



Next Ord. No. 4472
Next Reso. No. 25014

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

March 24, 2025

7:00 PM

Village President Nick Cuzzone
Village Clerk Hosanna Korynecky

Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

Public participation is invited. When called upon, please approach the microphone and state your name. Kindly limit your remarks to 3 minutes.

- 1. Call to Order - Roll Call**
- 2. Pledge of Allegiance**
- 3. Amendments to the Agenda**
- 4. Public Comments on Agenda Items**
- 5. Public Comments on Non-Agenda Items**
- 6. Proclamations**
 - a. Autism Acceptance Month
- 7. Presentation**
 - a. Swearing in of Firefighter Paramedic Nicole Else.
- 8. Appointment to Commission**
 - a. Appointment of Alan Hasler as Commissioner to the Planning and Zoning Commission from date of being sworn in through 4/30/2027.
 - b. Appointment of Prizaad Ali as Commissioner to the Video Production Commission from date of being sworn in through 4/30/2027.
- 9. Consent Agenda**
 - a. Approval of the Minutes of the Committee of the Whole and Village Board of Trustees Meetings held on March 10, 2025.
 - b. Bill Listings for the weeks of March 10, 2025 in the amount of \$217,417.50 and March 17, 2025 in the amount of \$62,895.29.
 - c. Summary of Coffee with the Board meetings held on February 1, 2025 and March 1, 2025.

10. Ordinance for First Reading

11. Ordinance for Second Reading

12. Ordinances

- a. An Ordinance Authorizing the Disposal of Surplus Personal Property of the Village of Villa Park, Illinois

This ordinance authorizes the Village Manager or designee to dispose of personal property described in Exhibit "A" in any manner or method, with or without the necessity of obtaining competitive bids. If approved, this will allow staff to sell surplus vehicles and equipment at public auction that are no longer useful, as provided by State Law (65 ILCS 5/11-76-4). The list of items for auction includes vehicles that have already been replaced or planned for replacement, equipment, and file cabinets that are no longer utilized. Staff will prepare these items for auction over the next several months. Staff recommends approval of the ordinance.

13. Resolutions

- a. A Resolution Authorizing DuPage County Gasoline and Diesel Procurement Joint Purchase

This resolution authorizes the Village to purchase gasoline and diesel fuel from Al Warren Oil Company of Hammond, Indiana, in accordance with the DuPage County Contract specifications, in such quantities that the total cost will not exceed \$290,000. By approving this Resolution, the Board approves and concurs with DuPage County to renew the contract with Al Warren Company, Inc. for the joint purchase of gasoline and diesel fuel. The pricing, terms and conditions as required by the specifications will remain the same as last year. The Fleet Department utilizes this bid currently for its purchase of fuels and has found the pricing to be the same as other joint purchase contracts. Staff recommends approval of this resolution to allow for the continued purchasing of fuel from Al Warren Oil Company, Inc. for 2025.

- b. A Resolution Amending Rules of Order and Procedures for the Board of Trustees of the Village of Villa Park, DuPage County, Illinois

The Village President and Board of Trustees request amendments to the Rules of Order and Procedures for the Village of Villa Park Board of Trustees and, if approved, shall be adopted.

- c. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the Joint Purchase of Bulk Rock Salt through the State of Illinois Central Management Services Bureau of Strategic Sourcing

This Resolution authorizes the Village Manager to execute the attached joint participation agreement with the State of Illinois Central Management Services. The Village annually purchases rock salt through an agreement with the State of Illinois Department of Central Management Services (CMS) and make such purchases as necessary. The State of Illinois generally receives favorable prices because of the large quantity of salt that it purchases. The Village must submit its rock salt request through a contract with the State of Illinois by April 7th, 2025 to be included in the annual bid. Village staff recommends entering into a contract with the State of Illinois for up to 500 tons of bulk rock salt.

- d. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the Joint Purchase of Bulk Rock Salt through the DuPage County Procurement Services Division

This Resolution authorizes the Village Manager to approve requisition orders for the purchase of rock salt from DuPage County. The Village has purchased rock salt through an agreement with DuPage County Procurement Service Division for the last ten (10) years. DuPage County generally receives favorable prices because of the large quantity of salt that it purchases. Village staff also recommends entering into a contract with DuPage County Procurement Service Division for up to 500 tons of bulk rock salt.

- e. A Resolution Authorizing the Appointment of an Administrative Officer

Section 5-3-7 of the Illinois Municipal Code (65ILCS 5/5-3-7) provides that the Village Board may designate a qualified Administrative Officer of the municipality to perform the duties of the Manager at such times when the Manager is absent or unable due to disability to perform the duties of the office. This Resolution would replace the current Administrative Officer, who has resigned from her position, and appoint Michael Guerra, Director of Public Works, to serve as Administrative Officer. Staff recommends approval of this Resolution.

- f. A Resolution Establishing the Fees for the Village's Swimming Pool for 2025

The Staff request passing this resolution to establish the 2025 swimming pool fees for public notice to be given prior to May 1, 2025.

14. Unfinished Business

- a. Guidance on Residential Lead Water Service Line Replacement.

15. New Business

16. Village Commission Reports

- a. Acceptance of the Minutes of the Community FUN Commission Meeting held on January 28, 2025.
- b. Acceptance of the Minutes of the Environmental Concerns Commission's Bike, Pedestrian and Transit Meeting held on January 23, 2025.
- c. Acceptance of the Minutes of the Environmental Concerns Commission Meeting held on January 23, 2025.
- d. Acceptance of the Minutes of the Parks and Recreation Advisory Commission Meeting held on February 11, 2025.

17. Village Clerk's Report

18. Village Trustees' Report

19. Village President's Report

20. Village Manager's Report

21. Executive Session

22. Adjournment

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.



Village of Villa Park

20 South Ardmore Avenue, Villa Park, Illinois 60181-2696

PROCLAMATION RECOGNIZING APRIL AS AUTISM ACCEPTANCE MONTH OF 2025

WHEREAS, Autism is a pervasive developmental disorder affecting the social, behavioral and communication skills of those affected by it; and

WHEREAS, as more health professionals become proficient in diagnosing autism, more children are being diagnosed on the autism spectrum, some areas have a ratio as high as 1 in 68 children; and

WHEREAS, there is no cure for autism, documentation shows early and intensive treatment in individuals with autism lead significantly improved lives; and

WHEREAS, this disorder requires dedicated support and services from family and health and social workers on a daily basis; and

WHEREAS, Villa Park is actively promoting Autism Acceptance Month; and urges others to help create community awareness with education, acceptance and support of autism services.

NOW THEREFORE, I, Nick Cuzzone, President of the Village of Villa Park, do hereby proclaim April 2025 to be Autism Acceptance Month in the Village of Villa Park, Illinois.

IN WITNESS WHEREOF, I have hereunto set my hand this 24th day of March 2025.

Nick Cuzzone, Villa Park

ATTEST:

Village Clerk



MEMORANDUM

TO: Village Board of Trustees
FROM:
DATE: March 24, 2025
SUBJECT: Swearing in of Firefighter Paramedic Nicole Else.

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION:



VILLA PARK FIRE DEPARTMENT

SWEARING IN CEREMONY



Candidate Nicole Else WILL BE SWORN IN AS Firefighter/Paramedic

MONDAY, MARCH 24, 2025

7:00 PM

VILLAGE HALL

20 S. ARDMORE AVE

VILLA PARK, IL 60181

JOIN US AT FIRE STATION 81 FOR A RECEPTION

5:30 PM

LIGHT REFRESHMENTS WILL BE SERVED



VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees - Committee of the Whole

March 10, 2025

6:00 PM

Village President Nick Cuzzone

Village Clerk Hosanna Korynecky

Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING HELD IN VILLAGE HALL BY THE PRESIDENT AND THE
BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK ON
MARCH 10, 2025**

1. Call to Order – Roll Call.

President Cuzzone called the meeting order and Clerk Korynecky called the roll.

2. Pledge of Allegiance.

President Cuzzone led the Pledge of Allegiance.

3. Discussion.

3.a. New Lead Line Replacement Policy.

Public Works Director Guerra gave a PowerPoint presentation on the Village's plan to remove lead from service lines and the EPA requirement to remove all lead in 10 years. He explained the current status of service lines and the existing program. He also provided three options for program with homeowners and asked for Board direction. Director Guerra responded to questions from the Board. The Board asked Director Guerra for additional information on projected costs under Options 2 and 3.

4. Public Comments.

Resident Joe Amore asked for additional information on the EPA requirements and about homeowners opting out of the program. Director Guerra responded to the questions and Attorney Wolf provided clarification on homeowner liability.

Robert Wagner, representing the Environmental Concerns Commission, referred to their recommendations to the Village Board to enhance education on lead service lines.

Resident Tina Konstatos asked about homeowners who opt out of the program. Director Guerra provided additional information.

Resident Steve De La Rosa asked about a capital replacement plan from the water department. Director Guerra responded to the question.

5. Adjournment.

Motion to adjourn was made by Trustee Corkery and seconded by Trustee Alfano. Voice vote passed with all ayes. Meeting adjourned at 6:50 p.m.

Respectfully submitted,

Hosanna Korynecky
Village Clerk



VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

March 10, 2025

7:00 PM

Village President Nick Cuzzone
Village Clerk Hosanna Korynecky
Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

**MINUTES OF THE FORMAL MEETING HELD IN VILLAGE HALL BY THE PRESIDENT AND THE BOARD OF
TRUSTEES OF THE VILLAGE OF VILLA PARK ON
MARCH 10, 2025**

1. Call to Order – Roll Call.

President Cuzzone called the meeting to order and Clerk Korynecky called the roll.

2. Pledge of Allegiance.

President Cuzzone led the Pledge of Allegiance and said the prayer.

3. Amendments to the Agenda.

4. Public Comments on Agenda Items.

Resident Bob Wagner referred to Item 13.b and, on behalf of the Environmental Concerns Commission, thanked the Board for continuing to implement the No-Mow program.

Resident Judy Wherley referred to Item 6.a and asked if someone can FOIA Executive Session minutes. President Cuzzone said they cannot. Attorney Wolf provided additional clarification.

Resident Cheryl Tucker referred to Items 14. b, 14.d and Item 16.a and reminded the Board to follow the rules of order and procedure and spoke in favor of approving Items 14.b and d. so

Resident Bob Wagner, representing the Environmental Concerns Commission, announced their 2024 Green Champions Award and said they are accepting nominations. The deadline is March 21. He also announced Spring Sweep on May 17.

Resident Judy Wherley asked about the Open Meetings Act and a recent agenda that was posted late. Attorney Wolf provided clarification. Judy Wherley also said she could not find the information on the website regarding the mitigation meeting for the property located at 100-110 S. Villa.

Resident Sara Wordford commented on the February 10 meeting and said Trustee Kozar should show respect to staff and other Board members.

Hawthorne World CEO Dr. Vish referred to the Hawthorne development project and said their full financing has been secured and are asking for a meeting to present their information to the Board.

Resident Yolanda Contreras spoke in support of the Hawthorne development project.

5. Executive Session.

6.a. Pursuant to 5 ILCS 120/2:

(c)(11) regarding litigation, when action against, affecting or on behalf of the Village has been filed and is pending before a court or when the Village finds that an action is probable or imminent.

Motion to approve Executive Session was made by Trustee Corkery and seconded by Trustee Cordova. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Kumar, Cordova, Alfano, Corkery, Kozar and President Cuzzone. There were no nays. Motion carried.

The Board went into Executive Session at 7:20 p.m.

Motion to convene back to open session was made by Trustee Corkery and seconded by Trustee Cordova. Roll call vote tallied seven (7) ayes made by Trustees Alfano, Cordova, Corkery, Kozar, Kumar, Patrick and President Cuzzone. There were no nays. Meeting reconvened at 7:48 p.m.

6. Proclamations.

7. Presentation.

8. Appointment to Commission.

9.a. Community F.U.N. Commission

Appointment of Carlus Jackson for a term upon being sworn in to April 30, 2026.

Motion to approve the appointment was made by Trustee Alfano and seconded by Trustee Patrick. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Cordova, Kumar, Kozar, Patrick, Corkery, Alfano and President Cuzzone. There were no nays. Motion carried.

9. Consent Agenda.

10.a. Bill Listings for the weeks of February 25, 2025 and March 3, 2025 in the amount of \$817,485.43.

10.b. Approval of the Minutes of the Village Board of Trustees Meeting held on February 24, 2025.

Motion to approve Consent Agenda was made by Trustee Cordova and seconded by Trustee Kumar. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kozar, Corkery, Patrick, Alfano, Cordova, Kumar and President Cuzzone. There were no nays. Motion carried.

10. Ordinance for First Reading.

11.a. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Amending Chapter 3 of the Villa Park Municipal Code Relating to Liquor Licenses and Video Gaming Terminal Fees.

This ordinance amends Chapter 3, Section 3-320 – Forfeiture of license for failure to conduct business and Section 3-409 – Gambling, entertainment and dancing. Staff recommends approval of the ordinance.

Motion to waive first reading was made by Trustee Kumar and seconded by Trustee Cordova. Trustee Kumar commended staff on completing this work. Roll call vote tallied four (4) ayes made by Trustees Cordova, Kumar, Kozar and President Cuzzone and three (3) nays made by Trustees Corkery, Patrick and Alfano. Motion carried.

Motion to approve the ordinance was made by Trustee Cordova and seconded by Trustee Kozar. Discussion ensued on the amended requirements. Community and Economic Development Director McLaughlin provided additional clarification. Roll call vote tallied seven (7) ayes made by Trustees Alfano, Patrick, Cordova, Corkery, Kozar, Kumar and President Cuzzone. There were no nays. Motion carried.

11.b. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Amending Section 3-313(A) of Chapter 3 of the Villa Park Municipal Code in Order to Decrease by One the Maximum Number of Licenses Permitted Under the Class D Liquor License Classification.

This ordinance reduces the total number of Class D liquor licenses by 1 for the 7-Eleven at 54 S. Villa Avenue. The owner of the license is no longer operating a business at this address and therefore the license must be forfeited. Staff recommends approval of the ordinance.

Motion to waive first reading was made by Trustee Kozar and seconded by Trustee Cordova. There were no questions, comments or discussion. Roll call vote tallied six (6) ayes made by Trustees Corkery, Alfano, Kozar, Kumar, Cordova and President Cuzzone and one (1) nay by Trustee Patrick. Motion carried.

Motion to approve the ordinance was made by Trustee Cordova and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kumar, Patrick, Cordova, Alfano, Corkery, Kozar and President Cuzzone. There were no nays. Motion carried.

12. Ordinance for Second Reading.

12.a. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Amending Section 3-313(A) in order to Increase the Class AA License by one (1) and Reduce the Class AAA License by one (1).

This ordinance increases by one (1) of AA (Tavern, unlimited) licenses and simultaneously decreases by one (1) the number of AAA (Tavern, beer and wine only) licenses. The business at 357 S. Ardmore Avenue, Mortadeli, currently holds a Class AAA liquor license which allows sale of beer and wine only for consumption on premise and retail of original packaged sales. The owner has requested a change to a Class AA license for the sale of alcoholic liquors for consumption on premise and the sale of any alcoholic liquors at retail in original packages for consumption off premise. There are currently no available Class AA liquor licenses.

Motion to approve the ordinance was made by Trustee Cordova and seconded by Trustee Kumar. Discussion ensued on the gaming industry and its effect on local businesses and the community. Director McLaughlin said his department is doing an overhaul of the liquor license ordinance and responded to questions from the Board. Roll call vote tallied two (2) ayes made by Trustee Cordova and President Cuzzone and five (5) nays made by Trustees Corkery, Patrick, Kumar, Alfano and Kozar. Motion denied.

13. Ordinances.

13.a. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Granting the Approval of a Special Use for a Vehicle Body and Paint Finishing Shop for Tenant Space B at the Property Commonly Known as 600 N., Villa Avenue, Villa Park, Illinois.

This ordinance approves Petition PZ-25-02 for a Special Use for a vehicle body and paint finishing shop use located at 620 N. Villa Avenue per Exhibit A. Auto and truck repair is a use by right in M-1. Auto or truck body repair and painting requires a special use permit. The Planning and Zoning Commission unanimously recommended approval by a vote of 7-0.

Motion to approve the ordinance was made by Trustee Kozar and seconded by Trustee Corkery. Director McLaughlin provided additional information. Roll call vote tallied seven (7) ayes made by Trustees Kozar, Kumar, Patrick, Corkery, Cordova, Alfano and President Cuzzone. There were no nays. Motion carried.

13.b. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Suspending Application of Chapter 15, Article III, Section 15-302 of the Villa Park Municipal Code in Order to Implement the Village's No-Mow Until Mother's Day Program.

This ordinance would suspend the enforcement of Municipal Code Chapter 15, Article III – Weeds Section 15-302 Prohibited; nuisance declared until May 11, 2025. The ordinance is an annual requirement for the no mow until Mother's Day pollinator program. No enforcement would occur for excessive heights of weeds, plants and grass as nuisances during this period. Staff recommends passage of the ordinance, as this is part of the re-occurring "No Mow Until Mother's Day Pollinator Program".

Motion to approve the ordinance was made by Trustee Patrick and seconded by Trustee Alfano. Trustee Patrick provided information on the program. Roll call vote tallied seven (7) ayes made by Trustees Kozar, Kumar, Alfano, Patrick, Cordova, Corkery and President Cuzzone. There were no nays. Motion carried.

14. Resolutions.

14.a. A Resolution of the Village of Villa Park, DuPage County, Illinois, Adopting a Village of Villa Park Travel Policy. *This proposed resolution approves a comprehensive update to the Village's Travel and Training Policy, last updated in September 2017. Staff recommends approval of the resolution.*

Motion to approve the resolution was made by Trustee Cordova and seconded by Trustee Kumar. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Patrick, Alfano, Kozar, Kumar, Cordova and President Cuzzone. There were no nays. Motion carried.

14.b. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving and Authorizing the Execution of a Memorandum of Understanding Between the Village of Villa Park Police Department and the Northeast DuPage Family and Youth Services.

This resolution authorizes the Village Manager to execute a Memorandum of Understanding with the Northeast DuPage Family and Youth Services (NEDFYS) to mutually promote the mental health and social services needs of Villa Park residents. The Village of Villa Park agrees to NEDFYS an amount not to exceed \$34,091.62 as part of this MOU. Staff recommends passage of the resolution.

Motion to approve the resolution was made by Trustee Kumar and seconded by Trustee Alfano. The Board expressed their support of the resolution. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Cordova, Alfano, Kozar, Patrick, Kumar and President Cuzzone. There were no nays. Motion carried.

14.c. A Resolution of the Village of Villa Park, DuPage County, Illinois, for the use of Motor Fuel Tax for General Street Maintenance Section 25-00000-00-GM.

The Village utilizes Motor Fuel Tax (MFT) funds to help fund the general maintenance activities on the Village roadways for the cost of personnel and materials. This includes the purchase of salt, gravel, asphalt materials, sign materials and roadway paint for crosswalks, along with the cost of personnel and equipment to perform MFT qualified work. The approved FY25 Budget has planned MFT expenditures of \$1,097,500 for general maintenance. This resolution is required to use those funds. Staff recommends approval of this resolution.

Motion to approve the resolution was made by Trustee Patrick and seconded by Trustee Alfano. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kozar, Corkery, Kumar, Patrick, Alfano, Cordova and President Cuzzone. There were no nays. Motion carried.

14.d. A Resolution of the Village of Villa Park, DuPage County, Illinois, Waiving Bid and Approving the Purchase of a 2024 Ford E450/Starcraft Allstar Paratransit Bus from Midwest Transit Equipment, Inc. of Kankakee, Illinois, for \$117,600.00.

The following resolution authorizes the Village Manager to execute a purchase order to obtain a 2024 Ford E450/Starcraft Allstar Paratransit Bus from Midwest Transit Equipment, Inc. of Kankakee, Illinois, in the amount of \$117,600. This paratransit bus will replace the current 2008 Ford Elkhart Coach Shuttle Bus utilized by the Village's Recreation Department. Due to the specific nature of the bus and the availability of buses, a formal competitive bid process was not used. Instead, staff sought pricing from three vendors that had buses available and Midwest Transit had the lowest price for similar model buses. Staff recommends approval of the resolution.

Motion to approve the resolution was made by Trustee Kumar and seconded by Trustee Alfano. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Cordova, Kumar, Corkery, Kozar, Alfano and President Cuzzone. There were no nays. Motion carried.

15. Unfinished Business.

15.a. Garbage cans along the Ardmore business district.

Parks and Recreation Director Gola provided information on the cost of the garbage cans and the locations where they would be placed. Some discussion ensued.

16. New Business.

16.a. Rules of Order and Procedure.

A request was made to discuss certain topics related to the Rules of Order and Procedure (ROP). A draft of possible amendments is included to serve as a point of discussion. If the Board wishes to make changes, the ROP can be amended by a motion that is seconded and approved by a majority of the Board. The changes will go into effect at the next meeting.

Discussion ensued on blind copies. Attorney Wolf provided clarification. Discussion also ensued on anonymous letters being read by the Board. Attorney Wolf said there is no requirement that letters submitted to the Village President or Board be read at the meeting. Discussion ensued on language to be added or removed from the ROP.

16.b. Dog Park Discussion.

Trustee Kozar gave a presentation on creating a dog park in the Village and recommended a location. Discussion ensued.

16.c. Report on Traffic Signal at Westmore-Meyers Road and Highridge Road in Lombard, Illinois.

Police Chief Rivas provided additional information and responded to questions from the Board.

17. Village Commission Reports.

18. Village Clerk's Report.

Clerk Korynecky had no report.

19. Village Trustees' Report.

Trustee Alfano gave a report and Chief Rivas responded to her question.

Trustee Kumar had no report.

Trustee Corkery had no report.

Trustee Patrick gave a report.

Trustee Cordova had no report.

Trustee Kozar gave a report.

20. Village President's Report.

President Cuzzone said the electronic recycling for March 15 is cancelled. He said he was part of a recent discussion group on the proposed reorganization of the transit system. He also shared an email from Fire Chief Stapleton regarding FF/Paramedics James Marcello and Tom Sandeno on the care they provided to an individual who recognized their professionalism, skill and dedication.

21. Village Manager's Report.**21.a. Updated Financial Reports.**

Manager Harline said an additional open house has been added for the Comprehensive Plan on Thursday, March 13 from 6:00 p.m. to 7:15 p.m. He also referred to the updated financial report provided to the Board. Also the 2024 audit has begun and will be completed by July or August.

22. Executive Session.**22.a. Pursuant to 5 ILCS 120/2:**

(c)(1) The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

22.b. Pursuant to 5 ILCS 120/2:

(c)(2) collective negotiating matters between the public body and its employees or their representative or deliberations concerning salary schedules for one or more classes of employees.

Motion to approve Executive Session was made by Trustee Cordova and seconded by Trustee Corkery. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Kumar, Alfano, Cordova, Corkery, Kozar and President Cuzzone. There were no nays. Motion carried.

23. Adjournment.

Motion to adjourn was made by Trustee Alfano and seconded by Trustee Patrick. Voice vote passed with all ayes. Motion carried. Meeting adjourned at 10:46 p.m.

Respectfully submitted,

Hosanna Korynecky
Village Clerk

ALL LISTING TO BE PRESENTED TO
THE BOARD OF TRUSTEES ON
03.24.25

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

EXP CHECK RUN DATES 03/10/2025 - 03/10/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT VENDOR CODES: 000005, 000030, 000033, 000043, 000049 (1979 more)

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 10 CORPORATE FUND					
Department: 000					
10-000-130204	GROUP INSURANCE REC	BESTCO BENEFIT PLANS LLC	RETIREE MEDICARE SUPPLEMENTAL	2,102.00 ✓	None
10-000-190515	DUE TO/FROM LIBRARY (BENEF	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	289.16 ✓	None
Total Department 000				2,391.16	
Department: 110 PUBLIC AFFAIRS					
10-110-521000	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	82.66 ✓	None
10-110-521000	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	82.66 ✓	None
10-110-521102	LEGAL SERVICES-POLICE	ROBBINS SCHWARTZ	PROSECUTIONS - JAN 2025	3,495.75 ✓	None
10-110-565600	BFPC ADMIN RECORDING SRVC	MAGNUSSEN, VALERIE	BFPC ADMIN RECORDING SRVC	100.00 ✓	None
Total Department 110 PUBLIC AFFAIRS				3,761.07	
Department: 120 MANAGER-ADMINISTRATION					
10-120-521000	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	82.66 ✓	None
10-120-521000	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	82.66 ✓	None
10-120-539900	NEVER RCVD RECEIPT, DESC,	99designs.Com Contests	NEVER RCVD RECEIPT, DESC, OR GL BY DU	299.00 ✓	None
10-120-539900	NEVER RCVD RECEIPT, DESC,	Il St Police Crash Rep	NEVER RCVD RECEIPT, DESC, OR GL BY DU	6.00 ✓	None
10-120-539900	NEVER RCVD RECEIPT, DESC,	Target 00009571	NEVER RCVD RECEIPT, DESC, OR GL BY DU	98.00 ✓	None
10-120-539900	NEVER RCVD RECEIPT, DESC,	Amazon MktpL Xf14h4v53	NEVER RCVD RECEIPT, DESC, OR GL BY DU	23.85 ✓	None
10-120-539900	NEVER RCVD RECEIPT, DESC,	Surveymonk T 46351446	NEVER RCVD RECEIPT, DESC, OR GL BY DU	792.00 ✓	None
10-120-539900	NEVER RCVD RECEIPT, DESC,	Flower Shop Network	NEVER RCVD RECEIPT, DESC, OR GL BY DU	100.63 ✓	None
Total Department 120 MANAGER-ADMINISTRATION				1,484.80	
Department: 121 MANAGER-IT					
10-121-527001	LAPTOPS	DELL MARKETING LP	LAPTOPS	5,402.64 ✓	None
10-121-527001	CAT6 WIRE	Provantage	CAT6 WIRE	263.62 ✓	None
Total Department 121 MANAGER-IT				5,666.26	
Department: 130 FINANCE					
10-130-529900	PRODUCTION SVCS UTIL BILL	AMERICAN PRINTING TECHNOLO	PRODUCTION SVCS UTIL BILL RUN 01/2025	847.38 ✓	None
10-130-529900	OTHER CONTRACTUAL SERVICES	CONNECT SEARCH LLC	FINANCE FRONT DESK SUPPORT	1,368.00 ✓	None
10-130-531700	PENS	Amazon MktpL K18082r33	PENS	6.99 ✓	None
10-130-539900	REFRESHMENTS FOR EMPLOYEE'	Jewel Osco 3284	REFRESHMENTS FOR EMPLOYEE'S LAST DAY	115.92 ✓	None
10-130-539900	REFRESHMENTS FOR EMPLOYEE'	Dunkin #342440 Q35	REFRESHMENTS FOR EMPLOYEE'S LAST DAY	23.99 ✓	None
Total Department 130 FINANCE				2,362.28	
Department: 140 COMMUNITY DEVELOPMENT					
10-140-521000	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	397.34 ✓	None
10-140-521000	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	397.34 ✓	None
10-140-529200	COMPREHENSIVE PLAN	HOUSEAL LAVIGNE ASSOCIATES	COMP PLAN	12,533.75 ✓	None
10-140-529900	128 E ADAMS RELEASE	DUPAGE COUNTY RECORDER	128 E ADAMS RELEASE	57.00 ✓	None
Total Department 140 COMMUNITY DEVELOPMENT				13,385.43	
Department: 150 CENTRAL SERVICES					
10-150-520500	POSTAGE	AMERICAN PRINTING TECHNOLO	POSTAGE	5,000.00 ✓	None
10-150-525000	EMPLOYEE BENEFITS	WEX HEALTH INC.	FSA MONTHLY FEE	209.49 ✓	None
10-150-525000	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	385.55 ✓	None
Total Department 150 CENTRAL SERVICES				5,595.04	
Department: 160 BUILDINGS & GROUNDS					
10-160-529900	PD SPRINKLER SYSTEM ANNUAL	P A CRIMSON FIRE RISK SERV	PD SPRINKLER SYSTEM ANNUAL INSPECTION	415.00 ✓	None
10-160-531500	BUILDING MAINT SUPPLIES	VILLA PARK ELECTRIC SUPPLY	LIGHTS FOR PD	475.90 ✓	None

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BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT VENDOR CODES: 000005, 000030, 000033, 000043, 000049 (1979 more)

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 10 CORPORATE FUND					
Department: 160 BUILDINGS & GROUNDS					
Total Department 160 BUILDINGS & GROUNDS				890.90	
Department: 180 GARAGE					
10-180-521000	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	41.33 ✓	None
10-180-521000	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	41.33 ✓	None
10-180-521505	UNIFORMS, RAGS, FLOOR MATS	CINTAS CORPORATION	UNIFORMS, RAGS, FLOOR MATS CLEANING	90.42 ✓	None
10-180-525000	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	57.83 ✓	None
10-180-530900	10 CASES DEF FLUID	Carquest 2765	10 CASES DEF FLUID	99.90 ✓	None
10-180-531000	PW 17 HYDRAULIC CYLINDER F	West Side Tractor Co	PW 17 HYDRAULIC CYLINDER FOR TILT WHE	598.04 ✓	None
10-180-531000	AIR HOSE COUPLERS	Carquest 2765	AIR HOSE COUPLERS	53.24 ✓	None
10-180-531000	SNOW BRUSHES	Carquest 2765	SNOW BRUSHES	119.00 ✓	None
10-180-531000	PD 187 WASHER NOZZLE	Dupage Chrysler Jeep D	PD 187 WASHER NOZZLE	136.08 ✓	None
10-180-531000	DC82 REAR HATCH RELEASE BU	Castle Chevrolet villa	DC82 REAR HATCH RELEASE BUTTON	27.26 ✓	None
10-180-531000	PW UTILITY TRASH PUMP PULL	Mowers And More	PW UTILITY TRASH PUMP PULL CORD	9.33 ✓	None
10-180-531000	PW 62 BATTERIES 2	Carquest 2765	PW 62 BATTERIES 2	238.50 ✓	None
10-180-531000	FORE DC82 OIL PRESSURE , R	Carquest 2765	FORE DC82 OIL PRESSURE , RADIATOR	308.23 ✓	None
10-180-531000	AIR FILTERS 6 FOR PD 2020	Carquest 2765	AIR FILTERS 6 FOR PD 2020 EXPLORERS	34.32 ✓	None
10-180-531000	PW 97 REPLACEMENT TIRE	WENTWORTH TIRE SERVICE	PW 97 REPLACEMENT TIRE	203.69 ✓	None
10-180-531700	BATTERIES, FLOOR MATS, FIR	Menards Glendale Heigh	BATTERIES, FLOOR MATS, FIRST AID KITS	127.02 ✓	None
10-180-531700	9 VOLT BATTERIES, VELCRO	The Home Depot #1982	9 VOLT BATTERIES, VELCRO	33.73 ✓	None
10-180-531700	PAPER, NOTE PADS, SCISORS,	Office Depot #3376	PAPER, NOTE PADS, SCISORS, MARKERS ,T	176.07 ✓	None
10-180-532200	SAWSALL BLADES, CASE	Menards Glendale Heigh	SAWSALL BLADES, CASE	69.63 ✓	None
10-180-539900	FASTENERS	Lombard Ace Hardware	FASTENERS	5.38 ✓	None
Total Department 180 GARAGE				2,470.33	
Department: 190 ENGINEERING					
10-190-539900	NEVER RCVD RECEIPT, DESC,	Bp#9425273villa Parqps	NEVER RCVD RECEIPT, DESC, OR GL BY DU	3.00 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Google Gsuite_invilla	NEVER RCVD RECEIPT, DESC, OR GL BY DU	21.60 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Google Gsuite_invilla	NEVER RCVD RECEIPT, DESC, OR GL BY DU	21.60 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Microsoft Clipchamp 1	NEVER RCVD RECEIPT, DESC, OR GL BY DU	11.99 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Amazon Mark H91dt2m13	NEVER RCVD RECEIPT, DESC, OR GL BY DU	98.60 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Amzn Mktp US Dz98j1mi3	NEVER RCVD RECEIPT, DESC, OR GL BY DU	6.39 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Aia Contract Documents	NEVER RCVD RECEIPT, DESC, OR GL BY DU	43.99 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Usps Po 1680700181	NEVER RCVD RECEIPT, DESC, OR GL BY DU	15.30 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Aia Contract Documents	NEVER RCVD RECEIPT, DESC, OR GL BY DU	43.99 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Smartsheet Inc.	NEVER RCVD RECEIPT, DESC, OR GL BY DU	19.00 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Amazon Reta 2s5hk0s53	NEVER RCVD RECEIPT, DESC, OR GL BY DU	565.34 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Sq Kara Company, Inc.	NEVER RCVD RECEIPT, DESC, OR GL BY DU	412.16 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Google Gsuite Invillap	NEVER RCVD RECEIPT, DESC, OR GL BY DU	21.60 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Google Gsuite Invillap	NEVER RCVD RECEIPT, DESC, OR GL BY DU	21.60 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Amazon Mktp1 Na77i7w03	NEVER RCVD RECEIPT, DESC, OR GL BY DU	29.75 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Google Gsuite_invillap	NEVER RCVD RECEIPT, DESC, OR GL BY DU	21.60 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Google Gsuite_invillap	NEVER RCVD RECEIPT, DESC, OR GL BY DU	21.60 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Veritext Llc	NEVER RCVD RECEIPT, DESC, OR GL BY DU	436.91 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Usps Po 1680700181	NEVER RCVD RECEIPT, DESC, OR GL BY DU	12.25 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	The Ups Store 0777	NEVER RCVD RECEIPT, DESC, OR GL BY DU	22.15 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Quill Corporation	NEVER RCVD RECEIPT, DESC, OR GL BY DU	718.99 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Amzn Mktp US Zx4y25dm0	NEVER RCVD RECEIPT, DESC, OR GL BY DU	30.00 ✓	None
10-190-539900	NEVER RCVD RECEIPT, DESC,	Tst More Brewing Comp	NEVER RCVD RECEIPT, DESC, OR GL BY DU	88.38 ✓	None
Total Department 190 ENGINEERING				2,687.79	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 10 CORPORATE FUND					
Department: 201 ADMINISTRATION					
10-201-520201	TRAINING & CONFERENCES	PAGAN, JOSE	REIMBURSEMENT-WOOD FOR BREAKING DOOR	37.37 ✓	None
10-201-520201	TRAINING & CONFERENCES	GIAMMARINO, DONALD	SURVEILLANCE TRAINING-MEAL REIMBURSEM	26.88 ✓	None
10-201-525001	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	906.04 ✓	None
10-201-529901	OTHER CONTRACTUAL SERVICES	DACRA ADJUDICATION SYSTEM	MUNICIPAL ENFORCEMENT SYSTEM-MONTHLY	1,750.00 ✓	None
10-201-530301	DUES & PUBLICATIONS	DUPAGE COUNTY CHIEFS OF PO	DUPAGE CHIEFS ADMIN PROFESSIONALS DAY	100.00 ✓	None
Total Department 201 ADMINISTRATION				2,820.29	
Department: 208 POLICE-DETECTIVES					
10-208-529908	OTHER CONTRACTUAL SERVICES	MOTOROLA SOLUTIONS INC	LICENSE PLATE RECOGNITION PROGRAM	8,205.00 ✓	None
10-208-529908	OTHER CONTRACTUAL SERVICES	LEADSONLINE LLC	POWER PLUS INVESTIGATION SYSTEM	4,620.00 ✓	None
Total Department 208 POLICE-DETECTIVES				12,825.00	
Department: 209 POLICE-PATROL					
10-209-529909	OTHER CONTRACTUAL SERVICES	FRONTLINE PUBLIC SAFETY SO	MOBILE ROLL CALL & PROFESSIONAL STAND	1,736.44 ✓	None
10-209-529909	OTHER CONTRACTUAL SERVICES	DELTA SONIC CAR WASH SYSTE	UNLIMITED CAR WASH	47.97 ✓	None
10-209-530109	CHALLENGE COINS	POINT EMBLEMS	HARD ENAMEL/SHINY SILVER COINS	940.00 ✓	None
Total Department 209 POLICE-PATROL				2,724.41	
Department: 211 FIRE-ADMIN					
10-211-521001	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	215.30 ✓	None
10-211-521001	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	215.30 ✓	None
10-211-521001	PERS DEVICE PHONE REIMB	STAPLETON, STEVEN	PERS DEVICE PHONE REIMB	49.98 ✓	None
10-211-525001	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	57.83 ✓	None
10-211-527101	REPLACEMENT ANTENNA FOR D8	A BEEP LLC	REPLACEMENT ANTENNA FOR D81	546.00 ✓	None
Total Department 211 FIRE-ADMIN				1,084.41	
Department: 212 FIRE PREVENT & PROTECT					
10-212-529922	MALE CHEST STRAPS	AIR ONE EQUIPMENT INC	MALE CHEST STRAPS	49.00 ✓	None
10-212-530222	FIREREIN ECO-GEL SHIPPING	FIREGROUND SUPPLY INC	FIREREIN ECO-GEL SHIPPING FROM 12/23/	125.00 ✓	None
Total Department 212 FIRE PREVENT & PROTECT				174.00	
Department: 232 AMBULANCE/PARAMEDIC					
10-232-521002	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	165.32 ✓	None
10-232-521002	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	165.32 ✓	None
10-232-525002	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	462.66 ✓	None
10-232-529902	AMBULANCE BILLIING FEES -	PARAMEDIC BILLING SERVICES	AMBULANCE BILLIING FEES - JANUARY 202	4,111.25 ✓	None
10-232-529902	REPAIR TO STAIR CHAIR #070	STRYKER SALES CORPORATION	REPAIR TO STAIR CHAIR #070540211	135.00 ✓	None
10-232-529902	REPAIR TO STAIR CHAIR #070	STRYKER SALES CORPORATION	REPAIR TO STAIR CHAIR #070540212	135.00 ✓	None
10-232-539902	THERAPY OXYGEN CYLINDER	TERRACE SUPPLY COMPANY	THERAPY OXYGEN CYLINDER	49.65 ✓	None
10-232-539902	CYLINDER HAZMAT FEE	TERRACE SUPPLY COMPANY	CYLINDER HAZMAT FEE	6.00 ✓	None
10-232-539902	THERAPY OXYGEN CYLINDERS	TERRACE SUPPLY COMPANY	THERAPY OXYGEN CYLINDERS	77.21 ✓	None
Total Department 232 AMBULANCE/PARAMEDIC				5,307.41	
Department: 251 PW-ADMN					
10-251-521001	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	59.08 ✓	None
10-251-521001	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	49.35 ✓	None
10-251-525001	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	192.77 ✓	None
10-251-527001	MUTOH REPAIRS	MICOMP COMPUTER CENTER COR	MUTOH REPAIRS	600.00 ✓	None
Total Department 251 PW-ADMN				901.20	
Total Fund 10 CORPORATE FUND				66,531.78	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 11 GENERAL FUND-CAPITAL					
Department: 202 EQUIP & SUPPLIES					
11-202-540102	KUBOTA RTV-X1100CWL-HS	RUSSO'S POWER EQUIPMENT IN KUBOTA RTV-X1100CWL-HS	PARK DEPT.	43,957.27 ✓	None
11-202-540102-035011	LIONS REC CENTER JANUARY 2	MATAN'S PAINTING AND DECOR	LIONS REC CENTER JANUARY 2025 CONSTRU	9,515.00 ✓	None
11-202-540102-035011	LIONS REC CENTER JANUARY 2	MCKINNEY STEEL & SALES INC	LIONS REC CENTER JANUARY 2025 CONSTRU	39,717.00 ✓	None
11-202-540102-035011	LIONS REC CENTER JANUARY 2	PROSTAR SURFACES INC	LIONS REC CENTER JANUARY 2025 CONSTRU	18,508.00 ✓	None
11-202-540102-035011	LIONS REC CENTER JANUARY 2	W.B. OLSON INC	LIONS REC CENTER JANUARY 2025 CONSTRU	13,819.00 ✓	None
11-202-540102-035011	VPRC OFFICE FURNITURE FF&E	VILLA PARK OFFICE EQUIPMEN	VPRC OFFICE FURNITURE FF&E	5,549.86 ✓	None
11-202-540102-035011	RACKS FOR VPRC FFE	GLOBAL EQUIPMENT COMPANY I	RACKS FOR VPRC FFE	497.69 ✓	None
11-202-540102-035011	RACKS FOR VPRC FFE	GLOBAL EQUIPMENT COMPANY I	RACKS FOR VPRC FFE	1,437.67 ✓	None
Total Department 202 EQUIP & SUPPLIES				133,001.49	
Total Fund 11 GENERAL FUND-CAPITAL				133,001.49	
Fund: 35 RECREATION FUND					
Department: 201 ADMINISTRATION					
35-201-521001	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	247.98 ✓	None
35-201-521001	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	247.98 ✓	None
35-201-525001	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	212.05 ✓	None
Total Department 201 ADMINISTRATION				708.01	
Department: 216 PRP-BLDG & GROUNDS					
35-216-529916	FIRE SUPPRESSION SYSTEM IO	P A CRIMSON FIRE RISK SERV	FIRE SUPPRESSION SYSTEM IOWA 10/8/24	304.00 ✓	None
35-216-529916	LIFT SKY JACK FOR VPRC	QUALITY LIFT TRUCK SERVICE	LIFT SKY JACK FOR VPRC	1,596.25 ✓	None
35-216-531516	BUILDING MAINT SUPPLIES	ROCHE, BRIAN	SPRING SNAP LINKS FOR FITNESS CENTER	7.98 ✓	None
35-216-539916	OTHER SUPPLIES	DUPAGE SECURITY SOLUTIONS	DOOR ALARMS FOR VPRC GYM	822.20 ✓	None
Total Department 216 PRP-BLDG & GROUNDS				2,730.43	
Department: 235 PRR-SUMMER					
35-235-531135	NEVER RCVD RECEIPT, DESC,	Jewel Osco 3284	NEVER RCVD RECEIPT, DESC, OR GL BY DU	37.52 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Sq The Game Show	NEVER RCVD RECEIPT, DESC, OR GL BY DU	199.00 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Amazon Mark Io5de9963	NEVER RCVD RECEIPT, DESC, OR GL BY DU	45.38 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	BMO HARRIS MASTERCARD	NEVER RCVD RECEIPT, DESC, OR GL BY DU	(11.40) ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	In Rock N Kids, Inc	NEVER RCVD RECEIPT, DESC, OR GL BY DU	54.00 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Wal-Mart #1737	NEVER RCVD RECEIPT, DESC, OR GL BY DU	22.50 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	United Bus Inc	NEVER RCVD RECEIPT, DESC, OR GL BY DU	988.00 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Amazon Mktp1 Oh0d67xu3	NEVER RCVD RECEIPT, DESC, OR GL BY DU	51.68 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Hagg Press, Inc.	NEVER RCVD RECEIPT, DESC, OR GL BY DU	1,650.00 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Sq Sky High Balloon G	NEVER RCVD RECEIPT, DESC, OR GL BY DU	1,200.60 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Dollartree	NEVER RCVD RECEIPT, DESC, OR GL BY DU	71.25 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Rock Valley Publishing	NEVER RCVD RECEIPT, DESC, OR GL BY DU	196.50 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Sunny Acres Farm	NEVER RCVD RECEIPT, DESC, OR GL BY DU	456.00 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Sunny Acres Farm	NEVER RCVD RECEIPT, DESC, OR GL BY DU	13.00 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Amazon Mktp1 Ih1lu43p3	NEVER RCVD RECEIPT, DESC, OR GL BY DU	125.71 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Amazon Mark 1m1ub1eb3	NEVER RCVD RECEIPT, DESC, OR GL BY DU	17.99 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Wm Supercenter #1737	NEVER RCVD RECEIPT, DESC, OR GL BY DU	29.73 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Amazon Mark 0x72v1lr3	NEVER RCVD RECEIPT, DESC, OR GL BY DU	68.99 ✓	None
35-235-531135	NEVER RCVD RECEIPT, DESC,	Amazon Reta 2y7vc9h43	NEVER RCVD RECEIPT, DESC, OR GL BY DU	63.94 ✓	None
Total Department 235 PRR-SUMMER				5,280.39	
Department: 236 PRR-FALL-WNTR-SPRING					
35-236-533436	DANCE RECITAL T-SHIRTS	HOLY COW SPORTS INC	DANCE RECITAL T-SHIRTS	598.00 ✓	None
Total Department 236 PRR-FALL-WNTR-SPRING				598.00	

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 35 RECREATION FUND					
Total Fund 35 RECREATION FUND				9,316.83	
Fund: 36 PARKS FUND					
Department: 201 ADMINISTRATION					
36-201-521001	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	247.98 ✓	None
36-201-521001	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	247.98 ✓	None
36-201-525001	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	154.23 ✓	None
Total Department 201 ADMINISTRATION				650.19	
Department: 202 EQUIP & SUPPLIES					
36-202-521002	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	84.71 ✓	None
36-202-521002	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	81.93 ✓	None
36-202-529902	VH AEROSOL TIRE PROGRAM	STATE INDUSTRIAL PRODUCTS	PW FRAGRANCE DISPENSER SYSTEM REFILL	164.41 ✓	None
36-202-531502	VH THERMOSTATE GUARD	MENARDS	VH THERMOSTATE GUARD	35.58 ✓	None
36-202-531502	IOWA MAINTENACE SUPPLIES	MENARDS	IOWA MAINTENACE SUPPLIES	91.51 ✓	None
36-202-532202	SHOP HAND TOOLS SUPPLIES	RUSO'S POWER EQUIPMENT IN	SHOP HAND SUPPLIES	1,041.08 ✓	None
36-202-539902	NEVER RCVD RECEIPT, DESC,	The Home Depot #1982	NEVER RCVD RECEIPT, DESC, OR GL BY DU	45.91 ✓	None
Total Department 202 EQUIP & SUPPLIES				1,545.13	
Total Fund 36 PARKS FUND				2,195.32	
Fund: 60 STREET IMPROVEMENT FUND					
Department: 202 EQUIP & SUPPLIES					
60-202-521002	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	78.67 ✓	None
60-202-521002	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	78.67 ✓	None
60-202-525002	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	57.83 ✓	None
60-202-529902	SHIPPING	Fedex30019780	SHIPPING	8.38 ✓	None
Total Department 202 EQUIP & SUPPLIES				223.55	
Total Fund 60 STREET IMPROVEMENT FUND				223.55	
Fund: 82 WATER SUPPLY FUND					
Department: 201 ADMINISTRATION					
82-201-521001	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	236.83 ✓	None
82-201-521001	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	235.45 ✓	None
82-201-525001	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	134.94 ✓	None
82-201-539901	UPS BATTERIES	Amzn Mktp US Zz7pa2kx3	UPS BATTERIES	69.25 ✓	None
82-201-539901	INK CARTRIDGES	Amazon Mark Wr6cv0um3	INK CARTRIDGES	27.19 ✓	None
Total Department 201 ADMINISTRATION				703.66	
Department: 202 EQUIP & SUPPLIES					
82-202-539902	NEVER RCVD RECEIPT, DESC,	The Home Depot #1982	NEVER RCVD RECEIPT, DESC, OR GL BY DU	102.48 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Electrical	NEVER RCVD RECEIPT, DESC, OR GL BY DU	45.50 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Siteone Landscape Supp	NEVER RCVD RECEIPT, DESC, OR GL BY DU	272.51 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Bp#9425273villa Parqps	NEVER RCVD RECEIPT, DESC, OR GL BY DU	4.99 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Holiday Inn	NEVER RCVD RECEIPT, DESC, OR GL BY DU	728.00 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Phillips 66 - Jackson	NEVER RCVD RECEIPT, DESC, OR GL BY DU	35.21 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Industrial Ladder Su	NEVER RCVD RECEIPT, DESC, OR GL BY DU	379.00 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	52.98 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Lombard Ace Hardware	NEVER RCVD RECEIPT, DESC, OR GL BY DU	39.99 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Bp#9425273villa Parqps	NEVER RCVD RECEIPT, DESC, OR GL BY DU	4.99 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Lombard Ace Hardware	NEVER RCVD RECEIPT, DESC, OR GL BY DU	22.58 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	McCann Industries Addi	NEVER RCVD RECEIPT, DESC, OR GL BY DU	127.24 ✓	None

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

EXP CHECK RUN DATES 03/10/2025 - 03/10/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT VENDOR CODES: 000005, 000030, 000033, 000043, 000049 (1979 more)

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 82 WATER SUPPLY FUND					
Department: 202 EQUIP & SUPPLIES					
82-202-539902	NEVER RCVD RECEIPT, DESC,	Amazon Mark Zx04r1kx1	NEVER RCVD RECEIPT, DESC, OR GL BY DU	190.98 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Jewel Osco 3284	NEVER RCVD RECEIPT, DESC, OR GL BY DU	40.49 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Bp#9425273villa Parqps	NEVER RCVD RECEIPT, DESC, OR GL BY DU	37.84 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	39.17 ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	BMO HARRIS MASTERCARD	NEVER RCVD RECEIPT, DESC, OR GL BY DU	(25.91) ✓	None
82-202-539902	NEVER RCVD RECEIPT, DESC,	Walmart.Com 8009256278	NEVER RCVD RECEIPT, DESC, OR GL BY DU	19.31 ✓	None
Total Department 202 EQUIP & SUPPLIES				2,117.35	
Total Fund 82 WATER SUPPLY FUND				2,821.01	
Fund: 83 WASTEWATER FUND					
Department: 201 ADMINISTRATION					
83-201-521001	WIRELESS SERVICE FROM 09/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 09/27/24 to 10/	158.22 ✓	None
83-201-521001	WIRELESS SERVICE FROM 12/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 12/27/24 to 01/	156.83 ✓	None
83-201-525001	EMPLOYEE BENEFITS	THE HORTON GROUP INC	VIRGIN PULSE BILLING OCTOBER 24	134.94 ✓	None
83-201-529901	PRODUCTION SVCS UTIL BILL	AMERICAN PRINTING TECHNOLO	PRODUCTION SVCS UTIL BILL RUN 01/2025	416.70 ✓	None
83-201-539901	AA & AAA BATTERIES	Amazon Mktp1 8010d13r3	AA & AAA BATTERIES	52.17 ✓	None
Total Department 201 ADMINISTRATION				918.86	
Department: 202 EQUIP & SUPPLIES					
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	29.97 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	19.78 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Electrical	NEVER RCVD RECEIPT, DESC, OR GL BY DU	61.20 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Electrical	NEVER RCVD RECEIPT, DESC, OR GL BY DU	80.00 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Siteone Landscape Supp	NEVER RCVD RECEIPT, DESC, OR GL BY DU	626.93 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	27.99 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	4.99 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Sq Rotary Club Of vil	NEVER RCVD RECEIPT, DESC, OR GL BY DU	110.00 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Electrical	NEVER RCVD RECEIPT, DESC, OR GL BY DU	411.32 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	8.59 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	33.67 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Amzn Mktp US Zr2pf7xg1	NEVER RCVD RECEIPT, DESC, OR GL BY DU	64.78 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Amazon Mktp1 Zrlzn3m51	NEVER RCVD RECEIPT, DESC, OR GL BY DU	17.27 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Villa Park Ace	NEVER RCVD RECEIPT, DESC, OR GL BY DU	4.72 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Russo Power Equipment	NEVER RCVD RECEIPT, DESC, OR GL BY DU	11.97 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Bp#9425273villa Parqps	NEVER RCVD RECEIPT, DESC, OR GL BY DU	10.78 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Dileo S Pizzeria	NEVER RCVD RECEIPT, DESC, OR GL BY DU	788.80 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Dileo S Pizzeria	NEVER RCVD RECEIPT, DESC, OR GL BY DU	83.20 ✓	None
83-202-539902	NEVER RCVD RECEIPT, DESC,	Jewel Osco 3284	NEVER RCVD RECEIPT, DESC, OR GL BY DU	12.70 ✓	None
Total Department 202 EQUIP & SUPPLIES				2,408.66	
Total Fund 83 WASTEWATER FUND				3,327.52	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

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BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT VENDOR CODES: 000005, 000030, 000033, 000043, 000049 (1979 more)

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		10-000-130204	GROUP INSURANCE REC	2,102.00	
		10-000-190515	DUE TO/FROM LIBRARY (BENEFITS)	289.16	
		10-110-521000	TELEPHONE	165.32	
		10-110-521102	LEGAL SERVICES-POLICE	3,495.75	
		10-110-565600	FIRE & POLICE COMMISSION	100.00	
		10-120-521000	TELEPHONE	165.32	
		10-120-539900	OTHER SUPPLIES	1,319.48	
		10-121-527001	MAINT OF OFFICE EQUIPMENT	5,666.26	
		10-130-529900	OTHER CONTRACTUAL SERVICES	2,215.38	
		10-130-531700	OFFICE SUPPLIES	6.99	
		10-130-539900	OTHER SUPPLIES	139.91	
		10-140-521000	TELEPHONE	794.68	
		10-140-529200	ENGINEERING SERVICES	12,533.75	
		10-140-529900	OTHER CONTRACTUAL SERVICES	57.00	
		10-150-520500	POSTAGE	5,000.00	
		10-150-525000	EMPLOYEE BENEFITS	595.04	
		10-160-529900	OTHER CONTRACTUAL SERVICES	415.00	
		10-160-531500	BUILDING MAINT SUPPLIES	475.90	
		10-180-521000	TELEPHONE	82.66	
		10-180-521505	SHOP SERVICES	90.42	
		10-180-525000	EMPLOYEE BENEFITS	57.83	
		10-180-530900	GAS & DIESEL FUEL	99.90	
		10-180-531000	MOTOR VEHICLE PARTS & ACCESS	1,727.69	
		10-180-531700	OFFICE SUPPLIES	336.82	
		10-180-532200	HAND TOOLS	69.63	
		10-180-539900	OTHER SUPPLIES	5.38	
		10-190-539900	OTHER SUPPLIES	2,687.79	
		10-201-520201	TRAINING & CONFERENCES	64.25	
		10-201-525001	EMPLOYEE BENEFITS	906.04	
		10-201-529901	OTHER CONTRACTUAL SERVICES	1,750.00	
		10-201-530301	DUES & PUBLICATIONS	100.00	
		10-208-529908	OTHER CONTRACTUAL SERVICES	12,825.00	
		10-209-529909	OTHER CONTRACTUAL SERVICES	1,784.41	
		10-209-530109	UNIFORMS	940.00	
		10-211-521001	TELEPHONE	480.58	
		10-211-525001	EMPLOYEE BENEFITS	57.83	
		10-211-527101	MAINT OF RADIO EQUIPMENT	546.00	
		10-212-529922	OTHER CONTRACTUAL SERVICES	49.00	
		10-212-530222	CHEMICALS	125.00	
		10-232-521002	TELEPHONE	330.64	
		10-232-525002	EMPLOYEE BENEFITS	462.66	
		10-232-529902	OTHER CONTRACTUAL SERVICES	4,381.25	
		10-232-539902	OTHER SUPPLIES	132.86	
		10-251-521001	TELEPHONE	108.43	
		10-251-525001	EMPLOYEE BENEFITS	192.77	
		10-251-527001	MAINT OF OFFICE EQUIPMENT	600.00	
		11-202-540102	CAPITAL OUTLAY	43,957.27	
		11-202-540102-035011	CAPITAL OUTLAY	89,044.22	
		35-201-521001	TELEPHONE	495.96	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

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BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT VENDOR CODES: 000005, 000030, 000033, 000043, 000049 (1979 more)

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		35-201-525001	EMPLOYEE BENEFITS	212.05	
		35-216-529916	OTHER CONTRACTUAL SERVICES	1,900.25	
		35-216-531516	BUILDING MAINT SUPPLIES	7.98	
		35-216-539916	OTHER SUPPLIES	822.20	
		35-235-531135	PROGRAM SUPPLIES	5,280.39	
		35-236-533436	RESALE ITEMS	598.00	
		36-201-521001	TELEPHONE	495.96	
		36-201-525001	EMPLOYEE BENEFITS	154.23	
		36-202-521002	TELEPHONE	166.64	
		36-202-529902	OTHER CONTRACTUAL SERVICES	164.41	
		36-202-531502	BUILDING MAINT SUPPLIES	127.09	
		36-202-532202	HAND TOOLS	1,041.08	
		36-202-539902	OTHER SUPPLIES	45.91	
		60-202-521002	TELEPHONE	157.34	
		60-202-525002	EMPLOYEE BENEFITS	57.83	
		60-202-529902	OTHER CONTRACTUAL SERVICES	8.38	
		82-201-521001	TELEPHONE	472.28	
		82-201-525001	EMPLOYEE BENEFITS	134.94	
		82-201-539901	OTHER SUPPLIES	96.44	
		82-202-539902	OTHER SUPPLIES	2,117.35	
		83-201-521001	TELEPHONE	315.05	
		83-201-525001	EMPLOYEE BENEFITS	134.94	
		83-201-529901	OTHER CONTRACTUAL SERVICES	416.70	
		83-201-539901	OTHER SUPPLIES	52.17	
		83-202-539902	OTHER SUPPLIES	2,408.66	
--- TOTALS BY FUND ---					
		10	CORPORATE FUND	66,531.78	
		11	GENERAL FUND-CAPITAL	133,001.49	
		35	RECREATION FUND	9,316.83	
		36	PARKS FUND	2,195.32	
		60	STREET IMPROVEMENT FUND	223.55	
		82	WATER SUPPLY FUND	2,821.01	
		83	WASTEWATER FUND	3,327.52	
		Total For All Funds:		217,417.50	

Ch. LaHaye 3/6/25
M. H. H. 3/7/25

BILL LISTING TO BE PRESENTED TO
THE BOARD OF TRUSTEES ON
03.24.25

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

EXP CHECK RUN DATES 03/17/2025 - 03/17/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 10 CORPORATE FUND					
Department: 110 PUBLIC AFFAIRS					
10-110-520700	TABLE DECORATION APPRECIAT	ZACCONE, GINELLE	TABLE DECORATION EMPLOYEE APPRECIATIO	160.00	195112
10-110-521000	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	82.66	None
10-110-521102	JANUARY HEARING COURT	DOERING REPORTING INC	JANUARY HEARING COURT	750.00	None
10-110-521102	FEBRUARY HEARING COURT	DOERING REPORTING INC	FEBRUARY HEARING COURT	750.00	None
10-110-565500	PLANNING & ZONING COMMISSI	DAILY HERALD	PUBLIC NOTICE	89.70	None
Total Department 110 PUBLIC AFFAIRS				1,832.36	
Department: 120 MANAGER-ADMINISTRATION					
10-120-520200	TRAINING & CONFERENCES	HARLINE, MATT	IML MILEAGE AND LUNCH REIMBURSEMENT	184.07	195111
10-120-521000	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	82.66	None
Total Department 120 MANAGER-ADMINISTRATION				266.73	
Department: 121 MANAGER-IT					
10-121-521001	DEVICE REIMBURSEMENT	SAWYER, BRIAN	MILEAGE REIMBURSEMENT	49.98	None
10-121-529901	FEB MILEAGE	SAWYER, BRIAN	MILEAGE REIMBURSEMENT	25.06	None
10-121-529901	MONTHLY FAX LINE FD	KNO2 LLC	MONTHLY FAX	2.00	None
Total Department 121 MANAGER-IT				77.04	
Department: 140 COMMUNITY DEVELOPMENT					
10-140-521000	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	397.34	None
10-140-522400	PERMIT FEE REIMBURSEMENT	SUNRUN INSTALLATIONS SERVI	PERMIT REFUND	250.00	None
10-140-522400	PERMIT FEE REIMBURSEMENT	RELIABLE CLEANING SERVICE	CANCELED BUSINESS LICENSE	100.00	None
10-140-522400	PERMIT FEE REIMBURSEMENT	RELIABLE CLEANING SERVICE	REFUND-NOT OCCUPYING	100.00	None
10-140-527000	MAINT OF OFFICE EQUIPMENT	KONICA MINOLTA PREMIER FIN	MARCH 2025 LEASE	80.00	None
10-140-527000	MAINT OF OFFICE EQUIPMENT	KONICA MINOLTA BUSINESS	COPY CHARGES FEBRUARY	34.34	None
10-140-529900	MARCH DUES	COSTAR REALTY INFORMATION	MARCH DUES	500.00	None
10-140-529900	RECORDING VACATION PLAT	DUPAGE COUNTY RECORDER	VACATON PLAT	81.00	None
10-140-529900	FEBRUARY 2025	COSTAR REALTY INFORMATION	FEBRUARY 2025 DUES	500.00	None
10-140-539900	PC HEADSET	Amazon	PC HEADSET	24.99	None
Total Department 140 COMMUNITY DEVELOPMENT				2,067.67	
Department: 160 BUILDINGS & GROUNDS					
10-160-529900	DOOR REPAIR FOR PD	ALLIED GARAGE DOOR INC	DOOR REPAIR FOR PD	719.39	None
Total Department 160 BUILDINGS & GROUNDS				719.39	
Department: 170 COMMUTER PARKING LOT					
10-170-529900	ANNUAL PARKING TERMINAL MA	TOTAL PARKING SOLUTIONS	ANNUAL PARKING TERMINAL MAINT CONTRA	1,587.00	None
10-170-529900	ANNUAL WEB OFFICE CMS	TOTAL PARKING SOLUTIONS	ANNUAL WEB OFFICE CMS	960.00	None
10-170-531500	METRA KEYS	LOMBARD ACE HARDWARE (GENE	METRA KEYS	5.98	None
Total Department 170 COMMUTER PARKING LOT				2,552.98	
Department: 180 GARAGE					
10-180-521000	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	41.33	None
10-180-521505	UNIFORMS, RAGS CLEANING	CINTAS CORPORATION	UNIFORMS, RAGS CLEANING	71.63	None
10-180-531000	STOCK 22 INCH WIPER BLADES	BRAD MANNING FORD INC	STOCK 22 INCH WIPER BLADES FOR SQUADS	151.60	None
10-180-531000	STOCK WIPER BLADES FOR 20-	BRAD MANNING FORD INC	STOCK WIPER BLADES FOR 20-25 FORD SQU	187.70	None
10-180-531000	ZIP TIES FOR NEW SET UPS	TERMINAL SUPPLY CO	ZIP TIES FOR NEW SET UPS	179.89	None
10-180-531500	PARKS 252 SAFETY LANE TEST	SUBURBAN DRIVELINE INC	PARKS 252 SAFETY LANE TEST	45.00	None
Total Department 180 GARAGE				677.15	
Department: 207 POLICE-RECORDS					
10-207-532009	K-9	PARTNERS AND PAWS VETERINA	GENERAL EXAM / MEDICATION - K9 LUKE	406.64	None

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 10 CORPORATE FUND					
Department: 207 POLICE-RECORDS					
			Total Department 207 POLICE-RECORDS	406.64	
Department: 209 POLICE-PATROL					
10-209-529909	OTHER CONTRACTUAL SERVICES	DELTA SONIC CAR WASH SYSTE	UNLIMITED CAR WASHES	282.00	None
10-209-530109	UNIFORMS	RAYMOND, MICHAEL	REIMBURSEMENT FOR DUTY BELT	146.95	None
			Total Department 209 POLICE-PATROL	428.95	
Department: 211 FIRE-ADMIN					
10-211-521001	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	215.30	None
10-211-529901	SNOWBRUSH FOR D82	Amzn Mktp US Zc3e61ab0	SNOWBRUSH FOR D82	15.43	None
10-211-529901	MDT AND IPADS MONTHLY SERV	Vzwr1ss Apocc Visb	MDT AND IPADS MONTHLY SERVICE	536.37	None
10-211-530301	PRORATED ANNUAL MEMBERSHIP	www.Iafc.Org	PRORATED ANNUAL MEMBERSHIP REPOSH - R	41.00	None
10-211-530301	ANNUAL MEMBERSHIP; REPOSH	Iaaï	ANNUAL MEMBERSHIP; REPOSH	133.00	None
10-211-530301	ANNUAL MEMBERSHIP; ROUSSEA	Iaaï	ANNUAL MEMBERSHIP; ROUSSEAU	133.00	None
10-211-531401	TOWELS & MOPHEAD	Case Lots	TOWELS & MOPHEAD	175.50	None
10-211-531401	TOWELS, GARBAGE BAGS, SOAP	Case Lots	TOWELS, GARBAGE BAGS, SOAP	469.55	None
10-211-531701	SHIPPING FOR RETURNED BOOK	The Ups Store 1555	SHIPPING FOR RETURNED BOOK	30.50	None
10-211-531701	DRY ERASE MARKERS FOR OFF.	Office Depot #3376	DRY ERASE MARKERS FOR OFF. DEV. TRNG.	15.98	None
10-211-531701	CHARGED TO WRONG ACCT; REI	Amazon Mktp1 wv7kw8i93	CHARGED TO WRONG ACCT; REIMBURSED 3.6	54.55	None
10-211-531701	SHARPIES, LETTERHEAD PAPER	Amazon.Com Fq1cz09g3	SHARPIES, LETTERHEAD PAPER	44.92	None
10-211-531701	BATTERIES TO BE REFUNDED	Amazon Mktp1 E78cv9qm3	BATTERIES TO BE REFUNDED	74.07	None
10-211-531701	BATTERIES REFUNDED	BMO HARRIS MASTERCARD	BATTERIES REFUNDED	(54.23)	None
10-211-531701	BATTERIES	Amazon Mktp1 Mj5m91fo3	BATTERIES	59.98	None
10-211-533601	V-GARD CAP STYLE HARD HAT	Amazon Mktp1 Nr6b065i3	V-GARD CAP STYLE HARD HAT	22.35	None
10-211-533601	SWEATBANDS, PERMANENT MARK	Amazon Mktp1 T69uw3tq3	SWEATBANDS, PERMANENT MARKERS	32.02	None
10-211-539901	WATER FOR STATIONS	wal-Mart #1737	WATER FOR STATIONS	75.04	None
			Total Department 211 FIRE-ADMIN	2,074.33	
Department: 212 FIRE PREVENT & PROTECT					
10-212-520222	COMMANDING THE FIREGROUND	PLAINFIELD FIRE PROTECTION	COMMANDING THE FIREGROUND CLASS - REP	75.00	None
10-212-520222	CFO 3 - RICHARDSON	ROMEOVILLE FIRE ACADEMY, V	CFO 3 - RICHARDSON	500.00	None
10-212-520222	ROPES RESCUE OPS COURSE; R	Elevated Safety	ROPES RESCUE OPS COURSE; ROUSSEAU	1,300.00	None
10-212-520222	FIRE OFFICER 4E INSTRUCTOR	Jones & Bartlett Learn	FIRE OFFICER 4E INSTRUCTOR TOOLKIT	326.96	None
10-212-530122	PASSPORT TAG INVENTORY	Eagle Engraving Inc	PASSPORT TAG INVENTORY	73.95	None
10-212-531121	CPR ECARDS	American Heart Shopcpr	CPR ECARDS	986.00	None
10-212-539922	DEPOSIT FOR KSAW REPAIR	Mowers And More	DEPOSIT FOR KSAW REPAIR	50.00	None
10-212-539922	ENGINE TOOLS, LUMBER FOR E	The Home Depot #1982	ENGINE TOOLS, LUMBER FOR ENTRY DOOR	85.93	None
10-212-539922	BEAL HARNESS TRT; LATELLE	Pigeon Mountain Indust	BEAL HARNESS TRT; LATELLE	356.00	None
10-212-539922	TARP, FRICTION TAPE	Amazon Mktp1 E78cv9qm3	TARP, FRICTION TAPE	122.29	None
			Total Department 212 FIRE PREVENT & PROTECT	3,876.13	
Department: 232 AMBULANCE/PARAMEDIC					
10-232-521002	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	165.32	None
10-232-529902	AMBULANCE BILLIING FEES -	PARAMEDIC BILLING SERVICES	AMBULANCE BILLIING FEES - DECEMBER 20	8,479.30	None
10-232-539902	SHARPS CONTAINERS FOR MEDI	Vitality Med Med Store	SHARPS CONTAINERS FOR MEDIC UNITS - T	0.00	None
10-232-539902	SHARPS CONTAINERS FOR MEDI	Vitality Med Med Store	SHARPS CONTAINERS FOR MEDIC UNITS	96.99	None
10-232-539902	STAIRCHAIR STRAPS, LARYNGO	Sq Medical warehouse,	STAIRCHAIR STRAPS, LARYNGOSCOPE BATTE	239.80	None
			Total Department 232 AMBULANCE/PARAMEDIC	8,981.41	
Department: 251 PW-ADMN					
10-251-521001	PHONE REIMBURSEMENT	SALERNO, RICHARD	PHONE REIMBURSEMENT	99.96	None

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 10 CORPORATE FUND					
Department: 251 PW-ADMN					
10-251-521001	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	49.35	None
10-251-530301	CDL REIMBURSEMENT	CZARNECKI, PAUL	CDL REIMBURSEMENT	60.00	None
10-251-530301	CDL REIMBURSEMENT	HEIDEN, ALEX	CDL REIMBURSEMENT	60.00	None
Total Department 251 PW-ADMN				269.31	
Department: 255 PW-TRAFFIC					
10-255-539325	5 COBRA HEAD LUMINAIRES	VILLA PARK ELECTRIC SUPPLY	5 COBRA HEAD LUMINAIRES	1,344.76	None
Total Department 255 PW-TRAFFIC				1,344.76	
Department: 257 PW-STREET MAINT					
10-257-534127	195.48 TONS BULK SAFE-T-SA	MORTON SALT INC	195.48 TONS BULK SAFE-T-SALT	14,445.97	None
10-257-534227	HIGH PERFORMANCE COLD	DUPAGE MATERIALS COMPANY L	HIGH PERFORMANCE COLD	320.00	None
10-257-534227	HIGH PERFORMANCE COLD	DUPAGE MATERIALS COMPANY L	HIGH PERFORMANCE COLD	320.00	None
Total Department 257 PW-STREET MAINT				15,085.97	
Total Fund 10 CORPORATE FUND				40,660.82	
Fund: 11 GENERAL FUND-CAPITAL					
Department: 202 EQUIP & SUPPLIES					
11-202-540202	BINDER LIFT SET WITH LEG E	BINDER LIFT LLC	BINDER LIFT SET WITH LEG EXTENSION	1,335.12	None
11-202-540202	EZ-IO POWER DRIVER REPLACE	Teleflex Llc	EZ-IO POWER DRIVER REPLACEMENT	598.00	None
11-202-540202	EZ-IO TRAINING KIT & STABI	Teleflex Llc	EZ-IO TRAINING KIT & STABILIZERS	612.00	None
11-202-540202	EZ-IO POWER DRIVER REPLACE	Teleflex Llc	EZ-IO POWER DRIVER REPLACEMENT	598.00	None
11-202-540202	SUCTION UNIT & SUPPLIES	Sq Medical warehouse,	SUCTION UNIT & SUPPLIES	1,765.00	None
Total Department 202 EQUIP & SUPPLIES				4,908.12	
Total Fund 11 GENERAL FUND-CAPITAL				4,908.12	
Fund: 35 RECREATION FUND					
Department: 201 ADMINISTRATION					
35-201-521001	WIRELESS SERVICE FROM 01/2	VERIZON WIRELESS PW	WIRELESS SERVICE FROM 01/27/25 to 02/	247.98	None
Total Department 201 ADMINISTRATION				247.98	
Department: 236 PRR-FALL-WNTR-SPRING					
35-236-528136	2025 DANCE RECITAL DRESS R	SCHOOL DISTRICT 45	2025 DANCE RECITAL DRESS REHEARSAL SP	30.00	None
35-236-528136	2025 DANCE RECITAL RENTAL	SCHOOL DISTRICT 45	2025 DANCE RECITAL RENTAL FEB 21-22	225.00	None
35-236-529936	CY25 CONTRACTRAL YOUTH VOL	CHICAGO ELITE VOLLEYBALL C	CY25 CONTRACTRAL YOUTH VOLLEYBALL INS	2,072.00	None
35-236-529936	CONTRACTUAL YOUTH SPORTS P	COOK, NATHAN	CY25 CONTRACTUAL YOUTH SPORTS PROGRAM	1,260.00	None
35-236-529936	OTHER CONTRACTUAL SERVICES	CHICAGO ELITE VOLLEYBALL C	CY25 CONTRACTUAL YOUTH ATHLETIC VOLLE	1,848.00	None
35-236-529936	CY25 CONTRACTUAL YOUTH GYM	TUMBLING TIMES INC	CY25 CONTRACTUAL YOUTH GYMNASTICS PRO	1,646.40	None
35-236-529936	STAGE DIRECTOR FOR 2025 DA	DEFUSS, CARRIE	STAGE DIRECTOR FOR 2025 DANCE RECITAL	300.00	None
35-236-529936	CERAMICS @NADINE EARLY CH	NADINE SBEI	CERAMICS @NADINE EARLY CHILDHOOD PRO	200.00	None
35-236-529936	YOUTH CONTRACTED PROGRAM S	FAMBRO MANAGEMENT LLC	YOUTH CONTRACTED PROGRAM STEAM	648.00	None
35-236-529936	YOUTH CONTRACTUAL PROGRAM	FAMBRO MANAGEMENT LLC	YOUTH CONTRACTUAL PROGRAM CHESS SCHOL	510.00	None
35-236-529936	YOUTH CONTRACTUAL PROGRAM-	NADINE SBEI	YOUTH CONTRACTUAL PROGRAM-CERAMICS MA	125.00	None
35-236-529936	YOUTH CONTRACTUAL PROGRAM-	DIMAGGIO, LISA	YOUTH CONTRACTUAL PROGRAM-GLITZY GIRL	225.00	None
35-236-529936	CY25 CONTRACTUAL CHEESE MA	FULL CIRCLE CHEESE	CY25 CONTRACTUAL CHEESE MAKING CLASS	270.00	None
35-236-531136	YORK NEOPRENE HEX DUMBELL	FITNESS GIANT, LLC	MAT, RACKS AND BANDS FOR VPRC FITNESS	2,233.99	195113
35-236-531136	2025 SUMMER CAMP FIELD TRI	WC PROFESSIONAL BASEBALL L	2025 SUMMER CAMP FIELD TRIP DEPOSIT	320.00	None
35-236-531136	LET DO LUNCH CARRY OUT 2/2	MICHAEL ANTHONY'S PIZZA	LET DO LUNCH CARRY OUT 2/27/2025	260.00	None
Total Department 236 PRR-FALL-WNTR-SPRING				12,173.39	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

EXP CHECK RUN DATES 03/17/2025 - 03/17/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 35 RECREATION FUND					
			Total Fund 35 RECREATION FUND	12,421.37	
Fund: 36 PARKS FUND					
Department: 201 ADMINISTRATION					
36-201-521001	WIRELESS SERVICE FROM 01/2 VERIZON WIRELESS PW		WIRELESS SERVICE FROM 01/27/25 to 02/	247.98	None
			Total Department 201 ADMINISTRATION	247.98	
Department: 202 EQUIP & SUPPLIES					
36-202-521002	WIRELESS SERVICE FROM 01/2 VERIZON WIRELESS PW		WIRELESS SERVICE FROM 01/27/25 to 02/	81.93	None
			Total Department 202 EQUIP & SUPPLIES	81.93	
			Total Fund 36 PARKS FUND	329.91	
Fund: 60 STREET IMPROVEMENT FUND					
Department: 202 EQUIP & SUPPLIES					
60-202-521002	DEVICE REIMBURSEMENT - 202 MANTELS, KEVIN		PHONE REIMBURSEMENT - 2025-02	49.98	None
60-202-521002	WIRELESS SERVICE FROM 01/2 VERIZON WIRELESS PW		WIRELESS SERVICE FROM 01/27/25 to 02/	78.67	None
			Total Department 202 EQUIP & SUPPLIES	128.65	
Department: 210 STORM SEWER SEPARATION					
60-210-529210	VILLA BRIDGE PHASE 1 PE	TRANSYSTEMS CORPORATION	VILLA BRIDGE PHASE 1 PE	1,089.04	None
			Total Department 210 STORM SEWER SEPARATION	1,089.04	
Department: 603 REFERENDUM 2014					
60-603-529203-E00002	HARVARD (PLYMTH TO RIDGE)	CHRISTOPHER BURKE ENGINEER	HARVARD (PLYMOUTH TO RIDGE) PHASE 2 D	1,077.15	None
			Total Department 603 REFERENDUM 2014	1,077.15	
			Total Fund 60 STREET IMPROVEMENT FUND	2,294.84	
Fund: 82 WATER SUPPLY FUND					
Department: 201 ADMINISTRATION					
82-201-521001	WIRELESS SERVICE FROM 01/2 VERIZON WIRELESS PW		WIRELESS SERVICE FROM 01/27/25 to 02/	235.45	None
			Total Department 201 ADMINISTRATION	235.45	
Department: 202 EQUIP & SUPPLIES					
82-202-529202-E00002	HARVARD (PLYMTH TO RIDGE)	CHRISTOPHER BURKE ENGINEER	HARVARD (PLYMOUTH TO RIDGE) PHASE 2 D	1,077.16	None
			Total Department 202 EQUIP & SUPPLIES	1,077.16	
			Total Fund 82 WATER SUPPLY FUND	1,312.61	
Fund: 83 WASTEWATER FUND					
Department: 201 ADMINISTRATION					
83-201-521001	WIRELESS SERVICE FROM 01/2 VERIZON WIRELESS PW		WIRELESS SERVICE FROM 01/27/25 to 02/	156.83	None
			Total Department 201 ADMINISTRATION	156.83	
Department: 202 EQUIP & SUPPLIES					
83-202-539902	HONEYWELL GAS ALERT XT GAS PRO SAFETY INC		HONEYWELL GAS ALERT XT GAS MONITOR	810.79	None
			Total Department 202 EQUIP & SUPPLIES	810.79	
			Total Fund 83 WASTEWATER FUND	967.62	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

EXP CHECK RUN DATES 03/17/2025 - 03/17/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY GL DISTRIBUTION ---					
		10-110-520700	APPRECIATION DINNER & AWARDS	160.00	
		10-110-521000	TELEPHONE	82.66	
		10-110-521102	LEGAL SERVICES-POLICE	1,500.00	
		10-110-565500	PLANNING & ZONING COMMISSION	89.70	
		10-120-520200	TRAINING & CONFERENCES	184.07	
		10-120-521000	TELEPHONE	82.66	
		10-121-521001	TELEPHONE	49.98	
		10-121-529901	OTHER CONTRACTUAL SERVICES	27.06	
		10-140-521000	TELEPHONE	397.34	
		10-140-522400	PERMIT FEE REIMBURSEMENT	450.00	
		10-140-527000	MAINT OF OFFICE EQUIPMENT	114.34	
		10-140-529900	OTHER CONTRACTUAL SERVICES	1,081.00	
		10-140-539900	OTHER SUPPLIES	24.99	
		10-160-529900	OTHER CONTRACTUAL SERVICES	719.39	
		10-170-529900	OTHER CONTRACTUAL SERVICES	2,547.00	
		10-170-531500	BUILDING MAINT SUPPLIES	5.98	
		10-180-521000	TELEPHONE	41.33	
		10-180-521505	SHOP SERVICES	71.63	
		10-180-531000	MOTOR VEHICLE PARTS & ACCESS	519.19	
		10-180-531500	INSPECTIONS AND SAFETY TESTS	45.00	
		10-207-532009	K-9	406.64	
		10-209-529909	OTHER CONTRACTUAL SERVICES	282.00	
		10-209-530109	UNIFORMS	146.95	
		10-211-521001	TELEPHONE	215.30	
		10-211-529901	OTHER CONTRACTUAL SERVICES	551.80	
		10-211-530301	DUES & PUBLICATIONS	307.00	
		10-211-531401	JANITORIAL SUPPLIES	645.05	
		10-211-531701	OFFICE SUPPLIES	225.77	
		10-211-533601	PHOTO MATERIALS & SUPPLIES	54.37	
		10-211-539901	OTHER SUPPLIES	75.04	
		10-212-520222	TRAINING & CONFERENCES	2,201.96	
		10-212-530122	UNIFORMS	73.95	
		10-212-531121	PROGRAM SUPPLIES	986.00	
		10-212-539922	OTHER SUPPLIES	614.22	
		10-232-521002	TELEPHONE	165.32	
		10-232-529902	OTHER CONTRACTUAL SERVICES	8,479.30	
		10-232-539902	OTHER SUPPLIES	336.79	
		10-251-521001	TELEPHONE	149.31	
		10-251-530301	DUES & PUBLICATIONS	120.00	
		10-255-539325	STREET LIGHTING MATERIALS	1,344.76	
		10-257-534127	SALT/CALCIUM CHLORIDE	14,445.97	
		10-257-534227	ASPHALT MIX	640.00	
		11-202-540202	NON-CAPITAL OUTLAY	4,908.12	
		35-201-521001	TELEPHONE	247.98	
		35-236-528136	RENTAL OF EQUIPMENT	255.00	
		35-236-529936	OTHER CONTRACTUAL SERVICES	9,104.40	
		35-236-531136	PROGRAM SUPPLIES	2,813.99	
		36-201-521001	TELEPHONE	247.98	
		36-202-521002	TELEPHONE	81.93	

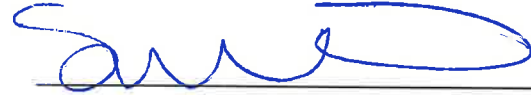
INVOICE DISTRIBUTION REPORT FOR VILLAGE OF VILLA PARK

EXP CHECK RUN DATES 03/17/2025 - 03/17/2025

POSTED AND UNPOSTED OPEN AND PAID

BANK ACCOUNTS: 1 - HARRIS - DISBURSEMENT

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
		60-202-521002	TELEPHONE	128.65	
		60-210-529210	ENGINEERING SERVICES	1,089.04	
		60-603-529203-E00002	ENGINEERING SERVICES	1,077.15	
		82-201-521001	TELEPHONE	235.45	
		82-202-529202-E00002	ENGINEERING SERVICES	1,077.16	
		83-201-521001	TELEPHONE	156.83	
		83-202-539902	OTHER SUPPLIES	810.79	
---	TOTALS BY FUND ---				
		10	CORPORATE FUND	40,660.82	
		11	GENERAL FUND-CAPITAL	4,908.12	
		35	RECREATION FUND	12,421.37	
		36	PARKS FUND	329.91	
		60	STREET IMPROVEMENT FUND	2,294.84	
		82	WATER SUPPLY FUND	1,312.61	
		83	WASTEWATER FUND	967.62	
		Total For All Funds:		62,895.29	



3/12/25



12 March 2025

MINUTES

Coffee with the Board

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

February 1, 2025

Audio Recorded

9:00a.m.

Present: Trustee Kozar, Trustee Patrick
Trustee Kozar opened discussion.

Attendee

- Inquiry and discussion on Ardmore Avenue Grade Separation Plans and Contractor. Gave information to Clerk to give to distribute to Board. What are we doing about this?

Trustee Kozar

- Discussed a new contractor for a study for underpass/overpass. He advised it has not come to the Board, but has been included in the Budget. He advised due to the cost he would like discussions with the Board and also input and further feedback with the residents. He discussed whether the project may or may not happen in 20 years. An attendee inquired about what project is being discussed. He advised it is regarding an underground/overpass for train tracks and could cost \$25-\$50 million dollars. He advised there are grants but expressed concern about the availability of federal funding in light of current government issues and how it could impact this project and cost.

Trustee Patrick

- He confirmed cost and that documents were given out prior to the executive session.

Attendee

- Discussion continued by attendee about his experience and commented he has been working on this since 2000s. He shared his opinions and recommendations about an underpass project. He discussed not wanting our three train crossings to turn into a bypass for Route 83 and create more traffic. Further discussion went on about costs, projects, redevelopment of TIF 5 with multiple structures, senior living, business district and other ideas of using areas by Metra station.

Trustee Kozar

- Advised he would like to see a pedestrian underpass. Discussion ensued about trains stopping on tracks and people going around gates and trains.

Attendee

- Suggested we look at Winfield and their Metra station.

Discussion moved on to issue of trains blocking streets such as Addison, Ardmore and Villa for periods of time. Another attendee inquired if the final decision has been made about where the possible underpass will be.

Trustee Kozar

- Advised there was no final decision, nothing definitive yet and it would have to be discussed and brought to the Board. He discussed one study and that study is now moving to the next level. He confirmed the study does include the 3 crossings mentioned previously.

Attendee

- Discussed previous information about a pedestrian and vehicular, overpass and underpass and advised Ardmore Avenue would be the most beneficial place. He went on to discuss past information, he felt data was not accurate.

Discussion ensued. Another attendee discussed train switching platforms and felt the pedestrian crossing would be beneficial. An inquiry was made of the cost of first study and Trustee Kozar advised it was \$100k. Attendee inquired about total cost. Attendee asked about trains/railroads get fined for blocking ability to cross. Multiple conversations ongoing at same time.

Trustee Kozar

- Inquiry to Joe Amore if he had answers to question(s) about fines.

Attendee

- He discussed fines going to federal court and it was determined that local municipalities cannot regulate fines. He discussed the delays getting longer and trains are becoming longer. Discussion then went on to multitude of other things from breakdowns and fatalities and how that causes blocked access that could last for hours. He then went on to discuss additional situations. He then moved to topic of funding. He discussed development plans, funding and 5-year windows.

Trustee Kozar

- Advised this type of discussion should be brought to the Board and suggested a COW or Special Meeting. He expressed these were things he was not aware or had explained to him.

Further discussion ensued with questions being directed to Joe Amore about hiring consultants. Inquiries about number of consultants in field were discussed. Discussion ensued about Winfield underpass in 2015 and cost of \$10 million. Discussion about Downers Grove BNSF and Melrose Park project were approximately \$45 million, continued discussion on costs and how time passed raises costs. Additional conversations ensued, multiple people/discussions taking place. A suggestion was made to assemble a team.

Trustee Kozar

- Discussed having a attendee committee formed with Joe Amore and anyone who has a definite interest. He discussed a committee spearheading and gathering information, and the Board could go to the committee similar to the Village Commissions we currently have. He discussed the committee contacting those organizations involved.

Discussion ensued about committees, federal monies, President Trump and getting a report about the federal money Villa Park has received. Trustee Patrick advised yes, can get report on federal funding. Discussion continued on Budgets and getting streamlines bullets.

Attendee

- He advised he never answered the attendee two questions, and went on to discuss companies like Civiltech and CDM Smith and advised they have people who can reach out to government entities and get assistance with railroads for funding assistance if you have a plan. He discussed staffing at railroads

and how COVID affected various locations in country. Multiple people talking at same time... coordinated efforts discussed.

Attendee

- Discussion ensued on the 3 crossings and what will happen if there is an building on property that has to be demolished. Is that cost embedded into the underpass/overpass project cost?

Trustee Patrick

- He advised he did not know if it is embedded in cost. Trustee Patrick discussed acquiring property. Villa Avenue would cost more and displace more people than Ardmore .

Discussion ensued on “what if” money Trust Kozar advised he would be sending an email to the Manager to be sure the study information is on the website. He advised residents he and Kevin will email the information to them if they provide their email addresses.

Attendee

- Inquired how much of the land under the railroad tracks is owned by railroad... or sides.

Trustee Kozar discussed property line and suggested looking it up on GIS map. Multiple discussions ensued about feet, property lines and GIS Villa Park map. Trustee Patrick advised the land that would need to be acquired on both side of street. Joe Amore suggested going to Winfield or taking train to see their set-up.

Attendee

- Discussed Ardmore Apartment project that is empty and if it starts to get developed, what happens?

Trustee Patrick

- Discussed new building project possibilities. He advised the developer could not prove his financing and went against the agreement and cancelled RDA. He said CED Director McLaughlin advised there are multiple people ready to take over that development area. He believes that property will be developed before we have the money for an underpass on Ardmore so plans would have to go around whatever gets developed. Multiple conversations ensued...

Attendee inquired if developer would be advised of our long-term plan to develop at the railroad crossing so they could add that to their development plan for their project.

Trustee Patrick

- Advised the CED Director will let developers know our future plans. He discussed the interest in the area and benefits to developers. He stated there are seriously interested people, but he doesn't know a time frame. Multiple conversations...

Trustee Kozar

- Discussed the good and bad involved in situation with Hawthorne.

Multiple conversations...

Attendee

- Inquired about the property that was given away, what is status?

Trustee Kozar

- He went over history and status of property. He discussed the perpetual easement which runs with the land forever. Advised property is in foreclosure due to a bridge loan default. He advised commercial foreclosures are much quicker than residential especially one with equity. He advised it is a curse and a blessing but with the courts and bank involved it will settle quicker.

Attendee

- Discussion on traffic pattern study and unhappy with dates and times. She wants data on Ardmore and around schools at peak times. Additional conversation.

Attendee

- Brought back discussion of the parking lot and easement. Trustee Kozar clarified it is a foreclosure not a bankruptcy. He advised buyer would have to get RDA. Further discussion on this topic by attendee. Multiple discussions...further clarification to another attendee of property history/location.

Attendee

- Discussion about traffic on Wildwood and attendee wants parking on the north side of the street again. Discussed VPRC, increased traffic, The Union project and future traffic concerns. Attendee discussed vehicles taking short cuts. She feels parking is not consistent in area. Trustee Kozar requested her email. He discussed a meeting with Director Guerra or the Manager, but advised he and Trustee Patrick would get an answer for her.

Attendee

- Discussion about Chinese restaurant on St. Charles Road that is no longer in business. advised there are multiple code violations and no permits. Discussion on vacant properties not being maintained and suggestion made to fine owners.

Trustee Kozar

- They can be fined if codes are violated. Advised attendee to gather a list of business properties together and give to Code Enforcement to get their opinion on properties for violations.

Trustee Patrick

- Advised that TIF district should help that stretch of area. TIF incentivizes business owners to invest in their property and make their facade look better. Further discussion on blighted properties. He advised attendee to get a list together for CED Director.

Additional discussions...

Attendee

- Discussion on fencing along the Ardmore development, how bad it looks and who is responsible?

Trustee Patrick

- He agreed and advised it is maintained by the developer. He advised it needs to be leveled and seeded.

Discussion ensued about Village handling the leveling and seeding and then charge the developer for it. Multiple conversations... Trustee Patrick advised we couldn't ask for getting the money back. He

advised leveling and seeding is best thing and then the fence can come down. He advised Board is aware how it looks to commuters on train. He advised next developments will be done right.

Trustee Kozar

- He discussed the legal theory under police powers to recoup money spent by Village to level and seed. He discussed two part process where they are fined on a daily basis of up to \$750 per day. If we fine them, adjudicate them and then put a daily fine we have that revenue coming in. He discussed police powers under Health, Safety and Welfare and that allows Village to go in and do what is necessary if it is connected to health, safety and welfare. He went on to clarify examples and discussed liens.

Attendee

- Chinese Restaurant issue. Attendee advised she was told by nearby female business owners there are illegal and noise issues at closed restaurant. She advised they are afraid and she suggested lights be put in lot. She brought up past business in similar circumstance. and then discussed a past business s we put in lighting in area like advised they said they are afraid to go to their cars. She discussed lighting for the area and how a previous business had the same issues until lights were installed.

Discussion ensued, attendees advised that business owners that are afraid should call the police or dial 911. Continued discussion.

Attendee

- Discussed past experience on available rental properties and inquired why we do not have a list available by CED department. Discussion ensued. Trustee Kozar advised he will ask Director about properties available. Further discussion on possible website information or co-marketing assistance.

Attendee

- Three things, wanted to go back to Hawthorne fines. Discussed fines and the possible negotiation leverage. He inquired about timeline for foreclosure. Trustee Kozar advised about a year. Discussion ensued on TIF in the area, time left on TIF (8-10 years estimated) and if TIFs can be extended.

Trustee Kozar

- Discussed extension of TIF, but not option. He discussed other incentive type programs and suggested looking outside the TIF. He mentioned Trustee Patrick worked hard on published incentives and spoke with CED Director about them. The document shows a list of things a developer can qualify for.

Attendee

- Discussed the CED Director's job combination and deadlines. Trustee Kozar felt CED Director has done more than previous ED Director, but he is capable of doing more. Attendee brought up Hawthorne. He discussed leveling and seeding done in the past and said it is something we have done.

Attendee

- Discussion about Post Office and problem with homeless people laying on floor. Residents step around people on floor to get mail. Discussion ensued and limitations discussed. Attendee wanted complaint noted and suggested Village contact Post Office. Trustee Kozar advised attendee write the Post Master.

Attendee

- Discussion about homelessness and specific instance where assisted a family recently. Attendee inquired about a social worker or programs for Villa Park. Trustee Kozar discussed topic and advised Trustee Alfano contacted DuPage County to obtain list of resources advised most people do not have vehicles. Trustee Kozar brought up possibility of Village vehicle to transport people somewhere for assistance or PADs picking up people up. Discussion ensued... a recommendation was to give the list of resources to business owners. Another attendee felt police is not the solution.

Attendee

- Advised Villa Park Library is a warming and cooling center and they have resources listed at library. Library will call for them. The Police Department lobby has been a warming center as well. He advised there are social services in DuPage.

Discussion ensued. Attendee advised this is a problem everywhere. He advised York Township and DuPage County government levels have more resources than we do. 708 Mental Health Representatives were in attendance and said the Referendum was passed. York Township will receive funding and the applications are on the desk of Mr. Valle. Representative discussed affordable housing, and a sister-program in Elgin. There is a property in Glen Ellyn being filled now. They assist with those needing intellectual assistance.

Attendee

- Circling back to The Union development, discussed a consultant and parking spaces. He advised there is a video. Discussion ensued, multiple people talking.
- No Mow May discussion. He requested clarification. Trustee Patrick discussed the program and informed residents there would be no code enforcement during the No Mow time and it is about awareness and is voluntary.

Discussion ensued, attendee on the Environmental Concerns Commission advised it is on their February agenda for discussion. Weeds along the train crossings and other topics were discussed by various attendees.

Trustee Kozar

- Answering R.L. question. The builders proposed the Village take out a bond. This consultant to look at project and finances of developer to see if this project would succeed. The bond money is due to be paid off by the TIF, so it is not people paying directly. He discussed pros and cons, and discussed other projects and developers. He advised we have a Board and Management that can actually review contracts now and put us in a good spot. When The Union and bonds come up I want people to please come to the meetings and watch the videos to know what we are getting into.

Attendee

- Inquiry about the recycling event this year and the date. J.A. advised that a date has not been set but residents are allowed two boxes of shredding.

Attendee

- Discussion on Village projects and the funding and management of them. Trustee Kozar discussed how he was brought up to speed years ago and various projects and hope to get the new group up to speed. He discussed the past Management and said things have been incrementally getting better. He advised progress is being made and meetings and emails help make things happen because it takes collective efforts.

Attendee

- Discussion on information given to the Board. Discussion ensued on whether information is given in time or whether the information is given but not reviewed until the last minute.

Attendee

- Advised information packets are getting huge, some over 100 pages. C.M. questioned whether all of the information is necessary.

Trustee Kozar

- The last packet was 290 pages. Trustee Kozar advised at first when he got on the Board he received no information, now he receives more and more and there is a balance to it. For the most part there is an informal agreement with Board that if someone needs more time and we would give someone more time. We are trying to give everyone the time they need. He advised that they receive the packet on Thursday or Friday and that if he has plans on weekend that he has to study all day on Monday. He advised it is not easy, and there is so much time spent on Meetings and Coffee with the Board. The amount of time spent for \$3500 a year, it is like \$2 dollars an hour, but over the course of 4 years we are taking the Village in the right direction. He advised it takes a group effort, and everyone coming to Coffee with the Board is part of that group effort.

Attendee

- Discussion about proposal on engineering services at last meeting. Discussion ensued on putting it out to bid. We need good legal advice on this Board. Trustee Kozar advised it is okay if an answer is not known and to get the answer for the next meeting is okay.
- A compliment was given to CED staff person (not named), but he wanted Village Manager to know that there is a vast improvement with staff over past two years ago. Trustee Kozar advised we make progress every day.

Meeting ended at 10:38am.

MINUTES

Coffee with the Board

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

March 1, 2025

Audio Recorded

9:00a.m.

Present: Village President Nick Cuzzone, Trustee Alfano, Trustee Kozar, Trustee Patrick

Village President called Meeting to order at 9:00 a.m.

Attendee

- Discussion on parking along Wildwood and inability to park on north side. Having to cross street to go into houses.

Attendee

- Speeding, traffic concerns along Villa and Wildwood, future concerns.

Attendee

- Discussion on Post Office situation. Residents are concerned.

Trustee Kozar

- Advised anyone afraid at post office should call 911 to have officer present. Nobody should feel apprehensive about going inside.

Attendee

- Suggestion made for Village or USPS to hire Security Guard. Another attendee advised the United States Postal Service hires their own Security Guards.

Trustee Kozar

- Advised nobody should feel apprehensive about going inside.

Attendee

- Discussion on potholes at Villa Avenue by tracks, Ardmore by bridge and tracks.

Attendee

- Asked about the project by Funeral Home. Discussion ensued, update on residential apartments going up at Park and Princeton (24 units in building).

Attendee

- Teenagers were out walking on pond. She was told to call 911.
- Discussion about telephone wires and open telephone boxes on Ardmore (in front of small apartments on east side of street). South of Fire Station #81. Public works notified.

Attendee

- Discussion on excessive garbage at 1330 S. Villa Avenue. Other residents are picking up glass and trash every week. His wife ran over glass and had to replace two tires recently.

President Cuzzone

- Advised attendees the owner of building has been talked to and has been cleaning it up.

Attendee

- Concern over vehicles blocking the sidewalk at 1330 S. Villa.
- Discussion on potholes at Villa Avenue by tracks, caused near miss accidents.

Attendee

- Financial Reports wanted on screen at Board Meeting on 3/10/25 please.

Trustee Kozar

- Advised he has been asking for reports.

President Cuzzone

- Advised the Finance Director will have Quarterly Report and will be on screen.

Attendee

- Discussion on Financial Reports – Quarterly and Monthly Reports requested. Also put them on screen during meetings. At 6:53, 71 spreadsheets were given out.

Attendee

- Comprehensive Plan date on Manager Harline's post was incorrect.

Attendee

- Discussion on Comprehensive Plan Presentation

Trustee Kozar

- Planning and Zoning Meeting is March 13th at 7:30p.m.
- He would like another Public Meeting. Discussed placing item under New Business on next Agenda.
- Copies available in VH and Library.

Trustee Alfano

- Trustee Kozar and Trustee Alfano will email out copies of the Comprehensive Plan.

Trustee Patrick

- Advised attendees that CED Director did a good job with the Comprehensive Plan.

Attendee

- Unable to locate Agenda on Village website for Historical Preservation Commission.

Attendee

- Discussion on Hawthorne, attendees would like to see area cleaned up.

President Cuzzone

- Advised status on Hawthorne, in foreclosure process.
- Cannot clean up a private development site until EPA gets involved.

Attendee

- Large pot hole, sink hole at 400 N. Chatham area.

Attendee

- Discussion on homeless at post office
- Homeless at train station, alcohol inside. Discussion ensued, noted that homeless cannot be taken to churches or some programs/shelters if they are under influence of alcohol.

No further attendee discussion.

Meeting called to close at 10:03am.

Nick Cuzzone, Village President



MEMORANDUM

TO: Village Board of Trustees
FROM: Mike Guerra, Director
DATE: March 24, 2025
SUBJECT: An Ordinance Authorizing the Disposal of Surplus Personal Property of the Village of Villa Park, Illinois

RECOMMENDED ACTION:

This ordinance authorizes the Village Manager or designee to dispose of personal property described in Exhibit "A" in any manner or method, with or without the necessity of obtaining competitive bids. If approved, this will allow staff to sell surplus vehicles and equipment at public auction that are no longer useful, as provided by State Law (65 ILCS 5/11-76-4). The list of items for auction includes vehicles that have already been replaced or planned for replacement, equipment, and file cabinets that are no longer utilized. Staff will prepare these items for auction over the next several months. Staff recommends approval of the ordinance.

BACKGROUND:

Periodically, Village staff bring a list of surplus items that exceed the authority of the Village Manager established in section 2-503 (15) to dispose of surplus property. The last list was in December 2023, although we also authorized the disposal of a 1998 E-One Cyclone Fire Engine (former Engine 80) a year ago. As referenced above State statutes specify the process to use for disposal of surplus property for cities under 500,000 in population.

DISCUSSION:

Staff is looking to dispose of seventeen vehicles, including the soon-to-be-retired paratransit bus, an aerial bucket truck, a snow plow along with various pickup trucks and fleet vehicles. Additionally, staff is looking to dispose of or sell unused equipment, including a tar emulsifier, a mobile air compressor, and multiple filing cabinets that are no longer needed for the village. The vehicles not included in the Enterprise Fleet Management Agreement will be sold as is by auction.

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING THE DISPOSAL OF SURPLUS PERSONAL
PROPERTY OF THE VILLAGE OF VILLA PARK, ILLINOIS**

WHEREAS, pursuant to Section 11-76-4 of the Illinois Municipal Code, 65 ILCS 5/11-76-4, the corporate authorities of the Village of Villa Park (the “Village”) are expressly authorized to sell personal property in such manner as they may designate with or without advertising the sale when, in the opinion of a majority of the corporate authorities then holding office, the personal property is no longer necessary or useful to the Village;

WHEREAS, the Village owns certain personal property described in Exhibit “A,” which exhibit is attached hereto and made part hereof;

WHEREAS, the corporate authorities of the Village expressly find that the items of personal property described in Exhibit “A” are no longer necessary to, required for use, or in the best interests of the Village to maintain and further find that it is in the best interest of the Village to dispose of the described items as hereafter set forth.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: **Recitals.** The foregoing recitals are adopted as the corporate findings of the Village of Villa Park as if fully restated herein.

Section 2: **Authorization.** The corporate authorities hereby authorize the Village Manager or designee to dispose of personal property described in Exhibit “A” in any manner or method, with or without the necessity of obtaining competitive bids, to enter into agreement(s) for the sale of said personal property “AS IS” with no warranties of merchantability or fitness for a particular purpose, to convey and transfer the title and ownership of said personal property to the purchaser, or to dispose of said personal property by trade-in at such price determined by the

Ordinance No. _____

Village Manager or designee, or donation, and to advertise the sale of such personal property through newspapers, direct mailings or other channels deemed appropriate prior to the date of sale.

Section 3: **Effective Date.** This ordinance shall take effect upon its passage, approval and publication in pamphlet form.

ADOPTED this ____ day of _____ 2025, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

ABSTENTION: _____

APPROVED by me this ____ day of _____ 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Published in pamphlet form:

_____, 2025

Exhibit “A”

Item/Description	VIN# or Model# (write “N/A” if not applicable)	Serial # (write “N/A” if not applicable)	Condition	Quantity
2002 Sterling Dump Truck	VIN:2FZAAWAK22AK14132		good	1
2000 Ford F750 Bucket truck	VIN:3FDXF75H1YMA15230		good	1
2007 Ford F350 utility truck	VIN:1FDWX36P57EB43823		good	1
2010 Chevy Tahoe	VIN:1GNMCAE02AR257155		fair	1
1995 Chevy G30	VIN: 1GBHG31YXS222974		fair	1
2004 Ford F250 utility truck	VIN: 1FDNF21L94ED81621		fair	1
2008 Ford E450 Bus	VIN: 1FD4E45S88DB26286		fair	1
2012 Chevy Tahoe	VIN:1GNSK2E09CR293881		fair	1
1993 Leeboy Emulsifier	VIN: L150T/302		fair	1
1995 Ingersol Rand Compressor VI	N: 258676UHF327		fair	1
2002 Infinity QX4	VIN: JNRDR09Y32W260716		good	1
2013 Dodge Charger	VIN: 2C3CDXAG8DH586958		good	1
2006 Chevy Silverado Pickup	VIN:1GCEC14X16Z140881		fair	1
1999 Ford F250 Pickup	VIN:1FTNF21L5XEB92201		poor	1
2013 Dodge Charger	VIN: 2C3CDXAGXDH586959		good	1
2007 Honda Ridgeline	VIN: 2HJYK16527H546340		fair	1
2005 Ford F150 Pickup	VIN: 1FTRF12295NB80874		fair	1
2003 GMC 2500 Pickup	VIN: 1GTHK24U33Z238365		poor	1
2006 Chevy Tahoe	VIN: 1GNEC13Z86J151059		fair	1
Drawer File Cabinets	N/A		fair	30

Surplus Sheet

Location: 20 S. Ardmore Avenue, Villa Park IL 60181

Counted by: Village Manager / Staff

Date: March 24, 2025



MEMORANDUM

TO: Village Board of Trustees
FROM: Mike Guerra, Director
DATE: March 24, 2025
SUBJECT: A Resolution Authorizing DuPage County Gasoline and Diesel Procurement Joint Purchase

RECOMMENDED ACTION:

This resolution authorizes the Village to purchase gasoline and diesel fuel from Al Warren Oil Company of Hammond, Indiana, in accordance with the DuPage County Contract specifications, in such quantities that the total cost will not exceed \$290,000. By approving this Resolution, the Board approves and concurs with DuPage County to renew the contract with Al Warren Company, Inc. for the joint purchase of gasoline and diesel fuel. The pricing, terms and conditions as required by the specifications will remain the same as last year. The Fleet Department utilizes this bid currently for its purchase of fuels and has found the pricing to be the same as other joint purchase contracts. Staff recommends approval of this resolution to allow for the continued purchasing of fuel from Al Warren Oil Company, Inc. for 2025.

BACKGROUND:

The Village has utilized the DuPage County Joint Fuel Bid to purchase Gasoline and Diesel Fuel for its fleet. The majority of the agencies in joint purchase have agreed to renew with Al Warren Oil Company, Inc. as they agreed to keep the same pricing, terms, and conditions as last year and the 2023 bids. In order to utilize this contract for 2025, the Village needs to approve the renewal and inform DuPage County within 90 days of County Board approval. The County Board will approve the renewal option during their March 11th meeting.

DISCUSSION:

The not-to-exceed amount is equal to the amount budgeted for fuel by the Village for 2025.

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING DUPAGE COUNTY GASOLINE
AND DIESEL PROCUREMENT JOINT PURCHASE**

WHEREAS, the Village of Villa Park (the “Village”) is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State;

WHEREAS, in the opinion of a majority of the corporate authorities of the Village, it is advisable, necessary, and in the public interest that the Village establishes an open purchase order for the supply of gasoline and diesel fuel for the Village’s fleet;

WHEREAS, DuPage County (the “County”) publicly bid its gasoline and diesel fuel purchase under bid number #23-011-DOT and, awarded the contract the lowest responsible bidder, Al Warren Oil Company (“Warren Oil”) of Hammond, Indiana (“DuPage County Contract”);

WHEREAS, the Dupage County Contract allows for joint purchasing by other taxing bodies;

WHEREAS, Section 2-220(b) of the Villa Park Municipal Code permits the procurement from the joint bidding results by a local governmental unit or agency thereof without conforming with the competitive bidding requirements of Chapter 2, Article II, Division 2 of the Villa Park Municipal Code;

WHEREAS, after consideration of the County’s program and the DuPage County Contract, a majority of the corporate authorities find it in the Village’s best interest to establish an open purchase order for the purchase of gasoline and diesel fuel for the year 2025 from Warren Oil in an amount up to the budgeted amount not to exceed \$290,000.00 Dollars be awarded in accordance with the DuPage County Contract specifications.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, State of Illinois, as follows:

Section 1: The facts and statements contained in the preamble clauses to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

Section 2: It is hereby determined that it is advisable, necessary and in the public interest that the Village purchase gasoline and diesel fuel for the Village’s fleet in an amount not to exceed the budgeted amount of \$290,000.00 Dollars and to establish an open purchase order for the purchase of gasoline and diesel fuel for the year 2025 from Al Warren Oil Company of

Resolution No. _____

Hammond, Indiana, in accordance with the DuPage County Contract specifications.

Section 3: That this Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this _____ day of _____, 2025, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this _____ day of _____, 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk



THE COUNTY OF DUPAGE
FINANCE - PROCUREMENT
GASOLINE AND DIESEL FUEL 23-011-DOT
BID TABULATION

				AL WARREN OIL CO.			Petroleum Traders Corporation			Offen Petroleum		
NO.	ITEM	UOM	QTY	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE
1	Gasoline - 87 Octane	GAL	819457	0.0450	\$ 2.3905	\$ 1,958,911.96	0.0595	\$ 2.4050	\$ 1,970,794.09	0.0699	\$ 2.4154	\$ 1,979,316.44
2	Gasoline - 89 Octane*	GAL	558000	-0.0165	\$ 2.5805	\$ 1,439,919.00	0.0295	\$ 2.6265	\$ 1,465,587.00	0.0699	\$ 2.6669	\$ 1,488,130.20
3	Ultra-Low Sulfur Diesel #1**	GAL	16458	0.2000	\$ 3.9407	\$ 64,856.04	0.0521	\$ 3.7928	\$ 62,421.90	0.0625	\$ 3.8032	\$ 62,593.07
4	Ultra-Low Sulfur Diesel #2**	GAL	337500	0.0450	\$ 3.0180	\$ 1,018,575.00	0.0521	\$ 3.0251	\$ 1,020,971.25	0.0625	\$ 3.0355	\$ 1,024,481.25
5	Ultra-Low Sulfur Diesel #2+ Winter Additive	GAL	97500	0.0450	\$ 3.0606	\$ 298,408.50	0.0721	\$ 3.0451	\$ 296,897.25	0.0900	\$ 3.1056	\$ 302,796.00
6	Ultra-Low Sulfur Diesel Blended	GAL	61000	0.0450	\$ 3.1715	\$ 193,461.50	0.0521	\$ 3.1019	\$ 189,215.90	0.0625	\$ 3.0355	\$ 185,165.50
7	Biodiesel - B2	GAL	88600	0.0450	\$ 3.0305	\$ 268,502.30	0.0521	\$ 3.0376	\$ 269,131.36	0.0625	\$ 3.0480	\$ 270,052.80
8	Biodiesel - B5	GAL	165462	0.0450	\$ 3.0381	\$ 502,690.10	0.0521	\$ 3.0452	\$ 503,864.88	0.0625	\$ 3.0556	\$ 505,585.69
9	Biodiesel - B11	GAL	15000	0.0450	\$ 3.0381	\$ 45,571.50	0.0521	\$ 3.0402	\$ 45,603.00		NO BID	
10	Biodiesel - B20	GAL	60000	0.0450	\$ 3.0431	\$ 182,586.00	0.0521	\$ 3.0502	\$ 183,012.00	0.0625	\$ 3.0606	\$ 183,636.00
11	Off-Road Diesel with Winter Additive	GAL	100000	0.1000	\$ 3.1206	\$ 312,060.00	0.0721	\$ 3.0501	\$ 305,010.00	0.0900	\$ 3.1205	\$ 312,050.00
12	Off-Road Diesel	GAL	26473	0.1000	\$ 3.0780	\$ 81,483.89	0.0521	\$ 3.0301	\$ 80,215.84	0.0625	\$ 3.0930	\$ 81,880.99
13	Biocide Additive	GAL		0.0500			0.0400				NO BID	
GRAND TOTAL					\$	6,367,025.80			\$ 6,392,724.47			\$ 6,395,687.93

NOTES

1) Price is reflective of OPIS LOW Chicago Rack Base Published price list for January 14, 2023.

2) Offen Petroleum a) provided a price of \$3.1056/gal on line 5. When extended pricing was adjusted from \$306,769.00 to \$306,796.00 and b) Grand Total adjusted to \$6,395,687.93.

Bid Opening 2/28/2023 @ 2:30 PM	VC, NE
Invitations Sent	11
Total Vendors Requesting Documents	3
Total Bid Responses	5

Campbell Transport LLC.			Pilot Travel Centers LLC dba Saratoga Rack Marketing LLC		
MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE	MARK-UP (+) OR DISCOUNT (-) cents/gal	PRICE	EXTENDED PRICE
0.0757	\$ 2.4212	\$ 1,984,086.91	0.0119	\$ 2.3574	\$ 1,931,787.93
0.0757	\$ 2.6727	\$ 1,491,378.60		NO BID	
0.0757	\$ 3.8164	\$ 62,810.67		NO BID	
0.0757	\$ 3.0487	\$ 1,028,943.51		NO BID	
0.0757	\$ 3.0913	\$ 301,403.85		NO BID	
0.0757	\$ 3.2023	\$ 195,337.95		NO BID	
0.0757	\$ 3.0612	\$ 271,224.22		NO BID	
0.0757	\$ 3.0688	\$ 507,773.34		NO BID	
0.0757	\$ 3.0638	\$ 45,957.32		NO BID	
0.0757	\$ 3.0738	\$ 184,429.29		NO BID	
0.0757	\$ 3.0963	\$ 309,632.15		NO BID	
0.0757	\$ 3.0537	\$ 80,841.17		NO BID	
1.5000				NO BID	
		\$ 6,463,818.97			\$ 1,931,787.93



The County of DuPage
Finance – Procurement, 3-400
421 North County Farm Road
Wheaton, Illinois 60187

**DU PAGE COUNTY
NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that sealed bids will be received and time stamped by the Procurement Officer, for The County of DuPage ("County") on or before February 28, 2023, at 2:30 p.m. at the Finance Department, Room 3-400, The County of DuPage, 421 N. County Farm Road, Wheaton, IL 60187-3978 for the following contract: Gasoline and Diesel Fuel 23-011-FM Bid document, including specifications, may be obtained from the Finance Department by email at Valerie.calvente@dupageco.org or onsite during regular business hours at no cost or from the internet via www.demandstar.com. All bids must be received prior to the date and time shown above. Bids transmitted by facsimile (fax) will not be accepted.

Due to the Covid-19 crisis, here are some process changes to the solicitations for bids and proposals including bid openings:

- 1) Bid openings will not be open to the public. Following current standard practice, all bid openings will be attended by two County employees.
- 2) Procurement will accept electronic bid submissions and electronic signatures.
- 3) Bids do not have to be notarized before submission.

Date	Bid Event Activity
February 6, 2023	Legal Notice Advertisement Placed
February 14, 2023 4:00 p.m.	Questions due to Buyer via email: Valerie.calvente@dupageco.org
February 16, 2023 4:00 p.m.	Final Q&A Addendum Published
February 28, 2023 2:30 p.m.	Submittals Due to Finance Office

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SECTION 1 – PROJECT INFORMATION

√	SUBMITTAL CHECKLIST
	1. Original signed bid with one (1) PDF on Flash Drive 2. Bid Form Pricing 3. Bid Form Signature Page 4. Mandatory Form 5. W-9 6. Required Vendor Ethics Disclosure Statement 7. Joint Purchasing Agreement 8. References

AWARDED CONTRACTOR REQUIREMENTS	
Certificate of Insurance	Due within 15 days of Notice of Award
Awarded Vendor Questionnaire	Due within 60 days of Notice of Award https://mwv.dupageco.org/
Illinois Secretary of State Corporate/LLC Certificate of good standing for current year	Due within 15 days of Notice of Award http://www.cyberdriveillinois.com/departments/business_services/howdoi.html

SECTION 2 - INSTRUCTIONS TO BIDDERS

1) **ON-LINE NOTIFICATION OF SPECIFICATIONS:** This document is available over the Internet at www.DemandStar.com, as well as from the contact listed in this document. Adobe Acrobat Reader is required to view electronic documents on-line. If you do not have Adobe Acrobat Reader, you may download it for free from Adobe at www.adobe.com/products/acrobat/readstep.html.

Businesses without Internet access may contact the Procurement Services Division of the County at (630) 407-6210 for these documents.

Companies interested in doing business with the County can register and maintain their registration via the Internet at www.DemandStar.com. Registration is not required but if you choose to register you will receive automatic initial notification from DemandStar of relevant opportunities with the County of DuPage.

The County is not responsible for errors and omissions occurring in the transmission or downloading of any specifications from this website. In the event of any discrepancy between information on this website and the hard copy specifications, the terms of the hard copy specification will control.

2) **ON-LINE PROVIDER DISCLAIMER:** DemandStar.com has no affiliation with the County of DuPage other than as a service that facilitates communication between the County and its vendors. DemandStar.com is an independent entity and is not an agent or representative of the County. Communications to DemandStar.com do not constitute communications to the County.

3) **COMMUNICATIONS:** To create a more competitive and unbiased procurement process, the County desires to establish a single point of contact throughout the procurement process. From the issue date of this Bid, until a Successful Bidder is selected, all requests for clarification or additional information regarding this BID, or contacts with the County personnel concerning this BID or the evaluation process must be solely to the contact person listed on the cover page of this BID.

A violation of this provision is cause for the County to reject the Bidder's Bid. If it is later discovered that a violation has occurred, the County may reject any Bid or terminate any contract awarded pursuant to this BID. No contact regarding this document with other County employees is permitted.

4) **BID INFORMATION AND QUESTIONS:** Each Bid that is timely received will be evaluated on its merit and completeness of all requested information. In preparing Bids, Bidders are advised to rely only upon the contents of this Bid and accompanying documents and any written clarifications or addenda issued by the County. If a Bidder finds a discrepancy, error, or omission in the Bid package, or requires any written addendum thereto, the Bidder is requested to notify the Purchasing Contact noted on the cover of this Bid, so that written clarification may be sent to all prospective Bidders. The County is not responsible for oral representations. All questions must be submitted in writing to the Procurement Services Contact only before the Question Deadline indicated on the front of this document. All answers will be issued in the form of a written addendum.

5) **BID SUBMISSION:** To be considered, the Bid must be prepared in the manner and detail specified in this Bid. Bids must be submitted before the date and time indicated as the deadline. It is each Bidder's responsibility to ensure that the submittal is received and time-stamped prior to the deadline. This responsibility rests entirely with the Bidder, regardless of delays resulting from postal handling or for any other reasons. Bids will be accepted at any time during the normal course of business only, said hours being 8:00 a.m. to 4:00 p.m. local time, Monday through Friday, except for legal holidays to DuPage County Procurement Services Division 421 North County Farm Road, Room 3-400 Wheaton, IL 60187.

Bids received after the above deadline may not be accepted and may be returned to the Bidder unopened. The Procurement Services Division's timestamp shall be the official time.

The opening of a Bid does not constitute the County's acceptance of the Bidder as a responsive and responsible Bidder.

Bidders must sign, in ink, the Bid form where indicated. Unsigned Bids will not be considered. An authorized official must sign the Bid. Each signature represents binding commitment upon the Bidder to provide the goods and/or services offered to the County if the Bidder is determined to be the most responsive and responsible Bidder.

Bids must be enclosed in a sealed envelope, box, or package, and clearly marked on the outside with the attached label secured to the lower left-hand corner.

- a) Submission of a Bid establishes a conclusive presumption that the Bidder is thoroughly familiar with the BID and specifications and terms of the Form of Contract, and the County's Procurement Ordinance and that the Bidder understands and agrees to propose by each, and all of the stipulations and requirements contained therein.
 - b) All prices and notations must be typed or printed in ink. No erasures are permitted. Mistakes may be crossed out and the person(s) signing the Bid must initial corrections in ink.
 - c) All costs incurred in the preparation and presentations of the Bid, as well as, any resulting contract, are the Bidder's sole responsibility; no such costs will be reimbursed to any Bidder. All documentation submitted with the Bid will become the property of the County.
 - d) Bids are subject to public disclosure after the deadline for opening in accordance with state law under the Freedom of Information Act (FOIA).
- 6) **CONTRACT AWARD:** The County reserves the right to withdraw the Bid, to award to one Bidder, to any combination of Bidders, by item, group of items, or total Bid. The County may waive informalities if it is in the County's interest. The Bidder(s) to whom the award is made will be notified as soon as possible. Tentative acceptance of the Bid, intent to recommend award of a contract and actual award of the contract will be provided by written notice sent to the Bidder at the address designated in the Bid. All Bids must be for a firm fixed price unless modified. If, for any reason, a contract is not executed with the selected Bidder within 14 days after notice of recommended award, then the County may recommend the next most responsive and responsible Bidder. Award of this Bid is contingent upon the availability of funds for this project, within the sole discretion of the County. Acceptance of the Bidder's Bid does not constitute a binding contract. There is no contract until the County's policies have been fulfilled. The County is not liable for performance costs until the successful Bidder has been given a fully executed contract. Failure to accept the terms and conditions of the County's Standard Contract may deem the Bidder non-responsive.

The successful Bidder will be asked to sign a contract agreement (sample attached).

7) **WITHDRAWAL:**

- a) By the Bidder: Bids may only be withdrawn by written notice prior to the deadline date set for the opening of Bid. No Bid may be withdrawn after the deadline for submission.
 - b) By the County: The County may withdraw Bids at any time, for any reason, prior to execution of the Contract.
- 8) **ALTERNATE/EQUAL BIDS:** The specifications cannot cover precisely, all minute details of the equipment required. Therefore, for purposes of establishing a standard of quality, the items listed in the specification may state brand names, manufacturer's models, numbers, et cetera. The County of DuPage, for cost effective measures, standardizes on specific items; those bids will contain the language "No Substitutions," and any alternative will not be considered. A generic or alternate brand product of equal specifications may be proposed as an alternative for the item identified unless "No Substitutions" is indicated. However, in bidding the alternate item, the bidder must also attach manufacturer's printed specifications and literature.

Bidders are encouraged to submit cost-saving/value-added alternate bid pricing suggestions, such as rebates, creative lease agreements, extended warranty periods, trade-in allowances, or the availability of discounts for floor model or demonstrator units at significant savings. Any alternate pricing should be noted as a separate line that may be subtracted from the bid pricing as specified, allowing for clear evaluation and value-analysis by the County.

The County recognizes the expertise provided by many bidders and encourages creativity in bidding. Alternates may be considered if the bid submitted clearly indicates what will be furnished and how it will benefit the County. Alternates will be compared to the lowest responsive, responsible bid as specified.

9) **DEVIATIONS:** The County of DuPage reserves the right to approve any material the Bidder proposes to furnish which contains deviations from specification requirements, but which may substantially comply. If there is any deviation in the pack, source, quality, etc., of any item id, from that prescribed in the specifications, Bidder must rule out the appropriate line in the specifications and clearly indicate the correction. Prices will be converted by the County to accommodate accepted deviations.

10) **REJECTION:** The County reserves the right to reject any or all Bids, or to accept or reject any Bid in part, and to waive any minor informality or irregularity in Bids received, if it is determined by the Procurement Officer or designee that the best interest of the County will be served by doing so. The County may reject any Bid from any person, firm or corporation in arrears or in default to the County on any contract, debt, or other obligation, or if the Bidder is debarred by the County from consideration for a contract award, or if Bidder has committed a violation of the ethics or anti-kickback provisions of the County's Procurement Ordinance which resulted in a termination of a contract or other material sanction within the two (2) years immediately preceding the date of issuance of this document.

11) **PROCUREMENT POLICY:** Procurement for the County will be handled in a manner providing fair opportunity to all businesses. This will be accomplished without abrogation or sacrifice of quality and as determined to be in the best interest of the County. The Procurement Officer has the vested authority to execute all County contracts, subject to Committee and County Board approval where required.

12) **PROPRIETARY INFORMATION:** Under the Illinois Freedom of Information Act, all records in the possession of DuPage County are presumed to be open to inspection or copying, unless a specific exception applies. 5 ILCS 140/1.2 One exemption is "trade secrets and commercial or financial information obtained from a person or business where the trade secrets or commercial or financial information are furnished under a claim that they are proprietary, privileged or confidential, and that disclosure of the trade secrets or commercial or financial information would cause competitive harm to the person or business, and only insofar as the claim directly applies to the records requested." 5 ILCS 140/7(1)(g). The county will assume that all information provided to us in a bid or proposal is open to inspection or copying by the public unless clearly marked with the appropriate exception that applies under the Freedom of Information Act. Additionally, if providing documents that you believe fall under an exception to the Freedom of Information Act, please submit both an unredacted copy along with a redacted copy which has all portions redacted that you deem to fall under a Freedom of Information Act exception

13) **NON-DISCRIMINATION:** DuPage County will not contract with any person or firm that discriminates against employees or applicants for employment because of any factor not related to job performance. The Bidder must comply with all federal, state and local laws and policies that prohibit discrimination in employment contracts.

14) **CONTRACT NEGOTIATION:** All Bids must be firm for at least 120 calendar days from the due date of the Bid. If, for any reason, a contract is not executed with the selected Bidder within 14 days after notice of recommended award, then the County may recommend the next most responsive and responsible Bidder. There is no contract until the County's policies have been fulfilled.

15) **DISQUALIFICATION OF RESPONDENTS:** Any one or more of the following causes may be considered sufficient for the disqualification of a Bidder and the rejection of the Bid:

1. Evidence of collusion among Bidders.
2. Lack of competency as revealed by either financial, experience, or equipment statements.
3. Lack of responsibility as shown by past work.
4. Uncompleted work under other contracts which, in the judgment of the County, might hinder or prevent the prompt completion of additional work if awarded.

16) **BIDDER RESPONSIBILITIES:** The Bidder must be capable, either as a firm or a team, of providing all services as described under Specifications and/or Scope of Work Section and to maintain those capabilities until notification of the fact that their Bid was unsuccessful.

The selected Bidder must remain capable of providing all services proposed as described under Specifications and/or Scope of Work Section and must maintain those capabilities until the agreement is successfully finished. The successful Bidder will be responsible for all Services in this Bid as they are provided or performed by the Successful Bidder.

Further, the County will consider the Successful Bidder(s) to be the sole point of contact with regard to contractual matters, including payment of any and all charges resulting from the cost of any contract.

17) DISCLOSURE OF CONTENTS: All information provided in the Bid shall be held in confidence and shall not be revealed or discussed with competitors, until after award of the contract except as provided by law or court decision. All material submitted with the Bid becomes the property of the County and may be returned only at the County's option.

Bidders must make no other distribution of their Bids other than authorized by this BID. A Bidder who shares cost information contained in its Bid with other County personnel or competing Bidder personnel shall be subject to disqualification.

Bidders shall not be provided any information about other Bids or prices or where the Bidder stands in relation to others at any time during the evaluation process. Any request for such information by a Bidder, or an affiliated party may be viewed as a compromise to the evaluation process and the requesting Bidder may be eliminated from further consideration.

18) COMPLIANCE WITH ILLINOIS STATE LAW: By submitting a response, Bidder [Proposer] certifies that it has obtained all required authorizations, certifications, and/or licenses required by law to perform the work described herein and transact business within the State of Illinois. This may include but is not limited to, in the case of a foreign business corporation, limited liability company, limited partnership, or limited liability partnership, authorization from the Illinois Secretary of State to transact business within the State of Illinois.

[Http://www.cyberdriveillinois.com/departments/business_services/howdoi.html](http://www.cyberdriveillinois.com/departments/business_services/howdoi.html).

19) PREVAILING WAGE: Prevailing rate of wages as determined by the County of DuPage or the Illinois Department of Labor may apply to some or all work performed on this contract and paid to all laborers, workers and mechanics performing work under this contract. State Statutes regarding Prevailing Wage and the current wage rates are available online at www.state.il.us/agency/idol/rates/rates. You must retain payroll records for five (5) years and make those records available for inspection by the County or the Illinois Department of Labor. You must submit monthly certification of payroll records. Certified Transcript of Payroll forms may be downloaded from the Contractors Forms page of the DuPage County Procurement Services Division website at <https://www.dupageco.org/Finance/Procurement/1316/> or you may use your own format containing the same information with pre-approval by the Procurement Officer (submit sample with bid).

The Contractor is aware that Prevailing Wage Rates may apply to some or all work performed on this contract. It is the contractor's responsibility to comply with these requirements and to assure compliance by his/her subcontractors and/or lower tier subcontracts required by this contract.

SECTION 3 - GENERAL CONDITIONS

1) **ADDENDUM AND SUPPLEMENT TO INVITATION TO BID (ITB):** If it becomes necessary or advisable to revise any part of this ITB or if additional data is necessary to enable the exact interpretation of provisions of this ITB, revisions will be provided in the form of an Addendum. Addendum information is available over the internet at www.DemandStar.com. Adobe Acrobat® Reader may be required to view this document. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

2) **APPLICABLE CODES AND ORDINANCES:** Contractor hereby certifies that all materials used conform to all articles and sections of all current applicable National Building Codes and other relevant construction-related codes. Workmanship and materials shall conform to all local applicable codes and ordinances.

3) **ASSUMPTION OF RISK:** Until the completion and final acceptance by the County of all work under or implied by this Contract, the work shall be under the Contractor's care and charge and he shall be responsible, therefore. Contract shall rebuild, replace, repair, restore and make good all injuries, damages, re-erection, and repairs rendered necessary by causes, of any nature, to all or any portion of the work.

4) **CHANGES:** The County of DuPage reserves the right to make any desired change in the specifications after the same shall have been put under contract; but the change so made, with the price to be added or deducted from the contract price, therefore, shall be agreed upon in advance between County of DuPage and the successful Contractor.

Illinois law requires that changes more than \$10,000 or extensions greater than thirty (30) days must comply with the Criminal Code. The Procurement Services Division shall issue to the successful contractor a written change order to the original contract; such change orders shall be binding upon both parties thereto and shall in no way invalidate or make void the terms of the original contract not modified by such change.

5) **COMMENCEMENT OF WORK:** The successful Contractor must not commence any billable work prior to the County issuing a Notice to Proceed. Work done prior to these circumstances shall be at the Contractor's risk.

6) **COMMUNICATIONS:** To create a more competitive and unbiased procurement process, the County desires to establish a single point of contact throughout the procurement process. From the issue date of this solicitation, until a contract has been awarded, all requests for clarification or additional information regarding this solicitation, or contact with the County personnel concerning this solicitation or the evaluation process, must be solely to the contact person listed on the cover page of this solicitation.

No contact regarding this document with other County employees or officers is permitted. A violation of this provision may be grounds for the County to reject the Bidder's proposal. If it is later discovered that a violation has occurred, the County may reject any proposal or terminate any contract awarded pursuant to this solicitation.

Questions and answers regarding the Scope of Work/Specifications will be shared with all bidders.

7) **CONFIDENTIAL INFORMATION AND COUNTY PROPERTY:** It is agreed that all specifications, drawings, or data furnished by County of DuPage shall (1) remain the County of DuPage's sole and exclusive property; (2) be considered and treated by Contractor as County of DuPage's confidential information, and not be copied, reproduced or duplicated in any manner or disclosed to any person or party, except as is necessary in the performance of this contract and (3) be returned upon request.

8) **CONTRACTOR PERFORMANCE:** The Instructions to Bidders, Bid Form, General Conditions, Special Conditions, Contract Specifications and Attached Exhibits, together with the approved purchase order shall be incorporated in and become terms of the Contract. All items shall be supplied in strict accordance with the specifications.

The Contractor's performance under the terms of the Contract shall be to the satisfaction of the County. Failure to comply with any statutory requirements shall be deemed a performance breach.

9) **DISCIPLINE:** Nothing herein shall be construed to imply that the County of DuPage is retaining control over the operative details of the Contractor's work or the Subcontractor's employee's work. The Contractor is assuming all oversight, and the Contractor is ensuring compliance with safety guidelines.

10) **DRUG FREE WORKPLACE:** The Contractor (whether an individual or company) agrees to provide a drug free workplace as provided for in 30 ILCS 580/1 et seq.

11) **ENDORSEMENTS:** Contractor shall not use the name, seal or images of County of DuPage in any form of endorsement to any third-party without the County's written permission.

12) **F.O.B.:** All goods are to be shipped prepaid, F.O.B. delivered and installed. The total price quoted by the Bidder must be the total cost delivered to the location(s) stated. Bidder must not qualify his bid by stating a F.O.B. location other than such stated location(s). Shipments sent C.O.D. without County of DuPage's written consent will not be accepted and will at Contractor's risk and expense, be returned to Contractor. Unauthorized shipments are subject to rejection and return at Contractor's expense.

13) **FORCE MAJEURE:** The County of DuPage shall not hold Contractor liable for an extraordinary interruption of events, or damage of County property, by a natural cause that cannot be reasonably foreseen or prevented, i.e., droughts, floods, severe weather phenomena, et cetera.

14) **HOLD HARMLESS AGREEMENT:** Contractor shall indemnify and hold harmless the County, and all of their partners, officers, agents, and employees from all suits, actions, or claims of any character brought for or on account of any injuries to or death of or damages received by any person, persons, or property resulting from the operations of Contractor or any of his subcontractors in prosecuting the work under this contract.

15) **HOLDING OF BIDS:** Bidder may withdraw the bid at any time prior to the time specified as the closing time for the receipt of bids. However, no Bidder shall withdraw or cancel the bid for a period of ninety (90) calendar days after said closing time for the receipt of bids. Unauthorized withdrawal may result in forfeiture of the bid bond, or if no bid bond is required, the withdrawing Bidder shall pay the sum of \$1,000.00 as liquidated damages for the County's loss in re-bidding.

16) **INDEMNITY:** The Contractor shall, at all times, to the extent permitted by law, fully indemnify, hold harmless, and defend the County and its officers, agents, and employees from and against any and all claims and demands, actions, causes of action, and cost and fees of any character whatsoever made by anyone whomsoever on account of or in any way growing out of the performance of this contract by the Contractor and its employees, or because of any act or omission, neglect or misconduct of the Contractor, its employees and agents or its subcontractors including, but not limited to, any claims that may be made by the employees themselves for injuries to their person or property or otherwise, and any claims that may be made by the employees themselves or by the Illinois Department of Labor for the Contractor's violation of the Illinois Prevailing Wage act (820 ILCS 130/1 et seq.).

Such indemnity shall not be limited because of the enumeration of any insurance coverage or bond herein provided.

Nothing contained herein shall be construed as prohibiting the County, its officers, agents, or its employees, from defending through the selection and use of their own agents, attorneys and experts, any claims, actions or suits brought against them. The Contractor shall likewise be liable for the cost, fees and expenses incurred in the County's or the Contractor's defense of any such claims, actions, or suits.

The Contractor shall be responsible for any damages incurred because of its errors, omissions or negligent acts and for any losses or costs to repair or remedy construction because of its errors, omissions or negligent acts.

The County does not waive its defenses or immunities under the Local Government and Governmental Employees Tort Immunity Act, 745 ILCS 10/1 et seq. because of indemnification or insurance.

17) **LAW GOVERNING:** The ITB and resulting contract shall be governed by the laws of Illinois. Bidder agrees to comply with all applicable State and Federal laws.

18) **VENUE:** By submitting a response, bidder agrees that venue for all disputes arising out of the solicitation process, including but not limited to judicial review of any protest decision, will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois and that Illinois law will control.

19) **LIABILITY OF CONTRACTOR:** The mention of any specific duty or liability imposed upon Contractor shall not be construed as a limitation or restriction of any general or other liability or duty imposed upon Contractor by his Contract, said reference to any specific duty or liability being made merely for explanation. Contractor shall be responsible to the County for the acts and omissions of all his employees and all subcontractors, their agents and employees, and all other persons performing any of the Work under an agreement with Contractor.

20) **LIENS, CLAIMS, AND ENCUMBRANCES:** Contractor warrants and represents that all the goods and materials ordered herein are free and clear of all liens, claims, or encumbrances of any kind.

21) **LOBBYIST REGISTRATION:** Bidder shall comply with the provisions of Chapter 2, Article IX, Section 2-600, Lobbyist Registration of the Code of DuPage County, Illinois.

22) **MSDS:** When applicable, Contractor shall furnish Material Safety Data Sheets for their products, in compliance with the Illinois Toxic Substance Disclosure to Employee Act and the "Right-to-Know" law, 820 ILCS 220/0.01 and 820 ILCS 225/0.1. Material Safety Data Sheets, upon award of Contract, shall be submitted to the County Procurement Services Division.

23) **MISCELLANEOUS REQUIREMENTS:** The County will not be responsible for any expenses incurred by the Contractor in preparing and submitting a Bid. All Bids shall provide a straightforward, concise delineation of your capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.

24) **NON-DISCRIMINATING:** The Contractor, its employees and subcontractors, agree not to commit unlawful discrimination and agree to comply with applicable provisions of the Illinois Human Rights Act, the U.S. Civil Rights Act and Section 504 of the Federal Rehabilitation Act, and rules applicable to each.

25) **PATENTS:** Contractor undertakes and agrees to defend at Contractor's own expense all suits, actions, or proceedings in which the County of DuPage, its Officers, agents or employees are made defendants for actual or alleged infringement of any U.S. or foreign letters patent resulting from the use or sale of the items purchased hereunder. Contractor shall inform the County of DuPage whenever infringement will result from Contractor's adherence to specifications supplied by the County of DuPage or by an authorized County representative. Contractor further agrees to pay and discharge all judgments or decrees, which may be rendered in any such suit, action or proceedings against the County of DuPage, its Officers, agents or employees therein. Should Contractor or his agents be enjoined from furnishing or using any invention, article, material, or appliance required to be supplied under this contract, Contractor shall promptly offer other articles, materials, or appliances in lieu thereof, of equal quality suitability for review by County. If the County should disapprove of the offered substitutes and should elect in lieu of substitution, to have supplied, and to retain and use, any such invention, article, material or appliance as may be required by this Contract to be supplied, then Contractor shall pay such royalties and secure such valid licenses as may be necessary for the County. If the contractor does not make any approved substitution promptly, or does not pay such royalties to secure the licenses as may be necessary, then the Engineer shall have the right to make such substitution, or change the cost thereof against any money due Contractor from the County, or recover the amount thereof from him and his sureties notwithstanding that final payment under this Contract may have been made.

26) **PAYMENT:** Original invoices must be presented for payment in accordance with instructions contained on the Purchase Order including reference to Purchase Order number and submitted to the correct address for processing. The County shall pay all invoices pursuant to 50 ILCS 505, "Local Government Prompt Payment Act". Invoices containing charges for work subject to the Illinois Prevailing Wage Act (820 ILCS 130/) are required to be accompanied by the applicable Certified Transcript of Payroll form(s) for acceptance. Payment will not be made on invoices submitted later than six-months (180 days) after delivery of goods and any statute of limitations to the contrary is hereby waived.

27) **PROTEST:** Any actual or prospective bidder, offeror, or contractor who believes they have been adversely affected in connection with the solicitation or award of a contract may, within seven calendar days of the solicitation, bid opening or award, by mail or have served, a letter of protest to the Chief Procurement Officer. The Chief Procurement Officer must submit a response in writing to the protesting entity, within five (5) business days from receipt of the protest.

28) **RESERVATION OF RIGHTS:** The County of DuPage reserves the right to reject any or all bids failing to meet the County's specifications or requirements and to waive technicalities. If in the County of DuPage's opinion, the lowest bid is not the most responsible bid, considering value received for monies expended, the right is reserved to make awards as

determined solely by the judgment of the County of DuPage. In determining the lowest responsible bidder, the County shall take into consideration the qualities of the articles supplied, their conformity with the specifications, and their suitability to the requirements of the County and the delivery terms. Intangible factors, such as the Bidder's reputation and past performance, will also be weighed.

The Bidder's failure to meet the mandatory requirements of the ITB will result in the disqualification of the bid from further consideration.

The County further reserves the right to reject all bids and obtain goods or services through intergovernmental or cooperative agreements, or to issue a new and revised ITB.

Submission of a bid confers no rights on the Contractor to a selection or to a subsequent contract. All decisions on compliance, evaluation, terms and conditions shall be made solely at the County's discretion and shall be made in the best interest of the County.

29) **TAX:** The County of DuPage does not pay Federal Excise Tax or Illinois Sales Tax. The tax exemption number is E9997-4551-07. A copy of the exemption letter is available upon written request.

30) **TRANSFER OF OWNERSHIP OR ASSIGNMENT:** The terms and conditions of this contract shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns. Prior to any sales or assignments, the County of DuPage must be notified and approve the same in writing.

31) **WARRANTY:** Complete warranty information detailing period and coverage must be submitted.

SECTION 4 - SPECIAL CONDITIONS

1) **ACCURACY DISCLAIMER:** The Contractor shall thoroughly acquaint himself with the sites for the proposed bid to fully understand the facilities, difficulties and restrictions attending to the execution of the bid. The Contractor will be allowed no additional compensation for his failure to be so informed.

2) **ADDITIONAL MISCELLANEOUS REQUIREMENTS:** The Contractor is prohibited from assigning, transferring, conveying, subletting, or otherwise disposing of this agreement or its rights, title of interest therein or its power to execute such agreement to any other person, company or corporation without the previous consent and approval in writing by the County. The County staff will not take delivery of any equipment or material. The Contractor shall have a representative on-site to receive any equipment or material delivered for this project.

3) **CONTRACT TERM AND RENEWAL**

This contract shall be effective for a one-year (1) term period with a start date of 04/01/2023 and a completion date of 03/31/2024.

The contract shall be subject to three (3) additional one-year term period provided there is no change in the terms, conditions, specifications, and prices and provided that such renewals are mutually agreed to by both parties. In no event shall the term plus renewals exceed four (4) years.

4) **SPLIT BIDS:** Contractors may bid on one or more categories. The County of DuPage reserves the right to award by total bid, by single item or by any combination of items, in accordance with our language in the Bid Document relating to Contractor selection (or rejection) in the best interest of the County of DuPage.

5) **CANCELLATION:** The County reserves the right to cancel the whole or any part of this contract (1) upon 120-day written notice, without cause, or (2) upon 30-day written notice for due to failure by the Contractor to carry out any obligation, term or condition of this contract. The County will issue written notice to the Contractor for acting or failing to act as in any of the following:

- a) The Contractor provides material that does not meet the specifications of this contract.
- b) The Contractor fails to adequately perform the services set forth of this contract.
- c) The Contractor fails to complete the work required or to furnish the materials required within the time stipulated in the contract.
- d) The Contractor fails to progress in the performance of this contract and/or gives the County reason to believe that the Contractor will not or cannot perform the requirements of the contract.

Upon receipt of the written notice of concern, the Contractor shall have ten (10) days to provide a satisfactory, written response to the County. Failure on the part of the Contractor to adequately address all issues of concern may result in the County resorting to any single or combination of the following remedies:

- a) Cancel the contract.
- b) Reserve all rights or claims of damage for breach or any covenants of the contract.
- c) Perform any test or analysis on materials for compliance with the specifications of this contract. If the results of any test or analysis find a material non-compliant with the specifications, the actual expense of testing shall be borne on the Contractor.

6) **PRICING:** DuPage County reserves the right to compare pricing submitted to any and all known national purchasing cooperatives in order to obtain the lowest pricing available in the current marketplace for this contract award. The County reserves the right to award a contract to the lowest responsive, responsible vendor after reviewing all national purchasing cooperative pricing programs available for the County to participate in.

7) **DELIVERY REQUIREMENTS:**

All purchases must be delivered to the receiving dock, (address), or as otherwise specified by Buyer.

- a) Seller will notify Buyer if Seller is not able to fulfill the complete Purchase Order by the requested date in the stated quantities. Buyer will then determine whether the changes are acceptable or if the Purchase Order will be cancelled and issued to a different supplier.
- b) Seller will notify Buyer before making any changes or substitutions of materials and quantities specified on the Purchase Order with cost of cover to be paid by Seller.

EXTENDED WARRANTY OPTIONS: Attach additional information, if available, to your bid submittal.

PAYMENTS: Separate invoices shall be required for each County of DuPage department and municipalities participating in the purchase.

CREDIT MEMOS: Must be on an original form with date of return, descriptions of items and prices noted.

QUALITY: All Recycled Products or Materials shall show the percent of post-consumer recycled content. Items that are used, demonstrators, obsolete, seconds, or which have been discontinued are unacceptable without prior written approval of the Procurement Officer.

THIRD PARTY AGREEMENT: The County shall not enter a third-party rental agreement and reserves the right to disqualify a vendor so bidding.

VENDOR QUESTIONNAIRE: In accordance with 35 ILCS 200/18-50.2, DuPage County is required to collect and electronically publish data from all vendors and subcontractors as to (1) whether they are a minority-owned, women-owned or veteran-owned business as defined by the Business Enterprise for Minorities, Women and Persons with Disabilities Act (30 ILCS 575/01 et seq.) and (2) whether the vendor or any subcontractors hold any certifications for those categories or if the vendor or subcontractors are self-certifying; if self-certifying, the vendor and subcontractors shall disclose if they qualify as a small business under federal Small Business Administration standards. Following award of a contract by DuPage County, the awarded vendor must complete the requested information for itself, and each subcontractor must separately complete the following information to perform work under this contract within 60 calendar days of the date of award.

SECTION 5 – INSURANCE REQUIREMENTS

The Contractor and Subcontractors or Partners will purchase and maintain insurance for the coverages for a minimum of three (3) years after completion of the Contract.

Upon notice of acceptance of Bid, the successful bidder shall, within fifteen (15) calendar days of said notice, furnish to the Purchasing Agent a certificate of Insurance and provide policy endorsements evidencing specific coverage of the types of insurance in the amounts specified below. Such coverage shall be placed with a responsible company acceptable to DuPage County licensed to do business in the State of Illinois, and with a minimum insurance rating of A: VII as found in the current edition of A M Best's Key Rating Guide. Each policy shall bear an endorsement precluding the cancellation or reduction of said policies without providing DuPage County thirty (30) days prior notice thereof in writing. All required insurance shall be maintained by the contractor in full force and effect during the life of the contract, and until all work has been approved and accepted by DuPage County. The Proposer is responsible for all insurance deductibles and Self-Insured Retentions.

TYPE OF INSURANCE	MINIMUM LIMITS LIABILITY
1. Workers Compensation	Statutory
2. Employers Liability	
A. Each Accident & Disease	\$1,000,000
3. *Commercial General Liability	\$2,000,000
4. *Umbrella Excess Liability (over primary) Retention for Self-Insured Hazards (each occurrence)	\$2,000,000
5. *Business Auto Liability	\$1,000,000
* ALSO Required in addition to a Certificate of Insurance	
1) An Additional Insured Endorsement as well as endorsements for:	
2) Waiver of Subrogation and	
3) Insurance is Primary and Non-Contributory to additional insured insurance coverage	

If any policy or coverage is written as "claims made" then coverage must be maintained for 4 years after project completion.

At all times during the term of the contract, the Proposer and its independent contractors shall maintain, at their sole expense, insurance coverage for the Proposer, its employees, officers and independent contractors, as follows:

- It is the responsibility of Proposer to provide a copy of this BID to their insurance
- It may also be required that the Proposer's insurer and coverage be approved by the DuPage County prior to execution of the Contract.
- No work shall be started until receipt of Certificate of Insurance.

The County of DuPage shall be named as additionally insured on all certificates of insurance. Insurance certificates shall also reference project name and BID NUMBER. Insurance Certificates with required endorsements should be emailed to: valerie.calvente@dupageco.org.

The insurance carrier of the insured is required to notify DuPage County of termination of any of these coverage's, prior to the completion of any contract, at least 30 days prior to expiration.

CHANGES IN, OR TERMINATION OF, INSURANCE COVERAGE: The insurance carrier of the insured is required to notify DuPage County of termination of any of these coverage's, prior to the completion of any contract, at least 30 days prior to expiration.

INSURANCE RATING: All the above-specified types of insurance shall be obtained from companies that have at least an A rating in Best's Guide or the equivalent.

SURVIVAL OF INDEMNIFICATION: The indemnification described above shall not be limited due to the enumeration of any insurance coverage herein provided, and indemnification shall survive the termination of the Contract.

NOTICE OF LAWSUIT: Within 60 days of service of process, DuPage County shall notify the Proposer of any lawsuit involving the indemnification provided for above. Failure to provide such notice shall not relieve the Proposer of its obligation to provide indemnification. However, DuPage County shall be responsible for any additional costs of defense incurred due to their failure to provide such notice within 60 days.

CHOICE OF LEGAL COUNSEL: The Proposer shall provide coverage as provided in the contract and retains the right to choose legal counsel subject to the approval of DuPage County, and appointment by the State's Attorney.

RIGHTS RETAINED: Notwithstanding the foregoing, nothing contained herein shall be deemed to constitute a waiver of any defenses or immunities otherwise available to DuPage County.

SECTION 6 – STATEMENT OF WORK/SPECIFICATIONS

I. SCOPE

DuPage County ("County") is seeking a contractor to furnish and deliver Gasoline & Diesel Fuel for DuPage County Transportation, Public Works, Facilities Management, and the County's Municipal Partners. The bid will establish services rates and material mark-up and/or discount percentages that are all inclusive, i.e., no additional fuel surcharges, truck fees, delivery charges, blending charges, etc.

The following fuel shall be provided and delivered F.O.B. to the County's various locations and municipal partners.

- No Lead reformulated gasoline with ethanol (87 and 89 octane)
- Ultra-Low Sulfur Diesel (Grade 1 and Grade 2)
- Winter premium Additized diesel fuel
- Off-road diesel fuel (Red dyed)
- Biodiesel (2%, 5%, 11%, and 20% blends)

Octane Ratings and Grade

TYPE	MINIMUM OCTANE RATING OR GRADE
Regular Reformulated Gasoline w/ethanol	87
Midgrade Reformulated Gasoline w/ethanol	89 (May be a blend of 87 and 93 octane)
Ultra-Low Sulfur No. 2 Diesel Fuel	Minimum Cetane Rating: 45 Flash Point:130° F
Ultra-Low Sulfur No. 1 Diesel Fuel	Minimum Cetane Rating: 45 Flash Point:130° F
Winter Premium Additized Diesel Fuel	Cold Filter Plug Test To -20° F to -25° F
Bio-Diesel Blend 20% (B20) 11% (B11) 5% (B5) 2% (B2)	• Soy biodiesel at designated percentage by content blended with No. 2 Diesel Fuel or Winter Premium Additized Diesel Fuel. Bio-Diesel must meet or exceed ATSM D-6751 standard for bio-diesel fuel. Contractor or supplier responsible for blending the fuel must have at least two (2) years of year-round experience blending soy biodiesel. • Biodiesel must be treated with an additive package giving the fuel the following characteristics – minimum CFPP of -20° F • De-icer agent that prevents water up to .01% by volume from freezing to a temperature of -45° F • Lubricity protection of 5,000+ on the Scuffing Load BOCLE test • Minimum of 45 Cetane rating • Detergent to clean fuel injectors and provide fuel stability more than 12 months
Red Dyed Off-Road Diesel No. 2	Minimum Cetane Rating: 45 Flash Point: 130° F

Contractor shall provide a list of fuel brands and fuel additive packages currently supplied. Upon request, contractor may change brand or package that meets the requirements specified herein. Change in fuel brand or fuel additive shall be approved by the County and municipalities prior to delivering fuel or fuel containing the additive package. The County reserves the right to reject any changes in fuel brand for fuel additives.

II. LOCATIONS

COUNTY

- DuPage County Division of Transportation
- DuPage County Facilities Management
- DuPage County Public Works (Green Valley and Knollwood locations)

MUNICIPALITIES

- DPC Airport
- Darien
- Downers Grove (Village)
- Elmhurst
- Glen Ellyn
- Hanover Park
- Hinsdale
- Lisle (Village)
- Lisle (Township)
- Lombard
- Naperville (18 different locations)
- Oakbrook
- Schaumburg
- Villa Park
- Westmont
- Wheaton
- West Chicago

III. QUALITY CONTROL

The Customer reserves the right to sample delivered fuel in any manner for quality control in any manner or testing purposes.

IV. VOLUME MEASURE

In all transactions of which these specifications are a part, a gallon is defined as a volume of 231 cubic inches at a standard temperature of sixty (60) degree Fahrenheit.

V. ADDITIONAL SERVICES

Contractor shall provide pre-winter audits on all above and below-ground tanks, to include the following at no additional charge.

- Provide a tank bottom sampler device, such as a Bacon Bomb, to check for presence of water and bacteria in the underground tanks using a sample from the bottom of each tank.

- Treating tank(s) found to contain bacteria with a biocide.
- Providing the County and municipalities with detailed copy of each site's tank audit, including site address, fill condition, amount of standing water in spill basket, presence of bacteria, fill cap tightness and list of recommendations.

VI. TAXES

DuPage County

DuPage County is exempt from payment of the taxes listed below. It is a requirement of this contract that the supplier / contractor does not charge these taxes. It will be the responsibility of the contractor to file appropriate paperwork for the refund of any taxes.

- Illinois Motor Fuel Tax: Gasoline
- Illinois Motor Fuel Tax: Diesel
- Illinois Underground Storage Tank Tax
- Environmental Impact Fee
- Illinois Retailer's Occupation Tax
- DuPage County Tax
- Federal Excise Tax

County Municipalities

Municipalities may or may not be exempt from payment of the taxes listed below. It is a requirement of this contract that the supplier / contractor confirm tax exempt status with the municipalities. The contractor shall be responsible to file appropriate paperwork for the refund of any taxes.

- Illinois Motor Fuel Tax: Gasoline
- Illinois Motor Fuel Tax: Diesel
- Illinois Underground Storage Tank Tax
- Environmental Impact Fee
- Illinois Retailer's Occupation Tax
- DuPage County Tax
- Federal Excise Tax

VII. DELIVERY

Delivery loads may vary, and contractor shall accommodate any delivery restrictions or requirements listed in the delivery location section of the County and each municipalities order form. For instance, DuPage County Facilities Management requires Biocide to be added to delivery shipment. Therefore, a separate line item shall be included on the ordering form.

Orders shall be placed by the County and municipalities via telephone or email. Deliveries shall be made within twenty-four (24) hours of placing an order. Should the contractor fail to deliver within twenty-four hours, the County and municipalities reserves the right to make necessary purchase elsewhere. In case of failure to deliver, additional cost of purchase shall be charged against the contractor by deducting the amount from any monies, which may be due or become due.

Tanks shall be dipped before and after each delivery to verify delivery load. The customer reserves the right to require authorized personnel be present.

Delivery vehicles must be compatible with the Stage II vapor recovery USTS.

The contractor shall agree to Saturday, Sunday and holidays delivery should an emergency exist. The purchasing representative reserves the right to declare that such a situation does indeed exist.

Awarded contractor shall be required, upon delivery, to pump fuel into the County's or municipalities storage tanks. It is the responsibility of awarded contractor to supply pumps, hoses, or whatever is needed to appropriately pump the fuels into the storage tanks.

Delivery Requirements

Location	Hours / Delivery Restrictions
City of Darien 1041 S. Frontage Road, Darien, IL 60561	Monday – Friday: 7:00 am – 3:00 pm (unless otherwise necessary) No Delivery Restrictions
Village of Downers Grove 5101 Walnut Avenue, Downers Grove, IL 60515	Monday – Friday: 7:00 am – 5:00 pm preferred, 24/7 & before/afterhours delivery acceptable with notification to and approval of Streets Superintendent No Delivery Restrictions
DuPage Airport Authority 1575 DuPage Drive, West Chicago, IL 60185	Monday – Friday: 7:00 am – 3:30 pm. Driver requires escort into restricted and fenced fuel arm.
DuPage County 1575 DuPage Drive, West Chicago, IL 60185 – Airport 200 N County Farm Road, Wheaton, IL 60187 – Division of Transportation 410 County Farm Road, Wheaton, IL 60187 – Facilities Management 11S175 Madison Street, Burr Ridge, IL 60517 – Public Works – Knollwood Facility 7900 S. Route 53, Woodridge, IL 60517 – Public Works – WGV Facility	Monday – Friday: 7:00 am – 3:30 pm. Driver requires escort into restricted and fenced fuel arm. Monday – Friday: 6:00 am – 2:30 pm No Delivery Restrictions Delivery hours: Monday – Friday: 24/7 Large above-ground tanks at SE side of building Max load: Typically, 7,500 gallons Monday – Friday: 7:00 am – 2:00 pm No Delivery Restrictions Monday – Friday: 7:00 am – 2:00 pm No Delivery Restrictions
City of Elmhurst 985 S. Riverside Drive, Elmhurst, IL 60126	Monday – Friday: 7:00 am – 3:00 pm Must be delivered by Pumper Truck

Location	Hours / Delivery Restrictions
Village of Glen Ellyn 30 S. Lambert Road, Glen Ellyn, IL 60137	Monday – Friday: 7:00 am – 3:00 pm No Delivery Restrictions
Village of Hanover Park 2041 W. Lake Street, Hanover Park, IL 60133	Monday – Friday: 7:00 am – 3:30 pm No Delivery Restrictions
Village of Hinsdale 225 Symonds Drive, Hinsdale, IL 60521	Monday – Friday: 7:00 am – 3:30 pm No Delivery Restrictions
Village of Lisle 4907 Yackley Avenue, Lisle, IL 60532 4719 Indiana Avenue, Lisle, IL 60532 – Lisle Township	Monday – Friday: TBD The Village accepts a maximum delivery of 8,000 gallons of product. The Village's delivery location can accommodate a standard gasoline delivery vehicle. Monday – Friday: 7:00 am – 2:30 pm No Delivery Restrictions
Village of Lombard 255 E. Wilson Avenue, Lombard, IL 60148	Monday – Friday: 7:00 am – 3:30 pm No Delivery Restrictions
City of Naperville 180 Fort Hill Drive, Naperville, IL 60540 400 Eagle Street – Indoor 400 Eagle Street – Outdoor Naperville, IL 60540 511 N. River Road, Naperville, IL 60540 1006 Whispering Hills, Naperville, IL 60540 1200 W. Ogden, Naperville, IL 60563	Monday – Friday: 7:00 am – 2:30 pm. Must be delivered by Tanker Delivery truck. Max load: 8,000-gallons Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon delivery truck. Max load: 100-gallons indoor tank / 150-gallons outdoor tank Monday – Friday: 7:00 am – 2:30 pm. Must have 24 HR notice to gain access to generator site. Must be delivered by Tank Wagon delivery. Max load: 200-gallons Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon delivery. Max load: 500-gallons Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max load: 300-gallons

Location	Hours / Delivery Restrictions
1303 Clyde Drive, Naperville, IL 60565	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Tank Wagon Delivery Required. Max load: 300-gallons
1350 Aurora Avenue, Naperville, IL 60540	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max Load: 1,500-gallons
1380 Aurora Avenue, Naperville, IL 60540	Monday – Friday: 7:00 am – 2:30 pm. Must be delivered by Tank Wagon. Max load: 3,000-gallon
1392 Aurora Avenue, Naperville, IL 60540	Monday – Friday: 7:00 am – 2:30 pm. Tanker delivery required. Max load: 8,000 Gallons
1392 Aurora Avenue – Indoor 1392 Aurora Avenue – Outdoor Naperville, IL 60540	Monday – Friday: 7:00 am – 2:30 pm. Must be delivered by Tank Wagon. Max Load: 100-gallons indoor tank / 150-gallons outdoor tank
1593 Naper Boulevard, Naperville, IL 60565	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max load: 500-gallons
1608 Diehl Road, Naperville, IL 60563	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max load: 350-gallons
1699 Ranchview Drive, Naperville, IL 60565	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max load: 500-gallons
1800 S. Washington Street, Naperville, IL 60565	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max load: 1,000-gallons
1870 E. 111 th Street, Naperville, IL 60564	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max load: 250-gallons
2812 W. 103 rd Street, Naperville, IL 60564	Monday – Friday: 7:00 am – 2:30 pm. Generator site, must have 24 HR notice to gain access. Must be delivered by Tank Wagon. Max load: 300-gallons
3620 Plainfield-Naperville Road, Naperville, IL 60564	Monday – Friday: 7:00 am – 2:30 pm. Must be delivered by Tank Wagon. Max load: 300-gallons

Location	Hours / Delivery Restrictions
3816 Naper-Plainfield Road, Naperville, IL 60564	Monday – Friday: 7:00 am – 2:30 pm. Must be delivered by Tank Wagon. Max load: 1,800-gallons
Village of Oak Brook 3003 Jorie Boulevard, Oak Brook, IL 60523	Monday – Friday: 8:00 am – 2:00 pm No Delivery Restrictions
Village of Schaumburg 714 S. Plum Grove Road, Schaumburg, IL 60193	Monday – Friday: 8:00 am – 3:00 pm Max load: 8,500-gallons of Unleaded or 7,500-gallons of Diesel
Village of Villa Park 100 W. Home Avenue, Villa Park, IL 60181	Monday – Friday: 7:30 am – 3:00 pm No Delivery Restrictions
Village of West Chicago 135 W. Grand Lake Boulevard, West Chicago, IL 60185	Monday – Friday: 7:00 am – 3:00 pm No Delivery Restrictions
Village of Westmont 6015 S. Cass Avenue, Westmont, IL 60559	Monday – Friday: TBD No Delivery Restrictions
City of Wheaton 821 W. Liberty Drive, Wheaton, IL 60187	Monday – Friday: 7:00 am – 3:00 pm No Delivery Restrictions

VIII.SPILLAGE AND CLEAN-UP

The contractor shall be responsible for spillage, which may occur during transit, loading or unloading operations.

- Contractor shall immediately report any spillage to the County and municipalities and clean-up the spillage within twenty-four (24) hours of the time of spillage, or other time as specified by County and municipalities.
- Clean-up shall be performed in accordance with EPA and the State of Illinois guidelines and requirements. Failure to do so will initiate corrective action and charge back to the contractor any costs incurred.
- The County and municipalities reserve the right to deny delivery vehicles that are leaking fuel or other hazardous materials access. The contractor will be notified of any denied access and shall make delivery within one (1) working day of notification.

IX. MATERIAL SAFETY DATA SHEETS

Contractor shall supply a copy of all applicable Material Data Safety Sheets to comply with OSHA's Hazard Communication Standard, 29 CFR 1910.1200 or the most recent update for items purchased.

Physical and Chemical Properties

All fuel shall meet current State of Illinois and EPA specifications in effect at time of delivery for on-highway use fuel. This includes, but is not limited to, State of Illinois requirements for biodiesel and Federal requirements for Ultra Low Sulfur Diesel and E-85 Ethanol.

- Gasoline – Gasoline shall meet current ASTM D4814 standards. Ethanol shall meet current ASTM D4806 standards. Blending must meet the property limits set forth in ASTM D5798 Standard Specification for Fuel Ethanol (Ed75-Ed-85) for Automotive Spark - Ignition Engines. Fuel quality standards for regular grade unleaded is 87 octane RFG Ethanol (10%) to be measured by Road Octane Rating (research octane plus motor octane divided by 2); lead 0:01 grams per gallon; 62 API gravity. Gasoline shall meet the provisions of the "Federal Clean Air Act" effective January 1, 1995, and any other subsequent revisions as amended.
- Ultra-Low Sulfur Diesel ("ULSD") shall comply with the ANSI/ASTM Standard Specifications D4814 92A, or the latest revision thereof, and must meet all federal and state standards in place at the time of delivery. All necessary ULSD injector related lubricity additives are to be added at the fuel terminal prior to delivery. Any No. 1 diesel added to ULSD during the winter driving season must be rated as No. 1 ULSD road diesel.
- Biodiesel – All biodiesel must meet the ASTM D6751 standard, and any Biofuels used in the Biodiesel product must be new, virgin soybean-based Soy Methyl Esters ("SME"), with no exceptions. The use of any animal fat based or used bio stock is not accepted. All ultra-low sulfur diesel must meet the ASTM D975 standards.
- The gasoline and diesel fuel must be free of any suspended materials and any trace of water.

Bids shall be accompanied by ASTM specifications of products quoted, including the brand and trade name under which it is sold, if this is applicable to the supplier.

Products quoted shall be the same normally sold by the contractor. All tests shall be conducted according to the most current ASTM methods. In addition, for winter diesel blend fuel the following additives must be present:

- Anti-gel Additive
- Cold flow improvers shall be added to reduce the cloud point and pour point based on Low Temperature Flow Test ("LTFT") and ASTM D-4539. Each bidder shall state the lower cloud point and pour point based on the LTFT test, if available.
- The above additives listed shall have been tested and in use for a minimum of two years in a blending program that has been proven to perform with other customers. Please list these customers on the reference sheet.

The fuel supplier shall provide a program that includes checking for water in the fuel system at each bulk delivery and evacuating any water when necessary.

X. QUANTITIES

Quantities listed are approximate amounts based on normal usage for a one (1) year period. The County or municipalities shall not be obligated to buy exact quantities listed. All orders will be issued on an "as needed" basis. Max load is not an indication the County and municipalities will require at the time of ordering / delivery and will vary.

XI. PAYMENT AND INVOICING

- Contractor shall submit invoices in duplicate, accompanied by the supplier's Original and Signed delivery ticket. Invoices shall reference the Contract number assigned to that location which delivery is made.
- The figure submitted shall include the amount it is subtracted or added from the Low Chicago Rack Base Published price from Oil Price Information Service ("OPIS") on date of delivery.
- When invoicing, a copy of the Low Chicago Rack Base OPIS published price list shall be included on day of delivery and included with each invoice, and price used highlighted.

Bid Award Criteria

The County and each municipality may award contracts separately, awards may be issued by group, category or to take the lowest average of both, or award individual bids to more than one contractor if it is deemed to be in the best interest of the municipality.

XII. PRICING

Fuel bid prices shall be stated as a percentage (%) mark-up (+) or discount (-) the OPIS gross wholesale price for the Low Chicago Rack Base published price. Contractor agrees to furnish a price sheet verifying the Rack Price on delivery date from supplier with each invoice. Pricing shall be inclusive. No additional fuel surcharges, truck fees or charges are allowed. No increase shall be permitted for overhead, labor, profit, or transportation delivery to destination during the term of the contract. Pricing shall include F.O.B. destination.

Listed below are requirements of DuPage County departments and municipalities. Pricing shall include requirements.

- DuPage County Facilities Management requires Biocide added to shipment. Awarded contractor shall include a separate line item in Bid Form Pricing listed as price per gallon for biocide additive.
- Cetane shall be a minimum rating of 45.
- DuPage County Division of Transportation and municipalities may want to change the blend ratios based on predicted temperatures. There shall be no additional blending fees. Pricing shall be based on the appropriate quantities of the blend requested.

DuPage County Joint Fuel Purchase

Order Form

Note: Complete one (1) form per location

Contact Information:

Municipality: Village

Contact Name: John Doe

Contact Email Address: John.Doe@village.gov

Billing Address: 123 Main Street, Anytown, IL 00000

Delivery Address: 456 Main Street, Anytown, IL 00000

Delivery Hours: M-F 8:00 AM to 3:00 PM

Delivery Restrictions: Max load 8,500 gals of Unleaded or 7,500 gals of diesel
(Truck size, Max load size etc...)

Fuel Information:

Fuel Type	Estimated yearly Qty	Tank Capacity	Above/Below Ground Tank	Blend Ratio
Gasoline – 87 Octane	150,000 Gals	Two 10,000 Gal Tanks	Below	100%
Gasoline – 89 Octane				100%
ULSD #1				100%
ULSD #2	65,000 Gals	One 10,000-Gal tank	Below	100%
ULSD + Winter Additive				100%
ULSD Blended				% #1 / % #2
Biodiesel				B2 B5 B11 B20
Off-road Diesel				100%
Biocide Additive				

SECTION 7 - BID FORM PRICING

Contractor shall provide price added to the OPIS LOW Chicago Rack Base Published price list for January 15, 2023.

Cetane requires a minimum rating of 45, price shall include any percent mark-up/discount.

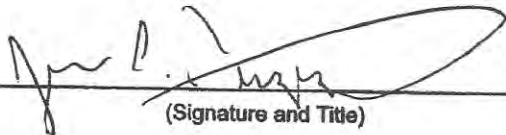
NO.	ITEM	UOM	QTY	OPIS PRICE	MARK-UP (+) or DISCOUNT (-) %	UNIT PRICE	EXTENDED PRICE
1	Gasoline - 87 Octane	GAL	819,457	\$ 2.2887	+ .045 %	\$ 2.3337	\$ 1,912,366.80
2	Gasoline - 89 Octane*	GAL	558,000	\$ 2.5167	< .0165 %	\$ 2.5002	\$ 1,395,111.60
3	Ultra-Low Sulfur Diesel #1**	GAL	16,458	\$ 3.9798	+ .2000 %	\$ 4.1798	\$ 68,791.15
4	Ultra-Low Sulfur Diesel #2**	GAL	337,500	\$ 2.9585	+ .0450 %	\$ 3.0035	\$ 1,013,681.25
5	Ultra-Low Sulfur Diesel #2+ Winter Additive	GAL	97,500	\$ 3.0021	+ .0450 %	\$ 3.0471	\$ 297,090.25
6	Ultra-Low Sulfur Diesel Blended 80/20	GAL	61,000	\$ 3.1628	+ .0450 %	\$ 3.2078	\$ 195,675.80
7	Biodiesel - B2	GAL	88,600	\$ 2.9555	+ .0450 %	\$ 3.0005	\$ 265,844.30
8	Biodiesel - B5	GAL	165,462	\$ 2.9530	+ .0450 %	\$ 2.9980	\$ 496,055.08
9	Biodiesel - B11	GAL	15,000	\$ 2.9640	+ .0450 %	\$ 3.0090	\$ 45,135.00
10	Biodiesel - B20	GAL	60,000	\$ 2.9855	+ .0450 %	\$ 3.0305	\$ 181,830
11	Off-Road Diesel with Winter Additive	GAL	100,000	\$ 3.0154	+ .1000 %	\$ 3.1154	\$ 311,540
12	Off-Road Diesel	GAL	26,473	\$ 2.9635	+ .1000 %	\$ 3.0635	\$ 81,100.04
13	Biocide Additive	GAL		\$	+ .0500 %	\$	\$
If a discount of OPIS Price, please note _____							
GRAND TOTAL							\$ 6,264,223.37
GRAND TOTAL (In words) Six Million two hundred sixty four thousand two hundred twenty three + 37/100							thirty seven cents

*89 Octane may be a blend of 87 Octane and 93 Octane gasoline.

**Blended Ultra-Low Sulfur Diesel shall be an option and shall be invoiced at the appropriate quantities of the blend requested. For example, a 10,000-gallon order of 80% Ultra-Low Sulfur Diesel #2 and 20% Ultra-Low Sulfur Diesel #1 shall be invoiced as 8,000-gallons of Ultra-Low Sulfur Diesel #2 and 2,000-gallons of Ultra-Low Sulfur Diesel #1.

SECTION 8 - BID FORM SIGNATURE PAGE

The Contractor agrees to provide the service, and/or supplies as described in this solicitation and subject, without limitation, to all specifications, terms, and conditions herein contained. Bidder shall acknowledge receipt of each addendum issued in the space provided on the bid form.

X  CFO
(Signature and Title)

CORPORATE SEAL
(If available)

BID MUST BE SIGNED AND NOTARIZED (WITH SEAL) FOR CONSIDERATION

Subscribed and sworn to before me this 23rd day of February AD, 20 23

Michelle M. Weir My Commission Expires: 01/11/24
(Notary Public)



**SECTION 9 - MANDATORY FORM
GASOLINE AND DIESEL FUEL 23-011-FM**

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Bidder	A1 Warren Oil Co Inc.		
Main Business Address	16416 Summer St.		
City, State, Zip Code	Hammond IN 46320		
Telephone Number	630-484-4368	Email Address	aberg@a1warrenoil.com
Bid Contact Person	Arnie Berg		

The undersigned certifies that he is:

☐ the Owner/Sole Proprietor
 ☐ a Member authorized to sign on behalf of the Partnership
 ☒ an Officer of the Corporation
 ☐ a Member of the Joint Venture

Herein after called the Bidder and that the members of the Partnership or Officers of the Corporation are as follows:

<u>Thomas A. Warren</u> (President or Partner)	<u>Thomas A. Warren</u> (Vice-President or Partner)
<u>Lawrence A. Piszczor</u> (Secretary or Partner)	<u>Thomas A. Warren</u> (Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this bid as principals are those named herein; that this bid is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Officer, DuPage County, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including

Addenda No. 1, 2, and _____ issued thereto.

Further, the undersigned proposes and agrees, if this bid is accepted, to provide all necessary machinery, tools, apparatus, and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Bidder and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Bidder and is true and accurate.

Further, the undersigned certifies that the Bidder is not barred from bidding on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33 E-4, bid rigging or bid-rotating, or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that he has examined and carefully prepared this bid and has checked the same in detail before submitting this bid, and that the statements contained herein are true and correct.

If a Corporation, the undersigned, further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of Directors duly called and held and have not been repealed nor modified, and that the same remain in full force and effect. (Bidder may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

Further, the Bidder certifies that he has provided equipment, supplies, or services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the Bidder, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the bidding schedule (subject to unit quantity adjustments based upon actual usage).

CONTRACT ADMINISTRATION INFORMATION:

CORRESPONDENCE TO CONTRACTOR:		REMIT TO CONTRACTOR:	
NAME	Al Warren Oil Co Inc.	NAME	Al Warren Oil Co Inc.
CONTACT	Arnie Berg	CONTACT	AWOC Billing@alwarrenoil.com
ADDRESS	1646 Summer St.	ADDRESS	P.O. Box 2279
CITY ST ZIP	Hammond IN 46320	CITY ST ZIP	Hammond IN 46323
TX	630-484-4368	TX	219-228-5060
FX	630-971-8301	FX	219-852-6010
EMAIL	a.berg@alwarrenoil.com	EMAIL	awocbilling@alwarrenoil.com
COUNTY BILL TO INFORMATION:		COUNTY SHIP TO INFORMATION:	
Various Locations		Various Locations	

ALL MATERIALS MUST BE BID AND SHIPPED F.O.B. DELIVERED (FREIGHT INCLUDED IN PRICE)

REQUIRED FORMS TO BE COMPLETED, SIGNED AND RETURNED WITH BID

1. IRS FORM W-9

This form can be found attached, or at the following link: <https://www.irs.gov/pub/irs-pdf/fw9.pdf>

2. REQUIRED VENDOR ETHICS DISCLOSURE STATEMENT

This form can be found attached, or at the following link: <https://www.dupageco.org/Finance/Procurement/1316/>

3. JOINT PURCHASING AGREEMENT

This form can be found attached.

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.
See Specific instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. <u>AL Warren Oil Co Inc.</u>	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. ☐ Individual/sole proprietor or single-member LLC ☒ C Corporation ☐ S Corporation ☐ Partnership ☐ Trust/estate ☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. ☐ Other (see instructions) ►	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) <u>5</u> Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)	
5 Address (number, street, and apt. or suite no.) See instructions. <u>1646 Summer St.</u>	Requester's name and address (optional)
6 City, state, and ZIP code <u>Hammond Indiana 46320</u>	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
or	
Employer identification number	

Part II Certification

Under penalties of perjury, 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. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ► <u>[Signature]</u>	Date ► <u>01-01-2023</u>
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
 - Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
 - Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
 - Form 1099-S (proceeds from real estate transactions)
 - Form 1099-K (merchant card and third party network transactions)
 - Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
 - Form 1099-C (canceled debt)
 - Form 1099-A (acquisition or abandonment of secured property)
- Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: 2/23/23

Bid/Contract/PO #: has + final 23-011 - FM

Company Name: <u>Al Warren Oil Co Inc.</u>	Company Contact: <u>Arne Berg</u>
Contact Phone: <u>630-484-4368</u>	Contact Email: <u>aberg@alwarrenoil.com</u>

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

- Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county resulting in an aggregate amount at or in excess of \$25,000, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

☒ NONE (check here) - If no contributions have been made

Recipient	Donor	Description (e.g. cash, type of item, in-kind services, etc.)	Amount/Value	Date Made

- All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

☒ NONE (check here) - If no contacts have been made

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text for the county's ethics and procurement policies and ordinances are available at:

<https://www.dupageco.org/CountyBoard/Policies/>

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

Printed Name

Title

Date

[Signature]
Jerry P. Szcior
CEO
2/23/23

Attach additional sheets if necessary. Sign each sheet and number each page. PAGE 1 OF 1 (total number of pages)

JOINT PURCHASING:

OTHER TAXING BODIES: Based on County Board Resolution IR-084-76.

Would your firm be willing to extend your bid to other taxing bodies in DuPage County such as school districts, townships, cities and villages, etc.? The approximate quantity usage is unknown.

YES X NO

State any other requirements that they would have to meet beyond that of our Bid invitation and specification.

NOTE: The County of DuPage would not be involved in purchasing by any other taxing body other than to receive a copy of their purchase order that would reference the County of DuPage contract number. The invoicing and payments would be entirely between the other taxing bodies and the Contractor. If the County of DuPage accepts this bid, the procedure to handle joint purchases would be developed by the County of DuPage with the Contractor and distributed to the taxing bodies by the County of DuPage.

SECTION 10 - REFERENCES

The bidder must list three (3) references, listing firm name, address, telephone number and contact person to whom they have provided similar equipment, material, or services for a period of not less than six (6) months.

COMPANY NAME:	Village of Addison
ADDRESS:	1491 Jeffrey
	Addison IL 60101
CONTACT PERSON:	Dominic Macri
TELEPHONE NUMBER:	331-254-0423

COMPANY NAME:	Forest Preserve of DuPage County
ADDRESS:	29W 220 Mack Rd.
	West Chicago, IL 60185
CONTACT PERSON:	Drew Bergenthal
TELEPHONE NUMBER:	630-580-7102

COMPANY NAME:	Village of Glenview
ADDRESS:	2498 E. Lake Ave.
	Glenview, IL 60026
CONTACT PERSON:	Gil Taylor
TELEPHONE NUMBER:	847-376-0145

SAMPLE
SECTION 11 - SAMPLE CONTRACT AGREEMENT
CONTRACT XX-XXX-XXX BETWEEN [CONTRACTOR]
AND THE COUNTY OF DUPAGE

THIS AGREEMENT is entered into this _____ day of _____, 2023, between the County of DuPage, Illinois a body corporate and politic, located at 421 North County Farm Road, Illinois, 60187-3978 (hereinafter referred to as the COUNTY), and _____, licensed to do business in the State of Illinois, located at _____, _____, _____ (hereinafter referred to as the CONTRACTOR).

RECITALS

WHEREAS, the COUNTY requires the goods and/or services specified in Bid XX-XXX-XXX for its Department of _____, located at the DuPage County Center, 421 North County Farm Road, Wheaton, Illinois 60187; and

WHEREAS, the CONTRACTOR is the vendor selected pursuant to the bid process and is willing to perform under the terms of the Bid and this Contract.

NOW, THEREFORE, in consideration of the premises and mutual covenants contained herein, the parties agree that:

1.0 CONTRACT DOCUMENTS

1.1 This Contract includes all of the following component parts, all of which are fully incorporated herein and made a part of the obligations undertaken by the parties:

- 1.1.a Project Information
- 1.1.b Instructions to Bidders
- 1.1.c General Conditions
- 1.1.d Special Conditions
- 1.1.e Insurance/Bonding Requirements and Certificates
- 1.1.f Bid Form (including Certification/Proposal, Signature Affidavit including Proposal Pricing)
- 1.1.g Specifications (including any addenda, interpretations and approved exceptions)
- 1.1.h Exhibits
- 1.1.i County Purchase Order

1.2 All documents are or will be on file in the office of the Procurement Services Division, DuPage Center, 421 North County Farm Road, Room 3-400, Wheaton, Illinois 60187.

1.3 In the event of a conflict between any of the above documents, the document control from top to bottom, i.e., "a" control over "b".

2.0 DURATION OF THIS CONTRACT

2.1 Unless terminated as provided in the Bid Invitation, the term of this Contract shall be a ____ year period beginning on XX/XX/XXXX and continuing through XX/XX/XXXX.

2.2 The Contract term is subject to renewal per the Bid Invitation Specifications. In no event, shall the term plus renewals exceed four (4) years.

3.0 TERMINATION

3.1 Except as otherwise set forth in this AGREEMENT, County shall have the right to terminate this AGREEMENT for any cause or without cause thirty (30) days after having served written notice upon the Contractor, except in the event of Contractor's insolvency, bankruptcy or receivership, in which case termination shall be effective immediately upon receipt of notice.

3.2 Upon such termination, the liabilities of the parties to this AGREEMENT shall cease, but they shall not be relieved of the duty to perform their obligations up to the date of termination, or to pay for deliverables tendered prior to termination. There shall be no termination expenses.

3.3 Upon termination of this AGREEMENT, all data, work products, reports and documents produced, because of this AGREEMENT shall become the property of the COUNTY. Further, Vendor shall provide all deliverables within fourteen (14) days of termination in accordance with the other provisions of this AGREEMENT.

- 4.0 **BID PRICES AND PAYMENT**
- 4.1 The Contractor shall provide the required goods and or services described in the Bid Specifications for the prices quoted on the Bid Form.
- 4.2 The County shall make payment pursuant to the Illinois Local Government Prompt Payment Act, except that no payment shall be approved where the Contractor has failed to comply with certified payroll requirements of the Illinois Prevailing Wage Act or Davis Bacon Act.
- 5.0 **AMENDMENTS**
- 5.1 This Contract may be amended by agreement of both parties.
- 5.2 All amendments will conform to State of Illinois Statutes and County procedures for Change Orders.
- 6.0 **CONTRACT ENFORCEMENT – ATTORNEY’S FEES**
- 6.1 If the County is required to take legal action to enforce performance of any of the terms, provisions, covenants and conditions of this Contract, and by reason thereof, the County is required to use the services of an attorney, including the States Attorney, then the County shall be entitled to reasonable attorney’s fees and all expenses and costs incurred by the County pertaining thereto and in enforcement of any remedy, including costs and fees relating to any appeal.
- 7.0 **SEVERABILITY CLAUSE**
- 7.1 If any section, paragraph, clause, phrase or portion of this Contract is for any reason determined by a court of competent jurisdiction to be invalid and unenforceable, such portion shall be deemed separate, distinct and an independent provision, and the court’s determination shall not affect the validity or enforceability of the remaining portions of this Contract.
- 8.0 **GOVERNING LAW**
- 8.1 This Contract shall be governed by the laws of the State of Illinois both as to interpretation and enforcement. Venue for all disputes will be exclusively in the circuit court for the Eighteenth Judicial Circuit in DuPage County, Illinois and that Illinois law will control.
- 9.0 **ENTIRE AGREEMENT**
- 9.1 This Contract, including the documents listed in 1.0, contains the entire agreement between the parties.
- 9.2 There are no covenants, promises, conditions, or understandings; either oral or written, other than those contained herein.

IN WITNESS, WHEREOF, the parties set their hands and seals as of the date first written above.

THE COUNTY OF DUPAGE, ILLINOIS

CONTRACTOR

By: _____

SIGNATURE

Mary Catherine Wells

PRINTED NAME

Acting Chief Procurement Officer

PRINTED TITLE

DATE

By: **SAMPLE CONTRACT – DO NOT SIGN** _____

SIGNATURE

PRINTED NAME

PRINTED TITLE

DATE



The County of DuPage
Finance – Procurement 3-400
421 North County Farm Road
Wheaton, Illinois 60187-3978

GASOLINE AND DIESEL FUEL 23-011-DOT
ADDENDUM 1

1. Procurement will accept electronic bid submissions via email and electronic signatures. Provide details for electronic bid submissions.

Answer: Bid can be submitted three (3) ways, 1) Hand or 2) Courier Service delivered to DuPage County, Finance – Procurement 3-400, 421 N. County Farm Road, Wheaton, IL 60187-3978 or 3) Electronically – Procurement will accept electronic bid submission and electronic signature sent to Buyer at valerie.calvente@dupageco.org.

2. Provide the tank size per location?

Answer: The County and municipalities shall provide the tank size per location to awarded Contractor.

3. Provide the estimated usage per location?

Answer: See page 5 – Participating Agencies Estimated Annual Expenditures.

4. Could you please send the product needed per location?

Answer: See page 5 – Participating Agencies Estimated Annual Expenditures.

5. Would the County and municipalities consider splitting the award for transport locations and tank wagon locations?

Answer: Each municipality shall award to the vendor that best suits its needs. Municipalities have the option to split an award. Municipalities can award one (1) or multiple vendors.

6. If a bidder were to bid on just Transport locations, would the bidder be considered for award?

Answer: Each municipality shall award to the vendor that best suits its needs. Municipalities have the option to split an award. Municipalities can award one (1) or multiple vendors.

7. Clarify that the County and all Municipalities are exempt from paying all taxes? Historically, all Municipalities in Illinois are exempt from Federal Motor Fuel Taxes and Sales Tax, but not other taxes.

Answer: DuPage County is exempt from payment of the taxes listed below. It is a requirement of this contract that the supplier / contractor does not charge these taxes. It will be the responsibility of the contractor to file appropriate paperwork for the refund of any taxes.

- Illinois Motor Fuel Tax: Gasoline
- Illinois Motor Fuel Tax: Diesel
- Illinois Underground Storage Tank Tax
- Environmental Impact Fee
- Illinois Retailer's Occupation Tax
- DuPage County Tax
- Federal Excise Tax

Municipalities may or may not be exempt from payment of the taxes listed below. It is a requirement of this contract



The County of DuPage
Finance – Procurement 3-400
421 North County Farm Road
Wheaton, Illinois 60187-3978

that the supplier / contractor confirm tax exempt status with the municipalities. The contractor shall be responsible to file appropriate paperwork for the refund of any taxes.

8. Instead of a fixed mark-up price per gallon for the duration of the contract, you are looking for a % off the OPIS price, which can be variable throughout the contract?

Answer: For comparison, the County is requesting bidders to provide the OPIS LOW Chicago Rack Base Published price from January 15, 2023, and bidders Mark-up (+) or Discount (-) to determine the Unit Price and Extended Price. The County shall pay the published OPIS price with the applied Mark-up or Discount on day of fuel order is requested.

9. Provide Bid Tabs for current contract in place from previous bid.

Answer: See page 6 – 19-011-DOT Bid Tab.

10. May I please get a copy of the most recent fuel invoice and supporting Bill of Lading for each location?

Answer: The County and Municipalities are unable to provide a copy of the most recent fuel invoice and supporting Bill of Landing for each location as this would take considerable time.

11. If a split occurs, how many sites are allowed to be split per delivery?

Answer: Each municipality shall award to the vendor that best suits its needs. Municipalities have the option to split an award. Municipalities can award one (1) or multiple vendors.

12. If a split occurs, how many products are allowed to be split per delivery?

Answer: Each municipality shall award to the vendor that best suits its needs. Municipalities have the option to split an award. Municipalities can award one (1) or multiple vendors.

13. How often are deliveries split between multiple locations?

Answer: Each municipality shall award to the vendor that best suits its needs. Municipalities have the option to split an award. Municipalities can award one (1) or multiple vendors.

14. How often are deliveries split with multiple products?

Answer: Each municipality shall award to the vendor that best suits its needs. Municipalities have the option to split an award. Municipalities can award one (1) or multiple vendors.

15. Are any locations not able to receive a transport delivery (18-wheel truck)? If so, which locations?

Answer: See pages 19 – 22 Delivery Requirements for any delivery restrictions.

16. Which locations can only be serviced via small tank wagon truck?

Answer: See pages 19 – 22 Delivery Requirements for any delivery restrictions. Tank wagon restrictions are listed if applicable.

17. For the fuel type 'Winter Premium Additized Diesel Fuel', does the county wish to use ULSD Winter #2 fuel type?

Answer: Yes, the County wishes to use ULSD Winter #2 fuel type for "Winter Premium Additized Diesel Fuel.

18. For the fuel type 'Winter Premium Additized Diesel Fuel', does the county wish to use an additive blended at the rack to achieve winterization of diesel?

Answer: Bidder may suggest additional options to the County as an added value.



The County of DuPage
Finance – Procurement 3-400
421 North County Farm Road
Wheaton, Illinois 60187-3978

19. How does the County winterize diesel during the winter?

Answer: The County currently order ULSD #2 with winter additive.

20. Which facilities will require a biocide additive?

Answer: DuPage County Facilities is the only facility that has indicated that require a biocide additive to all Off-Road Diesel deliveries. Municipalities may or may not have an option to include biocide.

21. What are the payment terms for this solicitation?

Answer: The County and Municipalities shall pay all invoices pursuant to 50 ILCS 505, "Local Prompt Payment Act".

22. May bidders submit a per gallon markup or discount instead of a percentage-based markup or discount?

Answer: No, bidder may not submit a per gallon Mark-up or Discount instead of percentage-based Mark-up or Discount.

23. Can the vendor indicate which OPIS product the diesel products are to be priced on?

Answer: The vendor shall provide price the product based on the OPIS LOW Chicago Rack Base Published price from January 15, 2023, for each product.

24. What OPIS product will the B2 diesel be priced on?

Answer: Soy biodiesel at designated percentage by content blended with No. 2 Diesel Fuel or Winter Premium Additized Diesel Fuel.

25. What OPIS product will the B5 diesel be priced on?

Answer: Soy biodiesel at designated percentage by content blended with No. 2 Diesel Fuel or Winter Premium Additized Diesel Fuel.

26. What OPIS product will the B11 diesel be priced on?

Answer: Soy biodiesel at designated percentage by content blended with No. 2 Diesel Fuel or Winter Premium Additized Diesel Fuel.

27. What OPIS product will the B20 be priced on?

Answer: Soy biodiesel at designated percentage by content blended with No. 2 Diesel Fuel or Winter Premium Additized Diesel Fuel.

28. What OPIS product will the Ultra-Low Sulphur Diesel with Additive be priced on?

Answer: ULSD #2

29. What OPIS product will the Off Road Ultra Low Sulphur Diesel with Additive be priced on?

Answer: ULSD #2

30. For line item 6 on the bid pricing form, is this line to encompass both #2 and #1 fuel into one differential?

Answer: Line item #6 on the pricing form is there to indicate quantities. The "***" on line item 3 and 4 indicate that blended diesel shall be invoiced based on the appropriate quantities of the blend.



The County of DuPage
Finance – Procurement 3-400
421 North County Farm Road
Wheaton, Illinois 60187-3978

31. Biocide Additive does not post in OPIS, what should the vendors put for the OPIS price for biocide additive?

Answer: The price per gallon of fuel that the bidder intends to charge for biocide.

32. Can bidders submit a price per gallon added for biocide?

Answer: Yes, bidders may submit a price per gallon added for biocide.

33. In the past year, how many instances of bacteria were found in the biodiesel tanks?

Answer: The County is unable to provide how many instances of bacteria were found in the biodiesel tanks.

PARTICIPATING AGENCIES ESTIMATED ANNUAL EXPENDITURE

Municipality	Gasoline – 87 Octane	Gasoline – 89 Octane *	ULSD #1 **	ULSD #2 **	ULSD #2 + Winter Additive	ULSD Blended	Biodiesel - B2	Biodiesel – B5	Biodiesel – B11	Biodiesel - B20	Off-Road Diesel	Biocide Additive
DuPage County Department of Transportation		350,000		150,000		30,000						
DuPage County Facilities Management												
DuPage County Public Works (Green Valley and Knollwood locations)		120,000		19,500	19,500						100,000	
DPC Airport	12,000											
Darien											17,000	
Downers Grove (Village)										60,000		
Elmhurst	60,000							15,000	15,000	27,000		
Glen Ellyn	129,000											
Hanover Park	7,000				10,000		10,000					
Hinsdale												
Lisle (Village)	50,000					6,000						
Lisle (Township)	5,000							32,000				
Lombard	73,000				2,000							
Lombard					25,000							
Naperville (18 different locations)	275,547	-	10,458	-	-	-	3,600	133,462	-	-	9,473	
Oakbrook		48,000		10,000	11,000							
Schaumburg												
Villa Park	53,000						18,000					
Westmont	55,000			25,000	30,000							
Wheaton	100,000			35,000		25,000						
Total	819,547	518,000	10,458	312,500	97,500	61,000	31,600	180,462	15,000	87,000	126,473	-

Naperville

180 Fort hill	159,604		6,972				2,400	74,400				
400 Eagle St - Indoor											300	
400 Eagle St - Outdoor											750	
511 N River Rd											200	
1006 Whispering Hills											400	
1200 W Ogden											300	
1303 Clyde Dr											250	
1350 Aurora Ave											500	
1380 Aurora Ave											500	
1392 Aurora Ave	79,802		3,486				1,200	37,200				
1392 Aurora Ave -indoor											150	
1392 Aurora Ave - outdoor											300	
1593 Naper											600	
1608 Diehl Rd											350	
1699 Ranchview											500	
1800 S Washington											500	
1870 E 111th St											250	
2812 W 103rd St											250	
3620 Plainfield Rd											250	
3816 Naper-plainfield Rd	36,141										3,123	
Total	275,547	-	10,458	-	-	-	3,600	21,862	-	87,000	126,473	-
								133,462				9,473



**DUPAGE COUNTY
FINANCE - PROCUREMENT
BID # 19-011-DOT
Gasoline and Fuel Purchase**

**GROUP ONE
DOT and Public Works**

Type	UOM	QTY	Petroleum Traders		Gas Depot		Mansfield Oil Co.		AI Warren Oil Co.	
			Markup	Extended Markup	Markup	Extended Markup	Markup	Extended Markup	Markup	Extended Markup
Gas Midgrade	gallons	440,000	-0.0158	-6952.00	0.0090	3960.00	0.0318	13992.00	0.04	17600.00
Diesel	gallons	162,000	0.0541	8764.20	0.0145	2349.00	0.0188	3045.60	0.04	6480.00
Grand Total				\$1,812.20		\$6,309.00		\$17,037.60		\$24,080.00

**GROUP TWO
Facilities Management**

Type	UOM	QTY	Petroleum Traders		Gas Depot		Mansfield Oil Co.		AI Warren Oil Co.	
			Markup	Extended Markup	Markup	Extended Markup	Markup	Extended Markup	Markup	Extended Markup
Diesel	gallons	30,000	0.0636	1908.00	0.0145	435.00	0.0351	1053.00	0.05	1500.00
Siphon	each	4	\$900.00	\$3,600.00	\$550.00	\$2,200.00	\$560.00	\$2,240.00	\$800.00	\$3,200.00
Grand Total				\$5,508.00		\$2,635.00		\$3,293.00		\$4,700.00

**GROUP THREE
DuPage County Entities**

Type	UOM	QTY	Petroleum Traders		Gas Depot		Mansfield Oil Co.		AI Warren Oil Co.	
			Markup	Extended Markup	Markup	Extended Markup	Markup	Extended Markup	Markup	Extended Markup
Gas Midgrade	gallons	80,000	-0.01	-1056.00	0.0090	720.00	0.0374	2992.00	0.05	4000.00
Diesel	gallons	50,000	0.0579	2895.00	0.0145	725.00	0.0278	1390.00	0.05	2500.00
Grand Total				\$1,839.00		\$1,445.00		\$4,382.00		\$6,500.00

NOTES

Quantities are canvassing amounts only. On the day of fuel order, the County will pay the published OPIS price with the applied markup.

Invitations Sent	73
Total Bid Responses Received	4
Bid Opening Attended by	JM/DT



The County of DuPage
Finance – Procurement 3-400
421 North County Farm Road
Wheaton, Illinois 60187-3978

GASOLINE AND DIESEL FUEL 23-011-DOT
ADDENDUM 2

1. Section 7 – Bid Form Pricing has been updated to include the quantity for line 9) Biodiesel – B11. When submitting pricing, use form on located on page 2 of Addendum 2.

SECTION 7 - BID FORM PRICING

Contractor shall provide price added to the OPIS LOW Chicago Rack Base Published price list for January 15, 2023.

Cetane requires a minimum rating of 45, price shall include any percent mark-up/discount.

NO.	ITEM	UOM	QTY	OPIS PRICE	MARK-UP (+) or DISCOUNT (-) %	UNIT PRICE	EXTENDED PRICE
1	Gasoline - 87 Octane	GAL	819,457	\$	%	\$	\$
2	Gasoline - 89 Octane*	GAL	558,000	\$	%	\$	\$
3	Ultra-Low Sulfur Diesel #1**	GAL	16,458	\$	%	\$	\$
4	Ultra-Low Sulfur Diesel #2**	GAL	337,500	\$	%	\$	\$
5	Ultra-Low Sulfur Diesel #2+ Winter Additive	GAL	97,500	\$	%	\$	\$
6	Ultra-Low Sulfur Diesel Blended	GAL	61,000	\$	%	\$	\$
7	Biodiesel - B2	GAL	88,600	\$	%	\$	\$
8	Biodiesel - B5	GAL	165,462	\$	%	\$	\$
9	Biodiesel - B11	GAL	15,000	\$	%	\$	\$
10	Biodiesel - B20	GAL	60,000	\$	%	\$	\$
11	Off-Road Diesel with Winter Additive	GAL	100,000	\$	%	\$	\$
12	Off-Road Diesel	GAL	26,473	\$	%	\$	\$
13	Biocide Additive	GAL		\$	%	\$	\$

If a discount of OPIS Price, please note _____

GRAND TOTAL \$

GRAND TOTAL
(In words)

*89 Octane may be a blend of 87 Octane and 93 Octane gasoline.

**Blended Ultra-Low Sulfur Diesel shall be an option and shall be invoiced at the appropriate quantities of the blend requested. For example, a 10,000-gallon order of 80% Ultra-Low Sulfur Diesel #2 and 20% Ultra-Low Sulfur Diesel #1 shall be invoiced as 8,000-gallons of Ultra-Low Sulfur Diesel #2 and 2,000-gallons of Ultra-Low Sulfur Diesel #1.

SUBMISSION OF CERTAIN DATA

Al Warren Oil Company Inc. has been a fuel distributor since 1948. Our current affiliations with major oil companies include Citgo Petroleum, Marathon Petroleum, ExxonMobil, and BP Petroleum. Most of the product supplied to the County of DuPage will be pulled from the following terminals:

- BP Forest View
- ExxonMobil, Lockport
- Citgo Lemont
- Marathon, Argo

The Winter Additives used are Innospec and Power Service. Al Warren Oil Co. is also an Authorized Reseller of Mobil Diesel Efficient, a Premium Diesel designed for vehicles with after-treatment equipment on them.

Marketing Representative: Arnie Berg 630-484-4368

Product Name: GASOLINE UNLEADED WITH ETHANOL (GASOHOL)
 Revision Date: 30 Nov 2020
 Page 1 of 16

SAFETY DATA SHEET

SECTION 1	PRODUCT AND COMPANY IDENTIFICATION
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PRODUCT

Product Name: (see Section 16 for Synonyms) **GASOLINE UNLEADED WITH ETHANOL (GASOHOL)**
Product Description: Hydrocarbons and Additives
Product Code: 12443
Intended Use: Fuel

COMPANY IDENTIFICATION

Supplier:	Canada Imperial Oil Limited, An Affiliate of Exxon Mobil Corporation	
	P.O. Box 2480, Station M	
	Calgary, ALBERTA T2P 3M9	Canada
24 Hour Health Emergency		1-866-232-9563
Transportation Emergency Phone		1-866-232-9563
Supplier General Contact		1-800-567-3776

SECTION 2	HAZARDS IDENTIFICATION
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This material is hazardous according to regulatory guidelines (see (M)SDS Section 15).

CLASSIFICATION:

Flammable liquid: Category 1.
 Skin irritation: Category 2. Germ Cell Mutagen: Category 1B. Carcinogen: Category 1A. Specific target organ toxicant (central nervous system): Category 3. Specific target organ toxicant (respiratory irritant): Category 3.
 Aspiration toxicant: Category 1.

LABEL:

Pictogram:



Signal Word: Danger

Hazard Statements:

H224: Extremely flammable liquid and vapor. H304: May be fatal if swallowed and enters airways. H315: Causes skin irritation. H335: May cause respiratory irritation. H336: May cause drowsiness or dizziness. H340: May cause genetic defects. H350: May cause cancer.

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Precautionary Statements:

P101: If medical advice is needed, have product container or label at hand. P102: Keep out of reach of children.
 P103: Read label before use. P201: Obtain special instructions before use. P202: Do not handle until all safety precautions have been read and understood. P210: Keep away from heat/sparks/open flames/hot surfaces. -- No smoking. P233: Keep container tightly closed. P240: Ground / bond container and receiving equipment. P241: Use explosion-proof electrical, ventilating, and lighting equipment. P242: Use only non-sparking tools. P243: Take precautionary measures against static discharge. P264: Wash skin thoroughly after handling. P271: Use only outdoors or in a well-ventilated area. P273: Avoid release to the environment. P280: Wear protective gloves/protective clothing/eye protection/face protection. P301 + P310: IF SWALLOWED: Immediately call a POISON CENTER or doctor/physician. P302 + P352: IF ON SKIN: Wash with plenty of soap and water. P303 + P361 + P353: IF ON SKIN (or hair): Take off immediately all contaminated clothing. Rinse skin with water/shower. P304 + P340: IF INHALED: Remove person to fresh air and keep comfortable for breathing. P308 + P313: IF exposed or concerned: Get medical advice/ attention. P331: Do NOT induce vomiting. P332 + P313: If skin irritation occurs: Get medical advice/ attention. P362 + P364: Take off contaminated clothing and wash it before reuse. P370 + P378: In case of fire: Use water fog, foam, dry chemical or carbon dioxide (CO2) to extinguish. P391: Collect spillage. P403 + P235: Store in a well-ventilated place. Keep cool. P405: Store locked up. P501: Dispose of contents and container in accordance with local regulations.

Contains: GASOLINE; TOLUENE; XYLENES

Other hazard information:

HAZARD NOT OTHERWISE CLASSIFIED (HNOC): None as defined under 29 CFR 1910.1200.

PHYSICAL / CHEMICAL HAZARDS

Material can accumulate static charges which may cause an ignition. Material can release vapors that readily form flammable mixtures. Vapor accumulation could flash and/or explode if ignited.

HEALTH HAZARDS

High-pressure injection under skin may cause serious damage. May be irritating to the eyes, nose, throat, and lungs. May cause central nervous system depression. Exposure to benzene is associated with cancer (acute myeloid leukemia and myelodysplastic syndrome), damage to the blood-producing system, and serious blood disorders (see Section 11).

ENVIRONMENTAL HAZARDS

Expected to be toxic to aquatic organisms. May cause long-term adverse effects in the aquatic environment.

NFPA Hazard ID:	Health: 2	Flammability: 3	Reactivity: 0
HMIS Hazard ID:	Health: 2*	Flammability: 3	Reactivity: 0

NOTE: This material should not be used for any other purpose than the intended use in Section 1 without expert advice. Health studies have shown that chemical exposure may cause potential human health risks which may vary from person to person.

SECTION 3

COMPOSITION / INFORMATION ON INGREDIENTS

This material is defined as a mixture.

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Hazardous Substance(s) or Complex Substance(s) required for disclosure

Name	CAS#	Concentration*	GHS Hazard Codes
ETHYL ALCOHOL	64-17-5	0 - 10%	H225, H319(2A)
GASOLINE	86290-81-5	89 - 100%	H224, H304, H336, H340(1B), H350(1B), H361(D), H315, H401, H411

Hazardous Constituent(s) Contained in Complex Substance(s) required for disclosure

Name	CAS#	Concentration*	GHS Hazard Codes
BENZENE	71-43-2	0 - 1.5%	H225, H303, H304, H340(1B), H350(1A), H315, H319(2A), H372, H401, H412
CUMENE	98-82-8	0 - 1%	H226, H304, H335, H351, H401, H411
CYCLOHEXANE	110-82-7	0 - 1.5%	H225, H304, H336, H315, H400(M factor 1), H410(M factor 1)
ETHYL BENZENE	100-41-4	0 - 3.5%	H225, H304, H332, H373, H401, H412
N-HEXANE	110-54-3	0 - 5%	H225, H304, H336, H361(F), H315, H373, H401, H411
NAPHTHALENE	91-20-3	0 - 1%	H228(2), H302, H351, H400(M factor 1), H410(M factor 1)
TOLUENE	108-88-3	0 - 20%	H225, H304, H336, H361(D), H315, H373, H401, H412
XYLENES	1330-20-7	0 - 20%	H226, H303, H304, H312, H332, H335, H315, H320(2B), H373, H401, H412

* All concentrations are percent by weight unless material is a gas. Gas concentrations are in percent by volume.

NOTE: The concentration of the components shown above may vary substantially. In certain countries, benzene content may be limited to lower levels. Oxygenates such as tertiary-amyl-methyl ether, ethanol, di-isopropyl ether, and ethyl-tertiary-butyl ether may be present. Because of volatility considerations, gasoline vapor may have concentrations of components very different from those of liquid gasoline. The major components of gasoline vapor are: butane, isobutane, pentane, and isopentane. The reportable component percentages, shown in the composition/information on ingredients section, are based on API's evaluation of a typical gasoline mixture. Motor gasoline is considered a mixture by EPA under the Toxic Substances Control Act (TSCA). The refinery streams used to blend motor gasoline are all on the TSCA Chemical Substances Inventory.

As per paragraph (i) of 29 CFR 1910.1200, formulation is considered a trade secret and specific chemical identity and exact percentage (concentration) of composition may have been withheld. Specific chemical identity and exact percentage composition will be provided to health professionals, employees, or designated representatives in accordance with applicable provisions of paragraph (i).

SECTION 4

FIRST AID MEASURES

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INHALATION

Remove from further exposure. For those providing assistance, avoid exposure to yourself or others. Use adequate respiratory protection. If respiratory irritation, dizziness, nausea, or unconsciousness occurs, seek immediate medical assistance. If breathing has stopped, assist ventilation with a mechanical device or use mouth-to-mouth resuscitation.

SKIN CONTACT

Wash contact areas with soap and water. Remove contaminated clothing. Launder contaminated clothing before reuse. If product is injected into or under the skin, or into any part of the body, regardless of the appearance of the wound or its size, the individual should be evaluated immediately by a physician as a surgical emergency. Even though initial symptoms from high pressure injection may be minimal or absent, early surgical treatment within the first few hours may significantly reduce the ultimate extent of injury.

EYE CONTACT

Flush thoroughly with water. If irritation occurs, get medical assistance.

INGESTION

Seek immediate medical attention. Do not induce vomiting.

NOTE TO PHYSICIAN

If ingested, material may be aspirated into the lungs and cause chemical pneumonitis. Treat appropriately. This material, or a component, may be associated with cardiac sensitization following very high exposures (well above occupational exposure limits) or with concurrent exposure to high stress levels or heart-stimulating substances like epinephrine. Administration of such substances should be avoided.

SECTION 5

FIRE FIGHTING MEASURES

EXTINGUISHING MEDIA

Appropriate Extinguishing Media: Use water fog, foam, dry chemical or carbon dioxide (CO₂) to extinguish flames.

Inappropriate Extinguishing Media: Straight Streams of Water

FIRE FIGHTING

Fire Fighting Instructions: Evacuate area. If a leak or spill has not ignited, use water spray to disperse the vapors and to protect personnel attempting to stop a leak. Prevent runoff from fire control or dilution from entering streams, sewers, or drinking water supply. Firefighters should use standard protective equipment and in enclosed spaces, self-contained breathing apparatus (SCBA). Use water spray to cool fire exposed surfaces and to protect personnel.

Unusual Fire Hazards: Extremely Flammable. Vapors are flammable and heavier than air. Vapors may travel across the ground and reach remote ignition sources causing a flashback fire danger. Hazardous material. Firefighters should consider protective equipment indicated in Section 8.

Hazardous Combustion Products: Aldehydes, Incomplete combustion products, Oxides of carbon, Smoke, Fume, Sulfur oxides

FLAMMABILITY PROPERTIES

Flash Point [Method]: -40°C (-40°F) [ASTM D-92]

Flammable Limits (Approximate volume % in air): LEL: 1.5 UEL: 7.6

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Autoignition Temperature: N/D

SECTION 6

ACCIDENTAL RELEASE MEASURES

NOTIFICATION PROCEDURES

In the event of a spill or accidental release, notify relevant authorities in accordance with all applicable regulations. US regulations require reporting releases of this material to the environment which exceed the applicable reportable quantity or oil spills which could reach any waterway including intermittent dry creeks. The National Response Center can be reached at (800)424-8802.

PROTECTIVE MEASURES

Avoid contact with spilled material. Warn or evacuate occupants in surrounding and downwind areas if required due to toxicity or flammability of the material. See Section 5 for fire fighting information. See the Hazard Identification Section for Significant Hazards. See Section 4 for First Aid Advice. See Section 8 for advice on the minimum requirements for personal protective equipment. Additional protective measures may be necessary, depending on the specific circumstances and/or the expert judgment of the emergency responders.

For emergency responders: Respiratory protection: half-face or full-face respirator with filter(s) for organic vapor and, when applicable, H₂S, or Self Contained Breathing Apparatus (SCBA) can be used depending on the size of spill and potential level of exposure. If the exposure cannot be completely characterized or an oxygen deficient atmosphere is possible or anticipated, SCBA is recommended. Work gloves that are resistant to aromatic hydrocarbons are recommended. Note: gloves made of polyvinyl acetate (PVA) are not water-resistant and are not suitable for emergency use. Chemical goggles are recommended if splashes or contact with eyes is possible. Small spills: normal antistatic work clothes are usually adequate. Large spills: full body suit of chemical resistant, antistatic material is recommended.

SPILL MANAGEMENT

Land Spill: Eliminate all ignition sources (no smoking, flares, sparks or flames in immediate area). Stop leak if you can do it without risk. All equipment used when handling the product must be grounded. Do not touch or walk through spilled material. Prevent entry into waterways, sewer, basements or confined areas. A vapor suppressing foam may be used to reduce vapors. Use clean non-sparking tools to collect absorbed material. Absorb or cover with dry earth, sand or other non-combustible material and transfer to containers. Large Spills: Water spray may reduce vapor; but may not prevent ignition in closed spaces.

Water Spill: Eliminate all ignition sources (no smoking, flares, sparks or flames in immediate area). Stop leak if you can do it without risk. Do not confine in area of spill. Advise occupants and shipping in downwind areas of fire and explosion hazard and warn them to stay clear. Allow liquid to evaporate from the surface. Seek the advice of a specialist before using dispersants.

Water spill and land spill recommendations are based on the most likely spill scenario for this material; however, geographic conditions, wind, temperature, (and in the case of a water spill) wave and current direction and speed may greatly influence the appropriate action to be taken. For this reason, local experts should be consulted. Note: Local regulations may prescribe or limit action to be taken.

ENVIRONMENTAL PRECAUTIONS

Large Spills: Dike far ahead of liquid spill for later recovery and disposal. Prevent entry into waterways, sewers, basements or confined areas.

SECTION 7

HANDLING AND STORAGE

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HANDLING

Avoid breathing mists or vapors. Avoid all personal contact. Prevent exposure to ignition sources, for example use non-sparking tools and explosion-proof equipment. Potentially toxic/irritating fumes/vapors may be evolved from heated or agitated material. Do not siphon by mouth. Use only with adequate ventilation. Do not use as a cleaning solvent or other non-motor fuel uses. For use as a motor fuel only. It is dangerous and/or unlawful to put fuel into unapproved containers. Do not fill container while it is in or on a vehicle. Static electricity may ignite vapors and cause fire. Place container on ground when filling and keep nozzle in contact with container. Do not use electronic devices (including but not limited to cellular phones, computers, calculators, pagers or other electronic devices, etc.) during safety critical tasks, such as bulk fuel loading or unloading operations, or in storage areas where vapors may be present, unless the devices are certified intrinsically safe by an approved national testing agency and to the safety standards required by national and/or local laws and regulations. Prevent small spills and leakage to avoid slip hazard. Material can accumulate static charges which may cause an electrical spark (ignition source). Use proper bonding and/or ground procedures. However, bonding and grounds may not eliminate the hazard from static accumulation. Consult local applicable standards for guidance. Additional references include American Petroleum Institute 2003 (Protection Against Ignitions Arising out of Static, Lightning and Stray Currents) or National Fire Protection Agency 77 (Recommended Practice on Static Electricity) or CENELEC CLC/TR 50404 (Electrostatics - Code of practice for the avoidance of hazards due to static electricity).

Static Accumulator: This material is a static accumulator. A liquid is typically considered a nonconductive, static accumulator if its conductivity is below 100 pS/m (100x10E-12 Siemens per meter) and is considered a semiconductive, static accumulator if its conductivity is below 10,000 pS/m. Whether a liquid is nonconductive or semiconductive, the precautions are the same. A number of factors, for example liquid temperature, presence of contaminants, anti-static additives and filtration can greatly influence the conductivity of a liquid.

STORAGE

Ample fire water supply should be available. A fixed sprinkler/deluge system is recommended. The type of container used to store the material may affect static accumulation and dissipation. Keep container closed. Handle containers with care. Open slowly in order to control possible pressure release. Store in a cool, well-ventilated area. Outside or detached storage preferred. Storage containers should be grounded and bonded. Fixed storage containers, transfer containers and associated equipment should be grounded and bonded to prevent accumulation of static charge.

SECTION 8

EXPOSURE CONTROLS / PERSONAL PROTECTION

EXPOSURE LIMIT VALUES

Exposure limits/standards (Note: Exposure limits are not additive)

Substance Name	Form	Limit / Standard			NOTE	Source
BENZENE		OSHA Action level	0.5 ppm		N/A	OSHA Sp.Reg.
BENZENE		STEL	5 ppm		N/A	OSHA Sp.Reg.
BENZENE		TWA	1 ppm		N/A	OSHA Sp.Reg.
BENZENE		STEL	1 ppm		Skin	ExxonMobil
BENZENE		TWA	0.5 ppm		Skin	ExxonMobil
BENZENE		STEL	2.5 ppm		Skin	ACGIH

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BENZENE		TWA	0.5 ppm		Skin	ACGIH
CUMENE		TWA	245 mg/m3	50 ppm	Skin	OSHA Z1
CUMENE		TWA	5 ppm		Skin	ExxonMobil
CUMENE		TWA	50 ppm		N/A	ACGIH
CYCLOHEXANE		TWA	1050 mg/m3	300 ppm	N/A	OSHA Z1
CYCLOHEXANE		TWA	100 ppm		N/A	ACGIH
ETHYL ALCOHOL		TWA	1900 mg/m3	1000 ppm	N/A	OSHA Z1
ETHYL ALCOHOL		STEL	1000 ppm		N/A	ACGIH
ETHYL BENZENE		TWA	435 mg/m3	100 ppm	N/A	OSHA Z1
ETHYL BENZENE		TWA	20 ppm		N/A	ACGIH
GASOLINE		STEL	200 ppm		N/A	ExxonMobil
GASOLINE		TWA	100 ppm		N/A	ExxonMobil
GASOLINE		STEL	500 ppm		N/A	ACGIH
GASOLINE		TWA	300 ppm		N/A	ACGIH
N-HEXANE		TWA	1800 mg/m3	500 ppm	N/A	OSHA Z1
N-HEXANE		TWA	50 ppm		Skin	ACGIH
NAPHTHALENE		TWA	50 mg/m3	10 ppm	N/A	OSHA Z1
NAPHTHALENE		TWA	10 ppm		Skin	ACGIH
TOLUENE		Ceiling	300 ppm		N/A	OSHA Z2
TOLUENE		Maximum concentration	500 ppm		N/A	OSHA Z2
TOLUENE		TWA	200 ppm		N/A	OSHA Z2
TOLUENE		TWA	20 ppm		N/A	ACGIH
XYLENES		TWA	435 mg/m3	100 ppm	N/A	OSHA Z1
XYLENES		STEL	150 ppm		N/A	ACGIH
XYLENES		TWA	100 ppm		N/A	ACGIH

NOTE: Limits/standards shown for guidance only. Follow applicable regulations.

Biological limits

Substance	Specimen	Sampling Time	Limit	Determinant	Source
BENZENE	Creatinine in urine	End of shift	500 ug/g	t,t-Muconic acid	ACGIH BELs (BEIs)
BENZENE	Creatinine in urine	End of shift	25 ug/g	S-Phenylmercapturic acid	ACGIH BELs (BEIs)
ETHYL BENZENE	Creatinine in urine	End of shift	0.15 g/g	Sum of mandelic acid and phenylglyoxylic acid	ACGIH BELs (BEIs)
N-HEXANE	Urine	End of shift	0.5 mg/l	2,5-Hexanedione, without hydrolysis	ACGIH BELs (BEIs)
NAPHTHALENE	No Biological Specimen provided	End of shift	Not Assigned	1-Naphthol, with hydrolysis + 2-Naphthol, with hydrolysis	ACGIH BELs (BEIs)

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TOLUENE	Blood	Prior to last shift of work wk	0.02 mg/l	Toluene	ACGIH BELs (BEIs)
TOLUENE	Creatinine in urine	End of shift	0.3 mg/g	o-Cresol, with hydrolysis	ACGIH BELs (BEIs)
TOLUENE	Urine	End of shift	0.03 mg/l	Toluene	ACGIH BELs (BEIs)
XYLENES	Creatinine in urine	End of shift	1.5 g/g	Methylhippuric acids	ACGIH BELs (BEIs)

ENGINEERING CONTROLS

The level of protection and types of controls necessary will vary depending upon potential exposure conditions. Control measures to consider:

Use explosion-proof ventilation equipment to stay below exposure limits.

PERSONAL PROTECTION

Personal protective equipment selections vary based on potential exposure conditions such as applications, handling practices, concentration and ventilation. Information on the selection of protective equipment for use with this material, as provided below, is based upon intended, normal usage.

Respiratory Protection: If engineering controls do not maintain airborne contaminant concentrations at a level which is adequate to protect worker health, an approved respirator may be appropriate. Respirator selection, use, and maintenance must be in accordance with regulatory requirements, if applicable. Types of respirators to be considered for this material include:

No special requirements under ordinary conditions of use and with adequate ventilation.

For high airborne concentrations, use an approved supplied-air respirator, operated in positive pressure mode. Supplied air respirators with an escape bottle may be appropriate when oxygen levels are inadequate, gas/vapor warning properties are poor, or if air purifying filter capacity/rating may be exceeded.

Hand Protection: Any specific glove information provided is based on published literature and glove manufacturer data. Glove suitability and breakthrough time will differ depending on the specific use conditions. Contact the glove manufacturer for specific advice on glove selection and breakthrough times for your use conditions. Inspect and replace worn or damaged gloves. The types of gloves to be considered for this material include:

Chemical resistant gloves are recommended.

Eye Protection: If contact is likely, safety glasses with side shields are recommended.

Skin and Body Protection: Any specific clothing information provided is based on published literature or manufacturer data. The types of clothing to be considered for this material include:

Chemical/oil resistant clothing is recommended.

Specific Hygiene Measures: Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants. Discard contaminated clothing and footwear that cannot be cleaned. Practice good housekeeping.

ENVIRONMENTAL CONTROLS

Comply with applicable environmental regulations limiting discharge to air, water and

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soil. Protect the environment by applying appropriate control measures to prevent or limit emissions.

SECTION 9	PHYSICAL AND CHEMICAL PROPERTIES
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Note: Physical and chemical properties are provided for safety, health and environmental considerations only and may not fully represent product specifications. Contact the Supplier for additional information.

GENERAL INFORMATION

Physical State: Liquid
Color: Clear (May Be Dyed)
Odor: Petroleum/Solvent
Odor Threshold: N/D

IMPORTANT HEALTH, SAFETY, AND ENVIRONMENTAL INFORMATION

Relative Density (at 15 °C): 0.74
Flammability (Solid, Gas): N/A
Flash Point [Method]: -40°C (-40°F) [ASTM D-92]
Flammable Limits (Approximate volume % in air): LEL: 1.5 UEL: 7.6
Autoignition Temperature: N/D
Boiling Point / Range: > 20°C (68°F) - 225°C (437°F)
Decomposition Temperature: N/D
Vapor Density (Air = 1): 4 at 101 kPa
Vapor Pressure: 45 kPa (337.5 mm Hg) at 20 °C - 74 kPa (555 mm Hg) at 20 °C
Evaporation Rate (n-butyl acetate = 1): > 10
pH: N/A
Log Pow (n-Octanol/Water Partition Coefficient): > 3
Solubility in Water: Appreciable
Viscosity: <1 cSt (1 mm²/sec) at 40 °C | 0.8 cSt (0.8 mm²/sec) at 20°C
Oxidizing Properties: See Hazards Identification Section.

OTHER INFORMATION

Freezing Point: N/D
Melting Point: N/A
Pour Point: < -60°C (-76°F)

SECTION 10	STABILITY AND REACTIVITY
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REACTIVITY: See sub-sections below.

STABILITY: Material is stable under normal conditions.

CONDITIONS TO AVOID: Avoid heat, sparks, open flames and other ignition sources.

MATERIALS TO AVOID: Alkalies, Halogens, Strong Acids, Strong oxidizers

HAZARDOUS DECOMPOSITION PRODUCTS: Material does not decompose at ambient temperatures.

POSSIBILITY OF HAZARDOUS REACTIONS: Hazardous polymerization will not occur.

SECTION 11	TOXICOLOGICAL INFORMATION
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INFORMATION ON TOXICOLOGICAL EFFECTS

Hazard Class	Conclusion / Remarks
Inhalation	
Acute Toxicity: (Rat) 4 hour(s) Data available.	Minimally Toxic. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 403
Irritation: No end point data for material.	Elevated temperatures or mechanical action may form vapors, mist, or fumes which may be irritating to the eyes, nose, throat, or lungs.
Ingestion	
Acute Toxicity: Data available.	Minimally Toxic. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 401
Skin	
Acute Toxicity: Data available.	Minimally Toxic. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 402
Skin Corrosion/Irritation: Data available.	Irritating to the skin. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 404
Eye	
Serious Eye Damage/Irritation: Data available.	May cause mild, short-lasting discomfort to eyes. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 405
Sensitization	
Respiratory Sensitization: No end point data for material.	Not expected to be a respiratory sensitizer.
Skin Sensitization: Data available.	Not expected to be a skin sensitizer. Based on chemical structure (polymers). Test(s) equivalent or similar to OECD Guideline 406
Aspiration: Data available.	May be fatal if swallowed and enters airways. Based on physico-chemical properties of the material.
Germ Cell Mutagenicity: Data available.	Caused genetic effects in laboratory animals, but the relevance to humans is uncertain. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 471 475 476
Carcinogenicity: Data available.	Caused cancer from prolonged, high exposure. Based on human epidemiology studies. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 451
Reproductive Toxicity: Data available.	Not expected to be a reproductive toxicant. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 416 421
Lactation: No end point data for material.	Not expected to cause harm to breast-fed children.
Specific Target Organ Toxicity (STOT)	
Single Exposure: No end point data for material.	May cause drowsiness or dizziness. May be irritating to the respiratory tract.
Repeated Exposure: Data available.	Not expected to cause organ damage from prolonged or repeated exposure. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 410 412 453

TOXICITY FOR SUBSTANCES

NAME	ACUTE TOXICITY
ETHYL BENZENE	Inhalation Lethality: 4 hour(s) LC50 17.8 mg/l (Vapor) (Rat); Oral Lethality: LD50 3.5 g/kg (Rat)
NAPHTHALENE	Inhalation Lethality: 4 hour(s) LC50 > 0.4 mg/l (Max attainable vapor conc.) (Rat); Oral Lethality: LD50 533 mg/kg (Mouse)

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OTHER INFORMATION

For the product itself:

Laboratory animal studies have shown that prolonged and repeated inhalation exposure to light hydrocarbon vapors in the same boiling range as this product can produce adverse kidney effects in male rats. However, these effects were not observed in similar studies with female rats, male and female mice, or in limited studies with other animal species. Additionally, in a number of human studies, there was no clinical evidence of such effects at normal occupational levels. In 1991, The U.S. EPA determined that the male rat kidney is not useful for assessing human risk.

Vapor concentrations above recommended exposure levels are irritating to the eyes and the respiratory tract, may cause headaches and dizziness, are anesthetic and may have other central nervous system effects.

Small amounts of liquid aspirated into the lungs during ingestion or from vomiting may cause chemical pneumonitis or pulmonary edema. Exposure to this material, or one of its components, in situations where there is the potential for high levels, such as in confined spaces or with abuse, may result in abnormal heart rhythm (arrhythmia). High-level exposure to hydrocarbons (above occupational exposure limits) may initiate arrhythmia in a worker that is undergoing stress or is taking a heart-stimulating substance such as epinephrine, a nasal decongestant, or an asthma or cardiovascular drug.

Contains:

BENZENE: Caused cancer (acute myeloid leukemia and myelodysplastic syndrome), damage to the blood-producing system, and serious blood disorders in human studies. Caused genetic effects and effects on the immune system in laboratory animal and some human studies. Caused toxicity to the fetus and cancer in laboratory animal studies.

CUMENE: Repeated inhalation exposure of cumene vapor produced damage in the kidney of male rats only. These effects are believed to be species specific and are not relevant to humans.

ETHANOL: Prolonged or repeated exposure to high concentrations of ethanol vapor or overexposure by ingestion may produce adverse effects to brain, kidney, liver, and reproductive organs, birth defects in offspring, and developmental toxicity in offspring.

Gasoline unleaded: Caused cancer in animal tests. Chronic inhalation studies resulted in liver tumors in female mice and kidney tumors in male rats. Neither result considered significant for human health risk assessment by the United States EPA and others. Did not cause mutations In Vitro or In Vivo. Negative in inhalation developmental studies and reproductive tox studies. Inhalation of high concentrations in animals resulted in reversible central nervous system depression, but no persistent toxic effect on the nervous system. Non-sensitizing in test animals. Caused nerve damage in humans from abusive use (sniffing).

NAPHTHALENE: Exposure to high concentrations of naphthalene may cause destruction of red blood cells, anemia, and cataracts. Naphthalene caused cancer in laboratory animal studies, but the relevance of these findings to humans is uncertain.

N-HEXANE: Prolonged and/or repeated exposures to n-Hexane can cause progressive and potentially irreversible damage to the peripheral nervous system (e.g. fingers, feet, arms, legs, etc.). Simultaneous exposure to Methyl Ethyl Ketone (MEK) or Methyl Isobutyl Ketone (MIBK) and n-Hexane can potentiate the risk of adverse effects from n-Hexane on the peripheral nervous system. n-Hexane has been shown to cause testicular damage at high doses in male rats. The relevance of this effect for humans is unknown.

TOLUENE: Concentrated, prolonged or deliberate inhalation may cause brain and nervous system damage. Prolonged and repeated exposure of pregnant animals (> 1500 ppm) have been reported to cause adverse fetal developmental effects.

ETHYLBENZENE: Caused cancer in laboratory animal studies. The relevance of these findings to humans is uncertain.

The following ingredients are cited on the lists below:

Chemical Name	CAS Number	List Citations
BENZENE	71-43-2	1, 3, 6
CUMENE	98-82-8	2, 5

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ETHYL BENZENE	100-41-4	5
GASOLINE	86290-81-5	5
NAPHTHALENE	91-20-3	2, 5

--REGULATORY LISTS SEARCHED--

1 = NTP CARC
2 = NTP SUS

3 = IARC 1
4 = IARC 2A

5 = IARC 2B
6 = OSHA CARC

SECTION 12	ECOLOGICAL INFORMATION
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The information given is based on data for the material, components of the material, or for similar materials, through the application of bridging principals.

ECOTOXICITY

Material -- Expected to be toxic to aquatic organisms. May cause long-term adverse effects in the aquatic environment.

MOBILITY

More volatile component -- Highly volatile, will partition rapidly to air. Not expected to partition to sediment and wastewater solids.

Less volatile component -- Low solubility and floats and is expected to migrate from water to the land. Expected to partition to sediment and wastewater solids.

PERSISTENCE AND DEGRADABILITY

Biodegradation:

Majority of components -- Expected to be inherently biodegradable

Atmospheric Oxidation:

More volatile component -- Expected to degrade rapidly in air

BIOACCUMULATION POTENTIAL

Majority of components -- Has the potential to bioaccumulate, however metabolism or physical properties may reduce the bioconcentration or limit bioavailability.

SECTION 13	DISPOSAL CONSIDERATIONS
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Disposal recommendations based on material as supplied. Disposal must be in accordance with current applicable laws and regulations, and material characteristics at time of disposal.

DISPOSAL RECOMMENDATIONS

Product is suitable for burning in an enclosed controlled burner for fuel value or disposal by supervised incineration at very high temperatures to prevent formation of undesirable combustion products.

REGULATORY DISPOSAL INFORMATION

RCRA Information: Disposal of unused product may be subject to RCRA regulations (40 CFR 261). Disposal of the used product may also be regulated due to ignitability, corrosivity, reactivity or toxicity as determined by the Toxicity Characteristic Leaching Procedure (TCLP). Potential RCRA characteristics: IGNITABILITY. TCLP (BENZENE)

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Empty Container Warning Empty Container Warning (where applicable): Empty containers may contain residue and can be dangerous. Do not attempt to refill or clean containers without proper instructions. Empty drums should be completely drained and safely stored until appropriately reconditioned or disposed. Empty containers should be taken for recycling, recovery, or disposal through suitably qualified or licensed contractor and in accordance with governmental regulations. DO NOT PRESSURISE, CUT, WELD, BRAZE, SOLDER, DRILL, GRIND, OR EXPOSE SUCH CONTAINERS TO HEAT, FLAME, SPARKS, STATIC ELECTRICITY, OR OTHER SOURCES OF IGNITION. THEY MAY EXPLODE AND CAUSE INJURY OR DEATH.

SECTION 14	TRANSPORT INFORMATION
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LAND (DOT)

Proper Shipping Name: GASOLINE
Hazard Class & Division: 3
ID Number: 1203
Packing Group: II
ERG Number: 128
Label(s): 3
Transport Document Name: UN1203, GASOLINE, 3, PG II

LAND (TDG)

Proper Shipping Name: GASOLINE
Hazard Class & Division: 3
UN Number: 1203
Packing Group: II
Marine Pollutant: Yes
Special Provisions: 17, 88, 98, 150

Footnote: Marine Pollutant designation is applicable only if shipped over water.

SEA (IMDG)

Proper Shipping Name: MOTOR SPIRIT or GASOLINE or PETROL
Hazard Class & Division: 3
EMS Number: F-E, S-E
UN Number: 1203
Packing Group: II
Marine Pollutant: No
Label(s): 3
Transport Document Name: UN1203, MOTOR SPIRIT or GASOLINE or PETROL, 3, PG II, (-40°C c.c.)

AIR (IATA)

Proper Shipping Name: MOTOR SPIRIT or GASOLINE or PETROL
Hazard Class & Division: 3
UN Number: 1203
Packing Group: II
Label(s) / Mark(s): 3
Transport Document Name: UN1203, GASOLINE, 3, PG II

SECTION 15	REGULATORY INFORMATION
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OSHA HAZARD COMMUNICATION STANDARD: This material is considered hazardous in accordance with OSHA HazCom 2012, 29 CFR 1910.1200.

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Listed or exempt from listing/notification on the following chemical inventories: AIIIC, DSL, ENCS, KECI, PICCS, TSCA

SARA 302: No chemicals in this material are subject to the reporting requirements of SARA Title III, Section 302

CERCLA: This material is not subject to any special reporting under the requirements of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). Contact local authorities to determine if other reporting requirements apply.

SARA (311/312) REPORTABLE GHS HAZARD CLASSES: None.

SARA (313) TOXIC RELEASE INVENTORY:

Chemical Name	CAS Number	Typical Value
BENZENE	71-43-2	0 - 1.5%
CUMENE	98-82-8	0 - 1%
CYCLOHEXANE	110-82-7	0 - 1.5%
ETHYL BENZENE	100-41-4	0 - 3.5%
N-HEXANE	110-54-3	0 - 5%
NAPHTHALENE	91-20-3	0 - 1%
TOLUENE	108-88-3	0 - 20%
XYLENES	1330-20-7	0 - 20%

The following ingredients are cited on the lists below:

Chemical Name	CAS Number	List Citations
BENZENE	71-43-2	1, 2, 4, 10, 11, 13, 15, 16, 17, 18, 19
CUMENE	98-82-8	1, 4, 10, 13, 16, 17, 18, 19
CYCLOHEXANE	110-82-7	1, 4, 13, 16, 17, 18, 19
ETHYL ALCOHOL	64-17-5	1, 4, 13, 16, 17, 18
ETHYL BENZENE	100-41-4	1, 4, 10, 13, 16, 17, 18, 19
GASOLINE	86290-81-5	1, 18
N-HEXANE	110-54-3	1, 4, 13, 16, 17, 18, 19
NAPHTHALENE	91-20-3	1, 4, 10, 13, 16, 17, 18, 19
TOLUENE	108-88-3	1, 4, 11, 13, 15, 16, 17, 18, 19
XYLENES	1330-20-7	1, 4, 13, 15, 16, 17, 18, 19

--REGULATORY LISTS SEARCHED--

1 = ACGIH ALL	6 = TSCA 5a2	11 = CA P65 REPRO	16 = MN RTK
2 = ACGIH A1	7 = TSCA 5e	12 = CA RTK	17 = NJ RTK
3 = ACGIH A2	8 = TSCA 6	13 = IL RTK	18 = PA RTK
4 = OSHA Z	9 = TSCA 12b	14 = LA RTK	19 = RI RTK
5 = TSCA 4	10 = CA P65 CARC	15 = MI 293	

Code key: CARC=Carcinogen; REPRO=Reproductive

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SECTION 16

OTHER INFORMATION



WARNING: Cancer and Reproductive Harm - www.P65Warnings.ca.gov. Chemicals known to the State of California to cause cancer, birth defects, or other reproductive harm are created by the combustion of this product.

This warning is given to comply with California Health and Safety Code 25249.6 and does not constitute an admission or a waiver of rights.

N/D = Not determined, N/A = Not applicable

KEY TO THE H-CODES CONTAINED IN SECTION 3 OF THIS DOCUMENT (for information only):

H224: Extremely flammable liquid and vapor; Flammable Liquid, Cat 1
 H225: Highly flammable liquid and vapor; Flammable Liquid, Cat 2
 H226: Flammable liquid and vapor; Flammable Liquid, Cat 3
 H302: Harmful if swallowed; Acute Tox Oral, Cat 4
 H303: May be harmful if swallowed; Acute Tox Oral, Cat 5
 H304: May be fatal if swallowed and enters airways; Aspiration, Cat 1
 H312: Harmful in contact with skin; Acute Tox Dermal, Cat 4
 H315: Causes skin irritation; Skin Corr/Irritation, Cat 2
 H319(2A): Causes serious eye irritation; Serious Eye Damage/Irr, Cat 2A
 H320(2B): Causes eye irritation; Serious Eye Damage/Irr, Cat 2B
 H332: Harmful if inhaled; Acute Tox Inh, Cat 4
 H335: May cause respiratory irritation; Target Organ Single, Resp Irr
 H336: May cause drowsiness or dizziness; Target Organ Single, Narcotic
 H340(1B): May cause genetic defects; Germ Cell Mutagenicity, Cat 1B
 H350(1A): May cause cancer; Carcinogenicity, Cat 1A
 H350(1B): May cause cancer; Carcinogenicity, Cat 1B
 H351: Suspected of causing cancer; GHS Carcinogenicity, Cat 2
 H361(D): Suspected of damaging the unborn child; Repro Tox, Cat 2 (Develop)
 H361(F): Suspected of damaging fertility; Repro Tox, Cat 2 (Fertility)
 H372: Causes damage to organs through prolonged or repeated exposure; Target Organ, Repeated, Cat 1
 H373: May cause damage to organs through prolonged or repeated exposure; Target Organ, Repeated, Cat 2
 H400: Very toxic to aquatic life; Acute Env Tox, Cat 1
 H401: Toxic to aquatic life; Acute Env Tox, Cat 2
 H410: Very toxic to aquatic life with long lasting effects; Chronic Env Tox, Cat 1
 H411: Toxic to aquatic life with long lasting effects; Chronic Env Tox, Cat 2
 H412: Harmful to aquatic life with long lasting effects; Chronic Env Tox, Cat 3

THIS SAFETY DATA SHEET CONTAINS THE FOLLOWING REVISIONS:

Section 08: Biological Exposure Limits (ACG BEL) Table information was modified.

Section 08: Exposure Limits Table information was modified.

Section 16: Synonyms information was modified.

SYNONYMS: GASOLINE MIDGRADE UNLEADED MUL89 LDCA DYED WITH ETHANOL, GASOLINE REGULAR UNLEADED RUL87 DCA WITH ETHANOL, EXXON MIDGRADE GASOLINE WITH ETHANOL, EXXON PREMIUM GASOLINE WITH ETHANOL, EXXON REGULAR GASOLINE WITH ETHANOL, OXYGENATED AUTOMOTIVE GASOLINE CONTAINING ETHANOL, GASOLINE REGULAR UNLEADED RUL87 DYED WITH ETHANOL, GASOLINE PREMIUM UNLEADED PUL91 DCA WITH ETHANOL, GASOLINE SUPER PREMIUM UNLEADED PUL91 DCA WITH ETHANOL, ESSO REGULAR GASOLINE WITH ETHANOL, ESSO EXTRA GASOLINE WITH ETHANOL, ESSO MIDGRADE GASOLINE WITH ETHANOL, ESSO PREMIUM GASOLINE WITH ETHANOL, ESSO SUPREME



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GASOLINE WITH ETHANOL, ESSO SUPER-PREMIUM GASOLINE WITH ETHANOL, ESSO SUPREME+ GASOLINE WITH ETHANOL, GASOLINE REGULAR UNLEADED RUL87 WITH ETHANOL, GASOLINE REGULAR UNLEADED RUL87 DCA DYED WITH ETHANOL, GASOLINE REGULAR UNLEADED RUL87 LDCA WITH ETHANOL, GASOLINE MIDGRADE UNLEADED MUL89 LDCA WITH ETHANOL, GASOLINE MIDGRADE UNLEADED MUL89 DCA WITH ETHANOL, GASOLINE REGULAR UNLEADED RUL87 LDCA DYED WITH ETHANOL, GASOLINE MIDGRADE UNLEADED MUL89 DCA DYED WITH ETHANOL

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Internal Use Only

MHC: 1A, 0, 0, 0, 4, 1

PPEC: CF

DGN: 5010467 (1013577)

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Product Name: NO. 2 DIESEL FUEL
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SAFETY DATA SHEET

SECTION 1	PRODUCT AND COMPANY IDENTIFICATION
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PRODUCT

Product Name: NO. 2 DIESEL FUEL
Product Description: Hydrocarbons and Additives
Product Code: 123455-22, 123455-29, 152017-00
Intended Use: Diesel engine fuel, Heating Oil

Trade Names	Trade Names
DIESEL EFFICIENT	DIESEL NO. 2
ESSO DIESEL FUEL	EXXON DIESEL FUEL
EXXON SYNERGY DIESEL EFFICIENT	LOW SULFUR DIESEL
MARINE DIESEL FUEL	MOBIL DIESEL EFFICIENT
MOBIL DIESEL FUEL	MOBIL SYNERGY DIESEL EFFICIENT
ULTRA LOW SULFUR DIESEL	WINTERIZED DIESEL FUEL

COMPANY IDENTIFICATION

Supplier: 24 Hour Health Emergency Transportation Emergency Phone Product Technical Information MSDS Internet Address	EXXON MOBIL CORPORATION 22777 Springwoods Village Parkway Spring, TX 77389 USA 609-737-4411 800-424-9300 or 703-527-3887 CHEMTREC 800-662-4525 www.exxon.com , www.mobil.com
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SECTION 2	HAZARDS IDENTIFICATION
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This material is hazardous according to regulatory guidelines (see (M)SDS Section 15).

CLASSIFICATION:

Flammable liquid: Category 3.
 Acute inhalation toxicant: Category 4. Skin irritation: Category 2. Carcinogen: Category 2. Specific target organ toxicant (repeated exposure): Category 2. Aspiration toxicant: Category 1.

LABEL:

Pictogram:



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Signal Word: Danger

Hazard Statements:

H226: Flammable liquid and vapor. H304: May be fatal if swallowed and enters airways. H315: Causes skin irritation. H332: Harmful if inhaled. H351: Suspected of causing cancer. H373: May cause damage to organs through prolonged or repeated exposure. Bone marrow, Liver, Thymus

Precautionary Statements:

P101: If medical advice is needed, have product container or label at hand. P102: Keep out of reach of children. P103: Read label before use. P201: Obtain special instructions before use. P202: Do not handle until all safety precautions have been read and understood. P210: Keep away from heat/sparks/open flames/hot surfaces. -- No smoking. P233: Keep container tightly closed. P240: Ground / bond container and receiving equipment. P241: Use explosion-proof electrical, ventilating, and lighting equipment. P242: Use only non-sparking tools. P243: Take precautionary measures against static discharge. P260: Do not breathe mist / vapours. P264: Wash skin thoroughly after handling. P271: Use only outdoors or in a well-ventilated area. P273: Avoid release to the environment. P280: Wear protective gloves/protective clothing/eye protection/face protection. P301 + P310: IF SWALLOWED: Immediately call a POISON CENTER or doctor/physician. P302 + P352: IF ON SKIN: Wash with plenty of soap and water. P304 + P340: IF INHALED: Remove person to fresh air and keep comfortable for breathing. P308 + P313: IF exposed or concerned: Get medical advice/ attention. P312: Call a POISON CENTER or doctor/physician if you feel unwell. P331: Do NOT induce vomiting. P332 + P313: If skin irritation occurs: Get medical advice/ attention. P362 + P364: Take off contaminated clothing and wash it before reuse. P370 + P378: In case of fire: Use water fog, foam, dry chemical or carbon dioxide (CO₂) to extinguish. P391: Collect spillage. P403 + P235: Store in a well-ventilated place. Keep cool. P405: Store locked up. P501: Dispose of contents and container in accordance with local regulations.

Contains: DIESEL OIL..C9-20

Other hazard information:

HAZARD NOT OTHERWISE CLASSIFIED (HNOC): None as defined under 29 CFR 1910.1200.

PHYSICAL / CHEMICAL HAZARDS

Material can accumulate static charges which may cause an ignition. Material can release vapors that readily form flammable mixtures. Vapor accumulation could flash and/or explode if ignited.

HEALTH HAZARDS

May cause central nervous system depression. High-pressure injection under skin may cause serious damage. Under conditions of poor personal hygiene and prolonged repeated contact, some polycyclic aromatic compounds (PACs) have been suspected as a cause of skin cancer in humans. May be irritating to the eyes, nose, throat, and lungs.

ENVIRONMENTAL HAZARDS

Expected to be toxic to aquatic organisms. May cause long-term adverse effects in the aquatic environment.

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NFPA Hazard ID:	Health: 2	Flammability: 2	Reactivity: 0
HMIS Hazard ID:	Health: 2*	Flammability: 2	Reactivity: 0

NOTE: This material should not be used for any other purpose than the intended use in Section 1 without expert advice. Health studies have shown that chemical exposure may cause potential human health risks which may vary from person to person.

SECTION 3 COMPOSITION / INFORMATION ON INGREDIENTS

This material is defined as a mixture.

Hazardous Substance(s) or Complex Substance(s) required for disclosure

Name	CAS#	Concentration*	GHS Hazard Codes
DIESEL OIL..C9-20	68334-30-5	80 - > 99%	H226, H304, H332, H351, H315, H373, H401, H411

Hazardous Constituent(s) Contained in Complex Substance(s) required for disclosure

Name	CAS#	Concentration*	GHS Hazard Codes
ETHYL BENZENE	100-41-4	0.1 - 1%	H225, H304, H332, H373, H401, H412
NAPHTHALENE	91-20-3	0.1 - 1%	H228(2), H302, H351, H400(M factor 1), H410(M factor 1)

* All concentrations are percent by weight unless material is a gas. Gas concentrations are in percent by volume.

NOTE: Composition may contain up to 0.5% performance additives and / or dyes.

As per paragraph (i) of 29 CFR 1910.1200, formulation is considered a trade secret and specific chemical identity and exact percentage (concentration) of composition may have been withheld. Specific chemical identity and exact percentage composition will be provided to health professionals, employees, or designated representatives in accordance with applicable provisions of paragraph (i).

SECTION 4 FIRST AID MEASURES

INHALATION

Remove from further exposure. For those providing assistance, avoid exposure to yourself or others. Use adequate respiratory protection. If respiratory irritation, dizziness, nausea, or unconsciousness occurs, seek immediate medical assistance. If breathing has stopped, assist ventilation with a mechanical device or use mouth-to-mouth resuscitation.

SKIN CONTACT

Remove contaminated clothing. Dry wipe exposed skin and cleanse with waterless hand cleaner and follow by washing thoroughly with soap and water. For those providing assistance, avoid further skin contact to yourself or others. Wear impervious gloves. Launder contaminated clothing separately before reuse. Discard contaminated articles that cannot be laundered. If product is injected into or under the skin, or into any part of the body, regardless of the appearance of the wound or its size, the individual should be evaluated immediately by a physician as a surgical emergency. Even though initial symptoms from high pressure injection may be minimal or absent, early surgical treatment within the first few hours may significantly reduce the ultimate extent of injury.

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EYE CONTACT

Flush thoroughly with water. If irritation occurs, get medical assistance.

INGESTION

Seek immediate medical attention. Do not induce vomiting.

NOTE TO PHYSICIAN

If ingested, material may be aspirated into the lungs and cause chemical pneumonitis. Treat appropriately.

PRE-EXISTING MEDICAL CONDITIONS WHICH MAY BE AGGRAVATED BY EXPOSURE

Contains hydrocarbon solvent/petroleum hydrocarbons; skin contact may aggravate an existing dermatitis.

SECTION 5

FIRE FIGHTING MEASURES

EXTINGUISHING MEDIA

Appropriate Extinguishing Media: Use water fog, foam, dry chemical or carbon dioxide (CO₂) to extinguish flames.

Inappropriate Extinguishing Media: Straight Streams of Water

FIRE FIGHTING

Fire Fighting Instructions: Flammable. Evacuate area. Prevent runoff from fire control or dilution from entering streams, sewers, or drinking water supply. Firefighters should use standard protective equipment and in enclosed spaces, self-contained breathing apparatus (SCBA). Use water spray to cool fire exposed surfaces and to protect personnel.

Unusual Fire Hazards: Vapors are flammable and heavier than air. Vapors may travel across the ground and reach remote ignition sources causing a flashback fire danger. Hazardous material. Firefighters should consider protective equipment indicated in Section 8.

Hazardous Combustion Products: Aldehydes, Incomplete combustion products, Oxides of carbon, Smoke, Fume, Sulfur oxides

FLAMMABILITY PROPERTIES

Flash Point [Method]: >38°C (100°F) [ASTM D-93]

Flammable Limits (Approximate volume % in air): LEL: 0.6 UEL: 7.0

Autoignition Temperature: >200°C (392°F)

SECTION 6

ACCIDENTAL RELEASE MEASURES

NOTIFICATION PROCEDURES

In the event of a spill or accidental release, notify relevant authorities in accordance with all applicable regulations. US regulations require reporting releases of this material to the environment which exceed the applicable reportable quantity or oil spills which could reach any waterway including intermittent dry creeks. The National Response Center can be reached at (800)424-8802.

PROTECTIVE MEASURES

Avoid contact with spilled material. Warn or evacuate occupants in surrounding and downwind areas if required due to toxicity or flammability of the material. See Section 5 for fire fighting information. See the Hazard Identification Section for Significant Hazards. See Section 4 for First Aid Advice. See Section 8 for

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advice on the minimum requirements for personal protective equipment. Additional protective measures may be necessary, depending on the specific circumstances and/or the expert judgment of the emergency responders.

For emergency responders: Respiratory protection: half-face or full-face respirator with filter(s) for organic vapor and, when applicable, H₂S, or Self Contained Breathing Apparatus (SCBA) can be used depending on the size of spill and potential level of exposure. If the exposure cannot be completely characterized or an oxygen deficient atmosphere is possible or anticipated, SCBA is recommended. Work gloves that are resistant to aromatic hydrocarbons are recommended. Note: gloves made of polyvinyl acetate (PVA) are not water-resistant and are not suitable for emergency use. Chemical goggles are recommended if splashes or contact with eyes is possible. Small spills: normal antistatic work clothes are usually adequate. Large spills: full body suit of chemical resistant, antistatic material is recommended.

SPILL MANAGEMENT

Land Spill: Eliminate all ignition sources (no smoking, flares, sparks or flames in immediate area). Stop leak if you can do it without risk. All equipment used when handling the product must be grounded. Do not touch or walk through spilled material. Prevent entry into waterways, sewer, basements or confined areas. A vapor suppressing foam may be used to reduce vapors. Absorb or cover with dry earth, sand or other non-combustible material and transfer to containers. Use clean non-sparking tools to collect absorbed material. Large Spills: Water spray may reduce vapor; but may not prevent ignition in closed spaces.

Water Spill: Stop leak if you can do it without risk. Eliminate sources of ignition. Warn other shipping. If the Flash Point exceeds the Ambient Temperature by 10 degrees C or more, use containment booms and remove from the surface by skimming or with suitable absorbents when conditions permit. If the Flash Point does not exceed the Ambient Air Temperature by at least 10C, use booms as a barrier to protect shorelines and allow material to evaporate. Seek the advice of a specialist before using dispersants.

Water spill and land spill recommendations are based on the most likely spill scenario for this material; however, geographic conditions, wind, temperature, (and in the case of a water spill) wave and current direction and speed may greatly influence the appropriate action to be taken. For this reason, local experts should be consulted. Note: Local regulations may prescribe or limit action to be taken.

ENVIRONMENTAL PRECAUTIONS

Large Spills: Dike far ahead of liquid spill for later recovery and disposal. Prevent entry into waterways, sewers, basements or confined areas.

SECTION 7

HANDLING AND STORAGE

HANDLING

Avoid all personal contact. Do not siphon by mouth. Do not use as a cleaning solvent or other non-motor fuel uses. For use as a motor fuel only. It is dangerous and/or unlawful to put fuel into unapproved containers. Do not fill container while it is in or on a vehicle. Static electricity may ignite vapors and cause fire. Place container on ground when filling and keep nozzle in contact with container. Do not use electronic devices (including but not limited to cellular phones, computers, calculators, pagers or other electronic devices, etc.) during safety critical tasks, such as bulk fuel loading or unloading operations, or in storage areas where vapors may be present, unless the devices are certified intrinsically safe by an approved national testing agency and to the safety standards required by national and/or local laws and regulations. Prevent small spills and leakage to avoid slip hazard. Material can accumulate static charges which may cause an electrical spark (ignition source). Use proper bonding and/or ground procedures. However, bonding and grounds may not eliminate the hazard from static accumulation. Consult local applicable standards for guidance. Additional references include American Petroleum Institute 2003 (Protection Against Ignitions Arising out of Static, Lightning and Stray Currents) or National Fire Protection Agency 77 (Recommended Practice on Static Electricity) or

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CENELEC CLC/TR 50404 (Electrostatics - Code of practice for the avoidance of hazards due to static electricity).

Static Accumulator: This material is a static accumulator. A liquid is typically considered a nonconductive, static accumulator if its conductivity is below 100 pS/m (100x10E-12 Siemens per meter) and is considered a semiconductive, static accumulator if its conductivity is below 10,000 pS/m. Whether a liquid is nonconductive or semiconductive, the precautions are the same. A number of factors, for example liquid temperature, presence of contaminants, anti-static additives and filtration can greatly influence the conductivity of a liquid.

STORAGE

The type of container used to store the material may affect static accumulation and dissipation. Keep container closed. Handle containers with care. Open slowly in order to control possible pressure release. Store in a cool, well-ventilated area. Storage containers should be grounded and bonded. Fixed storage containers, transfer containers and associated equipment should be grounded and bonded to prevent accumulation of static charge. Keep away from incompatible materials.

SECTION 8 EXPOSURE CONTROLS / PERSONAL PROTECTION

EXPOSURE LIMIT VALUES

Exposure limits/standards (Note: Exposure limits are not additive)

Substance Name	Form	Limit / Standard			NOTE	Source
DIESEL OIL..C9-20	Stable Aerosol.	TWA	5 mg/m3		Skin	ExxonMobil
DIESEL OIL..C9-20	Vapor.	TWA	200 mg/m3		Skin	ExxonMobil
DIESEL OIL..C9-20 [total hydrocarb, vapor&aerosol]	Inhalable fraction and vapor	TWA	100 mg/m3		Skin	ACGIH
ETHYL BENZENE		TWA	435 mg/m3	100 ppm	N/A	OSHA Z1
ETHYL BENZENE		TWA	20 ppm		N/A	ACGIH
NAPHTHALENE		TWA	50 mg/m3	10 ppm	N/A	OSHA Z1
NAPHTHALENE		TWA	10 ppm		Skin	ACGIH

NOTE: Limits/standards shown for guidance only. Follow applicable regulations.

Biological limits

Substance	Specimen	Sampling Time	Limit	Determinant	Source
ETHYL BENZENE	Creatinine in urine	End of shift	0.15 g/g	Sum of mandelic acid and phenylglyoxylic acid	ACGIH BELs (BEIs)
NAPHTHALENE	No Biological Specimen provided	End of shift	Not Assigned	1-Naphthol, with hydrolysis + 2-Naphthol, with hydrolysis	ACGIH BELs (BEIs)

ENGINEERING CONTROLS

The level of protection and types of controls necessary will vary depending upon potential exposure conditions.

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Control measures to consider:

Use explosion-proof ventilation equipment to stay below exposure limits.

PERSONAL PROTECTION

Personal protective equipment selections vary based on potential exposure conditions such as applications, handling practices, concentration and ventilation. Information on the selection of protective equipment for use with this material, as provided below, is based upon intended, normal usage.

Respiratory Protection: If engineering controls do not maintain airborne contaminant concentrations at a level which is adequate to protect worker health, an approved respirator may be appropriate. Respirator selection, use, and maintenance must be in accordance with regulatory requirements, if applicable. Types of respirators to be considered for this material include:

Half-face filter respirator

For high airborne concentrations, use an approved supplied-air respirator, operated in positive pressure mode. Supplied air respirators with an escape bottle may be appropriate when oxygen levels are inadequate, gas/vapor warning properties are poor, or if air purifying filter capacity/rating may be exceeded.

Hand Protection: Any specific glove information provided is based on published literature and glove manufacturer data. Glove suitability and breakthrough time will differ depending on the specific use conditions. Contact the glove manufacturer for specific advice on glove selection and breakthrough times for your use conditions. Inspect and replace worn or damaged gloves. The types of gloves to be considered for this material include:

Chemical resistant gloves are recommended. If contact with forearms is likely wear gauntlet style gloves.

Eye Protection: If contact with material is likely, chemical goggles are recommended.

Skin and Body Protection: Any specific clothing information provided is based on published literature or manufacturer data. The types of clothing to be considered for this material include:

Chemical/oil resistant clothing is recommended.

Specific Hygiene Measures: Always observe good personal hygiene measures, such as washing after handling the material and before eating, drinking, and/or smoking. Routinely wash work clothing and protective equipment to remove contaminants. Discard contaminated clothing and footwear that cannot be cleaned. Practice good housekeeping.

ENVIRONMENTAL CONTROLS

Comply with applicable environmental regulations limiting discharge to air, water and soil. Protect the environment by applying appropriate control measures to prevent or limit emissions.

SECTION 9

PHYSICAL AND CHEMICAL PROPERTIES

Note: Physical and chemical properties are provided for safety, health and environmental considerations only and may not fully represent product specifications. Contact the Supplier for additional information.

GENERAL INFORMATION

Physical State: Liquid

Color: Clear (May Be Dyed)

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Odor: Petroleum/Solvent
Odor Threshold: N/D

IMPORTANT HEALTH, SAFETY, AND ENVIRONMENTAL INFORMATION

Relative Density (at 15 °C): 0.81 - 0.87
Density (at 15 °C): 810 kg/m³ (6.76 lbs/gal, 0.81 kg/dm³) - 876 kg/m³ (7.31 lbs/gal, 0.88 kg/dm³)
Flammability (Solid, Gas): N/A
Flash Point [Method]: >38°C (100°F) [ASTM D-93]
Flammable Limits (Approximate volume % in air): LEL: 0.6 UEL: 7.0
Autoignition Temperature: >200°C (392°F)
Boiling Point / Range: 145°C (293°F) - 370°C (698°F)
Decomposition Temperature: N/D
Vapor Density (Air = 1): > 2 at 101 kPa
Vapor Pressure: 0.067 kPa (0.5 mm Hg) at 20 °C
Evaporation Rate (n-butyl acetate = 1): N/D
pH: N/A
Log Pow (n-Octanol/Water Partition Coefficient): > 3.5
Solubility in Water: Negligible
Viscosity: 1.7 cSt (1.7 mm²/sec) at 40 °C - 4.1 cSt (4.1 mm²/sec) at 40 °C
Oxidizing Properties: See Hazards Identification Section.

OTHER INFORMATION

Freezing Point: N/D
Melting Point: N/A
Pour Point: < -6°C (21°F)

SECTION 10 STABILITY AND REACTIVITY

REACTIVITY: See sub-sections below.

STABILITY: Material is stable under normal conditions.

CONDITIONS TO AVOID: Avoid heat, sparks, open flames and other ignition sources.

MATERIALS TO AVOID: Halogens, Strong Acids, Strong Bases, Strong oxidizers

HAZARDOUS DECOMPOSITION PRODUCTS: Material does not decompose at ambient temperatures.

POSSIBILITY OF HAZARDOUS REACTIONS: Hazardous polymerization will not occur.

SECTION 11 TOXICOLOGICAL INFORMATION

INFORMATION ON TOXICOLOGICAL EFFECTS

Hazard Class	Conclusion / Remarks
Inhalation	
Acute Toxicity: (Rat) 4 hour(s) LC50 4100 mg/m ³ (Vapor and aerosol)	Moderately toxic. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 403
Irritation: No end point data for material.	Elevated temperatures or mechanical action may form vapors, mist, or fumes which may be irritating to the eyes, nose, throat, or lungs.

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Ingestion	
Acute Toxicity (Rat): LD50 > 5000 mg/kg	Minimally Toxic. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 401
Skin	
Acute Toxicity (Rabbit): LD50 > 5000 mg/kg	Minimally Toxic. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 434
Skin Corrosion/Irritation (Rabbit): Data available.	Irritating to the skin. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 404
Eye	
Serious Eye Damage/Irritation (Rabbit): Data available.	May cause mild, short-lasting discomfort to eyes. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 405
Sensitization	
Respiratory Sensitization: No end point data for material.	Not expected to be a respiratory sensitizer.
Skin Sensitization: Data available.	Not expected to be a skin sensitizer. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 406
Aspiration: Data available.	May be fatal if swallowed and enters airways. Based on physico-chemical properties of the material.
Germ Cell Mutagenicity: Data available.	Not expected to be a germ cell mutagen. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 471 475
Carcinogenicity: Data available.	Caused cancer in laboratory animals, but the relevance to humans is uncertain. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 451
Reproductive Toxicity: Data available.	Not expected to be a reproductive toxicant. Test(s) equivalent or similar to OECD Guideline 414
Lactation: No end point data for material.	Not expected to cause harm to breast-fed children.
Specific Target Organ Toxicity (STOT)	
Single Exposure: No end point data for material.	Not expected to cause organ damage from a single exposure.
Repeated Exposure: Data available.	Contains a substance that may cause damage to organs from prolonged or repeated exposure. Based on test data for structurally similar materials. Test(s) equivalent or similar to OECD Guideline 410 413

TOXICITY FOR SUBSTANCES

NAME	ACUTE TOXICITY
ETHYL BENZENE	Inhalation Lethality: 4 hour(s) LC50 17.8 mg/l (Vapor) (Rat); Oral Lethality: LD50 3.5 g/kg (Rat)
NAPHTHALENE	Inhalation Lethality: 4 hour(s) LC50 > 0.4 mg/l (Max attainable vapor conc.) (Rat); Oral Lethality: LD50 533 mg/kg (Mouse)

OTHER INFORMATION

For the product itself:

Target Organs Repeated Exposure: Bone marrow, Liver, Thymus

Vapor concentrations above recommended exposure levels are irritating to the eyes and the respiratory tract, may cause headaches and dizziness, are anesthetic and may have other central nervous system effects.

Small amounts of liquid aspirated into the lungs during ingestion or from vomiting may cause chemical pneumonitis or pulmonary edema.

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Diesel fuel: Caused cancer in animal tests. Caused mutations in vitro. Repeated dermal exposures to high concentrations in test animals resulted in reduced litter size and litter weight, and increased fetal resorptions at maternally toxic doses. Dermal exposure to high concentrations resulted in severe skin irritation with weight loss and some mortality. Inhalation exposure to high concentrations resulted in respiratory tract irritation, lung changes/infiltration/accumulation, and reduction in lung function.

Diesel exhaust fumes: Carcinogenic in animal tests. Inhalation exposures to exhaust for 2 years in test animals resulted in lung tumors and lymphoma. Extract of particulate produced skin tumors in test animals. Caused mutations in vitro.

Contains:

NAPHTHALENE: Exposure to high concentrations of naphthalene may cause destruction of red blood cells, anemia, and cataracts. Naphthalene caused cancer in laboratory animal studies, but the relevance of these findings to humans is uncertain.

ETHYLBENZENE: Caused cancer in laboratory animal studies. The relevance of these findings to humans is uncertain.

The following ingredients are cited on the lists below:

Chemical Name	CAS Number	List Citations
ETHYL BENZENE	100-41-4	5
NAPHTHALENE	91-20-3	2, 5

--REGULATORY LISTS SEARCHED--

1 = NTP CARC

2 = NTP SUS

3 = IARC 1

4 = IARC 2A

5 = IARC 2B

6 = OSHA CARC

SECTION 12

ECOLOGICAL INFORMATION

The information given is based on data for the material, components of the material, or for similar materials, through the application of bridging principals.

ECOTOXICITY

Material -- Expected to be toxic to aquatic organisms. May cause long-term adverse effects in the aquatic environment.

MOBILITY

More volatile component -- Highly volatile, will partition rapidly to air. Not expected to partition to sediment and wastewater solids.

High molecular wt. component -- Low solubility and floats and is expected to migrate from water to the land. Expected to partition to sediment and wastewater solids.

PERSISTENCE AND DEGRADABILITY

Biodegradation:

Material -- Expected to be inherently biodegradable

Atmospheric Oxidation:

More volatile component -- Expected to degrade rapidly in air

ECOLOGICAL DATA

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Ecotoxicity

Test	Duration	Organism Type	Test Results
Aquatic - Acute Toxicity	48 hour(s)	Daphnia magna	EL50 1 - 1000 mg/l: data for similar materials
Aquatic - Acute Toxicity	96 hour(s)	Fish	LL50 1 - 100 mg/l: data for similar materials
Aquatic - Acute Toxicity	72 hour(s)	Pseudokirchneriella subcapitata	EL50 1 - 100 mg/l: data for similar materials
Aquatic - Chronic Toxicity	72 hour(s)	Pseudokirchneriella subcapitata	NOELR 1 - 10 mg/l: data for similar materials

Persistence, Degradability and Bioaccumulation Potential

Media	Test Type	Duration	Test Results
Water	Ready Biodegradability	28 day(s)	Percent Degraded < 60 : similar material

SECTION 13

DISPOSAL CONSIDERATIONS

Disposal recommendations based on material as supplied. Disposal must be in accordance with current applicable laws and regulations, and material characteristics at time of disposal.

DISPOSAL RECOMMENDATIONS

Product is suitable for burning in an enclosed controlled burner for fuel value or disposal by supervised incineration at very high temperatures to prevent formation of undesirable combustion products.

REGULATORY DISPOSAL INFORMATION

RCRA Information: Disposal of unused product may be subject to RCRA regulations (40 CFR 261). Disposal of the used product may also be regulated due to ignitability, corrosivity, reactivity or toxicity as determined by the Toxicity Characteristic Leaching Procedure (TCLP). Potential RCRA characteristics: IGNITABILITY.

Empty Container Warning Empty Container Warning (where applicable): Empty containers may contain residue and can be dangerous. Do not attempt to refill or clean containers without proper instructions. Empty drums should be completely drained and safely stored until appropriately reconditioned or disposed. Empty containers should be taken for recycling, recovery, or disposal through suitably qualified or licensed contractor and in accordance with governmental regulations. DO NOT PRESSURISE, CUT, WELD, BRAZE, SOLDER, DRILL, GRIND, OR EXPOSE SUCH CONTAINERS TO HEAT, FLAME, SPARKS, STATIC ELECTRICITY, OR OTHER SOURCES OF IGNITION. THEY MAY EXPLODE AND CAUSE INJURY OR DEATH.

SECTION 14

TRANSPORT INFORMATION

LAND (DOT)

Proper Shipping Name: DIESEL FUEL
 Hazard Class & Division: COMBUSTIBLE LIQUID
 ID Number: NA1993
 Packing Group: III
 Marine Pollutant: No
 ERG Number: 128
 Label(s): NONE

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Transport Document Name: NA1993, DIESEL FUEL, COMBUSTIBLE LIQUID, PG III

Footnote: The flash point of this material is greater than 100 F. Regulatory classification of this material varies. DOT: Flammable liquid or combustible liquid. OSHA: Combustible liquid. IATA/IMO: Flammable liquid. This material is not regulated under 49 CFR in a container of 119 gallon capacity or less when transported solely by land, as long as the material is not a hazardous waste, a marine pollutant, or specifically listed as a hazardous substance.

LAND (TDG)

Proper Shipping Name: GAS OIL
Hazard Class & Division: 3
UN Number: 1202
Packing Group: III
Special Provisions: 88, 150

SEA (IMDG)

Proper Shipping Name: GAS OIL
Hazard Class & Division: 3
EMS Number: F-E, S-E
UN Number: 1202
Packing Group: III
Marine Pollutant: Yes
Label(s): 3
Transport Document Name: UN1202, GAS OIL, 3, PG III, (>38°C c.c.), MARINE POLLUTANT

AIR (IATA)

Proper Shipping Name: GAS OIL
Hazard Class & Division: 3
UN Number: 1202
Packing Group: III
Label(s) / Mark(s): 3
Transport Document Name: UN1202, GAS OIL, 3, PG III

SECTION 15	REGULATORY INFORMATION
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OSHA HAZARD COMMUNICATION STANDARD: This material is considered hazardous in accordance with OSHA HazCom 2012, 29 CFR 1910.1200.

Listed or exempt from listing/notification on the following chemical inventories: AIIIC, DSL, IECSC, KECI, PICCS, TSCA

SARA 302: No chemicals in this material are subject to the reporting requirements of SARA Title III, Section 302

CERCLA: This material is not subject to any special reporting under the requirements of the Comprehensive Environmental Response, Compensation and Liability Act (CERCLA). Contact local authorities to determine if other reporting requirements apply.

SARA (311/312) REPORTABLE GHS HAZARD CLASSES: Acute Toxicity (any route of exposure), Aspiration Hazard, Carcinogenicity, Flammable (gases, aerosols, liquids, or solids), Skin Corrosion or Irritation, Specific

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Target Organ toxicity (single or repeated exposure)

SARA (313) TOXIC RELEASE INVENTORY:

Chemical Name	CAS Number	Typical Value
ETHYL BENZENE	100-41-4	0.1 - 1%
NAPHTHALENE	91-20-3	0.1 - 1%

The following ingredients are cited on the lists below:

Chemical Name	CAS Number	List Citations
DIESEL OIL..C9-20	68334-30-5	1, 18
ETHYL BENZENE	100-41-4	1, 4, 10, 17, 19
NAPHTHALENE	91-20-3	1, 4, 10, 17, 19

--REGULATORY LISTS SEARCHED--

1 = ACGIH ALL	6 = TSCA 5a2	11 = CA P65 REPRO	16 = MN RTK
2 = ACGIH A1	7 = TSCA 5e	12 = CA RTK	17 = NJ RTK
3 = ACGIH A2	8 = TSCA 6	13 = IL RTK	18 = PA RTK
4 = OSHA Z	9 = TSCA 12b	14 = LA RTK	19 = RI RTK
5 = TSCA 4	10 = CA P65 CARC	15 = MI 293	

Code key: CARC=Carcinogen; REPRO=Reproductive

SECTION 16 OTHER INFORMATION

 **WARNING:** Cancer and Reproductive Harm - www.P65Warnings.ca.gov. Chemicals known to the State of California to cause cancer, birth defects, or other reproductive harm are created by the combustion of this product.

This warning is given to comply with California Health and Safety Code 25249.6 and does not constitute an admission or a waiver of rights.

N/D = Not determined, N/A = Not applicable

KEY TO THE H-CODES CONTAINED IN SECTION 3 OF THIS DOCUMENT (for information only):

H225: Highly flammable liquid and vapor; Flammable Liquid, Cat 2
H226: Flammable liquid and vapor; Flammable Liquid, Cat 3
H228(2): Flammable solid; Flammable Solid, Cat 2
H302: Harmful if swallowed; Acute Tox Oral, Cat 4
H304: May be fatal if swallowed and enters airways; Aspiration, Cat 1
H315: Causes skin irritation; Skin Corr/Irritation, Cat 2
H332: Harmful if inhaled; Acute Tox Inh, Cat 4
H351: Suspected of causing cancer; GHS Carcinogenicity, Cat 2
H373: May cause damage to organs through prolonged or repeated exposure; Target Organ, Repeated, Cat 2
H400: Very toxic to aquatic life; Acute Env Tox, Cat 1
H401: Toxic to aquatic life; Acute Env Tox, Cat 2
H410: Very toxic to aquatic life with long lasting effects; Chronic Env Tox, Cat 1
H411: Toxic to aquatic life with long lasting effects; Chronic Env Tox, Cat 2
H412: Harmful to aquatic life with long lasting effects; Chronic Env Tox, Cat 3

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THIS SAFETY DATA SHEET CONTAINS THE FOLLOWING REVISIONS:

GHS Health Symbol information was modified.

GHS Physical/Chemical Symbol information was modified.

Section 01: Alternate Product Names Table information was added.

Section 06: Accidental Release - Spill Management - Land information was modified.

Section 11: Target Organ Toxicity - Repeat Conclusion information was modified.

Section 14: Marine Pollutant information was modified.

Section 14: Transport Document Name information was modified.

Section 15: National Chemical Inventory Listing information was modified.

Section 16: HCode Key information was modified.

Section 16: Materials Covered information was deleted.

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MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: March 24, 2025

SUBJECT: A Resolution Amending Rules of Order and Procedures for the Board of Trustees of the Village of Villa Park, DuPage County, Illinois

RECOMMENDED ACTION:

The Village President and Board of Trustees request amendments to the Rules of Order and Procedures for the Village of Villa Park Board of Trustees and, if approved, shall be adopted.

BACKGROUND:

The Village President and Board of Trustees previously established and now desire to amend Rules of Order and Procedures for the Village of Villa Park Board of Trustees.

DISCUSSION:

RESOLUTION NO. _____

**A RESOLUTION AMENDING RULES OF ORDER AND
PROCEDURES FOR THE BOARD OF TRUSTEES OF THE
VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS**

WHEREAS, the Village of Villa Park (the “*Village*”) is a duly organized and validly existing non-home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State;

WHEREAS, the President and Board of Trustees previously established and now desire to amend rules of order and procedures for the Village of Villa Park Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: That the *Rules of Order & Procedures for the Board of Trustees of the Village of Villa Park, Illinois*, as amended, attached hereto and made a part hereof as Exhibit A are hereby approved and adopted.

Section 2: That this Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this _____ day of _____, 2025, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Resolution No. _____

Exhibit A

**Rules of Order & Procedures for the Board of Trustees of the
Village of Villa Park, Illinois, As Amended**

RULES OF ORDER & PROCEDURES FOR THE BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK, ILLINOIS

The following Rules of Order and Procedures were adopted by the Board of Trustees of Villa Park Illinois by Resolution, as amended effective March 24, 2025.

I. Preparation of Village Board Agenda

A. The official order of business for agenda items is established by Section 2-406 of the Municipal Code of Village Park (referred to for the rest of this policy as “the Code” or the Municipal Code.”)

1. The Board shall adopt an agenda as part of any regular or special meeting.
2. The agenda of the Board of Trustees should be approved and any proposed amendments made by a majority vote of the corporate authorities in attendance at the meeting during the segment of the meeting entitled “Amendments to the Agenda”. Once the agenda is approved, no further amendments may be made to the agenda without a motion that is seconded and approved by a two-thirds majority of the corporate authorities in attendance at the meeting. The presiding officer is not allowed to remove or add items at any time by another process.
3. The Board may adopt an agenda at a workshop or work session where no formal business will be conducted.

B. Placing items on the agenda of the Board of Trustees (referred to for the rest of this policy as “the Board”), one of the following procedures shall be followed:

1. The Village Manager with the input from President of the Board of Trustees creates the agenda and may add items as needed for the agenda of the Board of Trustees. [See Municipal Code 2-503(5)].
2. If a Trustee believes an item needs consideration by the Board, that Trustee may contact the Village President or Village Manager and request that the item be placed on the next available agenda. The Village President and Village Manager shall determine if the urgency of the item is such that it needs to be added to the next agenda in which case, they shall add the item to the agenda as an ordinance, resolution or they may place the topic under New Business for discussion.
3. During the New Business section of the agenda any member of the Board of Trustees may make a motion to add an item to the agenda of the next regular meeting of the Board. If the motion is given a second and there is an affirmative vote of the Board of Trustees, the item will be included on the next agenda.

4. Items may be brought back to the floor under Unfinished Business at the request of a Trustee and with the permission of the Chair if it continues a topic discussed previously, and there was no resolution of the topic. No resolution or ordinance may be passed, but a consensus of the topic may be taken.
5. If two or more Trustees submit in writing to the Village Manager, Village Clerk and Village President a request for a specific item to be placed on the agenda in a timely fashion, it shall be added to the next agenda. An item for New Business must be submitted at least five days prior to the meeting to be included in New Business or two weeks prior to the meeting if the request includes direction to Staff for a Resolution or an Ordinance to be prepared. An email sent from their Village email address shall serve as adequate written notice. The time stamp of the email shall serve as the time stamp to determine if the notice was sent in a timely fashion.
6. The blind copy mechanism shall not be used on any communications between the members of the Board of Trustees or between the Village staff and the members of the Board of Trustees.

C. Placing items on the Agenda for Committee of the whole.

The process for placing items on the agenda is detailed in agenda items is established by Section 2-403 of the Code of ordinances, *"The agenda for the committee of the whole will be prepared by the village manager in consultation with the village president. The village board, by motion and majority vote at a prior village board meeting, may add an item to the agenda of an upcoming committee of the whole meeting. An agenda for each committee of the whole meeting shall be posted at village hall and at the location of the meeting at least forty-eight (48) hours in advance of the holding of the meeting."*

D. New Business

1. New Business is the only part of the Board agenda when new items may be brought up for discussion that were not on the printed agenda and were not officially added by an amendment of the agenda at the beginning of the meeting. The Board may discuss new items for the purpose of deciding if they should be placed on a future agenda as an as action items. Items may be placed on the agenda for discussion or action where a resolution or an ordinance is not required
2. While no ordinance, resolution or policy may be adopted under New Business, the Board may take consensus vote on items to be placed on future agendas, requests for reports from the staff, and interpretation of previous direction from the Board.

E. Unfinished Business.

Items that are postponed from previous meetings, but do not require an ordinance or resolution shall be placed under Unfinished Business and taken up at the next meeting unless a different meeting is specified. Items placed on the agenda under Unfinished Business shall be committed to writing as part of the agenda and may be voted on or a consensus taken. Items discussed previously, but not postponed are not eligible for unfinished business unless specifically requested in time to include them on the agenda.

II. Conducting Business at Meetings of the Board of Trustees

- A. Robert's Rules of Order (Robert's) shall be used at meetings of the Board of Trustees (Board) except where special rules are adopted by a Resolution that was published on the official Agenda and passed by a vote of the Board. The adopted rules shall be followed except that the Board may suspend the rules for a particular motion by a 2/3 vote for suspension [Code 2-410, or majority with 24-hour notice], or specific exceptions noted below.

1. Speaking Privileges. "The President presides and decides points of order, preserves decorum, keeps the discussion on the item under discussion, clears persons creating a disturbance." [Code 2-421(b)]

a) Trustees may speak on any issue in front of the Board but must be recognized by the President. The President shall recognize each Trustee who requests to speak at least once on each agenda item and motion if they request the floor, unless there is a cause for recusal.

b) Trustees may speak more than once provided that every Trustee has had a chance to speak. If a Trustee has not spoken on an issue, they will have priority over other Trustees who have already spoken once.

c) The Village Manager or his/her designee may be recognized to speak on agenda items to the Board. After an agenda item is introduced, the Manager may be recognized to answer questions or to discuss items on the agenda after Board members have had a chance to be recognized or when requested to speak by the President.

2. Public Comments.

a) Members of the public may speak for up to three (3) minutes [Code 2-

408(d)] during periods allotted for Public Comment. The time for Public Comment shall be thirty (30) minutes for each of the two comment periods on the agenda of Board of Trustees Meetings and one comment period for Committee of the Whole meetings. All of the time limits in this section may be extended by a majority vote of the Board after a motion is made and seconded. Staff will provide inobtrusive warnings of time limits.

- b) Speakers who are residents shall be allowed to speak before nonresidents [Code 2-408(d)].
 - c) Speakers from the audience must be recognized by the President and give their legal name for the record.
 - d) Speakers must identify the agenda item(s) that they wish to address during "Public Comments on Agenda Items,"
 - e) Speakers during "Comments on Non-Agenda Items" must refrain from speaking on agenda items unless permitted by the President.
3. The President may allow public comment on other agenda items but shall rule speakers out of order if their comments are not relevant to the topic under discussion.

B. Actions by the Board shall be at Board meetings and may not be acted upon unless on the agenda. [Code 2-406(d)]

"At the time of consideration of approval of the agenda, upon passage of a motion by a majority of the quorum present, the agenda may be amended to add or delete specific items. If new items are added, only discussion of such items may occur during the meeting, and no action on the new items may take place until a subsequent meeting."

1. Motions. Robert's Rules shall apply for motions before the Board except that motions of one or two sentences do not need to be submitted in writing to the Village Clerk (the Clerk). The Clerk, however, shall read each motion before a vote or consensus is taken.
2. Requests of staff. If a request of staff for information, or a specific single act requires Board action, it may be made under New Business and approved by a consensus without a specific item on the agenda.
3. Voting. The President may vote on ordinances and resolutions if a majority has already voted in favor of an ordinance, resolution, or motion; in the event

of a tie vote; or if a vote greater than a majority is required [Code 2-422]. All Trustees are expected to vote on each resolution, ordinance and motion unless they state a reason to abstain or recuse from voting on the issue before discussion begins.

4. Recusal. An elected official shall recuse himself from an agenda item if he has an actual conflict of interest under Section 3.1-55-10 (a) of the Illinois Municipal Code or may recuse themselves if there is a common law conflict of if there is such an appearance of a conflict, where the elected official may appear to have a direct benefit in the outcome of a vote of the Board. The President may deny the recusal if the Village Attorney does not agree that sufficient reason exists. Trustees shall recuse themselves before an issue is debated.
5. Abstention. A Trustee may abstain from a vote, but the President may ask the Trustee to state the reason for the abstention and the Board may by a motion second and vote require the Trustee to vote. Any abstention counts toward the negative side on a vote and does not reduce the number needed to approve any item. Therefore, if the vote is three affirmative, and three negative, the abstention with count as a fourth negative vote.

C. Challenging Actions of the Chair.

The decision of the Chair may be challenged by any member of the Board by a motion with a second. The motion shall be, "shall the decision of the Chair stand." A 2/3 majority voting in the negative shall be required to overturn the decision of the Chair.

D. Direction to Commissions

1. The Board is responsible for approving all administrative policies adopted by the Commissions by a Resolution passed by the Board and may override any policies established by the Commissions by a Resolution of the Board. The intent, purpose, powers, duties, and membership of the various Commissions shall be defined by ordinance and may not be expanded except by the Board.
2. The Board may direct Commissions ("Commissions" includes Boards that are created by and report to the Board of Trustees) to address issues within the purview of that Commission as defined in the Village Code and bring back recommendations to the Board.
3. Commission budgets are approved by the Board through the annual budget adoption process. The Village Manager is responsible for making any expenditures necessary to implement programs in a Commission's budget

within parameters adopted by the Board and Village Manager. The Village Manager shall implement proper accounting and reimbursement procedures as necessary. The Village Manager has the authority to approve expenditures up to 10% above the total funds budgeted for any Commission, not to exceed \$2,500 total.

4. Recording. All Commission meetings shall be recorded either by digital audio recording or audio/visual recording and all such recordings shall be made available to the public on the Village website or other internet services available to the public. The meetings of the Zoning and Planning Commission, Traffic and Safety Commission and the Parks and Recreation Advisory Commission shall be video recorded. All meetings of the Village, including meetings of Joint Review Boards staffed by the Village, that requires a 48-hour notice period under 5 ILCS 120/2.02 (a) shall be audio recorded, unless it is video recorded with audio. The Board may waive this policy for individual meetings. Recordings will be made available to the public on the Village website as soon as practicable but within two weeks at a maximum.

5. Commission Agendas. Each Commission agenda shall include the following items:

- a. Roll Call and determination of a quorum
- b. Adoption of the Agenda
- c. Approval of Minutes (from previous meetings)
- d. New Business
- e. Comments from the Public
- f. Comments from Liaison(s)

Aside from Roll Call, items may be in any order and additional agenda items may be added. All actions of the Commissions shall be made by an action at a meeting by motion, second and majority vote.

III. Board Directions to Staff.

A. Direction to the staff. Directions to staff must be made through the Village Manager.
[Code 2-303 (a)]

"The board of trustees shall act in all matters as a body and individual trustees shall not seek to influence the official acts of the village manager, or any other officer, or to interfere in any way with the performance by such officers of their duties..."

B. Requests for Information

1. Requests for information must be informational or serve a legislative

purpose. [Sec. 2-303 (a)]

Nothing contained herein shall prevent any trustee from requesting from the manager such information as may be proper and necessary to the performance of the trustees' duties, whether the trustee acts as a trustee, or as a liaison, or as a member of any board, committee or commission."

2. Information and reports will typically be sent to all elected officials, even if only requested by one Trustee, unless it is routine or trivial in nature.
3. If the Village Manager determines that a request for information will take more than two staff hours to complete, the Manager will seek direction to complete the task from the Board at the next Board Meeting, unless the Manager determines it is in the best interest of the Village to complete it anyway. Requests requiring Board action shall be placed on the agenda under New Business.
4. Information provided to the Board that specifically states that it is confidential or privileged shall be treated as such by all staff and elected officials with whom it is shared. Employees who violate this provision are subject to disciplinary action up to dismissal by the Village Manager. Elected officials shall be governed by Section 3-323 of the Village Code. The Village Manager shall cite the proper exception to the 5 ILCS 140 et seq, if requested to do so. If there is a dispute the Village President, the Village Attorney and the Village Clerk shall meet, confer, and decide if they believe the record should be considered confidential or privileged.

C. Requests for action/service.

1. A request to address a service concern of a constituent may be sent to the Village Manager or a department head by letter or email if the Village Manager is copied on the email. Unsolicited direct contact by elected officials of staff by phone should be avoided. Elected Officials should only contact employees about Village business below the department head level if directed by the Village Manager or a department head.
2. Requests of staff to address concerns at an elected official's personal home or business shall be directed to the Village Manager or a department head by email with a copy sent to the Village Manager. Automated request systems may also be used when available.
3. Nothing in this policy should be construed to suggest that elected officials and Village employees may not have non-Village related conversations or meet casually for non-Village related business or converse at Village events.

IV. Additional Policies of the Board (reserved)

V. Amendments to the Rules and Procedures of the Board

Amendments to the Rules of Order and Procedures for the Board of Trustees for the Village of Villa Park (Rules) made be made by a motion, with a second and a majority vote. The changes will be in force at the start of the next meeting of the Board for which the change applies. (e.g. A change in the Rules for a Committee of the Whole Meeting will be in order at the next meeting of the Committee of the Whole.)

RULES OF ORDER & PROCEDURES FOR THE BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK, ILLINOIS

The following Rules of Order and Procedures were adopted by the Board of Trustees of Villa Park Illinois by Resolution, as amended effective March 24, 2025.

I. Preparation of Village Board Agenda

A. The official order of business for agenda items is established by Section 2-406 of the Municipal Code of Village Park (referred to for the rest of this policy as “the Code” or the Municipal Code.”)

1. The Board shall adopt an agenda as part of any regular or special meeting.
2. The ~~Agenda~~ agenda of the Board of Trustees should be approved and any proposed amendments made by a majority vote of the corporate authorities in attendance at the meeting during the segment of the meeting entitled shall not be amended during the meeting before the Section of the Agenda named- “Amendments to the Agenda”. Once the agenda is approved, if no amendments are offered during “Amendments to the Agenda,” no further amendments may be made to the agenda without a motion that is seconded and approved by a two-thirds majority of the ~~Board~~ corporate authorities in attendance at the meeting. The presiding officer is not allowed to remove or add items at any time by another process.
3. The Board may adopt an agenda at a workshop or work session where no formal business will be conducted.

B. Placing items on the agenda of the Board of Trustees (referred to for the rest of this policy as “the Board”), one of the following procedures shall be followed:

1. The Village Manager with the input from President of the Board of Trustees creates the agenda and may add items as needed for the agenda of the Board of Trustees. [See Municipal Code 2-503(5)].
2. If a Trustee believes an item needs consideration by the Board, that Trustee may contact the Village President or Village Manager and request that the item be placed on the next available agenda. The Village President and Village Manager shall determine if the urgency of the item is such that it needs to be added to the next agenda in which case, they shall add the item to the agenda as an ordinance, resolution or they may place the topic under New Business for discussion.
3. During the New Business section of the agenda any member of the Board of Trustees may make a motion to add an item to the agenda of the next regular meeting of the Board. If the motion is given a second and there is an

affirmative vote of the Board of Trustees, the item will be included on the next agenda.

4. Items may be brought back to the floor under Unfinished Business at the request of a Trustee and with the permission of the Chair if it continues a topic discussed previously, and there was no resolution of the topic. No resolution or ordinance may be passed, but a consensus of the topic may be taken.
5. If two or more Trustees submit in writing to the Village Manager, Village Clerk and Village President a request for a specific item to be placed on the agenda in a timely fashion, it shall be added to the next agenda. An item for New Business must be submitted at least five days prior to the meeting to be included in New Business or two weeks prior to the meeting if the request includes direction to Staff for a Resolution or an Ordinance to be prepared. An email sent from their Village email address shall serve as adequate written notice. The time stamp of the email shall serve as the time stamp to determine if the notice was sent in a timely fashion.
6. ~~When the proposed agenda is sent to the Board of Trustees the Village Manager, or his designee, shall not blind copy anyone on that email. However, when the proposed agenda is sent from an agenda management software it may be sent where all recipients are not listed~~The blind copy mechanism shall not be used on any communications between the members of the Board of Trustees or between the Village staff and the members of the Board of Trustees.

C. Placing items on the Agenda for Committee of the whole.

The process for placing items on the agenda is detailed in agenda items is established by Section 2-403 of the Code of ordinances, *"The agenda for the committee of the whole will be prepared by the village manager in consultation with the village president. The village board, by motion and majority vote at a prior village board meeting, may add an item to the agenda of an upcoming committee of the whole meeting. An agenda for each committee of the whole meeting shall be posted at village hall and at the location of the meeting at least forty-eight (48) hours in advance of the holding of the meeting."*

D. New Business

1. New Business is the only part of the Board agenda when new items may be brought up for discussion that were not on the printed agenda and were not officially added by an amendment of the agenda at the beginning of the meeting. The Board may discuss new items for the purpose of deciding if they should be placed on a future agenda as an as action items. Items may

be placed on the agenda for discussion or action where a resolution or an ordinance is not required

2. While no ordinance, resolution or policy may be adopted under New Business, the Board may take consensus vote on items to be placed on future agendas, requests for reports from the staff, and interpretation of previous direction from the Board.

E. Unfinished Business.

Items that are postponed from previous meetings, but do not require an ordinance or resolution shall be placed under Unfinished Business and taken up at the next meeting unless a different meeting is specified. Items placed on the agenda under Unfinished Business shall be committed to writing as part of the agenda and may be voted on or a consensus taken. Items discussed previously, but not postponed are not eligible for unfinished business unless specifically requested in time to include them on the agenda.

II. Conducting Business at Meetings of the Board of Trustees

- A. Robert's Rules of Order (Robert's) shall be used at meetings of the Board of Trustees (Board) except where special rules are adopted by a Resolution that was published on the official Agenda and passed by a vote of the Board. The adopted rules shall be followed except that the Board may suspend the rules for a particular motion by a 2/3 vote for suspension [Code 2-410, or majority with 24-hour notice], or specific exceptions noted below.

1. Speaking Privileges. "The President presides and decides points of order, preserves decorum, keeps the discussion on the item under discussion, clears persons creating a disturbance." [Code 2-421(b)]

a) Trustees may speak on any issue in front of the Board but must be recognized by the President. The President shall recognize each Trustee who requests to speak at least once on each agenda item and motion if they request the floor, unless there is a cause for recusal.

b) Trustees may speak more than once provided that every Trustee has had a chance to speak. If a Trustee has not spoken on an issue, they will have priority over other Trustees who have already spoken once.

c) The Village Manager of his/her designee may be recognized to speak on agenda items to the Board. After an agenda item is introduced, the Manager

may be recognized to answer questions or to discuss items on the agenda after Board members have had a chance to be recognized or when requested to speak by the President.

2. Public Comments.

a) Members of the public may speak for up to three (3) minutes [Code 2-408(d)] during periods allotted for Public Comment. The time for Public Comment shall be thirty (30) minutes for each of the two comment periods on the agenda of Board of Trustees Meetings and one comment period for Committee of the Whole meetings. All of the time limits in this section may be extended by a majority vote of the Board after a motion is made and seconded. Staff will provide inobtrusive warnings of time limits.

b) Speakers who are residents shall be allowed to speak before nonresidents [Code 2-408(d)].

c) Speakers from the audience must be recognized by the President and give their legal name for the record.

d) Speakers must identify the agenda item(s) that they wish to address during "Public Comments on Agenda Items,"

e) Speakers during "Comments on Non-Agenda Items" must refrain from speaking on agenda items unless permitted by the President.

3. The President may allow public comment on other agenda items but shall rule speakers out of order if their comments are not relevant to the topic under discussion.

~~2.4. The President, Clerk, or Trustee may only read a letter into the record during Reports.~~

B. Actions by the Board shall be at Board meetings and may not be acted upon unless on the agenda. [Code 2-406(d)]

"At the time of consideration of approval of the agenda, upon passage of a motion by a majority of the quorum present, the agenda may be amended to add or delete specific items. If new items are added, only discussion of such items may occur during the meeting, and no action on the new items may take place until a subsequent meeting."

1. Motions. Robert's Rules shall apply for motions before the Board except that motions of one or two sentences do not need to be submitted in writing to the Village Clerk (the Clerk). The Clerk, however, shall read each motion before

a vote or consensus is taken.

2. Requests of staff. If a request of staff for information, or a specific single act requires Board action, it may be made under New Business and approved by a consensus without a specific item on the agenda.
3. Voting. The President may vote on ordinances and resolutions if a majority has already voted in favor of an ordinance, resolution, or motion; in the event of a tie vote; or if a vote greater than a majority is required [Code 2-422]. All Trustees are expected to vote on each resolution, ordinance and motion unless they state a reason to abstain or recuse from voting on the issue before discussion begins.
4. Recusal. An elected official shall recuse himself from an agenda item if he has an actual conflict of interest under Section 3.1-55-10 (a) of the Illinois Municipal Code or may recuse themselves if there is a common law conflict of if there is such an appearance of a conflict, where the elected official may appear to have a direct benefit in the outcome of a vote of the Board. The President may deny the recusal if the Village Attorney does not agree that sufficient reason exists. Trustees shall recuse themselves before an issue is debated.
5. Abstention. A Trustee may abstain from a vote, but the President may ask the Trustee to state the reason for the abstention and the Board may by a motion second and vote require the Trustee to vote. Any abstention counts toward the negative side on a vote and does not reduce the number needed to approve any item. Therefore, if the vote is three affirmative, and three negative, the abstention with count as a fourth negative vote.

C. Challenging Actions of the Chair.

The decision of the Chair may be challenged by any member of the Board by a motion with a second. The motion shall be, "shall the decision of the Chair stand." A 2/3 majority voting in the negative shall be required to overturn the decision of the Chair.

D. Direction to Commissions

1. The Board is responsible for approving all administrative policies adopted by the Commissions by a Resolution passed by the Board and may override any policies established by the Commissions by a Resolution of the Board. The intent, purpose, powers, duties, and membership of the various Commissions shall be defined by ordinance and may not be expanded except by the Board.

2. The Board may direct Commissions ("Commissions" includes Boards that are created by and report to the Board of Trustees) to address issues within the purview of that Commission as defined in the Village Code and bring back recommendations to the Board.
3. Commission budgets are approved by the Board through the annual budget adoption process. The Village Manager is responsible for making any expenditures necessary to implement programs in a Commission's budget within parameters adopted by the Board and Village Manager. The Village Manager shall implement proper accounting and reimbursement procedures as necessary. The Village Manager has the authority to approve expenditures up to 10% above the total funds budgeted for any Commission, not to exceed \$2,500 total.
4. Recording. All Commission meetings shall be recorded either by digital audio recording or audio/visual recording and all such recordings shall be made available to the public on the Village website or other internet services available to the public. The meetings of the Zoning and Planning Commission, Traffic and Safety Commission and the Parks and Recreation Advisory Commission shall be video recorded. All meetings of the Village, including meetings of Joint Review Boards staffed by the Village, that requires a 48-hour notice period under 5 ILCS 120/2.02 (a) shall be audio recorded, unless it is video recorded with audio. The Board may waive this policy for individual meetings. Recordings will be made available to the public on the Village website as soon as practicable but within two weeks at a maximum.
5. Commission Agendas. Each Commission agenda shall include the following items:
 - a. Roll Call and determination of a quorum
 - b. Adoption of the Agenda
 - c. Approval of Minutes (from previous meetings)
 - d. New Business
 - e. Comments from the Public
 - f. Comments from Liaison(s)Aside from Roll Call, items may be in any order and additional agenda items may be added. All actions of the Commissions shall be made by an action at a meeting by motion, second and majority vote.

III. Board Directions to Staff.

A. Direction to the staff. Directions to staff must be made through the Village Manager.
[Code 2-303 (a)]

"The board of trustees shall act in all matters as a body and individual trustees shall not seek to influence the official acts of the village manager, or any other officer, or to interfere in any way with the performance by such officers of their duties..."

B. Requests for Information

1. Requests for information must be informational or serve a legislative purpose. [Sec. 2-303 (a)]

Nothing contained herein shall prevent any trustee from requesting from the manager such information as may be proper and necessary to the performance of the trustees' duties, whether the trustee acts as a trustee, or as a liaison, or as a member of any board, committee or commission."

2. Information and reports will typically be sent to all elected officials, even if only requested by one Trustee, unless it is routine or trivial in nature.
3. If the Village Manager determines that a request for information will take more than two staff hours to complete, the Manager will seek direction to complete the task from the Board at the next Board Meeting, unless the Manager determines it is in the best interest of the Village to complete it anyway. Requests requiring Board action shall be placed on the agenda under New Business.
4. Information provided to the Board that specifically states that it is confidential or privileged shall be treated as such by all staff and elected officials with whom it is shared. Employees who violate this provision are subject to disciplinary action up to dismissal by the Village Manager. Elected officials shall be governed by Section 3-323 of the Village Code. The Village Manager shall cite the proper exception to the 5 ILCS 140 et seq, if requested to do so. If there is a dispute the Village President, the Village Attorney and the Village Clerk shall meet, confer, and decide if they believe the record should be considered confidential or privileged.

C. Requests for action/service.

1. A request to address a service concern of a constituent may be sent to the Village Manager or a department head by letter or email if the Village Manager is copied on the email. Unsolicited direct contact by elected officials of staff by phone should be avoided. Elected Officials should only contact employees about Village business below the department head level if directed by the Village Manager or a department head.

2. Requests of staff to address concerns at an elected official's personal home or business shall be directed to the Village Manager or a department head by email with a copy sent to the Village Manager. Automated request systems may also be used when available.
3. Nothing in this policy should be construed to suggest that elected officials and Village employees may not have non-Village related conversations or meet casually for non-Village related business or converse at Village events.

IV. Additional Policies of the Board (reserved)

V. Amendments to the Rules and Procedures of the Board

Amendments to the Rules of Order and Procedures for the Board of Trustees for the Village of Villa Park (Rules) made be made by a motion, with a second and a majority vote. The changes will be in force at the start of the next meeting of the Board for which the change applies. (e.g. A change in the Rules for a Committee of the Whole Meeting will be in order at the next meeting of the Committee of the Whole.)



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: March 24, 2025

SUBJECT: A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the Joint Purchase of Bulk Rock Salt through the State of Illinois Central Management Services Bureau of Strategic Sourcing

RECOMMENDED ACTION:

This Resolution authorizes the Village Manager to execute the attached joint participation agreement with the State of Illinois Central Management Services. The Village annually purchases rock salt through an agreement with the State of Illinois Department of Central Management Services (CMS) and make such purchases as necessary. The State of Illinois generally receives favorable prices because of the large quantity of salt that it purchases. The Village must submit its rock salt request through a contract with the State of Illinois by April 7th, 2025 to be included in the annual bid. Village staff recommends entering into a contract with the State of Illinois for up to 500 tons of bulk rock salt.

BACKGROUND:

The Public Works Department uses rock salt to effectively treat Village Streets during winter snow and ice events to ensure safe road conditions for the motoring public. On average, the Village utilizes approximately 500 to 700 tons of salt per winter season and the Village strives to keep a minimum of one (1) year's supply of rock salt in reserve.

Last year, more than 530 agencies entered into a purchase agreement with the State for over 600,000 tons of rock salt. The State generally receives favorable prices due to the large quantity of salt purchased. The State will solicit bids for bulk rock salt for the 2024-2025 winter season. The State typically has two (2) options for purchasing rock salt. Option #1 states the Village shall commit to accepting a minimum of 80% of its contract amount and a maximum of 120% of its contract amount. Option #2 states the Village shall commit to accepting a minimum of 100% of its contract amount and a maximum of 120% of its contract amount. If the Village were to elect to go out to bid on its own for bulk rock salt, the price would likely be substantially higher.

To ensure the Village can adequately purchase rock salt, the Village staff will also propose the purchase of up to 500 tons of bulk rock salt with DuPage County through their joint purchasing program. This will allow the Village some flexibility in the procurement of salt during the winter months in case there is an issue with a supplier for delivery or if the Village does not receive a bid on the State contract.

DISCUSSION:

The Village must submit its rock salt request through a contract with the State of Illinois by April 7th to be included in the annual bid. This bid has allowed the Village to receive favorable pricing over the past several years. Village staff recommends entering into a contract with the State of Illinois for up to 500 tons of bulk rock salt. The Village has a total budget of \$120,000 in the Street Maintenance Budget for the purchase of rock salt.

RESOLUTION NO. _____

**Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the
Joint Purchase of Bulk Rock Salt through the State of Illinois Central
Management Services Bureau of Strategic Sourcing**

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the “Village”) is a duly organized and validly existing non home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State of Illinois;

WHEREAS, Section 2-220(b) of the Villa Park Municipal Code permits the procurement from a federal, state or local governmental unit or agency thereof of materials, supplies, commodities or equipment without conforming with the competitive bidding requirements of Chapter 2, Article II, Division 2 of the Villa Park Municipal Code;

WHEREAS, the State of Illinois Department of Central Management Services, Bureau of Strategic Sourcing, requires that governmental units desiring to participate in the joint purchase of bulk rock salt for the 2025/2026 winter season submit a Joint Purchasing Requisition;

WHEREAS, the President and Board of Trustees of the Village have determined that it is in the best interests of the citizens of the Village to submit an order for the purchase of up to 500 tons of bulk rock salt through the State of Illinois Central Management Services Bureau of Strategic Sourcing.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, State of Illinois, as follows:

Section 1: That the joint purchase of up to 500 tons of bulk rock salt through the State of Illinois Central Management Services Bureau of Strategic Sourcing is hereby approved, and the Village Manager is hereby authorized to execute the joint participation agreement on behalf of the Village.

Resolution No. _____

Section 2: This resolution shall be in full force and effect from and after its passage and approval according to law.

Passed this _____ day of _____, 2025.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Published in pamphlet form:

_____, 2025



MEMORANDUM

TO: Village Board of Trustees

FROM: Mike Guerra, Director

DATE: March 24, 2025

SUBJECT: A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving the Joint Purchase of Bulk Rock Salt through the DuPage County Procurement Services Division

RECOMMENDED ACTION:

This Resolution authorizes the Village Manager to approve requisition orders for the purchase of rock salt from DuPage County. The Village has purchased rock salt through an agreement with DuPage County Procurement Service Division for the last ten (10) years. DuPage County generally receives favorable prices because of the large quantity of salt that it purchases. Village staff also recommends entering into a contract with DuPage County Procurement Service Division for up to 500 tons of bulk rock salt.

BACKGROUND:

The Public Works Department uses rock salt to effectively treat Village Streets during winter snow and ice events to ensure safe road conditions for the motoring public. On average, the Village utilizes approximately 600 to 1000 tons of salt per winter season and the Village strives to keep a minimum of one (1) year's supply of rock salt in reserve.

Last year, 36 agencies entered into a purchase agreement with the DuPage County Procurement Service Division for over 74,000 tons of rock salt. The county generally receives favorable prices due to the large quantity of salt purchased. The county has a single option for purchasing rock salt. It states the Village shall commit to accepting 80% of its contract requirement and cannot exceed 130% of the contract amount. If the Village were to elect to go out to bid on its own for bulk rock salt, the price would likely be substantially higher.

Village staff will also propose to purchase up to 500 tons of bulk rock salt with the State of Illinois Department of Central Management Services (CMS) through their joint purchasing program. This will allow the Village some flexibility in the procurement of salt during the winter months in case there is an issue with a supplier for delivery or if the Village does not receive a bid on the County contract.

DISCUSSION:

The Village must submit its rock salt request to DuPage County to be included in the annual

bid. This bid has allowed the Village to receive favorable pricing over the past nine years and the Village expects similar pricing this year. Village staff recommends entering into a contract with DuPage County for up to 500 tons of bulk rock salt. The Village has a total budget of \$120,000 in the Street Maintenance Budget for the purchase of rock salt.

RESOLUTION NO. _____

**Resolution of the Village of Villa Park, DuPage County, Illinois,
Approving the Joint Purchase of Bulk Rock Salt through the
DuPage County Procurement Services Division**

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the “Village”) is a duly organized and validly existing non home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State of Illinois;

WHEREAS, Section 2-220(b) of the Villa Park Municipal Code permits the procurement from a federal, state or local governmental unit or agency thereof of materials, supplies, commodities or equipment without conforming with the competitive bidding requirements of Chapter 2, Article II, Division 2 of the Villa Park Municipal Code;

WHEREAS, DuPage County’s Procurement Services Division requires that governmental units desiring to participate in the joint purchase of bulk rock salt for the 2025/2026 winter season submit a Joint Purchasing Requisition request;

WHEREAS, the President and Board of Trustees of the Village have determined that it is in the best interests of the citizens of the Village to submit an order for the purchase of up to 500 tons of bulk rock salt through the DuPage County Procurement Services Division.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, State of Illinois, as follows:

Section 1: That the joint purchase of up to 500 tons of bulk rock salt through the DuPage County Procurement Services Division is hereby approved, and the Village Manager is hereby authorized to execute the order requisition on behalf of the Village.

Resolution No. _____

Section 2: This resolution shall be in full force and effect from and after its passage and approval according to law.

Passed this _____ day of _____, 2025.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Published in pamphlet form:

_____, 2025



MEMORANDUM

TO: Village Board of Trustees
FROM: Matthew Harline, Village Manager
DATE: March 24, 2025
SUBJECT: A Resolution Authorizing the Appointment of an Administrative Officer

RECOMMENDED ACTION:

Section 5-3-7 of the Illinois Municipal Code (65ILCS 5/5-3-7) provides that the Village Board may designate a qualified Administrative Officer of the municipality to perform the duties of the Manager at such times when the Manager is absent or unable due to disability to perform the duties of the office. This Resolution would replace the current Administrative Officer, who has resigned from her position, and appoint Michael Guerra, Director of Public Works, to serve as Administrative Officer. Staff recommends approval of this Resolution.

BACKGROUND:

DISCUSSION:

RESOLUTION NO: _____

**RESOLUTION AUTHORIZING APPOINTMENT OF AN
ADMINISTRATIVE OFFICER**

WHEREAS, the Village of Villa Park (the “*Village*”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State;

WHEREAS, the Village operates under the Village Board/Manager form of government as provided in Article 5 of the Illinois Municipal Code (65 ILCS 5/5-1-1);

WHEREAS, Section 5-3-7 of the Illinois Municipal Code (65 ILCS 5/5-3-7) provides that the Village Board may designate a qualified Administrative Officer of the municipality to perform the duties of the Manager at such times that the Manager is absent or unable due to disability to perform the duties of the office;

WHEREAS, the corporate authorities of the Village believe that it is appropriate to appoint Michael Guerra as Administrative Officer.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The facts and statements contained in the preambles to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

Section 2: That Michael Guerra is hereby in accordance with the provisions of Section 5-3-7 designated and appointed as Administrative Officer of the Village, who, upon notification from either the President or the Village Manager that the Village Manager is absent or disabled, shall assume and perform the duties of the Manager during such absence or disability, or until such time as otherwise directed by the Village President and Board of Trustees.

Resolution No: _____

Section 3: This resolution shall be in full force and effect from and after its passage and approval as provided by law.

PASSED this _____ day of _____, 2025, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this _____ day of _____, 2025.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk



MEMORANDUM

TO: Village Board of Trustees
FROM:
DATE: March 24, 2025
SUBJECT: A Resolution Establishing the Fees for the Village's Swimming Pool for 2025

RECOMMENDED ACTION:

The Staff request passing this resolution to establish the 2025 swimming pool fees for public notice to be given prior to May 1, 2025.

BACKGROUND:

DISCUSSION:

That the following Village swimming pool fees are hereby recommended by the staff and the Parks & Recreation Advisory Board for the 2025 swimming pool season:

Season Pass Rates

Early Bird Discounted Rate	Regular Season Rate
May 1-June 21	Beginning June 22

Resident age 3-59	\$65	\$89
Non-Resident age 3-59	N/A*	\$123
Resident senior age 60+	\$60	\$79
Non-Resident age 60+	N/A*	\$114

Family Pass Discount Rates	Early Bird	Regular Season
Resident Family of 2	\$127	\$173
Non-Resident Family of 2	N/A*	\$239
Resident Family of 2 (60+)	\$116	\$154
Non-Resident Family of 2 (60+)	N/A*	\$222
Resident Family of 3	\$186	\$253
Non-Resident Family of 3	N/A*	\$349
Resident Family of 4	\$228	\$303

Non-Resident Family of 4	N/A*	\$418
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Resident Family of 5	\$261	\$356
Non-Resident Family of 5	N/A*	\$491

Resident Family of 6	\$294	\$400
Non-Resident Family of 6	N/A*	\$552

Resident families that have more than six family members residing at the same address will pay \$25 for each additional family member. Non-resident families that have more than six family members residing at the same address will pay \$32 for each additional family member.

(*Non-residents will not have the option to purchase pool passes at the reduced, early bird rate.)

Multi-use pass rates:

Resident 10-use pass	\$64 (\$6.40 per visit)
Non-Resident 10-use pass	\$97 (\$9.70 per visit)

Resident 15-use pass	\$89 (\$5.93 per visit)
Non-Resident 15-use pass	\$139 (\$9.26 per visit)

Daily admission fees

Resident 3 years and up	\$8
Non-resident 3 years and up	\$10

After 6 pm Daily Admission Discount

Resident 3 years and up	\$3
Non-resident 3 years and up	\$5

Except as amended herein, all other existing fees, rules and regulations shall remain in full force and effect.

RESOLUTION NO. _____

**A RESOLUTION ESTABLISHING THE FEES
FOR THE VILLAGE'S SWIMMING POOL FOR 2025**

WHEREAS, the Village of Villa Park is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State;

WHEREAS, Section 17-103, entitled *Swimming Pools* of Chapter 17, entitled *Parks and Recreation* of the Villa Park Municipal Code requires that the swimming pool fees, rules and regulations shall be established by resolution;

WHEREAS, the Village desires by this resolution to establish the 2025 swimming pool fees for public notice to be given prior to May 1, 2025.

NOW THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Villa Park, DuPage County, State of Illinois, as follows:

Section 1: That the following Village swimming pool fees are hereby established for the 2025 swimming pool season:

Season Pass Rates

	Early Bird Discounted Rate May 1-June 21	Regular Season Rate Beginning June 22
Resident age 3-59	\$65	\$89
Non-Resident age 3-59	N/A*	\$123
Resident senior age 60+	\$60	\$79
Non-Resident age 60+	N/A*	\$114

Family Pass Discount Rates

	Early Bird	Regular Season
Resident Family of 2	\$127	\$173
Non-Resident Family of 2	N/A*	\$239
Resident Family of 2 (60+)	\$116	\$154
Non-Resident Family of 2 (60+)	N/A*	\$222
Resident Family of 3	\$186	\$253
Non-Resident Family of 3	N/A*	\$349
Resident Family of 4	\$228	\$303
Non-Resident Family of 4	N/A*	\$418
Resident Family of 5	\$261	\$356
Non-Resident Family of 5	N/A*	\$491
Resident Family of 6	\$294	\$400
Non-Resident Family of 6	N/A*	\$552

Resident families that have more than six family members residing at the same address will pay \$25 for each additional family member. Non-resident families that have more than six family members residing at the same address will pay \$32 for each additional family member.

Resolution No. _____

(*Non-residents will not have the option to purchase pool passes at the reduced, early bird rate.)

Multi-use pass rates:

<i>Resident 10-use pass</i>	<i>\$64 (\$6.40 per visit)</i>
<i>Non-Resident 10-use pass</i>	<i>\$97 (\$9.70 per visit)</i>
<i>Resident 15-use pass</i>	<i>\$89 (\$5.93 per visit)</i>
<i>Non-Resident 15-use pass</i>	<i>\$139 (\$9.26 per visit)</i>

Daily admission fees

<i>Resident 3 years and up</i>	<i>\$8</i>
<i>Non-resident 3 years and up</i>	<i>\$10</i>

After 6 pm Daily Admission Discount

<i>Resident 3 years and up</i>	<i>\$3</i>
<i>Non-resident 3 years and up</i>	<i>\$5</i>

Except as amended herein, all other existing fees, rules and regulations shall remain in full force and effect.

Section 2: This resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED AND APPROVED this _____ day of _____, 2025, pursuant to a roll call vote as follows:

AYES: _____
NAYS: _____
ABSENT: _____
ABSTAINING: _____

VILLAGE OF VILLA PARK

Nick Cuzzone, President
Village of Villa Park

ATTEST:

Hosanna Korynecky, Village Clerk
Village of Villa Park

Published in Pamphlet Form
This _____ day of _____, 2025



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: March 24, 2025

SUBJECT: Guidance on Residential Lead Water Service Line Replacement.

RECOMMENDED ACTION:

Staff seeks recommendations from the Board on how to finalize the program for the private portion of the lead service line replacement. In reviewing the financial situation of the Water Fund, it is possible with continued wise investment of the fund balance, the interest earned would offset the majority of the cost for the cost share program. This would limit the fund's reliance on the revenue generated from customer charges and possible user charge increases. Additionally, the current rate structure had planned for unknown capital improvements by incorporating an annual capital plan of \$500,000, which would cover the Village portion of service line replacements. If the Village wishes to pay for all of the service line replacement, the costs would be included in updated rate studies to ensure the Village has adequate funding for the program moving forward. With the Board's recommendation, staff will prepare a written policy for approval at an upcoming board meeting.

BACKGROUND:

On the March 10th Committee of the Whole meeting, I gave a presentation to the Village Board regarding possible options that the Village could implement with regard to the IEPA lead service line requirements. During the discussion, the Board requested additional information to help them decide on a program policy. It was my impression that the board was in favor of providing some financial assistance for private side replacements. The consideration was for a 100% Village-initiated replacement program or shared cost program where the Village would reimburse the resident up to \$5,000.

DISCUSSION:

Memo



To: Mathew Harline, Village Manager

From: Michael Guerra, P.E., Director of Public Works 

Date: March 21, 2025

Re: Private Side Lead Service Replacement Program

On the March 10th Committee of the Whole meeting, I gave a presentation to the Village Board regarding possible options that the Village could implement with regard to the IEPA lead service line requirements. During the discussion, the Board requested additional information to help them decide on a program policy. It was my impression that the board was in favor of providing some financial assistance for private side replacements. The consideration was for a 100% Village-initiated replacement program or shared cost program where the Village would reimburse the resident up to \$5,000.

In October of 2024, the EPA issued the final ruling for the Lead and Copper Improvement Rule. This final ruling requires that the Village create a material inventory for all water service lines on the village water system including the private property portion of the service line. Additionally, the Village must keep that inventory current and develop a plan to replace all the lead and galvanized services (both the public portion and the private portion) within 10 years. For the 2024 inventory, the Public Works Department was able to identify 2,910 private side service materials through visual observation or material records. Of those, 134 were identified as lead or galvanized equating to 4.61% of the services. Therefore, the Public Works Department estimates that there will be approximately 330 out of the 7154 total services in the Village to be replaced. The Village continually inspects and documents the material during meter replacements and I&I inspections. For this memo, this information will be used for a cost comparison as requested by the Trustees.

Option 1: 100% Village Funded Program

The following table shows the estimated costs for a Village-initiated program where the Village would cover the entire cost of the program for the entire water service line, including the private portion. For this program, the Village would exploratory dig approximately 600 locations a year to determine the service line material for both the private and public portions of the service line. Any lead or galvanized material would then be scheduled to be replaced with coordination of the property owner utilizing the Village contractor. For locations already identified as lead from visual or historical records, the Village will incorporate those locations into the annual bid as those portions of the Village are addressed as part of the annual program. Based on recent bids, the average cost for the private side replacement is between \$6,000 and \$10,000 so an average cost of \$8,000 is anticipated with an assumed inflation rate of 3% each year. If the Village plans to replace 33 services a year, the estimated cost would be \$264,000 to \$344,000 per year for the portion of the service line on private property. The public portion of the service line that is the Village's reasonability is estimated at \$298,500 to \$373,250 per year including the exploratory digging. This would be a total program cost of over \$6 million as shown in Table 1.

Table 1.

Lead Service Replacement Program											
Assumed inflation	3.00%										
100% Village Cost											
Year	1	2	3	4	5	6	7	8	9	10	Total
Services replaced	33	33	33	33	33	33	33	33	33	33	330
Private Side											
Average cost	\$ 8,000.00	\$ 8,240.00	\$ 8,488.00	\$ 8,743.00	\$ 9,006.00	\$ 9,277.00	\$ 9,556.00	\$ 9,843.00	\$ 10,139.00	\$ 10,444.00	
Total Cost Private Side	\$264,000.00	\$ 271,920.00	\$280,104.00	\$288,519.00	\$297,198.00	\$306,141.00	\$315,348.00	\$324,819.00	\$334,587.00	\$344,652.00	\$ 3,027,288.00
Cost per 1,000 Gal	\$ 0.52	\$ 0.54	\$ 0.56	\$ 0.57	\$ 0.59	\$ 0.61	\$ 0.63	\$ 0.64	\$ 0.66	\$ 0.68	
Public Side											
Average cost per service	\$ 4,500.00	\$ 4,635.00	\$ 4,775.00	\$ 4,919.00	\$ 5,067.00	\$ 5,220.00	\$ 5,377.00	\$ 5,539.00	\$ 5,706.00	\$ 5,878.00	
Total Cost for replacement	\$148,500.00	\$ 152,955.00	\$157,575.00	\$162,327.00	\$167,211.00	\$172,260.00	\$177,441.00	\$182,787.00	\$188,298.00	\$193,974.00	\$ 1,703,328.00
Exploratory Dig (avg)	\$150,000.00	\$ 153,000.00	\$156,060.00	\$159,182.00	\$162,366.00	\$165,614.00	\$168,927.00	\$172,306.00	\$175,753.00	\$179,269.00	\$ 1,642,477.00
Total Cost Public Side	\$298,500.00	\$ 305,955.00	\$313,635.00	\$321,509.00	\$329,577.00	\$337,874.00	\$346,368.00	\$355,093.00	\$364,051.00	\$373,243.00	\$ 3,345,805.00
Cost per 1,000 Gal	\$ 0.59	\$ 0.61	\$ 0.62	\$ 0.64	\$ 0.65	\$ 0.67	\$ 0.69	\$ 0.70	\$ 0.72	\$ 0.74	
Total Cost	\$562,500.00	\$ 577,875.00	\$593,739.00	\$610,028.00	\$626,775.00	\$644,015.00	\$661,716.00	\$679,912.00	\$698,638.00	\$717,895.00	\$ 6,373,093.00
Total Cost per 1,000 Gal	\$ 1.11	\$ 1.14	\$ 1.17	\$ 1.21	\$ 1.24	\$ 1.27	\$ 1.31	\$ 1.34	\$ 1.38	\$ 1.42	
Avg Monthly Resident cost	\$ 6.66	\$ 6.84	\$ 7.02	\$ 7.26	\$ 7.44	\$ 7.62	\$ 7.86	\$ 8.04	\$ 8.28	\$ 8.52	

Option 2: A participation Program or Cost Share Program

In this program, the Village would reimburse the property owner a portion of the cost of 50/50 or up to 75/25 for a maximum of \$5,000. For this program, the Village would exploratory dig approximately 600 locations a year to determine the service line material for both private and public portions. If the private portion is identified as lead or galvanized material, the homeowner would be notified and informed of the need for replacement. If the service on the public side is lead as well, the Village will offer the property owner the opportunity for the Village contractor to replace the private portion utilizing the Village bid minus the \$5,000 credit and payment plan options. If the property owner wishes to utilize their plumber, the Village would require at least two bids for consideration to ensure competitive pricing for public funds. For properties that have previously been identified as lead or galvanized, the property owner can enter the program at any time. This program is anticipated to cost the Village \$1.65 million over 10 years if the rate is not changed throughout the program as presented in Table 2A. For the Board's consideration, table 2B offers approximately a 2% annual increase, rounded to the nearest hundred dollars, to help account for inflation over 10 years without adjusting the program. This would cost the Village \$1,798,500 over 10 years. Both would be in addition to the Village replacing public portions of service lines at an estimated cost of \$298,500 to \$373,250 per year including the exploratory digging. This would be a total program cost of around \$5 million as shown in Table 2.

Table 2A.

Participation Program											
Year	1	2	3	4	5	6	7	8	9	10	Total
Services replaced	33	33	33	33	33	33	33	33	33	33	330
Private Side											
Village cost	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Total Cost Private Side	\$165,000.00	\$ 165,000.00	\$165,000.00	\$165,000.00	\$165,000.00	\$165,000.00	\$165,000.00	\$165,000.00	\$165,000.00	\$165,000.00	\$1,650,000.00
Public Side											
Average cost per replacement	\$ 4,500.00	\$ 4,635.00	\$ 4,775.00	\$ 4,919.00	\$ 5,067.00	\$ 5,220.00	\$ 5,377.00	\$ 5,539.00	\$ 5,706.00	\$ 5,878.00	
Total Cost for replacement	\$148,500.00	\$ 152,955.00	\$157,575.00	\$162,327.00	\$167,211.00	\$172,260.00	\$177,441.00	\$182,787.00	\$188,298.00	\$193,974.00	\$1,703,328.00
Exploratory Dig	\$150,000.00	\$ 154,500.00	\$159,135.00	\$163,910.00	\$168,828.00	\$173,893.00	\$179,110.00	\$184,484.00	\$190,019.00	\$195,720.00	\$1,719,599.00
Total Cost Public Side	\$298,500.00	\$ 307,455.00	\$316,710.00	\$326,237.00	\$336,039.00	\$346,153.00	\$356,551.00	\$367,271.00	\$378,317.00	\$389,694.00	\$3,422,927.00
Cost per 1,000 Gal	\$ 0.59	\$ 0.61	\$ 0.63	\$ 0.65	\$ 0.67	\$ 0.69	\$ 0.71	\$ 0.73	\$ 0.75	\$ 0.77	
Total Cost	\$463,500.00	\$ 472,455.00	\$481,710.00	\$491,237.00	\$501,039.00	\$511,153.00	\$521,551.00	\$532,271.00	\$543,317.00	\$554,694.00	\$5,072,927.00
Total Cost per 1,000 Gal	\$ 0.92	\$ 0.94	\$ 0.95	\$ 0.97	\$ 0.99	\$ 1.01	\$ 1.03	\$ 1.05	\$ 1.07	\$ 1.10	\$ 709.10
Avg Monthly Resident cost	\$ 5.52	\$ 5.64	\$ 5.70	\$ 5.82	\$ 5.94	\$ 6.06	\$ 6.18	\$ 6.30	\$ 6.42	\$ 6.60	

Table 2B.

Participation Program											
Year	1	2	3	4	5	6	7	8	9	10	Total
Services replaced	33	33	33	33	33	33	33	33	33	33	330
Private Side											
Village Cost *	\$ 5,000.00	\$ 5,100.00	\$ 5,200.00	\$ 5,300.00	\$ 5,400.00	\$ 5,500.00	\$ 5,600.00	\$ 5,700.00	\$ 5,800.00	\$ 5,900.00	
Total Cost Private Side	\$165,000.00	\$ 168,300.00	\$171,600.00	\$174,900.00	\$178,200.00	\$181,500.00	\$184,800.00	\$188,100.00	\$191,400.00	\$194,700.00	\$ 1,798,500.00
Total cost per 1,000 Gal	\$ 0.36	\$ 0.37	\$ 0.38	\$ 0.39	\$ 0.39	\$ 0.40	\$ 0.41	\$ 0.42	\$ 0.42	\$ 0.43	
Public Side											
Average cost per replacement	\$ 4,500.00	\$ 4,635.00	\$ 4,775.00	\$ 4,919.00	\$ 5,067.00	\$ 5,220.00	\$ 5,377.00	\$ 5,539.00	\$ 5,706.00	\$ 5,878.00	
Total Cost for replacement	\$148,500.00	\$ 152,955.00	\$157,575.00	\$162,327.00	\$167,211.00	\$172,260.00	\$177,441.00	\$182,787.00	\$188,298.00	\$193,974.00	\$ 1,703,328.00
Exploratory Dig	\$150,000.00	\$ 154,500.00	\$159,135.00	\$163,910.00	\$168,828.00	\$173,893.00	\$179,110.00	\$184,484.00	\$190,019.00	\$195,720.00	\$ 1,719,599.00
Total Cost Public Side	\$298,500.00	\$ 307,455.00	\$316,710.00	\$326,237.00	\$336,039.00	\$346,153.00	\$356,551.00	\$367,271.00	\$378,317.00	\$389,694.00	\$ 3,422,927.00
per 1,000 Gal	\$ 0.59	\$ 0.61	\$ 0.63	\$ 0.65	\$ 0.67	\$ 0.69	\$ 0.71	\$ 0.73	\$ 0.75	\$ 0.77	
Total Cost	\$463,500.00	\$ 475,755.00	\$488,310.00	\$501,137.00	\$514,239.00	\$527,653.00	\$541,351.00	\$555,371.00	\$569,717.00	\$584,394.00	\$ 5,221,427.00
Total Cost per 1,000 Gal	\$ 0.92	\$ 0.94	\$ 0.97	\$ 0.99	\$ 1.02	\$ 1.04	\$ 1.07	\$ 1.10	\$ 1.13	\$ 1.16	
Avg Monthly Resident cost	\$ 5.52	\$ 5.64	\$ 5.82	\$ 5.94	\$ 6.12	\$ 6.24	\$ 6.42	\$ 6.60	\$ 6.78	\$ 6.96	

All tables show the estimated cost of the program and how that correlates to a cost per 1,000 Gallons rate.

The current water rate charges were based on the 2021 Water and Wastewater Rate Study performed by Stanely Consultants which set the rates through 2025. This rate study incorporated planned capital improvement at that time which included the planning of self-funding the Plymouth Water Tower Painting which was awarded last fall, the North Harvard Ave Improvement (Plymouth to Ridge) which will be out to bid shortly, funding portions of other capital improvement projects that include some water improvements such as Monterey Ave Improvements (completed) that and Jackson Area Improvements, and to have an annual capital budget of at least \$500,000. The plan also includes future debt service for IEPA loans to replace water mains on Myrtle Ave and Bierman Ave which are under design with plans for 2027 construction. Below Table 3 shows the breakdown of the rates and how that correlates to the revenue versus expenses.

Table 3

Water Fund 82					
Fiscal Year	2021	2022	2023	2024	2025
Rates:					
Volume per 1,000 GAL	\$ 9.14	\$ 9.23	\$ 9.98	\$ 10.43	\$ 10.54
Customer Charge					
3/4"	\$ 4.79	\$ 4.84	\$ 5.01	\$ 5.17	\$ 5.23
1"	\$ 8.63	\$ 8.72	\$ 9.03	\$ 9.32	\$ 9.42
1 1/4"	\$ 13.41	\$ 13.54	\$ 14.03	\$ 14.48	\$ 14.64
1 1/2"	\$ 19.15	\$ 19.34	\$ 20.04	\$ 20.68	\$ 20.91
2"	\$ 34.00	\$ 34.34	\$ 35.58	\$ 36.72	\$ 37.12
3"	\$ 75.59	\$ 76.35	\$ 79.10	\$ 81.63	\$ 82.53
4"	\$ 135.97	\$ 137.33	\$ 142.27	\$ 146.82	\$ 148.44
Unknown	\$ 4.79	\$ 4.84	\$ 5.01	\$ 5.17	\$ 5.23
	<i>audited</i>	<i>audited</i>	<i>audited</i>	<i>unaudited</i>	<i>proposed</i>
Revue	\$ 5,016,197.00	\$ 5,186,999.00	\$ 5,697,472.00	\$ 6,117,256.00	\$ 5,641,300.00
Grants/Transfers				\$ 1,200,000.00	
Total	\$ 5,016,197.00	\$ 5,186,999.00	\$ 5,697,472.00	\$ 7,317,256.00	\$ 5,641,300.00
Operations	\$ 4,954,438.00	\$ 5,131,264.00	\$ 5,407,283.00	\$ 5,747,927.57	\$ 5,684,053.00
Capital					\$ 2,512,050.00
Total	\$ 4,954,438.00	\$ 5,131,264.00	\$ 5,407,283.00	\$ 5,747,927.57	\$ 8,196,103.00
Over/under	\$ 61,759.00	\$ 55,735.00	\$ 290,189.00	\$ 1,569,328.43	\$ (2,554,803.00)
Fund Balance	\$ 1,125,424.00	\$ 2,544,700.00	\$ 2,834,889.00	\$ 4,404,217.43	\$ 1,849,414.43
Target Fund Balance (30%)	\$ 1,486,331.40	\$ 1,539,379.20	\$ 1,622,184.90	\$ 1,724,378.27	\$ 1,705,215.90

In reviewing the numbers, the Village changed auditors for FY2023 so the unrestricted fund balance was not itemized as it was previously. Therefore, the fund balance for both FY2023 and the unaudited FY2024 was calculated off of the previous balances. There was a large balance carried over from FY2024 as Plymouth Tower Painting and Harvard Ave. Improvements are set to begin this spring and were incorporated in FY2025 as deficient spending utilizing the fund balance. It is anticipated that FY2025 revenues will come in higher than the budgeted \$5,641,300 as it does not include interest earned on the fund. In FY23 the Village received \$155,000 in interest and FY2024 shows over \$200,000 in interest earned due to Director Howard's choices for investing.

RECOMMENDATION

Staff is looking for recommendations from the Board on how to finalize the program for the private portion of the lead service line replacement. In reviewing the financial situation of the Water Fund, it is possible with continued wise investment of the fund balance, the interest earned would offset the majority of the cost for the cost share program. This would limit the fund's reliance on the revenue generated from customer charges and possible user charge increases. Additionally, the current rate structure had planned for unknown capital improvements by incorporating an annual capital plan of \$500,000, which would cover the Village portion of service line replacements. If the Village wishes to pay for all of the service line replacement, the costs would be included in updated rate studies to ensure the Village has adequate funding for the program moving forward. With the Board's recommendation, staff will prepare a written policy for approval at an upcoming board meeting.

Public Outreach

The Village Board inquired about public outreach with regards to additional information regarding lead services, how to determine if they have lead services, and the possibility of resident reporting of service to help update the inventory. Since the last board meeting, our Public Information Officer Riley Pillar and Public Works staff have been working on updating the Village website to provide information on lead-contaminated water, filtration options, home testing options, and other useful facts. It is anticipated that the updated Village website for lead services will be live in the upcoming weeks.

The water service line material inventory is continually being updated as staff prepares to send the annual report to the EPA this April. If residents wish to know the material of their service line, we encourage them to reach out to the Public Works Department as they can schedule an appointment for our staff to come out and inspect. This is the Department's preference to ensure the accuracy of the material listing. However, if residents wish to investigate the type of material their service is, the staff is working on a step-by-step guide on how to determine the material and a web-based link to self-report it to the Village. This information will be included on the updated village website for lead services.

Lead Service Replacement Program

Assumed inflation

3.00%

100% Village Cost											
Year	1	2	3	4	5	6	7	8	9	10	Total
Services replaced	33	33	33	33	33	33	33	33	33	33	330
Private Side											
Average cost	\$ 8,000.00	\$ 8,240.00	\$ 8,488.00	\$ 8,743.00	\$ 9,006.00	\$ 9,277.00	\$ 9,556.00	\$ 9,843.00	\$ 10,139.00	\$ 10,444.00	
Total Cost Private Side	\$ 264,000.00	\$ 271,920.00	\$ 280,104.00	\$ 288,519.00	\$ 297,198.00	\$ 306,141.00	\$ 315,348.00	\$ 324,819.00	\$ 334,587.00	\$ 344,652.00	\$ 3,027,288.00
Cost per 1,000 Gal	\$ 0.52	\$ 0.54	\$ 0.56	\$ 0.57	\$ 0.59	\$ 0.61	\$ 0.63	\$ 0.64	\$ 0.66	\$ 0.68	
Public Side											
Average cost per service	\$ 4,500.00	\$ 4,635.00	\$ 4,775.00	\$ 4,919.00	\$ 5,067.00	\$ 5,220.00	\$ 5,377.00	\$ 5,539.00	\$ 5,706.00	\$ 5,878.00	
Total Cost for replacement	\$ 148,500.00	\$ 152,955.00	\$ 157,575.00	\$ 162,327.00	\$ 167,211.00	\$ 172,260.00	\$ 177,441.00	\$ 182,787.00	\$ 188,298.00	\$ 193,974.00	\$ 1,703,328.00
Exploratory Dig (avg)	\$ 150,000.00	\$ 153,000.00	\$ 156,060.00	\$ 159,182.00	\$ 162,366.00	\$ 165,614.00	\$ 168,927.00	\$ 172,306.00	\$ 175,753.00	\$ 179,269.00	\$ 1,642,477.00
Total Cost Public Side	\$ 298,500.00	\$ 305,955.00	\$ 313,635.00	\$ 321,509.00	\$ 329,577.00	\$ 337,874.00	\$ 346,368.00	\$ 355,093.00	\$ 364,051.00	\$ 373,243.00	\$ 3,345,805.00
Cost per 1,000 Gal	\$ 0.59	\$ 0.61	\$ 0.62	\$ 0.64	\$ 0.65	\$ 0.67	\$ 0.69	\$ 0.70	\$ 0.72	\$ 0.74	
Total Cost	\$ 562,500.00	\$ 577,875.00	\$ 593,739.00	\$ 610,028.00	\$ 626,775.00	\$ 644,015.00	\$ 661,716.00	\$ 679,912.00	\$ 698,638.00	\$ 717,895.00	\$ 6,373,093.00
Total Cost per 1,000 Gal	\$ 1.11	\$ 1.14	\$ 1.17	\$ 1.21	\$ 1.24	\$ 1.27	\$ 1.31	\$ 1.34	\$ 1.38	\$ 1.42	
Avg Monthly Resident cost	\$ 6.66	\$ 6.84	\$ 7.02	\$ 7.26	\$ 7.44	\$ 7.62	\$ 7.86	\$ 8.04	\$ 8.28	\$ 8.52	

Participation Program											
Year	1	2	3	4	5	6	7	8	9	10	Total
Services replaced	33	33	33	33	33	33	33	33	33	33	330
Private Side											
Village cost	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	
Total Cost Private Side	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 165,000.00	\$ 1,650,000.00
Public Side											
Average cost per replacement	\$ 4,500.00	\$ 4,635.00	\$ 4,775.00	\$ 4,919.00	\$ 5,067.00	\$ 5,220.00	\$ 5,377.00	\$ 5,539.00	\$ 5,706.00	\$ 5,878.00	
Total Cost for replacement	\$ 148,500.00	\$ 152,955.00	\$ 157,575.00	\$ 162,327.00	\$ 167,211.00	\$ 172,260.00	\$ 177,441.00	\$ 182,787.00	\$ 188,298.00	\$ 193,974.00	\$ 1,703,328.00
Exploratory Dig	\$ 150,000.00	\$ 154,500.00	\$ 159,135.00	\$ 163,910.00	\$ 168,828.00	\$ 173,893.00	\$ 179,110.00	\$ 184,484.00	\$ 190,019.00	\$ 195,720.00	\$ 1,719,599.00
Total Cost Public Side	\$ 298,500.00	\$ 307,455.00	\$ 316,710.00	\$ 326,237.00	\$ 336,039.00	\$ 346,153.00	\$ 356,551.00	\$ 367,271.00	\$ 378,317.00	\$ 389,694.00	\$ 3,422,927.00
Cost per 1,000 Gal	\$ 0.59	\$ 0.61	\$ 0.63	\$ 0.65	\$ 0.67	\$ 0.69	\$ 0.71	\$ 0.73	\$ 0.75	\$ 0.77	
Total Cost	\$ 463,500.00	\$ 472,455.00	\$ 481,710.00	\$ 491,237.00	\$ 501,039.00	\$ 511,153.00	\$ 521,551.00	\$ 532,271.00	\$ 543,317.00	\$ 554,694.00	\$ 5,072,927.00
Total Cost per 1,000 Gal	\$ 0.92	\$ 0.94	\$ 0.95	\$ 0.97	\$ 0.99	\$ 1.01	\$ 1.03	\$ 1.05	\$ 1.07	\$ 1.10	\$ 709.10
Avg Monthly Resident cost	\$ 5.52	\$ 5.64	\$ 5.70	\$ 5.82	\$ 5.94	\$ 6.06	\$ 6.18	\$ 6.30	\$ 6.42	\$ 6.60	

Participation Program											
Year	1	2	3	4	5	6	7	8	9	10	Total
Services replaced	33	33	33	33	33	33	33	33	33	33	330
Private Side											
Village Cost *	\$ 5,000.00	\$ 5,100.00	\$ 5,200.00	\$ 5,300.00	\$ 5,400.00	\$ 5,500.00	\$ 5,600.00	\$ 5,700.00	\$ 5,800.00	\$ 5,900.00	
Total Cost Private Side	\$ 165,000.00	\$ 168,300.00	\$ 171,600.00	\$ 174,900.00	\$ 178,200.00	\$ 181,500.00	\$ 184,800.00	\$ 188,100.00	\$ 191,400.00	\$ 194,700.00	\$ 1,798,500.00
Total cost per 1,000 Gal	\$ 0.36	\$ 0.37	\$ 0.38	\$ 0.39	\$ 0.39	\$ 0.40	\$ 0.41	\$ 0.42	\$ 0.42	\$ 0.43	
Public Side											
Average cost per replacement	\$ 4,500.00	\$ 4,635.00	\$ 4,775.00	\$ 4,919.00	\$ 5,067.00	\$ 5,220.00	\$ 5,377.00	\$ 5,539.00	\$ 5,706.00	\$ 5,878.00	
Total Cost for replacement	\$ 148,500.00	\$ 152,955.00	\$ 157,575.00	\$ 162,327.00	\$ 167,211.00	\$ 172,260.00	\$ 177,441.00	\$ 182,787.00	\$ 188,298.00	\$ 193,974.00	\$ 1,703,328.00
Exploratory Dig	\$ 150,000.00	\$ 154,500.00	\$ 159,135.00	\$ 163,910.00	\$ 168,828.00	\$ 173,893.00	\$ 179,110.00	\$ 184,484.00	\$ 190,019.00	\$ 195,720.00	\$ 1,719,599.00
Total Cost Public Side	\$ 298,500.00	\$ 307,455.00	\$ 316,710.00	\$ 326,237.00	\$ 336,039.00	\$ 346,153.00	\$ 356,551.00	\$ 367,271.00	\$ 378,317.00	\$ 389,694.00	\$ 3,422,927.00
per 1,000 Gal	\$ 0.59	\$ 0.61	\$ 0.63	\$ 0.65	\$ 0.67	\$ 0.69	\$ 0.71	\$ 0.73	\$ 0.75	\$ 0.77	
Total Cost	\$ 463,500.00	\$ 475,755.00	\$ 488,310.00	\$ 501,137.00	\$ 514,239.00	\$ 527,653.00	\$ 541,351.00	\$ 555,371.00	\$ 569,717.00	\$ 584,394.00	\$ 5,221,427.00
Total Cost per 1,000 Gal	\$ 0.92	\$ 0.94	\$ 0.97	\$ 0.99	\$ 1.02	\$ 1.04	\$ 1.07	\$ 1.10	\$ 1.13	\$ 1.16	
Avg Monthly Resident cost	\$ 5.52	\$ 5.64	\$ 5.82	\$ 5.94	\$ 6.12	\$ 6.24	\$ 6.42	\$ 6.60	\$ 6.78	\$ 6.96	

Water Fund 82

Fiscal Year	2021	2022	2023	2024	2025
Rates:					
Volume per 1,000 GAL	\$ 9.14	\$ 9.23	\$ 9.98	\$ 10.43	\$ 10.54
Customer Charge					
3/4"	\$ 4.79	\$ 4.84	\$ 5.01	\$ 5.17	\$ 5.23
1"	\$ 8.63	\$ 8.72	\$ 9.03	\$ 9.32	\$ 9.42
1 1/4"	\$ 13.41	\$ 13.54	\$ 14.03	\$ 14.48	\$ 14.64
1 1/2"	\$ 19.15	\$ 19.34	\$ 20.04	\$ 20.68	\$ 20.91
2"	\$ 34.00	\$ 34.34	\$ 35.58	\$ 36.72	\$ 37.12
3"	\$ 75.59	\$ 76.35	\$ 79.10	\$ 81.63	\$ 82.53
4"	\$ 135.97	\$ 137.33	\$ 142.27	\$ 146.82	\$ 148.44
Unknown	\$ 4.79	\$ 4.84	\$ 5.01	\$ 5.17	\$ 5.23
	<i>audited</i>	<i>audited</i>	<i>audited</i>	<i>unaudited</i>	<i>proposed</i>
Revue	\$ 5,016,197.00	\$ 5,186,999.00	\$ 5,697,472.00	\$ 6,117,256.00	\$ 5,641,300.00
Grants/Transfers				\$ 1,200,000.00	
Total	\$ 5,016,197.00	\$ 5,186,999.00	\$ 5,697,472.00	\$ 7,317,256.00	\$ 5,641,300.00
Operations	\$ 4,954,438.00	\$ 5,131,264.00	\$ 5,407,283.00	\$ 5,747,927.57	\$ 5,684,053.00
Capital					\$ 2,512,050.00
Total	\$ 4,954,438.00	\$ 5,131,264.00	\$ 5,407,283.00	\$ 5,747,927.57	\$ 8,196,103.00
Over/under	\$ 61,759.00	\$ 55,735.00	\$ 290,189.00	\$ 1,569,328.43	\$ (2,554,803.00)
Fund Balance	\$ 1,125,424.00	\$ 2,544,700.00	\$ 2,834,889.00	\$ 4,404,217.43	\$ 1,849,414.43
Target Fund Balance (30%)	\$ 1,486,331.40	\$ 1,539,379.20	\$ 1,622,184.90	\$ 1,724,378.27	\$ 1,705,215.90

F.U.N. Commission Meeting minutes from Tuesday, January 28, 2025 held at the Village Hall, Committee of the Whole Room, 20 S. Ardmore Avenue, Villa Park, IL 60181.

1. Call to Order – Roll Call: 5:36 pm. Mary Brunner-Hintze, Eliza Diederich, Kathy Halloran, Catherine Maywood, Michelle McDonald and Junior Commissioner Azana Jackson

Also in attendance: Village Staff Liaison: Gina M. Racanelli
Village Board Liaison: Cari Alfano
Kimberly Jackson
Joseph D'Tomaso
Kyle Schnettler President of Villa Park Chamber of Commerce

Note: Before we started the meeting, we first needed to determine a chairperson for the day. Kathy nominated Mary and Eliza seconded that motion. Next we nominated a chairperson to lead us through 2025 for a 1 year term. Chairperson will set the Agenda. The F.U.N. Commission unanimously nominated Mary to be the Chairperson for a 1 year term.

2. Public Comments on Agenda Items – None
3. Amendments to the Agenda – None
4. Consent Agenda – Eliza motioned to approve the minutes from Tuesday, November 26, 2024 and Azana seconded
5. Business
 - a. Introduction of New Commissioner – Michelle McDonald. Michelle introduced herself and has been a resident of Villa Park for 17 years. She has been in the restaurant, wine and hospitality business for 30 years running restaurants and is a people person. Welcome Michelle.
 - b. Discussion and Vote on Officers – Mary, our new Chairperson, nominated Kathy to continue as F.U.N. Commission secretary. Eliza seconded.
 - c. Budget 2025 - \$10,000 budget has been approved
 - d. Date and Time for Kites and Kicks – Sunday, June 8, 2025 from 11:00 am – 3:00 pm at Rotary Park

- e. Participation in Other Village Events – we discussed our events briefly and Eliza will monitor our e-mail account (pride@invillapark.com) and social media. Eliza will need passwords from Riley Pillar at the Village.

- . **Finding Lucky** – We will have (4) stuffed Leprechauns. Eliza, Cathie and Michelle will assist. There is a script for Lucky. Eliza will post clues on social media as to where Lucky is starting March 1 – March 17. Next to Lucky there will be a box to fill out contact information. The prize for finding Lucky will be a basket of F.U.N. stuff.

- . **Landscape, Halloween and Christmas Awards** – we agreed we need to continue. A suggestion was made to give a yard sign to winners instead of an individual award.

- . **Prairie Path Cleanup** is April 26, 2025

- . **Spring Sweep** – last year was May 18, not sure of date this year

- . **Autumn Jubilee** – we decided that we need to continue to do something. Picked a date of October 18, 2025.

- . **Clocktower** – Transparency is important regarding whatever is decided upon.

6. Public Comments on Non-Agenda Items – Kyle Schnettler, President of the Villa Park Chamber of Commerce, wants to promote collaboration and that the chamber is supporting Kites N Kicks and Autumn Jubilee.
7. Commissioner Comments – Cathie had concerns regarding support as we lost our two co-chairpersons to start this year. Cathie also loves the new rec center. Michelle thanked everyone for the warm welcome.
8. Chairperson Comments – none
9. Village Board Liaison Comments – Cari is here to help us and it is ok to text her
10. Village Staff Comments – Gina is the operations part to help us with personal reimbursements, etc. It was noted we need a new tax exempt certificate. Villa Park Summer Festival is June 21, 2025 and Brewfest is October 4, 2025.
11. Adjournment – 6:52 pm. Azana motioned and Kathy seconded

Village of Villa Park
Minutes
Bike, Pedestrian & Transit Advisory Sub-Committee
of the Environmental Concerns Commission
January 23, 2025

Approved 2/27/25

1. **Call to Order - Roll Call:** The meeting was called to order at 6:00 PM.
Audio recording started.

Present: Marianne Greco, Joe Amore, Robert Wagner
Absent: Allan Leishman (excused)

Public Present: None

MG moved to appoint RW as Chair pro tempore. 2nd by JA. Motion approved by voice vote.

2. **Public Comments:** None.
3. **Amendments to the Agenda:** JA motioned to add 5e, Metra Station observations and recommendations, to the agenda. 2nd by MG. Approved by voice vote.
4. **Approval of Minutes:** JA motioned to approve the minutes of the 11/21/2024 regular meeting. 2nd by MG. Approved by voice vote.
5. **Business:**

- a) **Project Sidewalk:** AL unable to attend, asked that the following be added to the discussion.

“ - We as a community were awarded a grant from ATA (woohoo!).

- The Village Manager and Public Works expressed some concerns about the project, but after several discussions I believe we've reached an agreement as to the value the initiative brings to the community.

- We will be having an independent resident of Villa Park handle purchases/ reimbursements out of the grant funds so that we don't run into red tape associated with passing the funds through Village accounts. ATA is onboard with this.

- I attended an initial training with Project Sidewalk reps covering usage of the app. Villa Park is now active on the website, and our own St Charles Rd was used as an example of how to flag accessibility issues. ATA wants to schedule a follow up training for grant recipients covering Mapathon planning and other details. It is tentatively scheduled for Feb 4 at 5:00 pm on Zoom. I want to make sure we have at least one representative at the training, and we can discuss who that will be closer to the date.

- I would appreciate it if the BPT could let ECC Jr. Commissioner Figueroa that we did receive the award and that we are interested in potentially coordinating our Mapathon plans the with WHS Environmental Club.”

The ATA grant is mini grant to fund a Project Sidewalk mapathon. Laura Leishman will be the independent coordinator and community lead for the grant money.

RW attended the first training, and mentioned there was a link to the webinar.

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- b) **BPT 2025 Goals:** JA would like to revisit the Solar Home bike ride tour. Jeff Gahris, DuPage County Forest Preserve Commissioner, is a solar ambassador who might be able to help with the event. RW & MG both agree it's a worthy event, but also feel that the goals we have already established for this year will take all of our time. JA noted that interest may be growing because of the increasing power demands of data centers which will likely cause electric bills to increase. There is also concern that rebates and subsidies may be reduced in the near future.

JA will talk with Mr. Gahris about supporting or even completely running a Solar Home bike tour and will report his response and insights.

RW mentioned the Bike Friendly Community award, which is something we can apply for every year. Status. However, it's not part of this year's goals, and there is some question about have we improved enough to make a difference in our rating. The committee came to the consensus to not put effort into the application this year, but to see if the Village staff can fit it into their schedule.

It makes sense to add the application to next year's goals, as this year's projects will likely improve our rating.

JA asked about the Tritrail Connector project completion date. Most likely it won't be fully completed until after the major construction on "The Union" building on Villa is done. BPT will revisit it again in February.

RW called up one of our goals: To monitor and advise on the Ardmore improvement and grade separation projects. He stated that the Village board will be putting the awarding of the engineering on the agenda soon. It does seem they have an engineering firm in mind. BPT will watch the agenda.

- c) **DRSC Update:** DRSC stated that the Village of Elmwood Park received a grant of \$13 million from FRA for a grade separation project on Grand Avenue and the rail road tracks. JA forwarded that news to Village Manager Harline and Village President Cuzzone.

JA then noted that we had a feasibility study presentation over a year ago, and that no recommendations had been made, and no progress has been made. It seems that the company that did it felt like more study was needed at additional cost.

RW thought they were going to pick a site and start engineering, but it's not clear where the village stands. BPT will ask when the next public meeting is expected.

- d) **Community Outreach:** RW created an event for the Ride of Silence. (May21st). JA asked that we commit to getting some of our events on the calendar.

MG mentioned the ECC goal of adding a PACE event to the Bike Corral at Brewfest. JA thinks summer would be better time to hold it to encourage people to ride to BrewFest. Commissioners considered inviting PACE to other major events like National Night Out, Bike Registrations, Autumn Jubilee, etc.

RW is running another Smart Cycling class on Saturday May 10, 2025 through Parks and Recs programming.

In general, BPT should remind PR to mention cycling to events whenever they promote something.

Registration has opened for the Illinois bike Summit, April 7 & 8th in Springfield. There is money budgeted for someone from the commission to go.

RW would like to resurrect the community bike ride event. It would certainly help the bike friendly community application. BPT will consider ways to generate interest.

JA would like to resurrect the D45 Trail Use event. The new D45 board in May might be more amenable.

JA thinks a bike to school/bike safety event during Spring Break might help kids be more comfortable riding to school.

e) Added: **Metra Station Issues:** JA visited the VP Metra station before meeting and discovered some issues he believes should be brought to the Village's attention through BPT rather than by him individually.

- On the south platform shelter, two of the heating elements are non-functioning, even during the coldest days. There was substantial garbage strewn about.
- On the north platform the overhead lighting is not working inside the waiting area. He also noted evidence of small fires.
- The sidewalk on Beverly between Vermont and the train station was ripped out during the failed EcoTerra project and has not been replaced, so there is no sidewalk along there.

RW agreed that the appearance and accessibility of Metra station is important. He also noted that a coffee shop is interested in leasing the space, another important reason to maintain the station area.

JA will draft a letter addressing the issue for the committee to agree in notifying the Village.

6. **Commissioner, Village Board Liaison, and Village Staff Comment:**

JA: Diane Blair Sherlock held a PACE event. Of note, they were proposing free rides for ADA card holders. And there is a van service that groups of people going to the same place from the train can use. More information about PACE plans and proposals at <https://pacebus.com/ReVision>

MG: Mentioned the Annual Bike Swap on Feb. 9 at the Kane County Fairgrounds.

Outridebike.org has grants for middle schools that include bikes, helmets and curriculum. RW added that recently schools became required to add bicycle safety curriculum to their programs.

RW; J&R is selling the bike shop to TREK cycles. Although we'll miss local ownership, there might be additional corporate sponsorship opportunities.

7. **Adjournment:** JA motioned to adjourn. 2nd MG. Meeting adjourned by voice vote at 7:04 PM. Recording ended.

Public participation is invited. **When called upon, please approach the microphone and state your name. Kindly limit your remarks to three (3) minutes.**

VILLAGE OF VILLA PARK
Village of Villa Park, Committee of the Whole Room
20 S. Ardmore Avenue
Villa Park, IL 60181

Environmental Concerns Commission

January 23, 2025

7:00 PM

Chairperson: Robert Wagner

Commissioners: Joe Amore, Marianne Greco, Sandra Hill, Ellen Jurkonis, Allan Leishman,
Lynn Smith and Junior Commissioner Ivan Figueroa.

1. **Call to Order - Roll Call** The meeting was called to order at 7:12 with a roll call vote which provided a quorum. Attending were Commissioners Amore, Figueroa, Greco, Hill, Jurkonis, Smith, and Wagner. Village staff member, Vassili Voskresenski was in attendance as was a member of the public Molly Karcz of 442 S. Princeton, Villa Park. Commissioner Leishman had an excused absence.
2. **Public Comments on Agenda Items** - none
3. **Amendments to the Agenda** - none
4. **Consent Agenda**
 - a. Approval of the Meeting Minutes from November 21, 2024 Meeting - With a motion by Commissioner Greco seconded by Commissioner Smith, the approval of the November 21, 2024 meeting went to a vote and passed. Minutes accepted.
5. **Business**
 - a. Report of the Bike, Pedestrian and Transit Subcommittee – Commissioner Greco reported on several topics from the BPTS meeting including Project Sidewalk. Training for volunteers for this project will be held on February 4th. The Bike Friendly Community application, the railroad overpass, and outreach events were discussed.
 - b. Recap of participation in Joyful Traditions (Commission Tree) – Chairman Wagner thanked Commissioners Amore and Jurkonis for their help on this event and Commissioner Jurkonis indicated the ECC appreciation has been expressed to the North School students and staff.

c. Green Champion Award – The PR for the Award has been and will be shared by Chairman Wagner. Applications can be done online or with a printed form. The event dates are as previously stated and residents and Commissioners are encouraged to nominate a person or business.

d. Recycle Coach - Discussion and Action on Possible Recommendation – Chairman Wagner reported on his meeting with Manager Harline at which time the Manager asked that the ECC write a recommendation for the Village Board about this program. After discussion about the values of the program, use of the program, and ease of availability of the program, a motion was made by Commissioner Greco. The motion stated: The ECC recommends to the Village Board that it formally promotes resident use of the Recycling Coach App and that it also provides updated information about Villa Park resources. The motion was seconded by Commissioner Hill and it passed. Chairman Wagner will present the formal vote results to Manager Harline.

e. Update on Villa Park CROCUS Site – Chairman Wagner thanked Commissioner Hill for her assistance and support of the use of the VPPL roof for the CROCUS equipment. Discussion followed including the February 17th installment and that the information gathered should be of use to the Village and to the residents. Some ideas that were presented focused on news articles and a speaker on the CROCUS program.

f. Preparing for 2025 Spring Sweep – Chairman Wagner has reached out Susan McVey and Rich Salerno about the May 17th date for the event. He is also beginning to contact businesses involved. Discussion covered the need for more publicity, whether medical sharps could be included, and the need for a comprehensive list of locations to recycle items not collected at the Spring Sweep. Chairman Wagner plans to send an email about a meeting in February to begin planning.

g. 2025 Goal Setting: Report from Engagement, Education, and Advocacy groups – The Education Goal members reported on a meeting that provided numerous possible events for the coming year which would inform citizens of various environmental issues. Commissioner Hill will be working with them checking on film licensing and availability of the Library. The Engagement members are working on their goals and Junior Commissioner Figueroa reported that Willowbrook High School now has an Environmental Instagram account which will be available for postings from the ECC. The Advocacy members have met, but there is no report at this time.

h. Lead Service Lines - Update – Mr. Voskresenski shared that an intern began the work on the issue of Lead Service Lines and now the Village is in the process of hiring a staff member to continue the work on this program.

6. **Public Comments on Non-Agenda Items** – Resident Karcz shared information on the Go Green Glen Ellyn program including the use of aluminum cans at events, bottle refill stations on the Prairie Path, and the rental of reusable party ware.
7. **Commissioner Comments** – Commissioner Amore presented questions and comments on several topics including a sidewalk question at the ECO-Terra project, issues with the shelters and train station maintenance, the grade separation project, the Pace Bus Revisions program, and the Scarce Repair Café. He again offered to transport Styrofoam that ECC members have collected and announced his candidacy for York Township trustee. Commissioner Jurkonis noticed an increase in the 2025 Village budget for trees. Commissioner Smith sought advice on developing a way to help inform residents of ways to mitigate home damage in light of natural disasters. Included in that discussion were a Community Rating System and being a Storm Ready Community.
8. **Chairman Comments** – Chairman Wagner reported that Commissioner Leishman helped at the November 30th Cooking Oil Collection event where 10 cars brought about 30 gallons of used cooking oil.
9. **Village Board Liaison Comments** - none
10. **Village Staff Comments** - none
11. **Adjournment** – Commissioner Hill motioned, with a second by Commissioner Smith, to adjourn the meeting. With approval the meeting adjourned at 8:49 p.m.

MINUTES OF PARKS & RECREATION ADVISORY COMMISSION

February 11, 2025

ROOM 10 AT THE IOWA COMMUNITY CENTER

338 N. IOWA AVE, VILLA PARK ILLINOIS

COMMISSIONERS: Chair S. Bousum, S. Collentine, C. Murphy, D. Noxon, M. Storino, R. Pazar

PARKS & RECREATION LIASON: Director G. Gola

VILLAGE BOARD LIAISON: J. Cordova

COMMISSION CHAIRPERSON: S. Bousum

COMMISSION VICE-CHAIR: C. Tucker

SECRETARY: M. Storino

RECORDER OF MINUTES: C. Elgeness

1. **CALL TO ORDER:** Chair S. Bousum called a meeting to order at 7:01pm.

ROLL CALL: Chair S. Bousum, C. Murphy, C. Tucker, D. Noxon, R. Pazar

PUBLIC COMMENTS ON AGENDA ITEMS: None.

2. **PUBLIC COMMENTS ON NON-AGENDA ITEMS:** None.

3. **Amendments to the Agenda:** None.

4. **Approval of Minutes**

Chair Bousum to roll call; In addition to the changes, motion to approve the minutes by

Comm. C. Murphy, Comm. Comm. R. Pazar seconded. Acclamation vote was taken with all ayes.

5. **Department Staff Updates**

a) **Recreation Division – Asst. Dir. Gina M. Racanelli**

PROGRAM UPDATES – January 2025 compared to January 2024

	Participants Enrolled	2025 REVENUE RECEIVED AS OF 2/10/2025	Participants Enrolled	2024 REVENUE RECEIVED AS OF 2/10/2024
TOTALS	1638	\$73,473	883	\$43,166

Aquatics

- Jefferson Pool is scheduled to open Memorial Weekend if the weather cooperates. Pre-season training will happen on both May 18 at COD and the morning of May 24 at Jefferson Pool.

Athletics and Fitness Comparison

- Group Fitness update:
 - We have two new Fitness instructors and 7 new fitness classes that started this January at the VPRC. We are growing slowly and we are adjusting classes as needed.
 - We are adding an incentive hoping to bring more Group Fitness participants to VPRC. Fitness Members receive ONE FREE Group Fitness class to try as part of your membership valid **every 4 months or 3 times per year.**
 - Chicago Elite Volleyball contractor** is holding youth volleyball instructional classes on Thursdays 4:30-6:30pm before Women's Volleyball games at the VPRC.
 - There were 38 registered in the 4-week January session, and 32 registered in the 4-week February session.

Early Childhood Comparison

- 26-2025
- 22-2024

- Preschool registration for the 2025-26 school year began 2/24.
- 3 new sessions began in January.

Discover Dance

- The recital is scheduled to take place at Jefferson Middle School on 2/22 (Rehearsal on 2/21).

EVENT UPDATES

- Family Bingo & Pizza night-NEW PROGRAM
 - Friday, 1/31, 6-7:30 pm
 - 43 participants
 - Families enjoyed pizza, soft drinks, cookies and several games of Bingo with prizes.

Summer Brochure

- Staff are planning for the summer season.
- Summer Camp Registration is scheduled to begin March 17.

Fitness Center Memberships

MEMBERSHIPS	Participants	Revenue
Adult Non-Resident Annual TRACK (PIF)	2	\$170
Adult Resident 3 months FITNESS CENTER (PIF)	16	\$1,200
Adult Resident 6 months FITNESS CENTER (PIF)	2	\$350
Adult Resident Annual FITNESS CENTER (Monthly ongoing)	35	\$800
Adult Resident Annual FITNESS CENTER (PIF)	78	\$19,750
Adult Resident TRACK Only Annual (PIF)	48	\$1,920
Couple - Resident Annual FITNESS CENTER (Monthly ongoing)	25	\$624
Couple - Resident Annual FITNESS CENTER (PIF)	116	\$27,090
Couple Non-Resident Couple Annual FITNESS CENTER (Monthly ongoing)	4	\$653
Family of 3 or more Annual (Monthly ongoing)	59	\$930
Family of 3 or more Annual (PIF)	230	\$34,677
Senior Non-Resident 3 months FITNESS CENTER (PIF)	1	\$136
Senior Non-Resident Senior Non-Resident Annual FITNESS CENTER(Monthly ongoing)	1	\$30
Senior Non-Resident Senior Track Only Non-Resident Annual (PIF)	6	\$473
Senior Resident 3 months FITNESS CENTER (PIF)	1	\$100
Senior Resident 6 months FITNESS CENTER (PIF)	2	\$350
Senior Resident Annual FITNESS CENTER (Monthly ongoing)	14	\$280
Senior Resident Annual FITNESS CENTER (PIF)	212	\$37,275
Senior Resident Track Only Annual (PIF)	106	\$3,710
Youth Non-Resident Annual FITNESS CENTER (PIF)	1	\$300
Youth Resident 6 months FITNESS CENTER (PIF)	1	\$175
Youth Resident Annual FITNESS CENTER (Monthly ongoing)	5	\$100
Youth Resident Annual FITNESS CENTER (PIF)	13	\$2,375
Youth Resident Open Gym & Track Annual (PIF)	39	\$1,950
Youth Resident Track Only Annual (PIF)	4	\$140
Total Memberships	1021	\$135,558
Employee Memberships	54	
TOTAL AS OF 02/04/2025	1075	\$135,558

VISITS		
Visits as of 2/4/2025	5250	
	33 Days Open	159 avg per day
DAILY ADMISSION	Participants	Revenue
VPRC Daily Admission Fitness Center Adult Daily Admission	42	\$401
VPRC Daily Admission Fitness Center Senior Daily Admission	5	\$41
VPRC Daily Admission Fitness Center Youth Daily Admission	30	\$223
VPRC Daily Admission Open Gym, Track, Pickleball ADULT Daily Admission	80	\$550
VPRC Daily Admission Open Gym, Track, Pickleball SENIOR Daily Admission	186	\$1,262
VPRC Daily Admission Open Gym, Track, Pickleball YOUTH Daily Admission	100	\$589
TOTAL	443	\$3,066

Comm. D Noxon: Asked if they are set for having careers days and hiring lifeguards. Any new classes the residents are more interested in?

Gina: Discussed recruiting for career days and sending out letters to like the previous years. Family bingo and the cooking class have been a big hit with the families and a lot of participants. The soap making class has not happened yet. We must follow certain ratio with children a oppose to adult classes. She also added correction membership updates. Membership is at 1104, 56 of the memberships are staff. The revue correction is \$137,656.00 as of February 10th, 2025. All classes have increased because of the new classes, and we have more residents taking classes. We have maintained it twice a year because they are leased. Which helps us with cost then putting out more money to own it outright. Life fitness report on the equipment when they check all the equipment, which will help us maintain the equipment. We know residents are concerned with the pool closed but Lufkin pool was a homeowner association pool. Jefferson pool nis a municipal pool and was not built the same. When it was built, they didn't think it was going to get more traction with the residents once it was purchased by the village.

Comm. C. Murphy: Discussed how they are weighing the cost of the new building and the revenues for the new classes and the additional people for the classes. Are we having to find more space than at the previous location so we can increase the number of participants. Are there the increases because they have more classes or because in general, they have increased?

Greg: Discussed the cost was rental was estimated 600,000 in revenue; we budgeted about 800,000. We have budgeted 800,000. As for the budget revenue for memberships, we are at 137,000 and we budgeted 380 for the first year. We got a third of our budget. We will adjust classes to see what time and days classes get for more attendance. We are going to utilize the preschool room in the evenings. We have planned events for the summer and senior events and more social gatherings. We are still brainstorming and freebies, word of mouth has been great for the facility.

Comm: R. Pazar: Discussed we need to stay on top of programing and focus on the classes that will generate more revenue and re-arrange class schedules that are less profitable to give them that peck interest more attention. Are there any events planned so; we can entice residents to come and check the facility?

Comm: C. Muphy made a motion to discuss keeping pool rates the same as last year. Comm: R. Pazar second the motion.

Gina: Discussed the rate of the pool residents' season, non-residents and family rates. Discussing what dates the pool will open. Early bird price will be the first day of summer.

Comm: Chair S. Bousum roll call vote, all in favor of keeping the prices for approval for the rates to stay the same for the pool passes. Acclamation vote was taken with all ayes. All opposed; none, motion passed.

b) Parks, Buildings & Grounds Division – Supt. Brian Roche

- Current/Completed Park and Facility Projects
 - VPRC Update
 - Staff have spent a significant amount of time since our last meeting working to move items from ICC
 - As we continue to operate in the building, we continue to identify additional items that we need setup or install (TRX bands, door hooks, clocks, extra toilet paper holders, privacy curtains in locker rooms, etc.)
 - We now have started doing a once a week gathering of items from ICC and bring them to VPRC, and then help staff with any new VPRC changes, additions, new setups, etc.
 - We are all working to understand our new facility routines for operating, cleaning, and maintenance, staff are doing a great job learning this new facility
 - There are still a few items remaining on the punch list, but we expect this list to be completed soon
 - Joyful takedown
 - Joyful Traditions ended at the end of December and staff worked in January to make sure all lighting was taken down, trees at each post were removed and disposed of, décor was taken down and everything stored away until next Joyful
 - Lights wrapped on each of the poles along the Prairie Path remain up, and Staff continue to inspect these lights and the poles on a weekly basis, we look to keep these additional lights up for the next few weeks
 - VH IT office
 - Staff met with IT, VH, and video recording company to discuss the changes to the VH upstairs cable room becoming the new IT office
 - Starting this week, we are working to move items out of this VH room and empty the space
 - Staff are then working to demo the room, removing flooring, trim, doors, any old or not needed fixtures, and the hardest will be removing wallpaper throughout
 - We will be framing a new wall dividing the room into half, with a new office on the west side of the room, the east side will become storage and common space
 - The closet in the COW room will be closed off from the COW room and become a new room for video recording
 - Depending on the weather and other factors, we are looking forward to completing this project before the end of March
 - Staff have been working on Annual winter work, fixing up trash cans and picnic tables, cleaning and preparing equipment for spring/summer, cleaning and organizing our shops and equipment, and keeping facilities up and running
- Upcoming Projects
 - Parks Office break area and restroom improvements
 - Fire Station 81 and 82 renovations, including the temporary Fire Station project for ICC

Comm: C. Tucker: Asked what is the timeline for Iowa to switch over from the first station? How much renovation are they looking at for Iowa?

Brian: The timeline for the fire station is still being worked out and it is out to bid in a month, then for board approval. Hoping Station 81 will be completed by August or September. We just need to add a shower and bucks but not much has to be changed. Garage will be kept for Park storage.

Comm: C. Murphy: I will be interested down the road as will the impact the newly imposed tariff has on our construction cost?

Greg: He discussed that the interior should not impact that, but our construction company will have to answer that for us as the shower and garage doors.

c) Director of Parks and Recreation – Dir. Greg Gola

- **LIONS PARK PROJECT**

- Met in Oct. for preliminary discussion. Pre-Construction Timeline Schedule meeting to take place Feb 19. We'll report back to the commission next month and share the timeline

- **VPRC**

- Memberships are strong for the first month.
- Daily average is 160...7 Holidays off...57,000 visits for the year
- Veterans: Veterans who have sustained an injury or disability can sign up through NEDSRA's "Healthy Minds Healthy Bodies" program and qualify for a one-year free membership if they sign up through NEDSRA. For those who haven't suffered an injury or disability we can offer a discount. Discussion on how much...
- WB Olson, I am completing closeout paperwork for construction trades. We are getting rebates in areas where they were under budget. We are under budget roughly \$200,000, and will have specific amounts once the paperwork is completed

- **FLEET**

- The fleet manager has a couple of buses on the radar for us to purchase. We couldn't lease it last year due to constraints from the leasing company

- **LUFKIN PARK**

- Informational signage was delivered, and Brian's crew will install it in the springtime.
- I reached out to DuPage County Monarch program to get their input on where good locations are to plant some Butterfly Gardens
-

6. Unfinished Business – Comm: C. Murphy commented on the dissection has been brought up about a new pool construction. We should get clarification of the budget and if this happens in the future.

Greg: He discussed how long the liner lasts, and how it was not said at any meetings in the past about a pool. He also discussed the baseball field and pickle ball court in the new field. He will ask the Village Manager if we can have a discussion at the next meeting.

7. New Business – Comm: C. Tucker proposed to change meeting date because of a conflict with three commissioners not being able to attend because of scheduling conflict. Greg will see to change the meeting date to Tuesday March 4th, 2024. Timeline on the agenda for a layout, which renovating the 2 parks we have left.

Greg: We will go for the 2 parks in the budget will have to be next year. We would have to make a determination, Brian will provide a list during budget season, what parks will have to be renovation or repaired.

8. COMMISSIONER COMMENTS:

Comm. C. Murphy: None

Comm. D Noxon: None

Comm. R. Pazar: None

Comm. C. Tucker: None

Chair S. Bousum: None

CHAIRPERSON COMMENTS: Nice to see all the projects coming along!

9. VILLAGE LIASION: Tomorrow 7am – 4pm will be a Police Training Notice for Iowa Community Center.

10. VILLAGE STAFF COMMENTS:

a) Asst. Director Gina Racanelli: None

b) Superintendent Brian Roche: None

c) Director Greg Gola: None

11. ADJOURNMENT: Chair Bousum called for a meeting to adjourn at 8:51pm. Comm. C. Murphy made motion and was second by Comm: R. Pazar. Acclamation: vote was taken with all ayes.

NEXT MEETING: March 4, 2025