

Public participation is invited on each agenda item prior to the Board's deliberation. **When called upon, please approach the microphone and state your name and the address where you live. Kindly limit your remarks to three (3) minutes.**

Committee of the Whole

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

Committee of the Whole

May 8, 2023

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

1. Call to Order - Roll Call

2. Pledge of Allegiance

3. Discussion Items

- 3.A Determining a Green Energy Strategy as it Relates to entering into a Municipal Electric Aggregation Agreement.

Adam Hoover will be at the meeting to present options for purchase via municipal aggregation and how to balance those savings with the higher cost of green energy.

[COW_Memo- Harline - Green Energy 8-May 2023.pdf](#)

[COW_Memo_NIMEC - Green Energy.pdf](#)

[ORD - 4336 Authorizing Renewal of Aggregation Program for Electrical Load & VM to execute agrmt.pdf](#)

- 3.B Discussions re: Sanitary Sewer System Assistance Program

The current Sewer System Assistance Program offers limited assistance (\$1,000 maximum) and only once per location - regardless of project size or ownership. The Village budgets \$40,000 annually and is able to fulfill all of the requests, but the assistance is not enough to encourage the more costly repairs that would bring houses fully into compliance with current codes. Staff has three suggestions to improve the program which are explained in the detailed memo.

[Sewer Assistance Program COW 5-8-23.pdf](#)

4. Public Comments

5. 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.

Committee of the Whole Agenda Item Report

Meeting Date: May 8, 2023

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Report/Presentation

Agenda Section: Discussion Items

Subject:

Determining a Green Energy Strategy as it Relates to entering into a Municipal Electric Aggregation Agreement.

Suggested Action:

Adam Hoover will be at the meeting to present options for purchase via municipal aggregation and how to balance those savings with the higher cost of green energy.

Attachments:

[COW_Memo- Harline - Green Energy 8-May 2023.pdf](#)

[COW_Memo_NIMEC - Green Energy.pdf](#)

[ORD - 4336 Authorizing Renewal of Aggregation Program for Electrical Load & VM to execute agrmt.pdf](#)

Memo



To: Village Board of Trustees and City Clerk
From: Matt Harline, Village Manager 
Date: May 5, 2023
Re: Committee of the Whole Discussion on Determining a Green Energy Strategy

Summary: The Village Board of Trustees, at the meeting on March 13 2023, authorized the village manager to enter into a municipal aggregation agreement in consultation with NIMEC. The board asked the staff to come back at some point to discuss setting a standard for the mix, or percentage of green energy to incorporate into the mix. We hope to determine a course of action at the meeting Monday night.

Background: At the meeting on March 13, the Board of Trustees passed Ordinance 4336 which renewed the authority of the Village Manager to enter into a Municipal Electric Aggregation Agreement. This allows the Manager, in consultation with the staff of the Norther Illinois Municipal Electric Collaborative (NIMEC), to lock in a price for Villa Park customers who would otherwise only be able to purchase from ComEd at their standard rates. The Village has worked with NIMEC since 2007 to fund lower cost energy when rates are favorable.

At the last meeting there were some fluctuations in energy prices that made it imprudent to lock in a rate. However, ComEd has suggested that they will be announcing a new rate next week and it may be time to act if the ComEd rate is not significantly lower than their current rate near 9 cents/kwh.

At the current time, the issue before the Board is how much green energy should be incorporated into the Village of Villa Park's Aggregate energy purchase portfolio. The board may want to look at one of several strategies.

- One strategy Would be to simply buy the lowest cost energy possible regardless of energy composition. If the lowest rate happens to be offered by MC² we are guaranteed a 5% green energy component.
- Another Strategy would be to use a blend of the best energy rate and green energy, to come to equal the ComEd rate.
- Final strategy would be to simply set a minimum percentage of green energy that is required to be part of the Village aggregate purchase with an upper limit on the additional percentage cost to customers.

Adam Hoover from NIMEC will attend the meeting Monday to go over the latest information on the issue.

Recommendation Action: Staff recommends that the Board of Trustees give staff direction on the percentage of green energy that should be incorporated into any municipal aggregation purchase.

Villa Park Municipal Aggregation Overview

Proposal:

To implement a Municipal Electric Aggregation program for residents and small businesses to find a fixed rate at 7.5¢ per kWh (this rate is proposed on February 22nd, an updated rate will be presented on March 13th). Residents and small businesses would be billed at a rate of 7.5¢ per kWh in comparison to the current ComEd rate of 9.66¢ per kWh. There are also green energy options available as well.

History:

Municipal electric aggregation has achieved great success and favorability across Illinois since 2011, saving cumulative hundreds of millions of dollars for residents in communities that have implemented the programs. Using a group purchase philosophy, different suppliers other than ComEd can offer lower rates. Residents will not see a change in their billing from ComEd, or their delivery of their power. There will be no interruption.

How it Works:

- Residents currently using ComEd as their power supplier are automatically opted into the program to achieve savings and green energy. There are no next steps needed to participate in the program.
- Any resident participating in the program can Opt Out at any point of the program with no cost or early cancellation fee.
- Residents with a different supplier will be informed about the program, but they will not be opted in to the program. If they would like to join the program, they could contact the supplier.

All residents receive notice of the program through letters on Villa Park letterhead. They will have 21 days to Opt Out, or to Opt In for the start of the program. However, residents can Opt In or Out of the program at any point for no additional fee. Our consultant, NIMEC, who has run over 100 municipal aggregation programs in Northern Illinois, will help answer any questions from residents to take the burden off the Villa Park staff.

Park Forest, Olympia Fields, Rolling Meadows are a few of the hundreds of municipalities currently contemplating a similar proposal, or just restarted a Municipal Aggregation program.

ORDINANCE NO. 4336

**ORDINANCE AUTHORIZING RENEWAL OF
AGGREGATION PROGRAM FOR ELECTRICAL LOAD
AND AUTHORIZING THE VILLAGE MANAGER TO EXECUTE
A MASTER POWER SUPPLY AGREEMENT**

WHEREAS, Under Section 1-92 of the Illinois Power Agency Act, 20 ILCS 3855/1-1, et seq., (the “Act”) a municipality may operate an electric aggregation program as an opt-out program for residential and small commercial retail customers, if a referendum is passed by a majority vote of the residents pursuant to the requirements under the Act; and

WHEREAS, the Village of Villa Park, Illinois (“Village”) submitted the question to referendum in April of 2013 and a majority of the electors voting on the question voted in the affirmative; and

WHEREAS, the Village subsequently implemented its initial opt-out aggregation program in 2012,

WHEREAS, the Corporate Authorities of the Village hereby find that it is in the best interest of the Village to restart the aggregation program under the Act as an opt-out program.

NOW THEREFORE, BE IT ORDAINED by the Village 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 preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2:

- A. Pursuant to Section 1-92 of the Illinois Power Agency Act, 20 ILCS 3855/1-1, et seq., (the “Act”) the Corporate Authorities of the Village are hereby authorized to aggregate, in accordance with the terms of the Act, residential and small commercial retail electrical loads located within the corporate limits of the Village, and for that purpose may solicit bids and enter into service agreements to facilitate for those loads the sale and purchase of electricity and related services and equipment.
- B. The Aggregation Program for the Village shall continue to operate as an opt-out program for residential and small commercial retail customers.
- C. As an opt-out program, the Corporate Authorities of the Village shall inform residential and small commercial retail customers in advance that they have

the right to opt-out of the Aggregation Program before the resident or commercial account is renewed. The disclosure and information provided to the customers shall comply with the requirements of the Act.

- D. The Village will engage NIMEC, who will solicit bids and consult with the Village in our decision to select the supplier that best meets the Village's needs. NIMEC will also assist with the conversion process and provide assistance to residents with questions.
- E. The Corporate Authorities hereby grant the Village Manager the specific authority to execute a Master Power Supply Agreement with the most optimal and qualified supplier of electricity as selected through the power supply bid process conducted by NIMEC, without further action by the Corporate Authorities and with the authority to bind the Village.

SECTION 3: This Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED THIS 13th DAY OF March, 2023.

AYES: 7

NAYS: 0

ABSENT: 0

APPROVED THIS 13th DAY OF March, 2023.


Village President

ATTEST:


Village Clerk

Published in pamphlet form:

March 13, 2023.



Committee of the Whole Agenda Item Report

Meeting Date: May 8, 2023

Submitted by: Admin Asst

Submitting Department: Village Manager's Office

Item Type: Report/Presentation

Agenda Section: Discussion Items

Subject:

Discussions re: Sanitary Sewer System Assistance Program

Suggested Action:

The current Sewer System Assistance Program offers limited assistance (\$1,000 maximum) and only once per location - regardless of project size or ownership. The Village budgets \$40,000 annually and is able to fulfill all of the requests, but the assistance is not enough to encourage the more costly repairs that would bring houses fully into compliance with current codes. Staff has three suggestions to improve the program which are explained in the detailed memo.

Attachments:

[Sewer Assistance Program COW 5-8-23.pdf](#)

Memo



To: Mathew Harline, Village Manager

From: Michael Guerra, P.E., Director of Public Works *milg*

Date: May 04, 2023

Re: Village of Villa Park Sanitary Sewer Assistance Programs

BACKGROUND

The Village of Villa Park assists residents with reimbursing a portion of sanitary work performed on their private sewer lateral. Currently the assistance is a 50% match up to a maximum of \$1,000. This assistance can be used for the following:

- Sanitary Sewer lateral repair – this includes repairs of the sanitary lateral from the house to the Village Sewer Main.
- Check Valves – this includes the installation of a back flow check valve on the buildings sanitary sewer lateral to help prevent backups into the home when the main Village Sewer is surging during peak flows, typically this is for connections on combination sewers.
- Driveway, Stairwell, or Area Drain Corrections – this includes the rerouting of fresh or surface water drains that connect to the sanitary sewer and routing them to a sump pump or discharging into the yard to allow for compliance with Village Code

Per the current Village's Building Sewer Upgrade/Repair Reimbursement Policy the maximum reimbursement per address or building sewer is \$1,000. Due to the cost of repairs the residents are only eligible for one reimbursement for the location. In addition to the reimbursement, the Village also provides the stone for backfill for trenches in the Right of Way for backfill and provides the any pavement repairs along with parkway restoration. The homeowner is responsible for the restoration of their property beyond the back edge of the right-of-way.

The Village over the past three years the Village has received the following applications:

	2020			2021			2022		
	Applications	Total Cost of Repairs	Avg Repair Cost	Applications	Total Cost of Repairs	Avg Repair Cost	Applications	Total Cost of Repairs	Avg Repair Cost
Building Sewer Repair	17	\$123,797	\$7,282	12	\$72,900	\$6,075	10	\$60,014	\$6,001
Clean and Check Installation	9	\$51,930	\$5,770	2	\$8,900	\$4,450	3	\$14,900	\$4,967
Area Drain	6	\$26,635	\$4,439	9	\$31,683	\$3,520	12	\$26,170	\$2,181
Total	32	\$202,362		23	\$113,483		25	\$101,084	
Village Budget	\$35,000			\$40,000			\$40,000		

The current Village policy is attached to this memo for your information which was last updated in 2013.

OTHER COMMUNITIES

- Lombard
 - Offers residents 75% reimbursement to install a preapproved system to protect basements from backups. Maximum reimbursement of \$1,000 for interior or exterior check valve. Maximum reimbursement of \$2,000 for a combination of clean out and check valve. Maximum reimbursement of \$5,000 for an overhead sewer installation. All programs require the separation of fresh water from the sanitary service and that cost is eligible for reimbursement program.
- Elmhurst
 - Offers residents 50% reimbursement of eligible costs to install either a check valve or an overhead sewer. Maximum reimbursement of \$3,000 for check valve installation. Maximum reimbursement of \$5,000 for an overhead sewer installation. All programs require the separation of fresh water from the sanitary service and that cost is eligible for reimbursement program.
- Roselle
 - Offers residents a 50% reimbursement for eligible costs for their backflow prevention program. Maximum reimbursement of \$2,500 for an external check valve. Maximum reimbursement of \$5,000 for external flood control system or an overhead sewer installation. All programs require the separation of fresh water from the sanitary service and that cost is eligible for reimbursement program.

RECOMMENDATION

Staff are proposing discussions on modifications to the existing policy due to cost increases that residents are experiencing. This limits each address or building sewer lateral to one for the lifetime of the property. Therefore, staff is recommending the following changes:

Number of repairs eligible for building address / sewer laterals

- Each residence should be eligible for one Inflow & Infiltration correction (Driveway, Stairwell, Area Drain) to reduce the amount of surface water entering the Village Sanitary Sewers. This reimbursement will be independent of the other sanitary sewer work.
- Each residence would be eligible for Building Sewer Repair and Clean and Check Installation reimbursements every 15 years.

Allowance increases:

- Building Sewer Repair and Clean and Check Installation maximum reimbursement increased to \$2,500. This will help bring the Village's participation to closer to 50% for most of the applications.
- Offer up to an additional \$1,000 for Building Sewer Repair if the resident repairs the sewer lateral from the sewer main to the edge of the right-of-way. This will encourage residents to repair the section of their lateral under the Village right of way which will limit the amount of road openings in the future for repairs, along with limiting the possibility of roots entering the sewer. The Village currently does not allow for spot repairs in the roadway section so will also offset the additional cost for residents.
- Increase the maximum lifetime reimbursement per residence to \$5,000.

Additional Programs

- Offer an additional reimbursement program that will reimburse residents up to \$5,000 if they convert, they are under foundation sanitary sewer to overhead sewers. Overhead sewers are what is required for new construction which would help bring older buildings up to current codes. Additionally, this will help reduce the amount of sewer backups into homes due when sanitary sewers are surging due to wet weather.

These recommendations are independent of each other and could be implemented on their own based on the decision of the Village Board.

	2018			2019			2020			2021			2022		
	Applications	Total Cost of Repairs	Avg Repair Cost	Applications	Total Cost of Repairs	Avg Repair Cost	Applications	Total Cost of Repairs	Avg Repair Cost	Applications	Total Cost of Repairs	Avg Repair Cost	Applications	Total Cost of Repairs	Avg Repair Cost
Building Sewer Repair	7	\$47,295	\$6,756	10	\$61,200	\$6,120	17	\$123,797	\$7,282	12	\$72,900	\$6,075	10	\$60,014	\$6,001
Clean and Check Installation	6	\$24,245	\$4,041	2	\$5,000	\$2,500	9	\$51,930	\$5,770	2	\$8,900	\$4,450	3	\$14,900	\$4,967
Area Drain	8	\$20,406	\$2,551	6	\$17,585	\$2,931	6	\$26,635	\$4,439	9	\$31,683	\$3,520	12	\$26,170	\$2,181
Total	21	\$91,946		18	\$83,785		32	\$202,362		23	\$113,483		25	\$101,084	
Village Budget		\$35,000			\$35,000			\$35,000			\$40,000			\$40,000	

**BUILDING SEWER UPGRADE/REPAIR
REIMBURSEMENT POLICY
EFFECTIVE 3/11/2013**

1. Residents with sanitary or combined sewer problems should contact the Public Works Department before calling a contractor. An authorized Public Works Department representative will verify whether there is a problem with the Village's sewer main. If the problem is not in the Village's sewer main but is in the building sewer (sewer service line), the owner will be advised of several options, including (1) rodding the sewer service at their own expense, (2) rodding and televising the sewer service at their own expense, or (3) using the contractor hired by the Village to rod and televise the sewer service. The building owner shall pay for rodding and the Village would pay for televising. An authorized Public works Department representative may waive, in writing, the pre-repair televising requirement. All corrective work must be performed by bonded and licensed contractors.
2. If the building owner wishes to participate in the "Building Sewer Reimbursement Program", they will be given a packet containing the reimbursement program requirements by the Village. To apply for funding, the resident (or contractor) must complete and submit a "request for participation" form and provide a copy of the video tape (unless waived) to the Public Works Department. The Public Works Department will review the video tape to determine the extent of recommended repairs and to determine if any sources of storm water infiltration/inflow exist (foundation drains or area drains). The Public Works Department will also inspect the building for other possible storm water connections into the sanitary sewer system (downspouts, sum pumps, diverter valves).
3. Any illegal storm water connections to the sanitary sewer system must be disconnected as required by Village ordinance. This corrective work can be done separately or included with the sewer service upgrade or repair work.
4. Once the Public Works Department staff verifies all information and determines the scope of needed repairs, they will prepare a "Work Rights Agreement". The agreement will identify the scope of work for which the Village will provide reimbursement. Eligible work can include repair or replacement of the sanitary service, installation of a check valve, and removal of area, yard, or stairwell drain connections to the building sewer. Reimbursements for agreed upon repairs will be a maximum total reimbursement based on the following schedule:

A. Complete replacement of building sewer:

B. With removal of foundation drain:

C. Point repair to building sewer in Village right-of-way:

D. Disconnect area, yard, or stairwell drain:

E. Install check valve:

Total maximum reimbursement for items A –E (per address or building sewer) is: \$1,000.00

5. Repairs completed without a “work rights agreement” signed by the Village will not be eligible for reimbursement. The owner or their contractor will be responsible for obtaining all necessary permits and licenses, paying all required fee, and posting all required bonds or securities.

6. The residents will be required to obtain at least two cost estimates for the proposed work from a qualified contractor. The owner or their contractor will be responsible for obtaining all necessary permits and licenses, paying all required fees, and posting all required bonds or securities. The Public Works Department will reserve the right to perform and repair or replacement work on Villa right-of-way in lieu of the reimbursement.

7. An authorized Public Works Department representative must be present to inspect the work and verify the repair. The contractor must obtain a written sign-off from the authorized Public Works Department employee that the repair work is satisfactory.

8. After completion of the work, the building owner will have 90 days to submit necessary documentation to the to the Public Works Department for reimbursement.

9. If the Public Works Department receives a second request form the same address for a repair under this program, the building owner will be required to completely replace all remaining portions of the building sewer. If the building was previously notified of major sewer defects on his property, these must be corrected before any further requests for reimbursement will be considered. The total maximum reimbursement will be \$1,000.00 per building sewer or address.

10. The resident will continue to be responsible for the maintenance of the building sewer and or area/stairwell/driveway drain upon the completion of the repair or replacement

**VILLA PARK SEWER REIMBURSEMENT PROGRAM
REQUEST FOR ELIGIBILITY DETERMINATION
(CHECK ALL THAT APPLY)**

APPROVED

Y N

☐ ☐ ☐ I wish to install a check valve in my building sewer.

☐ ☐ ☐ It has been determined by _____ that a ☐ driveway,
(Name of Village inspector)

☐ stairwell, or other ☐ area drain on my premises located at _____ is
(Street address)

connected to the Village's sanitary or combined sewer system and financial assistance for the corrective work is requested.

☐ It has been determined by _____ that a ☐ broken or ☐ collapsed
(Name of contractor)

building sewer has been located within the Village right-of-way in the _____
(Street or parkway)

adjacent to _____ Villa Park, Illinois at a distance of
(address)

_____ feet from _____ and was caused by _____
(point of rodding)

☐ ☐ ☐ I wish to initiate (check one) ☐ point repairs or ☐ complete replacement of the building sewer.

☐ ☐ ☐ I/We have determined/confirmed that exterior footing drains exist and are connected to the sanitary sewer and will be disconnected.

☐ It has been verified by OT2 Service Request #_____, _____, or attached receipts that sewer backups/sewer service line problems have been recorded.

Therefore I/we _____ request to be granted eligibility to receive
(Owner name)

reimbursement for repair or replacement of the building sewer located within the Village right-of-way. **I UNDERSTAND THAT ELIGIBILITY IS NOT A GUARANTEE OF FINANCIAL ASSISTANCE.**

DATE: _____

OWNER OR CONTRACTOR

PHONE NUMBER (HOME/WORK)

PUBLIC WORKS VERIFICATION

DATE: _____

APPROVED BY

VILLAGE OF VILLA PARK REIMBURSEMENT AGREEMENT BUILDING SEWER SPOT REPAIR

Please complete this form, complete and attach the following page, and return to the Public Works Dept

**AGREEMENT BETWEEN THE VILLAGE OF VILLA PARK AND THE OWNER OF PROPERTY
LOCATED WITHIN THE VILLAGE OF VILLA PARK PERTAINING TO DRIVEWAY, STAIRWELL, OR
AREA DRAIN CORRECTIONS**

I/we, _____ the owner(s) of property
located at _____ Villa Park, Illinois agree to cooperate with the
Village of Villa Park to correct a broken, collapsed, or otherwise defective building sewer which has occurred
in the right-of-way adjacent to the aforementioned property. The following procedures shall be followed and
terms contained herein shall apply:

1. I certify that I or my contractor attempted to rod the building sewer for my property and determined the blockage to be within Village right-of-way.
2. My contractor or I have provided the Village of Villa Park with the location of the blockage and other information requested by the Village.
3. The Village has determined that repairs to the building sewer are necessary and that this work is eligible for possible reimbursement under the Village's Building Sewer Upgrade/Repair Reimbursement Policy. Reimbursement is subject to the availability of appropriated funds for the reimbursement program.
4. I have obtained two written price quotations for the building sewer repair from a contractor pre-qualified by the Village. The cost estimate should itemize all costs for the repair on Village Right-of-Way only. Cost of stone backfill and restoration should be excluded. These items will be provided by the Village. In case of an emergency the Village may allow a single written price quotation.
5. The Village reserves the right to perform the work in-house with Village forces. If the work is to be performed by a contractor or the owner, the contractor or owner must obtain all necessary permits and post all necessary bonds and certificates of insurance as required by the Village ordinances.
6. Subject to the limitations of Paragraph 3, the Village agrees to reimburse up to \$1,000 of the actual cost of the corrective work. Work completed without the Village's approval of this agreement will not be eligible for reimbursement.
7. The owner and/or contractor is responsible for contacting the Village to schedule any required inspections. Twenty-four hour notice is required. The contractor must obtain a written sign-off from an authorized Public Works Department employee verifying that the work is satisfactory.
8. Any outstanding Infiltration/Inflow (I/I) violations must be corrected before I can receive any reimbursement from the Village for the work subject to this agreement.
9. After completion of the work, I agree to submit copies of this agreement, the approved building permit, inspector's approval, and contractor's invoice (or invoice for materials) to the Public Works Department for reimbursement within 90 days of completion of work.

VILLAGE OF VILLA PARK REIMBURSEMENT AGREEMENT CHECK VALVE INSTALLATION

Please complete this form, complete and attach the following page, and return to the Public Works Dept

AGREEMENT BETWEEN THE VILLAGE OF VILLA PARK AND THE OWNER OF PROPERTY LOCATED WITHIN THE VILLAGE OF VILLA PARK PERTAINING TO CHECK VALVE INSTALLATION

I/we, _____ the owner(s) of property located at _____ Villa Park, Illinois wish to install a building sewer check valve at the aforementioned property. The following procedures shall be followed and terms contained herein shall apply:

1. My contractor or I have provided the Village of Villa Park with the location of the building sewer and other information requested by the Village.
2. The Village has determined that the check valve is necessary and that this work is eligible for possible reimbursement under the Village's Building Sewer Upgrade/Repair Reimbursement Policy. Reimbursement is subject to the availability of appropriated funds for the reimbursement program.
3. I have obtained two written price quotations for the check valve installation from a contractor pre-qualified by the Village. The cost estimate should itemize all costs for the check valve installation. In case of an emergency the Village may allow a single written price quotation.
4. The contractor or owner must obtain all necessary permits and post all necessary bonds and certificates of insurance as required by Village ordinances.
5. Subject to the limitations of Paragraph 3, the Village agrees to reimburse \$1,000 of the actual cost of the check valve installation with a maximum reimbursement of \$1,000. Work completed without the Village's approval of this agreement will not be eligible for reimbursement.
6. Any footing drain connected to the building sewer must be disconnected at the time of the check valve installation.
7. The owner and/or contractor is responsible for contacting the Village to schedule any required inspections. Twenty-four hour notice is required. The contractor must obtain a written sign-off from an authorized Public Works Department employee verifying that the work is satisfactory.
8. Any outstanding Infiltration/Inflow (I/I) violations must be corrected before I can receive any reimbursement from the Village for the work subject to this agreement.
9. After completion of the work, I agree to submit copies of this agreement, the approved building permit, inspector's approval, and contractor's invoice (or invoice for materials) to the Public Works Department for reimbursement within 90 days of completion of work.
10. I will continue to be responsible for maintenance of the building sewer upon completion of this work.

VILLAGE OF VILLA PARK REIMBURSEMENT AGREEMENT DRIVEWAY, STAIRWELL, OR AREA DRAIN CORRECTIONS

Please complete this form, complete and attach the following page, and return to the Public Works Dept

AGREEMENT BETWEEN THE VILLAGE OF VILLA PARK AND THE OWNER OF PROPERTY
LOCATED WITHIN THE VILLAGE OF VILLA PARK PERTAINING TO DRIVEWAY, STAIRWELL, OR
AREA DRAIN CORRECTIONS

I/we, _____ the owner(s) of property
located at _____ Villa Park, Illinois wish to seek financial assistance
for the disconnection of a driveway, stairwell, or other area drain from the sanitary or combined sewer system.
The following procedures shall be followed and terms contained herein shall apply:

1. I am aware that a driveway, stairwell, or area drain on my premises is connected to a sanitary or combined sewer in the Village of Villa Park.
2. The Village has determined that the proposed corrective work is necessary and that this work is eligible for possible reimbursement under the Village's Building Sewer Upgrade/Repair Reimbursement Policy. Reimbursement is subject to the availability of appropriated funds for the reimbursement program.
3. I have obtained two written price quotations for the corrective work from a contractor pre-qualified by the Village. The cost estimate should itemize all costs for the corrective work. In case of an emergency the Village may allow a single written price quotation.
4. The contractor or owner must obtain all necessary permits and post all necessary bonds and certificates of insurance as required by Village ordinances.
5. Subject to the limitations of Paragraph 3, the Village agrees to reimburse up to \$1,000 of the actual cost of the corrective work. Work completed without the Village's approval of this agreement will not be eligible for reimbursement.
6. The owner and/or contractor is responsible for contacting the Village to schedule any required inspections. Twenty-four hour notice is required. The contractor must obtain a written sign-off from an authorized Public Works Department employee verifying that the work is satisfactory.
7. Any outstanding Infiltration/Inflow (I/I) violations must be corrected before I can receive any reimbursement from the Village for the work subject to this agreement.
8. After completion of the work, I agree to submit copies of this agreement, the approved building permit, inspector's approval, and contractor's invoice (or invoice for materials) to the Public Works Department for reimbursement within 90 days of completion of work.
9. I will continue to be responsible for maintenance of the driveway, stairwell, or other area drain upon completion of this work.