and notifying the Engineer prior to curb and

gutter removal. A quantity is provided in the plans for bidding purposes, but shall only be used where authorized by the Engineer.

All saw cutting required for curb replacement on asphalt overlaid monolithic concrete pavement (including longitudinal cut) shall be included in the cost of "P.C.C Combination Concrete Curb and Gutter, Type B-6.12".

The Contractor shall minimize the excavation work behind the curb where parkway trees are growing in close proximity. The Contractor will be required to excavate and form the curb in a manner that causes least amount of damage to the tree root system. Exposed tree roots shall be carefully cut by the Contractor using an approved saw or root pruning loppers. This work shall be included in the cost of this item.

All parkway areas disturbed by the Contractor that have not been restored within 10 days of the concrete pour will need to be filled in with clean topsoil. This would be a temporary measure until restoration is completed. This work shall not be paid for separately, but shall be included in the cost of this item.

Basis of Payment. This Work will be paid for at the Contract Unit Price, per foot, for "P.C.C Combination Concrete Curb and Gutter, Type B-6.12", which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work. The 3-inches of subbase granular material Type B shall be included in the Contract Unit Price for this pay item, which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work.

32. P.C.C. Sidewalk, 5", Removal and Replacement: This Work consists of removal and replacement of sidewalk as directed by the Project Engineer. Removal of sidewalk shall be done in accordance with the applicable portions of Section 440 of the Standard Specifications. Replacement work consists of installation of sidewalk with 5-inch thick (6-inch thick through residential driveways and 8-inch thick through commercial driveways) Class SI Portland Cement Concrete with material supplied by a Ready-Mix concrete company which must be placed over a three inch (3") thick compacted CA-6 granular sub-base using 2" X 6" form boards. In areas where side curb is to be installed with proposed P.C.C. sidewalk three inches (3") of CA-6 granular sub-base shall be extended to the outside edge of the side curb. Installation of side curb will not be paid for separately but shall be included in the cost of "P.C.C. Sidewalk 5", Removal and Replacement". The Contractor must depress all curbs at crosswalks for handicap accessibility. Maximum 1.5% cross slope is allowed unless otherwise approved by the Project Engineer. Sidewalk through driveways will be paid for under the sidewalk pay item. The sidewalk installation Work is to be performed in accordance with Section 424 of the Standard Specifications

Basis of Payment. This Work will be paid for at the Contract Unit Price, per square foot, for "P.C.C. Sidewalk, 5", Removal and Replacement", which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work. The 3-inches of subbase granular material Type B shall be included in the Contract Unit Price for this pay item, which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work.

33. Detectable Warnings: This work shall include all labor, material, and equipment necessary to install detectable warnings in concrete accessible ramps and as specified herein.

The detectable warnings shall be cast iron panels with powder coated with brick red paint of the size shown on the plans and shall meet the following material specification:

The detectable warning plate shall be constructed of grey iron meeting the requirements of Article 1006.14 of the Standard Specifications and ASTM A48, CLASS 30A, 30B or 35B; or cast ductile iron meeting the requirements of Article 1006.15 of the Standard Specifications.

The installation of detectable warnings shall meet the requirements of Article 424.09 of the Standard Specifications.

Basis of Payment. This work will be measured in place and paid for at the contract unit price per square foot for "Detectable Warnings", which shall include all labor, material, and equipment required to complete the work as specified herein.

34. P.C.C. Driveway, 6", Removal and Replacement: This work shall include any pavement saw cutting, pavement removal, and concrete driveway restoration, in accordance with the Village detail and section 423, 424, 440, 442, 481 and 606 of the Standard Specification.

This Work shall include pavement removal at the nearest joint or saw cutting as necessary, the removal of existing driveway pavement and replaced with 6-inches of PCC driveway pavement in accordance with the plans and Village detail. This work shall consist of all labor, equipment and material required to complete this work. Any additional earth excavation or CA-6 backfill required, as determined by the Engineer, shall be included in the cost of this item.

Basis of Payment. This Work will be paid for at the Contract Unit Price, per square yard, for "P.C.C. Driveway, 6", Removal and Replacement".

35. P.C.C. Driveway, 8", Removal and Replacement: This work shall include any pavement saw cutting, pavement removal, and concrete driveway restoration, in accordance with the Village detail and section 423, 424, 440, 442, 481 and 606 of the Standard Specification.

This Work shall include pavement removal at the nearest joint or saw cutting as necessary, the removal of existing driveway pavement and replaced with 8-inches of PCC driveway pavement in accordance with the plans and Village detail. This work shall consist of all labor, equipment and material required to complete this work. Any additional earth excavation or CA-6 backfill required, as determined by the Engineer, shall be included in the cost of this item.

Basis of Payment. This Work will be paid for at the Contract Unit Price, per square yard, for "P.C.C. Driveway, 8", Removal and Replacement".

36. Class B Patches, Type I, II, III, IV, V- Full Depth: The cost of the Portland Cement concrete pavement removal and replacement for Class B Patches Type I, II, III, IV, and V – Full Depth" shall include removing the existing seven inch (7") +/- concrete pavement with a monolithic curb and necessary excavation for replacement with a minimum seven inch (7") thick concrete IDOT Class Pavement Patching 1 (PP-1) (No Fly Ash Is Permitted) concrete pavement with monolithic curb. In accordance to section 442.05(b), except as modified herein, partial concrete panels are allowed to be removed and replaced.

The contractor shall prepare the subgrade in accordance with section 442.05(c). All voids shall be filled with CA-6 and compacted with vibratory compaction. Subgrade preparation is required for all patches. This work shall not be paid for separately and be considered incidental to this pay item. All stone used for fine grading and temporary filling of voids caused by adjacent patches along centerline of streets or at driveways shall be included in the cost of this Unit Price Item.

Any existing concrete burrs and irregularities found along the perimeter of proposed patches shall be removed by saw-cutting with the cost of such saw-cutting being incidental to the Contract.

A ten-foot level shall be used in shaping concrete flow lines. An approved vibratory screed shall be used when pouring full size panels greater than fifteen feet (15') in length. Handheld surface pan type vibrator or internal vibrator shall be used on all concrete panels less than fifteen feet (15') in length.

Two inch (2") thick wooden forms shall be used on all patches. Patch sizes shall be designated as follows:

Type I	Less than 5 sq. yds.
Type II	5 sq. yds. or more, but less than 15 sq. yds.
Type III	15 sq. yds. or more, but less than 50 sq. yds.
Type IV	50 sq. yds. or more, but less than 75 sq. yds.
Type V	75 sq. yds. or more.

Basis of Payment. This Work shall be performed in accordance with Section 420 and 442 of the Standard Specifications or provisions elsewhere in this proposal and paid for at the Contract Unit Price, per square yard, for "Class B Patches, Type I, II, III, IV, or V – Full Depth"".

37. Concrete Curing Method: Unless specified otherwise by the Project Engineer, the Contractor shall cure all concrete using the Membrane Curing Method in accordance with Article 1020.13 of the IDOT Standard Specifications for Road and Bridge Construction ("Standard Specifications"). The Membrane Curing Compound shall be Type III, white pigmented, and shall be in accordance with Article 1022.01 of the Standard Specifications. The Owner reserves the right to specify other curing methods and other curing compound types.

Basis of Payment. This Work will not be paid for separately, but shall be considered incidental to the Unit Price Items contained in this Contract.

38. Sawing P.C.C. Pavement, 2": Two inch (2") deep transverse contraction joints shall be at fifteen foot (15') intervals or where directed by the Project Engineer. Longitudinal joints shall be installed as directed by the Project Engineer. This Work must be performed at the end of each Working day or sooner if permissible. Next day saw cutting is not allowed.

Basis of Payment. This Work shall be paid for at the Contract Unit Price, per linear foot, for "Sawing P.C.C. Pavement, 2"".

39. Sawing Portland Cement Concrete Pavement, Full Depth: This Work shall be performed as directed by the Project Engineer. The Contractor shall cut the joint between the portion of the pavement to be removed and that portion to be left in place using a concrete sawing machine to prevent the concrete from spalling when the pavement is broken out. This Work shall be done in such manner that a straight and perpendicular joint will be formed. Spalled, cracked, and/or crooked joints shall be re-cut at no additional cost.

Optional saw-cutting along the centerline of the road at adjacent patches shall be considered incidental should the Contractor elect to do so. It is the Contractor's responsibility to determine the thickness of the existing pavement and whether or not it contains reinforcement.

It is also the Contractor's responsibility to provide a street sweeper to perform clean up at the end of each Working day. There shall be a laborer on the job site at all times to perform full-time cleanup of the concrete slurry discharged from the saw-cutting operation using a pressure washer and squeegee. The concrete slurry will be removed and disposed of by the end of the day. CONTRACTORS ARE RESPONSIBLE FOR CLEANING DRIVEWAYS AND VEHICLES AFFECTED BY THIS WORK. Any claims submitted to the Village for Contractor's neglect to maintain a clean Work site will be deducted from the Contractor's pay request.

Basis of Payment. This Work shall not be paid for separately and shall be considered incidental to the contract.

40. Earth Excavation: This work shall be performed in accordance with Section 202 of the Standard Specifications, except as modified herein. This Work consists of removing and disposing of existing earth to facilitate the placement of a compacted four inch (4") thick granular sub-base on all **TYPE III, IV, & V** Class B Patches or where unsuitable material is encountered in the sub-grade and its removal and disposal is directed by the Project Engineer.

Prior to the placement of the concrete, the Project Engineer must inspect and measure all patches requiring undercutting. Patches not inspected and measured will not be eligible for payment. Unsuitable material encountered in open patches caused by rain or residential sprinkler systems shall be removed and replaced with approved materials at the Contractor's expense.

Basis of Payment. This Work will be paid for at the Contract Unit Price, per cubic yard, for "Earth Excavation".

41. Sub-Base Granular Material, Type B, 4": This Work shall consist of furnishing and installing a compacted four inch (4") thick CA-6 sub-base in all patches specified by the Project Engineer.

Basis of Payment. This Work shall be paid for at the Contract Unit Price, per square yard, for "Sub-Base Granular Material, Type B, 4".

42. 1" Epoxy Coated Dowel Bar Baskets: This Work shall consist of installing 1" Epoxy Coated Dowel Bar Baskets at fifteen foot (15') intervals where contraction joints are formed in Class B Patches. The baskets shall be constructed such that 1" (#8) diameter, eighteen inches (18") in length, epoxy coated dowel bars spaced at one foot (1') on center are centered in the middle of the pavement and evenly spaced across the contraction joints. Each basket shall be eleven feet (11') in length and contain 12 dowel bars. Baskets shall be cut as directed by the Project Engineer to allow for the placement of baskets along irregular contraction joints.

Basis of Payment. This Work shall be paid for at the Contract Unit Price, per linear foot of basket installed as measured from the centerline of the first dowel to the centerline of the last dowel for each section of basket installed, for "1" Epoxy Coated Dowel Bar Baskets". The "Billable Length" formula used by material suppliers will not be used to calculate the pay length.

43. 1" Epoxy Coated Dowel Bars: This Work shall consist of doweling Class B Patches at transverse joints where new pavement meets existing pavement. All patches require smooth 1" (#8) diameter, eighteen inches (18") in length epoxy coated bars spaced at twelve inches (12") on center or as directed by the Project Engineer. No substitutions of dowel bars will be permitted. The dowels must be drilled into the existing patch a minimum of six inches (6") and epoxy construction adhesive shall be used to secure the dowels into the existing pavement. All holes must be blown out using an air compressor before placement of adhesive and bar. Damaged pavement will be repaired at the Contractor's cost. This Work shall be performed in accordance with Section 442 of the Standard Specifications.

Basis of Payment. This Work shall be paid for at the Contract Unit Price, per each, for "1" Epoxy Coated Dowel Bars".

44. Epoxy Coated Deformed Tie Bar, #6, 24" Length: On patches longer than 20 feet in length or as directed by the Engineer tie bars shall be drilled in to the midpoint of the existing pavement. The tie bars shall be deformed 3/4" (#6) diameter, twenty four inches (24") in length, epoxy coated Grade 60 (min.) steel bars, spaced at twenty four inches (24") on center or as directed by the Project Engineer. No substitutions of tie bars will be permitted. The tie bars shall be drilled in place 8 inches, the holes blown out and chemical adhesive shall be applied in accordance with IDOT specifications. Tie bars should not be placed within fifteen inches (15") of transverse joints.

Basis of Payment. This Work shall be performed in accordance with Section 420 of the Standard Specifications and paid for at the Contract Unit Price, per EACH, for "Epoxy Coated Deformed Tie Bar, #6, 24" Length".

45. Rubber Asphalt Joint Sealer: This Work and Item shall be done at the same time and shall include sealing all new pavement patch joints. The Work includes saw-cutting the joints 1/4" wide by 5/8" in depth, sandblasting the joints, cleaning out all debris in the joints, and sealing with rubber asphalt joint sealer the entire depth of the joints. The joints are not to be routed and they must be free of oil and moisture at the time of applying the hot rubber asphalt sealer. **The Contractor is responsible for cleaning up all debris created by this operation on a daily basis.**

Basis of Payment. This Work shall be paid for at the Contract Unit Price, per linear foot, for "Rubber Asphalt Joint Sealer".

46. Rubber Asphalt Joint Sealer, Removal and Replacement: This Work and Item shall be done at the same time and shall include removing and replacing the rubber asphalt joint sealer in existing Portland cement concrete pavement joints. The Work includes saw-cutting the joints 1/4" wide by 5/8" in depth, sandblasting the joints, cleaning out all existing rubber sealer and debris in the joints, and sealing with rubber asphalt joint sealer. The joints are not to be routed and they must be free of oil and moisture at the time of applying the hot rubber asphalt sealer. **The Contractor is responsible for cleaning up all debris created by this operation on a daily basis.**

Basis of Payment. This Work shall be paid for at the Contract Unit Price, per linear foot, for "Rubber Asphalt Joint Sealer, Removal and Replacement".

47. Concrete Wash Out Areas: The Contractor shall provide designated wash out facilities for the cleaning of concrete delivery trucks. Under no circumstance shall trucks be permitted to be washed out onto/into any public facility (i.e. street, sewer, parkway, etc.). Any instance of such occurrence shall result in a deduction of $250 per occurrence from any monies due the Contractor.

Basis of Payment. The cost for providing, maintaining, and disposing of designated concrete wash out areas shall not be paid for separately but shall be considered incidental to the Unit Price Items contained in this Contract.

48. Topsoil Furnish and Place, 4": This work shall consist of excavating, temporarily stockpiling, and placing topsoil in accordance with the applicable portions of Section 211. The topsoil shall spread over all areas designated on the plans to be planted/ restored.

A minimum four inches (4") of topsoil must be used to restore lawn areas disturbed by construction. The quality of the delivered topsoil shall be per IDOT specification 1081.05 (a). Prior to placement, the delivered topsoil will be sent to a soil testing lab for analysis. Removal of existing soils required to place the 4" of topsoil shall be considered incidental included in the cost of this pay item. Topsoil shall be fine graded, and compacted/rolled prior to sod placement.

Basis of Payment. As required by Section VIII of Attachment A, ten Percent (10%) Payment Retainage will be held from the Contractor until the Work sites are restored to their pre-construction condition and to the satisfaction of the Village. This Work will be paid for at the Contract Unit Price, per square yard, for "Topsoil Furnish and Place, 4" ", which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work.

49. Sodding: This work shall consist of preparing the ground surface, sod watering, and furnishing and placing the sod in the areas shown on the Final Engineering Plans. A Professional Landscaping Company, pre-approved by the Project Engineer, must perform all permanent restoration procedures. This work shall be in accordance with Sections 211 and 252 of the Standard Specifications except as modified herein.

Use top quality, 12 to 18 month old bluegrass sod consisting of a minimum of 3 varieties of Bluegrass evenly blended, such as Adelphi, Rugby, Glade, Parade or equivalent. Sod shall be ¾-inch thick, 24

inches wide, and 6-feet long with each piece being of uniform size and thickness for proper installation.

Sod shall be properly moist at the time of cutting and shall be laid within 24 hours of cutting to prevent excessive heat buildup. Width of restoration areas are depicted on the plans. The minimum width of restoration shall be two (2) feet on either side of new sidewalk, behind curb and gutter, or any other disturbed areas even if the disturbed area is less than two (2) feet wide. Lay sod with ends staggered by a minimum of 1-foot. Adjust the sod so seams are firmly butted together and curled edges are laid flat. Sod shall be compacted/rolled after is has been laid. Water thoroughly until subsoil is wet and whenever sod shows signs of drying or wilting. Sprinklers or nozzle hoses are acceptable. Continue watering until the Project is accepted. Watering shall be in accordance with Section 252. Fertilize immediately prior to placement. Fertilizer shall be in accordance with article 252.03 and shall be applied via mechanical spreader. Sod operations shall be repeated until a satisfactory uniform stand of grass is obtained as determined by the Project Engineer.

A well-made lawn is desired and the Contractor must perform the Work in accordance with the best lawn making practice. In the absence of rain, all sodded areas must be watered thoroughly. The Contractor must supply a watering truck at no additional cost to the Contract. Contractor shall furnish all hoses, meters, back flow preventers, and any other connections necessary to perform watering needs. The direct use of Northbrook Fire Hydrants will not be permitted for acquiring water for watering the restoration. Water must be obtained at the Village of Northbrook Public Works Center located at 655 Huehl Road where a hydrant meter is set up to monitor the exact amount of water discharged. The Contractor is required to properly document all water used when drawing water. There is no fee for water used for this project.

Basis of Payment. As required by Section VIII of Attachment A, ten Percent (10%) Payment Retainage will be held from the Contractor until the Work sites are restored to their pre-construction condition and to the satisfaction of the Village. This Work will be paid for at the Contract Unit Price, per square yard, for "Sodding", which Price includes the labor, equipment, material and appurtenances necessary to complete the specified Work.

50. Catch Basins, Inlets, Manholes to be Adjusted: This work shall consist of removing the existing frame, lid, and catch basins, inlets, or manholes sections as needed, furnishing new frames, lids, and adjusting the catch basins, inlets, or manholes holes in accordance with Section 602 of the Standard Specifications. For sanitary sewer structures, an external chimney seal shall be installed. The chimney seal shall be CRETEX Classic, CANUSA WRAPIDSEAL, or approved other. If a flattop exists and the Contractor chooses to use an internal seal, the Contractor shall submit materials used to internally seal the manhole. Lids shall have appropriate texts cast into the lids.

All material including adjusting rings, frame and lid, joint material, external chimney seals, etc. shall be approved by the Engineer prior to construction. The removed frames and lids shall become the property of the Village if requested. Otherwise, the Contractor shall dispose of all material.

Prior to making final grade adjustment of the frame, all joint surfaces shall be made free of dirt, stones and debris by wire brushing each surface. Broken concrete or other construction debris shall not be used to shim the adjusting rings or frame. The maximum height of the adjusting rings shall be 8 inches per structure.

Basis of Payment. The Work shall be paid for at the Contract per unit price, per each, for "Catch Basins, Inlets, Manholes to be Adjusted".

51. Catch Basins, Inlets, Manholes to be Reconstructed: This work shall consist of removing the existing frame, lid, and catch basins, inlets, and manholes sections as needed, furnishing new frames, lids, and reconstructing the catch basins, inlets, and manholes in accordance with Section 602 of the Standard Specifications. For sanitary sewer structures, an external chimney seal shall be installed. The chimney seal shall be CRETEX Classic, CANUSA WRAPIDSEAL, or approved other. If a flattop exists and the Contractor chooses to use an internal seal, the Contractor shall submit materials used to internally seal the manhole. Lids shall have appropriate texts cast into the lids.

All material including adjusting rings, frame and lid, joint material, external chimney seals, etc. shall be approved by the Engineer prior to construction. The removed frames and lids shall become the property of the Village if requested. Otherwise, the Contractor shall dispose of all material.

Prior to making final grade adjustment of the frame, all joint surfaces shall be made free of dirt, stones and debris by wire brushing each surface. Broken concrete or other construction debris shall not be used to shim the adjusting rings or frame. The maximum height of the adjusting rings shall be 8 inches per structure.

Basis of Payment. The Work shall be paid for at the Contract per unit price, per each, for "Catch Basins, Inlets, Manholes to be Reconstructed".

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
ATTACHMENT C – LIST OF DRAWINGS

Plan Sheets Titled: 2025 Concrete Street Patching Improvements

SHEET NO.	SHEET TITLE	DATE LAST REVISED
1	Title Sheet	08/12/2025
2	General Notes	08/12/2025
3	Summary of Quantities	08/12/2025
4	Plan View - Charlemagne Subdivision	08/12/2025
5	Patching Locations 1 - Picardy Dr	08/12/2025
6	Patching Locations 2 - Picardy Dr	08/12/2025
7	Patching Locations 3 - Picardy Dr	08/12/2025
8	Patching Locations 4 - Picardy Dr	08/12/2025
9	Patching Locations 5 – Bordeaux Dr	08/12/2025
10	Patching Locations 6 – Brittany Ct	08/12/2025
11	Patching Locations 7 – Bordeaux Dr	08/12/2025
12	Patching Locations 8 – Touraine Ter	08/12/2025
13	Patching Locations 9 – Bordeaux Dr & Michelline Ln	08/12/2025
14	Patching Locations 10 - Michelline Ln	08/12/2025
15	Patching Locations 11 – Michelline Ln	08/12/2025
16	Patching Locations 12 - Bordeaux Ct	08/12/2025
17	Patching Locations 13 - Bordeaux Dr	08/12/2025
18	Patching Locations 14 – Bordeaux Dr	08/12/2025
19	Plan View - Sky Harbor Industrial Park	08/12/2025
20	Patching Locations 15 – Landwehr Rd	08/12/2025
21	Patching Locations 16 – Landwehr Rd	08/12/2025
22	Patching Locations 17 – Landwehr Rd	08/12/2025
23	Patching Locations 18 – Landwehr Rd	08/12/2025
24	Patching Locations 19 – Lindberg Ln	08/12/2025
25	Patching Locations 20 – Lindberg Ln	08/12/2025
26	Patching Locations 21 – Doolittle Dr	08/12/2025
27	Patching Locations 22 – Academy Dr	08/12/2025
28	Patching Locations 23 – Academy Dr	08/12/2025
29	Patching Locations 24 – Academy Dr	08/12/2025
30	Patching Locations 25 – Academy Dr	08/12/2025
31	Patching Locations 26 - Shannon Rd	08/12/2025
32-33	IDOT Standard Details	08/12/2025
34	District One Standard Details	08/12/2025
35-36	Northbrook Standard Details	08/12/2025

VILLAGE OF NORTHBROOK (OWNER)
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
APPLICATION FOR PROGRESS PAYMENT NO. _____

FOR THE PERIOD: _____ TO _____, INCLUSIVE SHEET _____ OF _____ SHEETS

D'LAND CONSTRUCTION LLC. 1300 CHASE ST. ALGONQUIN, IL. 60102: _____

CONTRACT PRICE (LUMP SUM): $_____ ESTIMATED COST (UNIT PRICE): $_____

	NO. AND DESCRIPTION OF UNIT			WORK PERFORMED TO DATE		
ITEM NO. (1)	DETAILED ESTIMATE (2)	UNIT PRICE (3)	COST ESTIMATED (4)	NO. OF UNITS (5)	AMOUNT EARNED TO DATE (6)	% COMPLETE (7)

VILLAGE OF NORTHBROOK (OWNER)
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
APPLICATION FOR PROGRESS PAYMENT NO. _____

FOR THE PERIOD: _____ TO _____, INCLUSIVE SHEET _____ OF _____ SHEETS

D'LAND CONSTRUCTION LLC. 1300 CHASE ST. ALGONQUIN, IL. 60102: _____

CONTRACT PRICE (LUMP SUM): $_____ ESTIMATED COST (UNIT PRICE): $_____

	NO. AND DESCRIPTION OF UNIT			WORK PERFORMED TO DATE		
ITEM NO. (1)	DETAILED ESTIMATE (2)	UNIT PRICE (3)	COST ESTIMATED (4)	NO. OF UNITS (5)	AMOUNT EARNED TO DATE (6)	% COMPLETE (7)
	Future Items					

VILLAGE OF NORTHBROOK (OWNER)
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
APPLICATION FOR PROGRESS PAYMENT NO. _____

CERTIFICATE OF CONTRACTOR OR ITS DULY AUTHORIZED REPRESENTATIVE: To the best of my knowledge and belief, I certify that all items, units, quantities, and prices of Work and material shown on the face of Sheet(s) _____ of this application are correct, that all Work has been performed and materials supplied in full accordance with the terms and conditions of the Contract between the undersigned as Contractor and Village of Northbrook as Owner, dated: _____, and all authorized changes thereto; that the following is a true and correct statement of the Contract account up to and including the last day of the period covered by this application and that no part of the "Total Amount Due" has been received:

(a) Total amount earned (col. 6)..... $ _____

(b) Retained percentage (10%)..... $ _____

(c) Total earned less retained percentage..... $ _____

(d) Total previously certified (Line (c) from previous application no. _____ _____)..... $ _____

(e) Amount due this estimate..... $ _____

(f) Excess cost of field engineering and inspection .....(Subtract) $ _____

(g) Total Amount Due..... $ _____

I further certify that all claims outstanding as of this date against the undersigned as Contractor for labor, materials, and expendable equipment employed in the performance of said Contract up to this date have been paid in full in accordance with the requirements of said Contract. I further certify that all prior payments have been properly applied to the payment or reimbursement of the costs with respect to which they were paid.

DATE: _____ _____
CONTRACTOR

By: _____
Title: _____

CERTIFICATE OF THE CONSULTING ENGINEERS OF THE VILLAGE OF NORTHBROOK: I certify that I have verified this application, and that to the best of my knowledge and belief it is a true and correct statement of Work performed and materials supplied under the Contract, and that Contractor's certified statement of account and the amount due is correct and just, and that all Work and materials included in this application have been performed in full accordance with the terms and conditions of the Contract and authorized changes thereto.

DATE: _____ _____
NAME

By: _____
Title: _____

VILLAGE OF NORTHBROOK RECOMMENDATION FOR PAYMENT: Approved and Payment Recommended:

DATE: _____ VILLAGE OF NORTHBROOK

By: _____
Title: _____

#9899512_v1

SWORN STATEMENT TO OWNER

STATE OF _____)
)
COUNTY OF _____)

Page __ of __

The affiant, _____, being first duly sworn, on oath deposes and says that: Affiant is the _____ of _____, which has a Contract with _____, for _____ for the following described premises, to wit: _____; and Affiant is authorized to make this Sworn Statement to Owner.

Affiant further deposes and says: That, for the purpose of said Contract, the following persons have been contracted with, and have or are furnishing and preparing materials for, and have done or are doing labor on, said improvement; that there is due and to become due them, respectively, the amounts set opposite their names for materials or labor as stated; and that this Sworn Statement to Owner is a full, true, and complete statement of all such persons, the amounts paid and the amount due or to become due to each.

1 Subcontractor or Supplier	2 Kind of Work	3 Amount Of Contract	4 Retention (Incl. Current)	5 Net Previously Paid	6 Net Amount This Payment	7 Balance To Complete

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
CHANGE ORDER

CHANGE ORDER NUMBER _____

I. ITEM DESCRIPTIONS

ITEM 1.

Description of Changes Involved:

Reason for Change:

Revision in Price

ITEM 2.

Description of Changes Involved:

Reason for Change:

Revision in Price

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
CHANGE ORDER

II. ADJUSTMENTS IN AMOUNT OF CONTRACT:

Amount of Original Contract Price	$
Net (addition) (reduction) due to previous Change Orders Nos. ____ to ____	$
Amount of Contract Price, not including this Change Order	$
Change (addition) (reduction) to Contract Price due to this Change Order	$
Amount of Contract Price including this Change Order	$

III. FINDINGS.

Pursuant to the requirements of Section 33E-9 of the Illinois Criminal Code of 1961, the undersigned do hereby find that the Change Order: [check all that are appropriate]

___ is necessary due to circumstances that were not foreseeable at the time the Owner entered into the Contract;

___ is germane to the Contract in its original form as signed; and/or

___ is in the best interest of the Owner and authorized by law.

IV. ACCEPTANCE.

RECOMMENDED FOR ACCEPTANCE:

By:_____ Date:_____
Project Engineer

ACCEPTED: By my authorized signature below, I certify on behalf of Contractor that this Change Order does not authorize or necessitate an increase in the price of any Subcontract under the Contract that is 50% or more of the original Subcontract price.

By:_____ Date:_____
Contractor

APPROVED:

By:_____ Date:_____
Village Manager

Bond # S055445

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
PERFORMANCE BOND

KNOW ALL MEN BY THESE PRESENTS: D'LAND CONSTRUCTION LLC. 1300 CHASE ST. ALGONQUIN, IL. 60102 as Principal, hereinafter called Contractor, and Employers Mutual Casualty Company

as surety, a corporation organized and existing under the laws of the State of _____, hereinafter called Surety, are held and firmly bound unto Village of Northbrook, c/o Village Hall, 1225 Cedar Lane Northbrook, Illinois, 60062 as Obligee, hereinafter called Owner, in the full and just sum of [Eight Hundred Three Thousand Eight Hundred and Three] Dollars ($803,803.00), for the payment of which sum of money well and truly to be made, Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents, said amount to include payment of actual costs and damages and for attorneys' fees, architectural fees, design fees, engineering fees, accounting fees, testing fees, consulting fees, administrative costs, court costs, interest and any other fees and expenses resulting from or incurred by reason of Contractor's failure to promptly and faithfully perform its Contract with Owner, said Contract being more fully described below, and to include attorneys' fees, court costs and administrative and other expenses necessarily paid or incurred in successfully enforcing performance of the obligation of Surety under this bond.

WHEREAS, Contractor has entered into a written agreement dated **15th of October 2025** with Owner entitled "CONTRACT FOR 2025 CONCRETE STREET PATCHING IMPROVEMENTS" (the "Contract"), the terms and conditions of which are by this reference incorporated herein as though fully set forth herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT if Contractor shall well, truly and promptly perform all the undertakings, covenants, terms, conditions and agreements of said Contractor under the Contract, including, but not limited to, Contractor's obligations under the Contract: (1) to provide, perform and complete at the Work Site and in the manner specified in the Contract all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Construction of approximately 6,400 square yards of Class B concrete street patches on Picardy Lane, Michelline Lane, Bordeaux Drive, Touraine Terrace, Brittany Court, Bordeaux Court, Landwehr Road, Huehl Road, Dundee Road, Lindberg Lane, Arnold Lane, Doolittle Drive, Academy Drive, and Shannon Road in the Village of Northbrook, Illinois; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided in the Attachment A of the Contract; (3) to procure and furnish all bonds, and all certificates and policies of insurance specified in the Contract; (4) to pay all applicable federal, state and local taxes; (5) to do all other things required of Contractor by the Contract; and (6) to provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by and pursuant to, the Contract; all of which is herein referred to as the "Work," whether or not any of said Work enter into and become component parts of the improvement contemplated, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Surety, for value received, hereby stipulates and agrees that no changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances on the part of either Owner or Contractor to the other in or to the terms of said Contract; in or to the schedules, plans, drawings or specifications; in or to the method or manner of performance of the Work; in or to Owner-furnished facilities, equipment, material, service or sites; or in or to the mode or manner of payment therefor shall in any way release Contractor and Surety or either or any of them, or any of their heirs, executors, administrators, successors or assigns, or affect the obligations of Surety on this bond, all notice of any and all of the foregoing changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances and notice of any and all defaults by Contractor or of Owner's termination of Contractor being hereby waived by Surety.

Bond # S055445

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
PERFORMANCE BOND

Notwithstanding anything to the contrary in the foregoing paragraph, in no event shall the obligations of Surety under this bond in the event of Contractor's default be greater than the obligations of Contractor under the Contract in the absence of such Contractor default.

In the event of a default or defaults by Contractor, Owner shall have the right to take over and complete the Contract upon 30 calendar days' written notice to Surety, in which event Surety shall pay Owner all costs incurred by Owner in taking over and completing the Contract

At its option, Owner may instead request that Surety take over and complete the Contract, in which event Surety shall take reasonable steps to proceed promptly with completion no later than 30 calendar days from the date on which Owner notifies Surety that Owner wants Surety to take over and complete the Contract.

Owner shall have no obligation to actually incur any expense or correct any deficient performance of Contractor in order to be entitled to receive the proceeds of this bond.

No right of action shall accrue on this bond to or for the use of any person or corporation other than Owner or the heirs, executors, administrators or successors of Owner.

Signed and sealed this 17Th day of September, 2025.

Attest/Witness:

By: Karen M Wilke

Title: Office Administrator

PRINCIPAL: **D'LAND CONSTRUCTION LLC**

By:

Title: Member

Attest/Witness:

By: Heather M Sweeney

Title: CSR

SURETY: Employers Mutual Casualty Company

By: Mary Janet Kegskowski

Title: Attorny-In-Fact

SEE INSTRUCTIONS TO BIDDERS, SECTION 7, FOR SIGNATURE REQUIREMENTS

P.O. Box 712 • Des Moines, Iowa 50306-0712

emc INSURANCE

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

1. Employers Mutual Casualty Company, an Iowa Corporation
2. EMCASCO Insurance Company, an Iowa Corporation
3. Union Insurance Company of Providence, an Iowa Corporation
4. Illinois EMCASCO Insurance Company, an Iowa Corporation
5. Dakota Fire Insurance Company, a North Dakota Corporation
6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

MARY JANET KEASKOWSKI

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond(s):

Surety Bond Number	Principal:	Obligee:
S055445	D'Land Construction LLC	Village of Northbrook

In an amount not exceeding Five Million Dollars $5,000,000.00

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

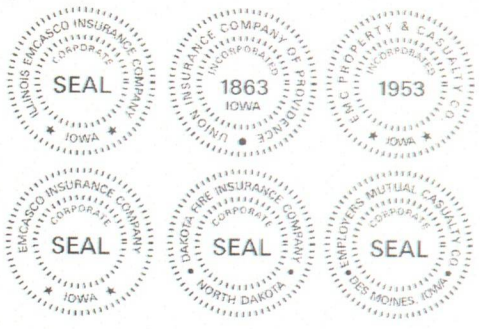
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 22nd day of September , 2022 .

Seals



Scott R. Jean, President & CEO
of Company 1; Chairman, President
& CEO of Companies 2, 3, 4, 5 & 6

Todd Strother, Executive Vice President
Chief Legal Officer & Secretary of
Companies 1, 2, 3, 4, 5 & 6

KATHY LOVERIDGE
Commission Number 780769
My Commission Expires
October 10, 2025

On this 22nd day of September , 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge
Notary Public in and for the State of Iowa

CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 22nd day of September , 2022 , are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this _____ day of _____, _____.

Ryan J. Springer
Vice President

SURETY BOND ELECTRONIC SIGNATURE & SEAL ADDENDUM
EMPLOYERS MUTUAL CASUALTY COMPANY

Employers Mutual Casualty Company ("EMCC") has authorized its Attorneys-in-Fact to utilize an electronic, facsimile, or digital signature (each an "Electronic Signature") to execute bonds on behalf of EMCC and has further authorized its Attorneys-in-Fact to attach the accompanying Seal Addendum to any such bonds.

EMCC hereby acknowledges and agrees that the attached bond executed by the Attorney-in-Fact on behalf of EMCC with an Electronic Signature shall have the same force and effect as if executed by the Attorney-in-Fact with a wet ink signature.

EMCC also hereby agrees that the seal contained on the accompany Seal Addendum shall be deemed affixed to the attached bond to the same extent as if EMCC's raised corporate seal was physically affixed to the fact of the bond.

Dated this 11th day of October, 2024.

Employers Mutual Casualty Company

EMPLOYERS MUTUAL CASUALTY CO. CORPORATE SEAL DES MOINES, IOWA

By: _____
Ryan J. Springer, Vice President

717 Mulberry Street, Des Moines, IA 50309 P.O. Box 712, Des Moines, IA 50306 Phone: 515-345-2689 800-447-2295 emcinsurance.com

Employers Mutual Casualty Company
Dakota Fire Insurance Company
Union Insurance Company of Providence

EMC Reinsurance Company
EMCASCO Insurance Company
Illinois EMCASCO Insurance Company

EMC Property & Casualty Company
EMC Risk Services, LLC
EMC National Life Company (affiliate)

emc INSURANCE

EMC Bond

Employers Mutual Casualty Company – Seal Addendum

Employers Mutual Casualty Company hereby authorizes its Attorneys-in-Fact to affix Employers Mutual Casualty Company's corporate seal to any bond executed by said Attorney-in-Fact for Employers Mutual Casualty Company by attaching this Seal Addendum. In accordance with the above, Employers Mutual Casualty Company hereby affirms that the corporate seal hereon shall be deemed affixed to said bond with the same force and effect as if Employers Mutual Casualty Company's raised corporate seal was present.

Dated this 11th day of October, 2024.

Employers Mutual Casualty Company



By: _____
Ryan J. Springer, Vice President

717 Mulberry Street, Des Moines, IA 50309 P.O. Box 712, Des Moines, IA 50306 Phone: 515-345-2689 800-447-2295 emcinsurance.com

Employers Mutual Casualty Company
Dakota Fire Insurance Company
Union Insurance Company of Providence

EMC Reinsurance Company
EMCASCO Insurance Company
Illinois EMCASCO Insurance Company

EMC Property & Casualty Company
EMC Risk Services, LLC
EMC National Life Company (affiliate)

Bond # S055445

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
LABOR AND MATERIAL PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS: D'LAND CONSTRUCTION LLC. 1300 CHASE ST. ALGONQUIN, IL. 60102 Principal, hereinafter called Contractor, and Employers Mutual Casualty Company

as surety, a corporation organized and existing under the laws of the State of Illinois, hereinafter called Surety, are held and firmly bound unto Village of Northbrook, c/o Village Hall, 1225 Cedar Lane, Northbrook, Illinois, as Obligee, hereinafter called Owner, for the use and benefit of itself and of claimants as hereinafter defined, in the full and just sum of [Eight Hundred Three Thousand Eight Hundred and Three] Dollars ($803,803.00), to be paid to it or the said claimants or its or their assigns, to which payment well and truly to be made Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents, said amount to include attorney's fees, court costs and administrative and other expenses necessarily paid or incurred in successfully enforcing performance of the obligation of Surety under this bond.

WHEREAS, Contractor has entered into a written agreement dated **15th of October 2025**, with Owner entitled "CONTRACT FOR 2025 CONCRETE STREET PATCHING IMPROVEMENTS" (the "Contract"), the terms and conditions of which are by this reference incorporated herein as though fully set forth herein.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH THAT if Contractor shall promptly pay or cause to be paid all sums of money that may be due to any claimant with respect to Contractor's obligations under the Contract: (1) to provide, perform and complete at the Work Site and in the manner specified in the Contract all necessary work, labor, services, transportation, equipment, materials, apparatus, machinery, tools, fuels, gas, electric, water, waste disposal, information, data and other means and items necessary for the Construction of approximately 6,400 square yards of Class B concrete street patches on Picardy Lane, Michelline Lane, Bordeaux Drive, Touraine Terrace, Brittany Court, Bordeaux Court, Landwehr Road, Huehl Road, Dundee Road, Lindberg Lane, Arnold Lane, Doolittle Drive, Academy Drive, and Shannon Road in the Village of Northbrook, Illinois; (2) to procure and furnish all permits, licenses and other governmental approvals and authorizations necessary in connection therewith except as otherwise expressly provided in Attachment A to the Contract; (3) to procure and furnish all bonds and all certificates and policies of insurance specified in the Contract; (4) to pay all applicable federal, state and local taxes; (5) to do all other things required of the Contractor by the Contract; and (6) to provide, perform and complete all of the foregoing in a proper and workmanlike manner and in full compliance with, and as required by or pursuant to, the Contract; all of which is herein referred to as the "Work," whether or not any of said Work enter into and become component parts of the improvement contemplated, then this obligation shall be null and void; otherwise it shall remain in full force and effect.

Commented [MW5]: Make sure this is correct

For purpose of this bond, a claimant is defined as one having a direct Contract with Contractor or with a subcontractor of Contractor to provide, perform or complete any part of the Work.

Contractor and Surety hereby jointly and severally agree that every claimant who has not had all just claims for the furnishing of any part of the Work paid in full, including, without limitation, all claims for amounts due for materials, lubricants, oil, gasoline, rentals of or service or repairs on machinery, equipment, and tools consumed or used in connection with the furnishing of any part of the Work, may sue on this bond for the use of such claimant, may prosecute the suit to final judgment for such sum or sums as may be justly due such claimant, and may have execution therein; provided, however, that Owner shall not be liable for the payment of any costs or expenses of any such suit. The provisions of 30 ILCS 550/1 and 2 shall be deemed inserted herein, including the time limits within which notices of claim must be filed and actions brought under this bond.

Contractor and Surety hereby jointly agree that Owner may sue on this bond if Owner is held liable to, or voluntarily agrees to pay, any claimant directly, but nothing in this bond shall create any duty on the part of Owner to pay any claimant.

VILLAGE OF NORTHBROOK
CONTRACT FOR
2025 CONCRETE STREET PATCHING IMPROVEMENTS
BETWEEN VILLAGE OF NORTHBROOK AND D'LAND CONSTRUCTION LLC
LABOR AND MATERIAL PAYMENT BOND

Surety, for value received, hereby stipulates and agrees that no changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances on the part of Owner or Contractor to the other in or to the terms of said Contract; in or to the schedules, plans, drawings or specifications; in or to the method or manner of performance of the Work; in or to Owner-furnished facilities, equipment, material, service or site; or in or to the mode or manner of payment therefor shall in any way release Contractor and Surety or either or any of them, or any of their heirs, executors, administrators, successors or assigns, or affect the obligations of said Surety on this bond, all notice of any and all of the foregoing changes, modifications, alterations, omissions, deletions, additions, extensions of time or forbearances and notice of any and all defaults by Contractor or of Owner's termination of Contractor being hereby waived by Surety.

Signed and sealed this 17th day of September, 2025.

Attest/Witness:

By: _____

Title: Office Administrator

PRINCIPAL: **D'LAND CONSTRUCTION LLC**

By: _____

Title: Member

Attest/Witness:

By: Heather M Sweeney

Title: CSR

SURETY: Employers Mutual Casualty Company

By: Mary Janet Kegskowski

Title: Attorney-In-Fact

SEE INSTRUCTIONS TO BIDDERS, SECTION 7, FOR SIGNATURE REQUIREMENTS

P.O. Box 712 • Des Moines, Iowa 50306-0712

emc INSURANCE

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

KNOW ALL MEN BY THESE PRESENTS, that:

1. Employers Mutual Casualty Company, an Iowa Corporation
2. EMCASCO Insurance Company, an Iowa Corporation
3. Union Insurance Company of Providence, an Iowa Corporation
4. Illinois EMCASCO Insurance Company, an Iowa Corporation
5. Dakota Fire Insurance Company, a North Dakota Corporation
6. EMC Property & Casualty Company, an Iowa Corporation

hereinafter referred to severally as "Company" and collectively as "Companies", each does, by these presents, make, constitute and appoint:

MARY JANET KEASKOWSKI

its true and lawful attorney-in-fact, with full power and authority conferred to sign, seal, and execute the following Surety Bond(s):

Surety Bond Number	Principal:	Obligee:
S055445	D'Land Construction LLC	Village of Northbrook

In an amount not exceeding Five Million Dollars $5,000,000.00

and to bind each Company thereby as fully and to the same extent as if such instruments were signed by the duly authorized officers of each such Company, and all of the acts of said attorney pursuant to the authority hereby given are hereby ratified and confirmed.

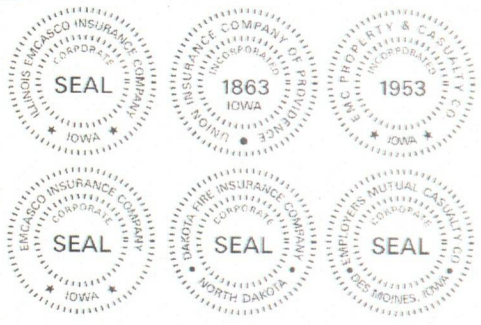
AUTHORITY FOR POWER OF ATTORNEY

This Power-of-Attorney is made and executed pursuant to and by the authority of the following resolution of the Boards of Directors of each of the Companies at the first regularly scheduled meeting of each company duly called and held in 1999:

RESOLVED: The President and Chief Executive Officer, any Vice President, the Treasurer and the Secretary of Employers Mutual Casualty Company shall have power and authority to (1) appoint attorneys-in-fact and authorize them to execute on behalf of each Company and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof; and (2) to remove any such attorney-in-fact at any time and revoke the power and authority given to him or her. Attorneys-in-fact shall have power and authority, subject to the terms and limitations of the power-of-attorney issued to them, to execute and deliver on behalf of the Company, and to attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and any such instrument executed by any such attorney-in-fact shall be fully and in all respects binding upon the Company. Certification as to the validity of any power-of-attorney authorized herein made by an officer of Employers Mutual Casualty Company shall be fully and in all respects binding upon this Company. The facsimile or mechanically reproduced signature of such officer, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power-of-attorney of the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN WITNESS THEREOF, the Companies have caused these presents to be signed for each by their officers as shown, and the Corporate seals to be hereto affixed this 22nd day of September , 2022 .

Seals



Scott R. Jean, President & CEO of Company 1; Chairman, President & CEO of Companies 2, 3, 4, 5 & 6

Todd Strother, Executive Vice President Chief Legal Officer & Secretary of Companies 1, 2, 3, 4, 5 & 6

KATHY LOVERIDGE
Commission Number 780769
My Commission Expires
October 10, 2025

On this 22nd day of September , 2022 before me a Notary Public in and for the State of Iowa, personally appeared Scott R. Jean and Todd Strother, who, being by me duly sworn, did say that they are, and are known to me to be the CEO, Chairman, President, Executive Vice President, Chief Legal Officer and/or Secretary, respectively, of each of the Companies above; that the seals affixed to this instrument are the seals of said corporations; that said instrument was signed and sealed on behalf of each of the Companies by authority of their respective Boards of Directors; and that the said Scott R. Jean and Todd Strother, as such officers, acknowledged the execution of said instrument to be their voluntary act and deed, and the voluntary act and deed of each of the Companies.

My Commission Expires October 10, 2025.

Kathy Loveridge
Notary Public in and for the State of Iowa

CERTIFICATE

I, Ryan J. Springer, Vice President of the Companies, do hereby certify that the foregoing resolution of the Boards of Directors by each of the Companies, and this Power of Attorney issued pursuant thereto on 22nd day of September , 2022 , are true and correct and are still in full force and effect.

In Testimony Whereof I have subscribed my name and affixed the facsimile seal of each Company this _____ day of _____ , _____.

Ryan J. Springer
Vice President

emc INSURANCE

EMC Bond

SURETY BOND ELECTRONIC SIGNATURE & SEAL ADDENDUM
EMPLOYERS MUTUAL CASUALTY COMPANY

Employers Mutual Casualty Company ("EMCC") has authorized its Attorneys-in-Fact to utilize an electronic, facsimile, or digital signature (each an "Electronic Signature") to execute bonds on behalf of EMCC and has further authorized its Attorneys-in-Fact to attach the accompanying Seal Addendum to any such bonds.

EMCC hereby acknowledges and agrees that the attached bond executed by the Attorney-in-Fact on behalf of EMCC with an Electronic Signature shall have the same force and effect as if executed by the Attorney-in-Fact with a wet ink signature.

EMCC also hereby agrees that the seal contained on the accompany Seal Addendum shall be deemed affixed to the attached bond to the same extent as if EMCC's raised corporate seal was physically affixed to the fact of the bond.

Dated this 11th day of October, 2024.

Employers Mutual Casualty Company



By: _____
Ryan J. Springer, Vice President

717 Mulberry Street, Des Moines, IA 50309 P.O. Box 712, Des Moines, IA 50306 Phone: 515-345-2689 800-447-2295 emcinsurance.com

Employers Mutual Casualty Company
Dakota Fire Insurance Company
Union Insurance Company of Providence

EMC Reinsurance Company
EMCASCO Insurance Company
Illinois EMCASCO Insurance Company

EMC Property & Casualty Company
EMC Risk Services, LLC
EMC National Life Company (affiliate)

emc INSURANCE

Employers Mutual Casualty Company – Seal Addendum

Employers Mutual Casualty Company hereby authorizes its Attorneys-in-Fact to affix Employers Mutual Casualty Company's corporate seal to any bond executed by said Attorney-in-Fact for Employers Mutual Casualty Company by attaching this Seal Addendum. In accordance with the above, Employers Mutual Casualty Company hereby affirms that the corporate seal hereon shall be deemed affixed to said bond with the same force and effect as if Employers Mutual Casualty Company's raised corporate seal was present.

Dated this 11th day of October, 2024.

Employers Mutual Casualty Company

EMPLOYERS MUTUAL CASUALTY CO. CORPORATE SEAL DES MOINES, IOWA

By: _____
Ryan J. Springer, Vice President

717 Mulberry Street, Des Moines, IA 50309 P.O. Box 712, Des Moines, IA 50306 Phone: 515-345-2689 800-447-2295 emcinsurance.com

Employers Mutual Casualty Company
Dakota Fire Insurance Company
Union Insurance Company of Providence

EMC Reinsurance Company
EMCASCO Insurance Company
Illinois EMCASCO Insurance Company

EMC Property & Casualty Company
EMC Risk Services, LLC
EMC National Life Company (affiliate)

WAIVER OF LIEN TO DATE

STATE OF _____)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

WHEREAS, the undersigned has been employed by _____ to furnish _____ for the premises known as _____ of which the Village of Northbrook is the Owner.

The undersigned, for and in consideration of _____ ($_____) Dollars, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois relating to mechanic's liens, with respect to and on said above-described premises, and the improvements thereon, and on the materials, supplies, equipment, fixtures, apparatus, machinery, or other items furnished, and on the moneys, funds, or other considerations due or to become due from the Owner, on account of labor, services, materials, supplies, equipment, fixtures, apparatus, machinery, or other items furnished to this date by the undersigned for the above-described premises. The undersigned further represent(s) and warrant(s) that the statements contained in Exhibit A, attached hereto and by this reference incorporated herein and made a part hereof, are true and correct, and that the undersigned is authorized to make this Waiver of Lien to Date.

Given under hand and seal this_____ day of _____, 20__.

Signature and Seal: _____

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner; if waiver is for a limited liability company, the company name should be used and managing member should sign and designate himself as managing member.

AFFIDAVIT

STATE OF _____)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that: The undersigned is the _____ of the _____ which has a Contract with _____ for the _____ work for the premises known as _____ owned by the Village of Northbrook, the total amount of the Contract including extras is $_____, on which payment of $_____ has been received prior to this payment; all waivers are true, correct, and genuine and delivered unconditionally and there is no claim either legal or equitable to defeat the validity of said waivers; the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or subcontracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
TOTAL LABOR AND MATERIAL TO COMPLETE					

; and there are no other contracts for said work outstanding, and there is nothing due or to become due to any person for material, labor, or other work of any kind done or to be done upon or in connection with said work other than above-stated.

Signed this _____ day of _____, 20__.

Signature: _____

Name: _____

Title: _____

Subscribed and sworn to be before me this ___ day of _____, 20__.

_____
Notary Public

EXHIBIT A

STATE OF _____)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that no waivers have been issued in anticipation of payment, but only to evidence payments received from

Contractor, Subcontractor or Supplier	Date	Check No.	Amount

The undersigned further deposes and says that the Village of Northbrook ("Owner") is entitled to rely on the accuracy of the statements made herein and in the Waiver of Lien to Date and Affidavit attached hereto; and that all rights to repudiate any waiver or to assert any claim against Owner are hereby waived, including, without limitation, any claim or right to repudiate any waiver based on industry custom, practice or course of dealing.

Signed this ___day of _____, 20__.

Signature: _____

Printed Name: _____

Title: _____

SUBSCRIBED AND SWORN
to before me this ____ day
of _____, 20__.

_____
Notary Public

My Commission expires: _____

#10088401_v1

FINAL WAIVER OF LIEN

STATE OF _____)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

WHEREAS, the undersigned has been employed by _____ to furnish _____ known as _____ for the premises _____ of which the Village of Northbrook is the Owner.

The undersigned, for and in consideration of _____ ($_____) Dollars, and other good and valuable consideration, the receipt whereof is hereby acknowledged, do(es) hereby waive and release any and all lien or claim of, or right to, lien, under the statutes of the State of Illinois relating to mechanic's liens, with respect to and on said above-described premises, and the improvements thereon, and on the materials, supplies, equipment, fixtures, apparatus, machinery, or other items furnished, and on the moneys, funds, or other considerations due or to become due from the Owner, on account of labor, services, materials, supplies, equipment, fixtures, apparatus, machinery, or other items heretofore furnished, or which may be furnished at any time hereafter, by the undersigned for the above-described premises. The undersigned further represent(s) and warrant(s) that the statements contained in Exhibit A, attached hereto and by this reference incorporated herein and made a part hereof, are true and correct, and that the undersigned is authorized to make this Final Waiver of Lien.

Given under hand and seal this_____ day of _____, 20__.

Signature and Seal: _____

NOTE: All waivers must be for the full amount paid. If waiver is for a corporation, corporate name should be used, corporate seal affixed and title of officer signing waiver should be set forth; if waiver is for a partnership, the partnership name should be used, partner should sign and designate himself as partner; if waiver is for a limited liability company, the company name should be used and managing member should sign and designate himself as managing member.

AFFIDAVIT

STATE OF _____)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that: The undersigned is the _____ of the _____ which has a Contract with _____ for the _____ work for the premises known as _____ owned by the Village of Northbrook, the total amount of the Contract including extras is $_____, on which payment of $_____ has been received prior to this payment; all waivers are true, correct, and genuine and delivered unconditionally and there is no claim either legal or equitable to defeat the validity of said waivers; the following are the names of all parties who have furnished material or labor, or both, for said work and all parties having contracts or subcontracts for specific portions of said work or for material entering into the construction thereof and the amount due or to become due to each, and the items mentioned include all labor and material required to complete said work according to plans and specifications:

NAMES	WHAT FOR	CONTRACT PRICE	AMOUNT PAID	THIS PAYMENT	BALANCE DUE
TOTAL LABOR AND MATERIAL TO COMPLETE					

; and there are no other contracts for said work outstanding, and there is nothing due or to become due to any person for material, labor, or other work of any kind done or to be done upon or in connection with said work other than above-stated.

Signed this _____ day of _____, 20__.

Signature: _____

Name: _____

Title: _____

Subscribed and sworn to be before me this ___ day of _____, 20__.

_____
Notary Public

EXHIBIT A

STATE OF _____)
)
COUNTY OF _____)

TO WHOM IT MAY CONCERN:

The undersigned, being duly sworn, deposes and says that no waivers have been issued in anticipation of payment, but only to evidence payments received, including without limitation the final payment, and any partial payments(s) not previously identified in a Waiver of Lien to Date; that the Village of Northbrook ("Owner") is entitled to rely on the accuracy of the statements made herein and in the Final Waiver of Lien and Affidavit attached hereto; and that all rights to repudiate any waiver or to assert any claim against Owner are hereby waived, including, without limitation, any claim or right to repudiate any waiver based on industry custom, practice or course of dealing.

Signed this ___day of _____, 20__.

Signature: _____

Printed Name: _____

Title: _____

SUBSCRIBED AND SWORN
to before me this ____ day
of _____, 20__.

_____
Notary Public

My Commission expires: _____

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Police Chief John Ustich
Date: 2025-10-14
Subject: An Ordinance Amending Chapter 16 and Chapter 24 of the Northbrook Municipal Code, as Amended, Regarding Bicycles, Electric Scooters, Electric Bicycles, and Other Motor-Driven Vehicles.

Overview
As discussed by the Village Board on August 26, 2025, the adoption of an ordinance to provide increased enforcement tools is proposed to improve community welfare and safety related to the use of electric bicycles (e-bikes) and electric scooters (e-scooters), and motor driven vehicles (moto-bikes).

Fiscal Impact
N/A.

Recommendation
Subject to Board review and discussion, this item may be approved at this meeting, modified, or continued for further consideration at a future meeting.

Background
An Ordinance has been prepared in consultation with the Assistant Village Attorney to establish local regulations and enhanced enforcement tools which, if approved by the Village Board, will provide both additional specificity on the use of e-bikes/e-scooters in Northbrook and more restrictions than exists under current State law. In regards to Motor Driven Vehicles aka moto-bikes, the Ordinance as presented prohibits all such devices in the Village as they cannot be licensed, nor registered in the State of Illinois.

The recommended ordinance can be cumbersome to review, as such, there will be a presentation of the proposed restrictions as part of the Village Board meeting. The ordinance incorporates much of what is in State law, as this allows enforcement actions to be adjudicated locally through the Village's Administrative Hearing Process. In general, the recommendation is to define what low speed electric bicycles and scooters are based upon the definition in the Illinois State Statutes and what is considered a motor-driven vehicle. The ordinance creates additional classes for Toy Vehicles, which are vehicles designed for children under the age of eight and Personal Mobility Devices, which are designed for people with disabilities. The ordinance also creates a perimeter for a Central Business District in which there are additional restrictions. The recommended ordinance additionally establishes consistent Rules of the Road for e-bicycles with those set forth in Chapter 11 of the Illinois

Vehicle Code for bicycles. The recommended Ordinance would also establish the following:

- It is unlawful for any person under the age of 18 years, or who does not possess a valid driver's license, to operate a Low-Speed Electric Scooter upon any public street, sidewalk, parking lot, bike path, or any other public property within the corporate limits of the Village. This age restriction is a requirement under state law.
- No person over the age of 16 years of age, or who possesses a valid driver's license, may operate a Class 3 Low Speed Electric Bicycle upon any public street, sidewalk, parking lot, bike path, or any other public property within the Village. This age restriction is a requirement under state law.
- No person may operate a Low Speed Electric Bicycle on the sidewalk. This is a requirement under state law.
- It is unlawful for any person, regardless of age, to operate a Motor Driven Vehicle, aka moto-bike, on any public streets or sidewalks.
- A fine of not less than $100.00 and not more than $750.00 for each offense.
- It is unlawful for any parent or legal guardian of a minor under the age of 18 years to permit that minor to violate the ordinance.
- Any person who is found to be operating a bicycle, scooter or Motor Driven Vehicle in a reckless manner will be subject to a fine of $750.00 for each offense and the device will be impounded.

Special consideration was given to the downtown area of the Village during the creation of this ordinance. As this area has a large volume of pedestrian traffic, dining, and shopping, the ordinance recommends increased safety measure between the Shermer Road Metra tracks to the west, east to Shermer Road and Church Street, south to Meadow Road and Walters Avenue, and north to Meadow Road and Cherry Lane and requires e-bike riders as well as bicycle riders to dismount when entering this area and walk their vehicle within the district. If the ordinance is adopted, agreements with our private property partners (e.g. shopping centers) will be necessary in order to enforce these provisions on private property.

The Police Department believes this is a sensible solution to the growing issue of responsible motor-driven vehicle use. Since the completion of the 2024 school year, the Police Department has seen a measured increase in the number of complaints regarding the responsible use of e-bike and e-scooters. The Police Department also responded to an incident involving a juvenile rider of an e-bike and a motor vehicle resulting in significant injuries to the rider which required the Fire Department to provide emergency medical services. In response, the Police Department is recommending a sensible enforcement mechanism for the growing e-vehicle issue.

This Ordinance was developed while keeping in mind that e-vehicles are a useful developing mobility technology which is relied upon by many of our residents. The ordinance is designed to give the Village an enforcement tool focused on those who are using the technology irresponsibly while allowing those who responsibly use these devices on a daily basis to continue to do so. In speaking with representatives from surrounding agencies, the Police Department found that there is a wide range of local regulations adopted in each community to confront this issue. Some municipalities have adopted a soft educational approach to this issue while others outright banned the use of e-vehicles. Village staff has worked to land in the middle of these options so as to not punish the large percentage of responsible users because

of the actions of a few. The Village also received quite a few suggestions from the open discussions held with residents, some of which are included in the ordinance.

The Police Department's Community Engagement Officer along with the Community Relations Division of the Police Department are also working on the development of educational material to be used should this ordinance be adopted.

Staff will be at the Board meeting to answer any questions.

Ordinance w/ Notations regulating E-Bikes e-Scooters and Motor Driven Vehicles
E-Bike Ordinance Chart
Ordinance for Codification regulating E-Bikes e-Scooters and Motor Driven Vehicles - DRAFT (10-14-25)
Memo - 100825 - E-Bikes Ordinance

ORDINANCE NO. 2025-

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

AN ORDINANCE AMENDING CHAPTER 16 AND CHAPTER 24 OF THE NORTHBROOK MUNICIPAL CODE, AS AMENDED, REGARDING BICYCLES, ELECTRIC SCOOTERS, ELECTRIC BICYCLES, AND OTHER MOTOR DRIVEN VEHICLES

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND.

The Village of Northbrook is a home rule unit of local government pursuant to the provisions of Article VII, Section 6 of the Illinois Constitution.

The Village's home rule status gives it the authority to exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public health, safety, morals and welfare unless preempted by the General Assembly.

The Illinois Vehicle Code, 625 ILCS 5/1-100 *et seq.*, regulates motor vehicles, motorcycles and other motorized devises.

The Illinois Vehicle Code defines motor vehicle as every vehicle which is self-propelled…except for vehicles moved solely by human power, motorized wheelchairs, low-speed electric bicycles, and low-speed gas bicycles.

Although the Illinois Vehicle Code includes some regulations on non-motor vehicles such as bicycles, low-speed electric bicycles and scooters, these are not included within the general definition of Motor Vehicle and, thus, the State's and the Village's motor vehicle regulations do not apply to these devices.

In recent years, there has been a proliferation of motor-assisted vehicles being operated on Village sidewalks and streets, including electric bicycles, scooters, and other devices ("***Motor-Driven Vehicles***").

The Illinois General Assembly adopted Public Act 103-0899 to regulate certain types of low-speed electric scooters, but not high-speed electric scooters.

Public Act 103-0899 grants authority to municipalities to adopt additional regulations on low-speed electric scooters and does not preempt home rule municipalities from adopting regulations on high-speed electric scooters.

While the General Assembly adopted Public Act 103-0899 to make the use of low-speed electric scooters safer, the regulations in Public Act 103-0899 have numerous loopholes, and the use of electric scooters remains unsafe for riders, pedestrians, and drivers of other types of vehicles on the roads.

Because of the loop-holes in Public Act 103-0899, the Village Board has determined that there is a need to amend the Northbrook Municipal Code, as amended ("***Village Code***"), for the Village to adopt its own regulations on electric scooters, electric bicycles, and other Motor-Driven Vehicles in addition to the regulations set forth in Public Act 103-0899.

The Village Board has determined that it will serve and be in the best interests of the Village and its residents to amend the Village Code pursuant to this Ordinance.

Section 2. REPEAL OF SECTION 16-10 OF THE VILLAGE CODE.

Section 16-10, titled "Motor Driven Scooters," of Chapter 16, titled "Nuisances" of the Village Code is hereby repealed in its entirety.

Section 3. AMENDMENTS TO CHAPTER 24 OF THE VILLAGE CODE.

Article VII, titled "Bicycles," of Chapter 24, titled "Traffic" of the Village Code is hereby repealed and replaced to read in its entirety as follows.

"**ARTICLE VII. – BICYCLES, ELECTRIC BICYCLES, ELECTRIC SCOOTERS, AND MOTOR DRIVEN VEHCILES.**

Notation: This ordinance includes all regulations for bikes, e-bikes and e-scooters and motor driven vehicles aka moto-bikes.

Some communities have preferred to look at bikes/e-bikes separately from e-scooters and moto-bikes and Northbrook can put these in a separate ordinance if preferred.

Sec. 24-156. - Definitions.

The recommended definitions maintain consistency with the Illinois Vehicle as much as possible to support enforcement.

The following words and phrases have the following meanings when used in this Article:

Bicycle **is as defined in 625 ILCS 5/1-106, as amended, which at the time of adoption of this ordinance is every device propelled by human power upon which any person may ride, having two tandem wheels, except scooters and similar devices**.

Bike Path **is a facility physically separated from the roadway and intended for bicycle or other non-motorized transportation (e.g., pedestrians, Personal Mobility Devices, in-line skaters). The terms path and trail generally are describing the same facility. Sidepath refers to a path or trail closely associated with and parallel to a roadway.**

A simple but complete definition of Bike Path is still being reviewed to include anywhere in the Village other than streets or sidewalks that are intended for bikes/pedestrians

Central Business District **is that area within the Village between the Shermer Road Metra tracks to the west, east to Shermer Road and Church Street, south to Meadow Road and Walters Avenue, and north to Meadow Road and Cherry Lane.**

Electric Scooter **includes Low-Speed Electric Scooters, as well as electric scooters with maximum speeds in excess of 10 miles per hour.**

Notation: The recommended definition above includes all Electric Scooters – with reference to the State defined Low-Speed Electric Scooter (those traveling 10 mph or less) and also identifies Electric Scooters (those traveling in excess of 10 mph) which are missing from the State Law (see Section 24-158 below for how this definition impacts recommended regulations).

Legal Guardian **is a legally designated guardian appointed or assigned to care for another person.**

Low-Speed Electric Bicycle **is as defined in 625 ILCS 5/1-140.10, as amended, which at the time of adoption of this ordinance is a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts that meets the requirements of one of the following classes, contained in 625 ILCS 5/1-140.10: Class 1 low-speed electric bicycle, Class 2 low-speed electric bicycle, or Class 3 low-speed electric bicycle. A low-Speed Electric Bicycle may not be modified to be capable of exceeding or driven faster than 28 miles per hour.**

Low-Speed Electric Scooter **is as defined in 625 ILCS 5 1 1-140.11, as amended, which at the time of adoption of this ordinance is a device weighing less than 100 pounds, with 2 or 3 wheels, handlebars, and a floorboard that can be stood upon while riding that is solely powered by an electric motor and human power. and whose maximum speed, with or without human propulsion, is no more than 10 miles per hour.**

Motor Driven Vehicle **is defined as any vehicle for which the State of Illinois does not issue a title document, does not issue license plates or registration documents, and is a wheeled vehicle powered by electric or gas motor, motor driven cycle, or other similar vehicle, regardless of whether the vehicle is operated by pedals with a chain or throttle**

assist. Motor Driven Vehicles do not include Electric Scooters or Low-Speed Electric Bicycles.

Notation: The above definition is not a definition in the Illinois Vehicle Code. This is a definition created to encompass all devices not properly licensed, registered or allowed by the State and includes the moto-bikes. This definition can be revised as directed by the Board of Trustees (see Section 24-159 which recommends prohibiting Motor Driven Vehicles aka moto-bikes.)

Personal Mobility Devices **is a self-propelled or motor driven device, including a three- or four--wheeled vehicle, designed for and used by a person with disabilities.**

Notation: The above definition, complies with the Americans with Disabilities Act. (ADA). See also Section 24-164(b).

Toy Vehicle **is any battery powered ride on toy that is designed to not exceed 10 miles per hour; that includes any number of wheels, handlebars, steering wheel, seat, or platform; and is designed for children under the age of eight years (including Razor® kick start scooters and Power Wheels).**

Sec. 24-157. – Bicycles and Low-Speed Electric Bicycles.

(a) **Scope. This section shall be applicable to all Bicycles and Low-Speed Electric Bicycles operated upon any street, alley, highway, sidewalk or upon any Bike Path within the Village**.

(b) **Compliance with State Law. Every person operating a Bicycle or Low-Speed Electric Bicycle on a public street within the corporate limits of the Village must comply with all applicable regulations set forth in Sections 11-1501 through 11-1517 of the Illinois Vehicle Code, 625 ILCS 5/11 *et seq*., as may be amended from time to time.**

(c) **Speed.**

(1) **It is unlawful for any person to operate a Bicycle or Low-Speed Electric Bicycle at a speed greater than is reasonable and prudent under existing conditions.**

(2) **No person operating a Low-Speed Electric Bicycle upon a public street may exceed the posted speed limit on that street.**

(d) **Required Equipment**.

(1) **Every Bicycle and Low-Speed Electric Bicycle when in use after sunset must be equipped with a lamp on the front that emits a white light visible from a distance of at least 500 feet to the front and with a red reflector on the rear which shall be visible from all distances from 100 feet to 600 hundred feet to the rear when directly in front of lawful lower beam of headlamps on a motor vehicle. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used as an alternative to the red reflector.**

(2) **Every Bicycle and Low-Speed Electric Bicycle must be equipped with a brake to enable the operator to make the braked wheel skid on a dry, level, clean pavement.**

(3) **An individual may not operate a Bicycle or Low-Speed Electric Bicycle while carrying a package, bundle, or article that prevents the operator from keeping both hands upon the handlebars or steering device.**

(4) **All individuals under the age of 16 operating Bicycles or Low-Speed Electric Bicycles on any public street, sidewalk, parking lot, Bike Path, or any other public property within the corporate limits of the Village must wear a helmet at all times.**

(e) **Serial Numbers. It is unlawful for any person to destroy, remove, alter, cover, or deface the manufacturer's serial number on any Bicycle or Low-Speed Electric Bicycle.**

(f) **Use of Bike Paths. Whenever a usable Bike Path is provided adjacent to a roadway, riders shall use such Bike Path instead of the roadway.**

(g) **Towing Coasters, Sleds, Etc. It is unlawful for any person operating a Bicycle or Low-Speed Electric Bicycle to operate, tow, or draw any coaster, sled, person on roller skates, Toy Vehicle or other similar vehicle upon the street or highway.**

(h) **Operational restrictions specific to Low-Speed Electric Bicycles.**

(1) **It is unlawful for any person under the age of 16, or who does not possess a valid driver's license, to operate a Class 3 Low-Speed Electric Bicycle upon any public streets, public sidewalks, Bike Paths, Village-owned parks, Village-owned parking lots or within publicly-accessible, privately-owned property for which the Village has entered into an agreement with the property owner, or any other public property within the corporate limits of the Village; provided however, a person under the age of 16 may ride as a passenger on a Class 3 low-speed electric bicycle that is designed to accommodate passengers.**

Notation: The above restrictions are in State law. As the statute does not contain a Home Rule preemption, the Village may be more restriction (e.g. increase age to 18).

(2) **All persons operating a Low-Speed Electric Bicycle within the Village must comply with all requirements of the Illinois Vehicle Code relating to yielding to pedestrians and must dismount their Low-Speed Electric Bicycle whenever pedestrians are present at an intersection or crosswalk.**

(3) **It is unlawful for any person to use a Low-Speed Electric Bicycle in the Village that has been altered from its original manufactured design to change the vehicle's speed, method of propulsion, braking, or other operations, such as by removing pedals, chains, or adding a throttle.**

(4) **It is unlawful for any person to operate a Low-Speed Electric Bicycle that carries more persons at one time than the number for which it was designed or equipped.**

(i) **Location restrictions specific to Low-Speed Electric Bicycles. It is unlawful for any person to operate a Low-Speed Electric Bicycle on public sidewalks within the Village.**

Notation: The above language is a specific requirement of Section 625 ILCS 5/11-1517(g). In the first ordinance presented, an exception was made allowing sidewalk use for Dundee. This draft no longer includes a Dundee exception. If the Board of Trustees would like to keep a Dundee sidewalk exception, the Village Attorney can provide alternate language.

Sec. 24-158. – Electric Scooters.

Notation: As noted in "definitions", this Ordinance includes all Electric Scooters – with reference to the State defined Low-Speed Electric Scooter (those traveling 10 mph or less) and also identifies Electric Scooters (those traveling in excess of 10 mph) which are missing from the State Law. Northbrook's definition addresses the "hole" in the State law that only regulates the Low-Speed Electric Scooters.

The Village's Home Rule Authority is preempted by the State from being less restrictive – however, the Village can be more restrictive. In other words, the Village must follow the State law prohibiting anyone under the age of 18 from operating a Low Speed Electric Scooters on streets, sidewalks, etc (essentially everywhere). The Village can under its Home Rule Authority additionally regulate anyone under the age of 18 from operating Electric Scooters traveling above 10 mph which is proposed below.

(a) **Operational Restrictions:**

(1) **It is unlawful for any person under the age of 18 years, or who does not possess a valid driver's license, to operate an Electric Scooter upon any public streets, public sidewalks, Bike Paths, Village-owned parks, Village-owned parking lots or within publicly-accessible, privately-owned property for which the Village has entered into an agreement with the property owner, or any other public property within the corporate limits of the Village.**

Notation: The above restriction comes directly from Section 625 ILCS 5/11-1518), the Illinois Vehicle Code, which only applies to Electric Scooters traveling 10 mph or less *aka Low Speed Electric Scooters*. As noted above, the Ordinance is defining Electric Scooters to encompass the State definition plus all other Electric Scooters which can travel above 10 mph. Based on this expanded definition, no one under 18 can ride any electric scooter anywhere in the Village except for toy vehicles.

The Village's Home Rule authority is preempted and the Village cannot lower the 18 years of age restriction for Low-Speed Electric Scooters.

The recommended Ordinance uses Home Rule authority to be more restrictive and apply the Illinois Vehicle Code to anyone under 18 years of age with an Electric Scooters which can travel above 10 mph.

(2) **All persons operating an Electric Scooter within the Village must comply with all requirements of the Illinois Vehicle Code relating to yielding to pedestrians and must dismount their Electric Scooter whenever pedestrians are present at an intersection or crosswalk.**

Notation: The above restriction comes directly from the Illinois Vehicle Code.

(3) **It is unlawful for any person to use an Electric Scooter in the Village that has been altered from its original manufactured design to change the vehicle's speed, method of propulsion, braking, or other operations, such as by removing chains or adding a throttle.**

(4) **It is unlawful for any person to operate an Electric Scooter carrying more than one person at one time.**

(b) **Compliance with State Law. Every person operating an Electric Scooter within the Village must comply with all regulations set forth in Chapter 11 (Rules of the Road), Article XV (Bicycles) of the Illinois Vehicle Code (625 ILCS 5/11-1501 through 11-1518, inclusive, and as amended from time to time) and all additional regulations and restrictions provided in this section.**

(c) **Speed. It is unlawful for any person to operate an Electric Scooter at a speed greater than is reasonable and prudent under existing conditions and no person operating an Electric Scooter upon a public street may exceed the posted speed limit on that street.**

(d) **Required Equipment**.

(1) **Every Electric Scooter when in use after sunset must be equipped with a lamp on the front that emits a white light visible from a distance of at least 500 feet to the front and with a red reflector on the rear which shall be visible from all distances from 100 feet to 600 hundred feet to the rear when directly in front of lawful lower beam of headlamps on a motor vehicle. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used as an alternative to the red reflector.**

(2) **Every Electric Scooter must be equipped with a brake to enable the operator to make the braked wheel skid on a dry, level, clean pavement.**

(3) **An individual may not operate an Electric Scooter while carrying a package, bundle, or article that prevents the operator from keeping both hands upon the handlebars or steering device.**

(4) **All individuals operating Electric Scooters on any public street, sidewalk, parking lot, bike path, or any other public property within the corporate limits of the Village must wear a helmet at all times.**

(e) **Serial Numbers. It is unlawful for any person to destroy, remove, alter, cover, or deface the manufacturer's serial number on any Electric Scooter.**

(f) **Use of Bike Paths. Whenever a usable Bike Path is provided adjacent to a roadway, riders shall use such Bike Path instead of the roadway.**

(g) **Towing Coasters, Sleds, Etc. It is unlawful for any person operating an Electric Scooter to operate, tow, or draw any coaster, sled, person on roller skates, Toy Vehicle or other similar vehicle upon the street or highway.**

Sec. 24-159. – Motor Driven Vehicles. The use or operation of Motor Driven Vehicles is prohibited on all public streets, public sidewalks, Bike Paths, Village-owned parks, Village-owned parking lots or within publicly-accessible, privately-owned property for which the Village has entered into an agreement with the property owner, or any other public property within the corporate limits of the Village.

Notation: The above restriction in this recommended Ordinance provides that all moto-bikes are prohibited which is consistent with State law as they cannot be registered for operation on public property.

Sec. 24-160. – Central Business District Regulations. Bicycles, Low-Speed Electric Bicycles, and Electric Scooters must be walked through the Central Business District.

Sec. 24-161. – Toy Vehicles. A Toy Vehicle may be driven upon sidewalks within the Village, but may not be operated on any public streets, provided that a Toy Vehicle may be driven across a public street within a designated crosswalk.

Sec. 24-162. – Parking. It is unlawful for any person to park or leave any Bicycle, Low-Speed Electric Bicycle, or Electric Scooter upon the street or highway other than against the curb thereof or upon any sidewalk without supporting the same in an upright position by a kickstand or rack, or against any building, in such manner as to afford the least obstruction to pedestrian traffic.

Sec. 24-163. – Adult Responsibility. No parent or legal guardian of a minor under the age of 18 shall permit that minor to violate any provisions of this Article.

Sec. 24-164. – Exemptions. The following are exempt from the prohibitions contained in this Article:

(a) **Any police vehicle, fire vehicle, municipal vehicle, park district vehicle, vehicle owned by another unit of State or local government, operated by an employee in the course of their duties; and**

(b) **Personal mobility devices that meet the requirements of the Americans with Disabilities Act (ADA) of 1990.**

Sec. 24-165. – Penalties.

(a) **Any person who violates any part of the provisions of this Article will be subject to a fine of not less than $100.00 and not more than $750 for each offense. In the case where a minor under the age of 18 violates this Article and an adult violates Section 24-163 above, both the minor and the adult may be fined and the bicycle, scooter or Motor Dirven Vehicle may be impounded.**

(b) **Any person who operates a bicycle, scooter or Motor Dirven Vehicle in violation of this Article within the Central Business District will be subject to a fine of not less than $250.00 and not more than $750 for each offense. In the case where a minor under the age of 18 violates this Section and an adult violates Section 24-163 above, both the minor and the adult may be fined and the bicycle, scooter or Motor Dirven Vehicle may be impounded.**

(c) **Any person who is found to be operating a bicycle, scooter or Motor Dirven Vehicle in a reckless manner will be subject to a fine of $750 for each offense and**

the bicycle, scooter or Motor Dirven Vehicle will be impounded. For purposes of this Section, the term "reckless" shall mean:

(1) Operation in a manner that endangers the safety or well-being of pedestrians or other motorists; or

(2) Operation by a person in violation of an age limitation or requirement to possess a valid driver's license; or

(3) Operation on a sidewalk or right-of-way within the Central Business District; or

(4) Failure to yield to pedestrians or properly dismount as required by this Article.

(d) Whenever a bicycle, scooter or Motor Dirven Vehicle is impounded pursuant to this Article, the owner or legal guardian of the owner will be subject to a $500 impoundment fee which must be paid prior to the vehicle being released.

Sec. 24-167 – 24-185. – Reserved."

Section 4. PUBLICATION.

The Village Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

Section 5: EFFECTIVE DATE.

This Ordinance will be in full force and effect from and after its passage and approval in the manner provided by law.

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Notation: The chart below can be incorporated into the ordinance as a reference tool if preferred by the Board, but it is not necessary. Educational materials are being developed that will be used to provide more visually appealing information upon adoption of a local Ordinance.

Type of Device	Regulated by State	Age Restriction	Village Sidewalk	Village Roadways	Village Bike Path	Public Parks	Private Property	Total Prohibition in Village
Bicycle	Yes	No	Yes, except within CBD.	Yes, but must use Bike Path if available	Yes	Jurisdiction of Park District - enforced by IGA by Northbrook Police	Jurisdiction of Property Owner - can be enforced by Agreement with Village	No
Low Speed Electric Bicycle	Yes	Yes, per State law one must be 16 and possess a valid driver's license to operate a Class 3 Low-Speed Electric Bicycle	No – prohibited under State law	Yes, but must use Bike Path if available	Yes	Jurisdiction of Park District - enforced by IGA by Northbrook Police	Jurisdiction of Property Owner - can be enforced by Agreement with Village	No
Low Speed Electric Scooter	Yes	Yes, per State law one must be 18 and possess a valid driver's license	Yes, except within CBD	Yes, except highways with a speed limit in excess of 35 mph per State law	Yes	Jurisdiction of Park District - enforced by IGA by Northbrook Police	Jurisdiction of Property Owner - can be enforced by Agreement with Village	No
Electric Scooter	No	Yes, one must be 18 and possess a valid driver's license	Yes, except within CBD	Yes, but must use Bike Path if available	Yes	Jurisdiction of Park District - enforced by IGA by Northbrook Police	Jurisdiction of Property Owner - can be enforced by Agreement with Village	No
Personal Mobility Device	Yes	No	Yes	If allowed under ADA	Yes	Regulated by Park District in compliance with ADA	Regulated Property Owner in compliance with ADA	No
Toy Vehicles	No	No	Yes	No	Yes	Jurisdiction of Park District - enforced by IGA by Northbrook Police	Jurisdiction of Property Owner - can be enforced by Agreement with Village	No
Motor Driven Vehicle	No	N/A	No	No	No	Jurisdiction of Park District - enforced by IGA by Northbrook Police	Jurisdiction of Property Owner - can be enforced by Agreement with Village	Yes

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ORDINANCE NO. 2025-

BE IT ORDAINED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois THAT:

AN ORDINANCE AMENDING CHAPTER 16 AND CHAPTER 24 OF THE NORTHBROOK MUNICIPAL CODE, AS AMENDED, REGARDING BICYCLES, ELECTRIC SCOOTERS, ELECTRIC BICYCLES, AND OTHER MOTOR DRIVEN VEHICLES

shall be, and is hereby, adopted as follows:

Section 1. BACKGROUND.

The Village of Northbrook is a home rule unit of local government pursuant to the provisions of Article VII, Section 6 of the Illinois Constitution.

The Village's home rule status gives it the authority to exercise any power and perform any function pertaining to its government and affairs including, but not limited to, the power to regulate for the protection of the public health, safety, morals and welfare unless preempted by the General Assembly.

The Illinois Vehicle Code, 625 ILCS 5/1-100 *et seq.*, regulates motor vehicles, motorcycles and other motorized devises.

The Illinois Vehicle Code defines motor vehicle as every vehicle which is self-propelled…except for vehicles moved solely by human power, motorized wheelchairs, low-speed electric bicycles, and low-speed gas bicycles.

Although the Illinois Vehicle Code includes some regulations on non-motor vehicles such as bicycles, low-speed electric bicycles and scooters, these are not included within the general definition of Motor Vehicle and, thus, the State's and the Village's motor vehicle regulations do not apply to these devices.

In recent years, there has been a proliferation of motor-assisted vehicles being operated on Village sidewalks and streets, including electric bicycles, scooters, and other devices ("***Motor-Driven Vehicles***").

The Illinois General Assembly adopted Public Act 103-0899 to regulate certain types of low-speed electric scooters, but not high-speed electric scooters.

Public Act 103-0899 grants authority to municipalities to adopt additional regulations on low-speed electric scooters and does not preempt home rule municipalities from adopting regulations on high-speed electric scooters.

While the General Assembly adopted Public Act 103-0899 to make the use of low-speed electric scooters safer, the regulations in Public Act 103-0899 have numerous loopholes, and the use of electric scooters remains unsafe for riders, pedestrians, and drivers of other types of vehicles on the roads.

Because of the loop-holes in Public Act 103-0899, the Village Board has determined that there is a need to amend the Northbrook Municipal Code, as amended ("***Village Code***"), for the Village to adopt its own regulations on electric scooters, electric bicycles, and other Motor-Driven Vehicles in addition to the regulations set forth in Public Act 103-0899.

The Village Board has determined that it will serve and be in the best interests of the Village and its residents to amend the Village Code pursuant to this Ordinance.

Section 2. REPEAL OF SECTION 16-10 OF THE VILLAGE CODE.

Section 16-10, titled "Motor Driven Scooters," of Chapter 16, titled "Nuisances" of the Village Code is hereby repealed in its entirety.

Section 3. AMENDMENTS TO CHAPTER 24 OF THE VILLAGE CODE.

Article VII, titled "Bicycles," of Chapter 24, titled "Traffic" of the Village Code is hereby repealed and replaced to read in its entirety as follows.

"**ARTICLE VII. – BICYCLES, ELECTRIC BICYCLES, ELECTRIC SCOOTERS, AND MOTOR DRIVEN VEHCILES.**

Sec. 24-156. - Definitions.

The following words and phrases have the following meanings when used in this Article:

***Bicycle* is as defined in 625 ILCS 5/1-106, as amended, which at the time of adoption of this ordinance is every device propelled by human power upon which any person may ride, having two tandem wheels, except scooters and similar devices**.

***Bike Path* is a facility physically separated from the roadway and intended for bicycle or other non-motorized transportation (e.g., pedestrians, Personal Mobility Devices, in-line skaters). The terms path and trail generally are describing the same facility. Sidepath refers to a path or trail closely associated with and parallel to a roadway.**

***Central Business District* is that area within the Village between the Shermer Road Metra tracks to the west, east to Shermer Road and Church Street, south to Meadow Road and Walters Avenue, and north to Meadow Road and Cherry Lane.**

***Electric Scooter* includes Low-Speed Electric Scooters, as well as electric scooters with maximum speeds in excess of 10 miles per hour.**

Legal Guardian **is a legally designated guardian appointed or assigned to care for another person.**

Low-Speed Electric Bicycle **is as defined in 625 ILCS 5/1-140.10, as amended, which at the time of adoption of this ordinance is a bicycle equipped with fully operable pedals and an electric motor of less than 750 watts that meets the requirements of one of the following classes, contained in 625 ILCS 5/1-140.10: Class 1 low-speed electric bicycle, Class 2 low-speed electric bicycle, or Class 3 low-speed electric bicycle. A low-Speed Electric Bicycle may not be modified to be capable of exceeding or driven faster than 28 miles per hour.**

Low-Speed Electric Scooter **is as defined in 625 ILCS 5 1 1-140.11, as amended, which at the time of adoption of this ordinance is a device weighing less than 100 pounds, with 2 or 3 wheels, handlebars, and a floorboard that can be stood upon while riding that is solely powered by an electric motor and human power. and whose maximum speed, with or without human propulsion, is no more than 10 miles per hour.**

Motor Driven Vehicle **is defined as any vehicle for which the State of Illinois does not issue a title document, does not issue license plates or registration documents, and is a wheeled vehicle powered by electric or gas motor, motor driven cycle, or other similar vehicle, regardless of whether the vehicle is operated by pedals with a chain or throttle assist. Motor Driven Vehicles do not include Electric Scooters or Low-Speed Electric Bicycles.**

Personal Mobility Devices **is a self-propelled or motor driven device, including a three- or four--wheeled vehicle, designed for and used by a person with disabilities.**

Toy Vehicle **is any battery powered ride on toy that is designed to not exceed 10 miles per hour; that includes any number of wheels, handlebars, steering wheel, seat, or platform; and is designed for children under the age of eight years (including Razor® kick start scooters and Power Wheels).**

Sec. 24-157. – Bicycles and Low-Speed Electric Bicycles.

(a) Scope. This section shall be applicable to all Bicycles and Low-Speed Electric Bicycles operated upon any street, alley, highway, sidewalk or upon any Bike Path within the Village.

(b) Compliance with State Law. Every person operating a Bicycle or Low-Speed Electric Bicycle on a public street within the corporate limits of the Village must comply with all applicable regulations set forth in Sections 11-1501 through 11-1517 of the Illinois Vehicle Code, 625 ILCS 5/11 *et seq*., as may be amended from time to time.

(c) Speed.

(1) **It is unlawful for any person to operate a Bicycle or Low-Speed Electric Bicycle at a speed greater than is reasonable and prudent under existing conditions.**

(2) **No person operating a Low-Speed Electric Bicycle upon a public street may exceed the posted speed limit on that street.**

(d) **Required Equipment**.

(1) **Every Bicycle and Low-Speed Electric Bicycle when in use after sunset must be equipped with a lamp on the front that emits a white light visible from a distance of at least 500 feet to the front and with a red reflector on the rear which shall be visible from all distances from 100 feet to 600 hundred feet to the rear when directly in front of lawful lower beam of headlamps on a motor vehicle. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used as an alternative to the red reflector.**

(2) **Every Bicycle and Low-Speed Electric Bicycle must be equipped with a brake to enable the operator to make the braked wheel skid on a dry, level, clean pavement.**

(3) **An individual may not operate a Bicycle or Low-Speed Electric Bicycle while carrying a package, bundle, or article that prevents the operator from keeping both hands upon the handlebars or steering device.**

(4) **All individuals under the age of 16 operating Bicycles or Low-Speed Electric Bicycles on any public street, sidewalk, parking lot, Bike Path, or any other public property within the corporate limits of the Village must wear a helmet at all times.**

(e) **Serial Numbers. It is unlawful for any person to destroy, remove, alter, cover, or deface the manufacturer's serial number on any Bicycle or Low-Speed Electric Bicycle.**

(f) **Use of Bike Paths. Whenever a usable Bike Path is provided adjacent to a roadway, riders shall use such Bike Path instead of the roadway.**

(g) **Towing Coasters, Sleds, Etc. It is unlawful for any person operating a Bicycle or Low-Speed Electric Bicycle to operate, tow, or draw any coaster, sled, person on roller skates, Toy Vehicle or other similar vehicle upon the street or highway.**

(h) **Operational restrictions specific to Low-Speed Electric Bicycles.**

(1) **It is unlawful for any person under the age of 16, or who does not possess a valid driver's license, to operate a Class 3 Low-Speed Electric Bicycle upon any public streets, public sidewalks, Bike Paths, Village-owned parks, Village-owned parking lots or within publicly-accessible, privately-owned property for which the Village has entered into an agreement with the property owner, or any other public property within the corporate limits of the Village; provided however, a person under the age of 16 may ride as a passenger on a Class 3 low-speed electric bicycle that is designed to accommodate passengers.**

(2) **All persons operating a Low-Speed Electric Bicycle within the Village must comply with all requirements of the Illinois Vehicle Code relating to yielding to pedestrians and must dismount their Low-Speed Electric Bicycle whenever pedestrians are present at an intersection or crosswalk.**

(3) **It is unlawful for any person to use a Low-Speed Electric Bicycle in the Village that has been altered from its original manufactured design to change the vehicle's speed, method of propulsion, braking, or other operations, such as by removing pedals, chains, or adding a throttle.**

(4) **It is unlawful for any person to operate a Low-Speed Electric Bicycle that carries more persons at one time than the number for which it was designed or equipped.**

(i) **Location restrictions specific to Low-Speed Electric Bicycles. It is unlawful for any person to operate a Low-Speed Electric Bicycle on public sidewalks within the Village.**

Sec. 24-158. – Electric Scooters.

(a) **Operational Restrictions:**

(1) **It is unlawful for any person under the age of 18 years, or who does not possess a valid driver's license, to operate an Electric Scooter upon any public streets, public sidewalks, Bike Paths, Village-owned parks, Village-owned parking lots or within publicly-accessible, privately-owned property for which the Village has entered into an agreement with the property owner, or any other public property within the corporate limits of the Village.**

(2) **All persons operating an Electric Scooter within the Village must comply with all requirements of the Illinois Vehicle Code relating to yielding to pedestrians and must dismount their Electric Scooter whenever pedestrians are present at an intersection or crosswalk.**

(3) **It is unlawful for any person to use an Electric Scooter in the Village that has been altered from its original manufactured design to change the vehicle's speed, method of propulsion, braking, or other operations, such as by removing chains or adding a throttle.**

(4) **It is unlawful for any person to operate an Electric Scooter carrying more than one person at one time.**

(b) **Compliance with State Law. Every person operating an Electric Scooter within the Village must comply with all regulations set forth in Chapter 11 (Rules of the Road), Article XV (Bicycles) of the Illinois Vehicle Code (625 ILCS 5/11-1501 through 11-1518, inclusive, and as amended from time to time) and all additional regulations and restrictions provided in this section.**

(c) **Speed. It is unlawful for any person to operate an Electric Scooter at a speed greater than is reasonable and prudent under existing conditions and no person operating an Electric Scooter upon a public street may exceed the posted speed limit on that street.**

(d) **Required Equipment**.

(1) **Every Electric Scooter when in use after sunset must be equipped with a lamp on the front that emits a white light visible from a distance of at least 500 feet to the front and with a red reflector on the rear which shall be visible from all distances from 100 feet to 600 hundred feet to the rear when directly in front of lawful lower beam of headlamps on a motor vehicle. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used as an alternative to the red reflector.**

(2) **Every Electric Scooter must be equipped with a brake to enable the operator to make the braked wheel skid on a dry, level, clean pavement.**

(3) **An individual may not operate an Electric Scooter while carrying a package, bundle, or article that prevents the operator from keeping both hands upon the handlebars or steering device.**

(4) **All individuals operating Electric Scooters on any public street, sidewalk, parking lot, bike path, or any other public property within the corporate limits of the Village must wear a helmet at all times.**

(e) **Serial Numbers. It is unlawful for any person to destroy, remove, alter, cover, or deface the manufacturer's serial number on any Electric Scooter.**

(f) **Use of Bike Paths. Whenever a usable Bike Path is provided adjacent to a roadway, riders shall use such Bike Path instead of the roadway.**

(g) **Towing Coasters, Sleds, Etc. It is unlawful for any person operating an Electric Scooter to operate, tow, or draw any coaster, sled, person on roller skates, Toy Vehicle or other similar vehicle upon the street or highway.**

Sec. 24-159. – Motor Driven Vehicles. The use or operation of Motor Driven Vehicles is prohibited on all public streets, public sidewalks, Bike Paths, Village-owned parks, Village-owned parking lots or within publicly-accessible, privately-owned property for which the Village has entered into an agreement with the property owner, or any other public property within the corporate limits of the Village.

Sec. 24-160. – Central Business District Regulations. Bicycles, Low-Speed Electric Bicycles, and Electric Scooters must be walked through the Central Business District.

Sec. 24-161. – Toy Vehicles. A Toy Vehicle may be driven upon sidewalks within the Village, but may not be operated on any public streets, provided that a Toy Vehicle may be driven across a public street within a designated crosswalk.

Sec. 24-162. – Parking. It is unlawful for any person to park or leave any Bicycle, Low-Speed Electric Bicycle, or Electric Scooter upon the street or highway other than against the curb thereof or upon any sidewalk without supporting the same in an upright position by a kickstand or rack, or against any building, in such manner as to afford the least obstruction to pedestrian traffic.

Sec. 24-163. – Adult Responsibility. No parent or legal guardian of a minor under the age of 18 shall permit that minor to violate any provisions of this Article.

Sec. 24-164. – Exemptions. The following are exempt from the prohibitions contained in this Article:

(a) **Any police vehicle, fire vehicle, municipal vehicle, park district vehicle, vehicle owned by another unit of State or local government, operated by an employee in the course of their duties; and**

(b) **Personal mobility devices that meet the requirements of the Americans with Disabilities Act (ADA) of 1990.**

Sec. 24-165. – Penalties.

(a) **Any person who violates any part of the provisions of this Article will be subject to a fine of not less than $100.00 and not more than $750 for each offense. In the case where a minor under the age of 18 violates this Article and an adult violates Section 24-163 above, both the minor and the adult may be fined and the bicycle, scooter or Motor Dirven Vehicle may be impounded.**

(b) **Any person who operates a bicycle, scooter or Motor Dirven Vehicle in violation of this Article within the Central Business District will be subject to a fine of not**

less than $250.00 and not more than $750 for each offense. In the case where a minor under the age of 18 violates this Section and an adult violates Section 24-163 above, both the minor and the adult may be fined and the bicycle, scooter or Motor Dirven Vehicle may be impounded.

(c) **Any person who is found to be operating a bicycle, scooter or Motor Dirven Vehicle in a reckless manner will be subject to a fine of $750 for each offense and the bicycle, scooter or Motor Dirven Vehicle will be impounded. For purposes of this Section, the term "reckless" shall mean:**

(1) **Operation in a manner that endangers the safety or well-being of pedestrians or other motorists; or**

(2) **Operation by a person in violation of an age limitation or requirement to possess a valid driver's license; or**

(3) **Operation on a sidewalk or right-of-way within the Central Business District; or**

(4) **Failure to yield to pedestrians or properly dismount as required by this Article.**

(d) **Whenever a bicycle, scooter or Motor Dirven Vehicle is impounded pursuant to this Article, the owner or legal guardian of the owner will be subject to a $500 impoundment fee which must be paid prior to the vehicle being released.**

Sec. 24-166 – 24-185. – Reserved."

Section 4. PUBLICATION.

The Village Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois.

Section 5: EFFECTIVE DATE.

This Ordinance will be in full force and effect from and after its passage and approval in the manner provided by law.

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northbrook

Police Department

MEMORANDUM

To: Cara Pavlicek, Village Manager
From: John Ustich, Chief of Police
Date: Oct 8, 2025
Subject: E-Bike and E -Scooter Ordinance

Village Manager Pavlicek,

The Police Department has written and submitted what we feel is a sensible solution to the growing issue of responsible motor-driven vehicle use. We have tried to develop this ordinance keeping in mind that e-vehicles are a useful developing technology which is relied upon by many of our residents. Although we have had an undeniable increase in the number of complaints regarding these vehicles, the ordinance is designed to give our department an enforcement tool for those who are using the technology irresponsibly while allowing those who responsibly use these devices on a daily basis to continue to do so.

This ordinance defines what low speed electric bicycles and scooters are, as defined in the Illinois State Statutes and what is considered a motor-driven vehicle. The ordinance creates additional classes for Toy Vehicles, which are vehicles designed for children under the age of eight and Personal Mobility Devices, which are designed for persons with disabilities. The ordinance also creates a perimeter for a Central Business District in which there are additional restrictions for the use of low speed electric bicycles and regular bicycles.

On August 1, 2025, Senate Bill 2285 was signed into law. This law amends the Illinois Vehicle Code to redefine "bicycle" as "every human-powered or low-speed electric vehicle with two or more wheels not less than 12 inches in diameter, designed for the transportation of one or more persons." Our proposed ordinance is in line with this new law and also takes advantage of our home rule status to create additional safety measures for our residents.

This ordinance was created with the intent of making the Rules of the Road for e-bicycles the same as those set forth in Chapter 11 of the Illinois Vehicle Code for bicycles. While allowing these permissions to e-bike riders, the ordinance makes it unlawful for anyone under the age of 16 and those without a driver’s license to operate an unregistered motor driven vehicle upon any roadway or any other public property within the Village. These vehicles are the electric dirt bikes and motorcycles which are generating the large majority of complaints throughout the village.

During the creation of this ordinance consideration was given to the downtown area of the Village. This area has a large volume of pedestrian traffic, dining and shopping. With this ordinance, the area defined as the Central Business District will have an increased safety measure. E-bike riders will be required to dismount when entering this area and walk their vehicle within the district.

If the board should decide to adopt this ordinance, agreements with our private property partners will be necessary as this ordinance will not be enforceable on private property without them.

Our Community Engagement Officer along with the Community Relations Department are working on the development of educational material to be used should this ordinance be adopted.

Respectfully Submitted

John Ustich

John Ustich
Chief of Police

MEMORANDUM

To: Village Manager Cara Pavlicek
From: Deputy Village Manager Jim Hawkins
Date: 2025-10-14
Subject: A Resolution Authorizing the Creation of an Ad Hoc 125th Anniversary Celebration Commission

Overview
The Village's 125th Anniversary is on November 18, 2026. The Board of Trustees wishes to establish an Ad-Hoc 125th Anniversary Celebration Commission to plan and implement celebration activities throughout calendar year 2026.

Fiscal Impact
The FY26 budget includes $10,000 for 125th Anniversary planning activities in FY26. With activities / celebrations occurring throughout calendar year 2026, it is likely that additional funding will be included in the recommended FY27 budget that is expected to be presented to the Village Board in March 2026 with adoption in April 2026.

Recommendation
Approval.

Background

The Village's 125th Anniversary of incorporation is November 18, 2026, also known as a Quasquicentennial. Based on the Staff recommendation and Committee of the Whole consensus, a resolution is being brought forward for Board approval to establish a new ad hoc commission to plan, coordinate, publicize, and raise funds to support the Village's 125th Anniversary celebration activities.

At the September 9, 2025 regular Committee of the Whole meeting, staff presented a recommended structure for the Ad Hoc 125th Anniversary Celebration Commission and the Board provided direction on the structure and scope of the commission. Board directed staff to continue review of additional civic organizations to involve in planning and to incorporate lessons learned from other municipalities in the region who planned and organized 125th anniversary celebrations. Similar to other Village Commissions, this Ad Hoc Commission would be a public body appointed by the Village President with consent of the Board of Trustees.

The recommended appointed membership of the Ad Hoc 125th Anniversary Celebration

Commission is:

- A Village-wide Elected Official; and
- No more than two members from each of the following Village Commissions - Arts Commission, Community Commission, Disability Inclusion Commission, Pedestrian and Bicycle Commission, Senior Service Commission, and Sustainability Commission; and
- A representative each from the Northbrook Historical Society and Northbrook Chamber of Commerce and Industry; and
- One representative each from Northbrook Taxing Bodies (Park District, Library, and School Districts 225, 27, 28, 30 and 31) noting that the School Districts could name student members; and
- Up to five resident or corporate members at large.

In addition to the appointed Ad Hoc Commission members, the Village seeks advisors to the Ad Hoc Commission from community organization to include, but not limited to: Civic Foundation, Clergy Association, Northbrook Nine, Northbrook Rotary Club, School Parent Organizations, and Veterans Center.

A Village staff-level working group would also be formed to support the 125th Anniversary Commission. This working group would be named by the Village Manager from various Village Departments.

The proposed structure is a combination of how the Village currently organizes special events and how the Village organized for the previous 2001 Centennial celebration. Additionally, this structure balances a resident led process with the input and support from Village staff and civic groups.

The Village previously celebrated its incorporation in 2001 to mark Northbrook's 100th Anniversary. To organize 100th Anniversary celebrations, the Northbrook Centennial 2001 Committee was formed by resolution that included representatives from the Village of Northbrook, the Park District, the Public Library, and the Historical Society in addition to other community stakeholders.

A Resolution Authorizing the Creation of an Ad Hoc 125th Anniversary Celebration Commission

Resolution 2025-

BE IT RESOLVED by the President and Board of Trustees of the Village of Northbrook, County of Cook and State of Illinois, THAT:

A Resolution Authorizing the Creation of an Ad Hoc 125th Anniversary Celebration Commission

is hereby adopted, as follows:

Section 1. Establishment.

The Village's 125th Anniversary of incorporation is on November 18, 2026 and the Board of Trustees wishes to establish a community-wide Ad Hoc 125th Anniversary Celebration Commission (the "*Ad Hoc Commission*") to plan and implement celebratory events throughout calendar year 2026. The Ad Hoc Commission is established as a public body and will adhere to Open Meetings Act requirements and other applicable statutes.

Section 2. Scope and Direction.

The purpose of the Ad Hoc Commission is to recommend to the Village Board, and subject to Board approval, a plan that includes implementation, coordination, publicity, and fund raising to support the Village's 125th Anniversary celebration activities.

The Village Board desires for calendar year 2026 to be a "thematic year" marking the Village's 125th Anniversary. Although the Ad Hoc Commission is not precluded from organizing new programing or events to mark this historic occasion, the Board desires the Ad Hoc Commission to incorporate the 125th Anniversary theme, to the greatest extent possible, into pre-existing special events throughout the Village.

In order to begin the planning process, the Village Board appropriated $10,000 in the Fiscal Year 2026 Budget for 125th Anniversary celebration planning. The Village Manager may request additional funds for the Fiscal Year 2027 Village Budget.

Section 3. Members and Advisors.

The Village President will appoint, with the consent of the Board of Trustees, a Chair and members of the Ad Hoc Commission. The appointed Chair and Ad Hoc Commission members will consist of the following:

A Village-wide elected official

No more than two Commissioners from each of the following Village Commissions:

- Arts Commission
- Community Commission
- Disability Inclusion Commission
- Pedestrian and Bicycle Commission
- Senior Services Commission
- Sustainability Commission

One representative from each Northbrook Taxing Body:

Northbrook Park District
Northbrook Public Library
School Districts 225, 27, 28, 30, and 31 (students can be proposed as members)

One representative each from the Northbrook Historical Society and Northbrook Chamber of Commerce and Industry

Up to five resident or corporate representatives from the Village

In addition to the appointed Ad Hoc Commission members, the Village President and Board of Trustees seek the support of advisors to the Ad Hoc Commission from community organization to include, but not limited to:

Northbrook Civic Foundation
Northbrook Clergy Association
Northbrook Nine
Northbrook School Parent Teacher Organizations
Northbrook Rotary Club
Northbrook Veterans Center

Village Manager shall designate staff to work with the Ad Hoc Commission and the staff from other involved organizations to assist in all areas of the Ad Hoc Commission's work and particularly to assist in establishment of the Ad Hoc Commission's organizational structure and initial meetings.

ATTEST:

_____
Village President

_____
Village Clerk

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CONTRACT EXTENSION

Contract Number: 031721-MBI

Sourcewell 202 12th Street Northeast P.O. Box 219 Staples, MN 56479 (Sourcewell)	and	Morbark 8507 S Winn Rd Winn, Michigan 48896-9801 (Vendor)

have entered into Contract Number: 031721-MBI
for the procurement of: Tree Maintenance Equipment, Attachments, and Accessories

The Contract has an expiration date of 2025-05-07 , but the parties may extend the Contract by mutual consent.

Sourcewell and Vendor acknowledge that extending the Contract benefits the Vendor, Sourcewell and Sourcewell's Members. Vendor and Sourcewell agree to extend the Contract listed above for an additional period, with a new Contract expiration date of 2026-05-07 . All other terms and conditions of the Contract remain in full force and effect.

Sourcewell

Signed by: Jeremy Schwartz C0FD2A139D06489...	Signed by: Erika Snyder E4A15FEDE12940C...
Authorized Signature	Authorized Signature
Jeremy Schwartz	Erika Snyder
Name	Name
Chief Operating and Procurement Officer	Governmental Sales Representative
Title	Title
1/2/2025 | 2:54 PM CST	1/7/2025 | 10:54 AM CST
Date	Date