

Village of Hampshire  
Village Board Meeting  
Thursday, February 18, 2021 - 7:00 PM  
Hampshire Village Hall – 234 S. State Street

## AGENDA

1. Call to Order
2. Establish Quorum (Physical and Electronic)
3. Pledge of Allegiance
4. Public Comments
5. Approval of Minutes from February 4, 2021
6. Village Manager's Report
  - a. A Proclamation of National Engineers Week for the Week of February 21-27, 2021
  - b. A Resolution Approving a Certificate of Vacation Pertaining to the Final Plat of Subdivision for Hampshire Woods Business Park
  - c. A Motion Setting the Date for Public Hearing, to wit: March 18, 2021 at 7:00 p.m. at Village Hall, on the Proposed Annexation Agreement and Amendment to the prior Annexation Agreement Relating to the Oakstead Subdivision in the Village
  - d. A Motion Authorizing the Village Manger to Negotiate and Enter into a Professional Services Agreement with EEI for Engineering and Landscape Architectural Services for the Streetscape Project
  - e. A Motion to Approve an Engagement with Lauterbach & Amen. LLP for FY2021 Audit Services and TIF Compliance in the Amount of \$27,365
  - f. State & Rt 72 Intersection Improvements Update
7. Village Board Committee Reports
  - a. Public Relations
  - b. Planning/Zoning
  - c. Public Safety
  - d. Fields & Trails
  - e. Village Services
  - f. Public Works
  - g. Business Development Commission
  - h. Finance
    - i. A Motion to Approve the February 18, 2021 Accounts Payable
8. New Business
9. Announcements
10. Executive Session
11. Any items to be reported and acted upon by the Village Board after returning to open session
12. Adjournment

Attendance: By Public Act 101-0640, all public meetings and public hearings for essential governmental services may be held by video or tele conference during a public health disaster, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend this meeting by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than noon (12 PM) two days prior to the meeting, and a link to participate will be sent to your e-mail address the day of the meeting, including all exhibits and other documents (the packet) to be considered at the meeting.

The Village of Hampshire, in compliance with the Americans With Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.

**VILLAGE OF HAMPSHIRE  
REGULAR MEETING OF THE BOARD OF TRUSTEES  
MINUTES  
February 4, 2021**

The regular meeting of the Village Board of Hampshire was called to order by Village President Jeffrey Magnussen at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, February 4, 2021.

Present: Mike Reid and Jeffrey Magnussen.

Electronically: Aaron Kelly, Christine Klein, Ryan Krajecki, and Erik Robinson.

Absent: Toby Koth

A quorum was established.

Also Present: Village Manager Jay Hedges, Village Clerk Linda Vasquez, Finance Director Lori Lyons, Police Chief Brian Thompson, and Assistant to the Village Manager Josh Wray.

Also electronically: Village Attorney Mark Schuster and Tim Paulson – EEI

President Magnussen led the Pledge of Allegiance.

**MINUTES**

Trustee Klein moved to approve the minutes of January 21, 2021.

Seconded by Trustee Reid  
Motion carried by roll call vote.  
Ayes: Kelly, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: Koth

**PUBLIC HEARING**

Village President Magnussen closed the board meeting at 7:04 and Opened the Public Hearing at 7:04 p.m.

Brier Hill Ventures will annex on the north side of the tracks and on the west side of Brier Hill Rd. There are two parcels. The southern parcel is already in the Village and is zoned M2 – General Industrial District. The northern parcel will be annexed and also zoned M2. Hampshire Township has been notified of the petition for annexation. The annexed property will be on well and septic until Village service reaches close enough to the property. The owner will contribute \$80,000 for future repair/reconstruction of Brier Hill Rd. from the railroad tracks north to recent improvements made to Brier Hill Rd.

There were no comments from the public.

Village President Magnussen closed the Public Hearing at 7:10 and Opened the Board Meeting at 7:10 p.m.

## **VILLAGE MANAGER'S REPORT**

Trustee Krajecki moved to Approve Ordinance 21-03; Authorizing the execution of a certain Annexation Agreement (Brier Hill Ventures, LLC).

Seconded by Trustee Reid  
Motion carried by roll call vote.  
Ayes: Kelly, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: Koth

Trustee Robinson moved to approve Ordinance 21-04; Dissolving Village of Hampshire SSA No. 9.

Seconded by Trustee Klein  
Motion carried by roll call vote.  
Ayes: Kelly, Klein, Koth, Krajecki, Robinson, Reid  
Nays: None  
Absent: Koth

Trustee Reid moved to approve Ordinance 21-05; Abating taxes levied for the 2020 Tax Year (collectable in 2021) to pay debt service on the \$1,175,000 General Obligation Refunding Bonds (Alternate Revenue Sources), Series 2016 (Previously Designated as "Series 2015").

Seconded by Trustee Klein  
Motion carried by roll call vote.  
Ayes: Kelly, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: Koth

Trustee Krajecki moved to approve Ordinance 21-06; Abating taxes levied for the 2020 Tax Year (collectable in 2021) to pay debt service on the issuance of up to \$2,750,000 General Obligation Refunding Bonds (Alternate Revenue Sources), Series 2012.

Seconded by Trustee Reid  
Motion carried by roll call vote.  
Ayes: Kelly, Klein, Krajecki, Robinson, Reid  
Nays: None  
Absent: Koth

Village Manager Hedges reported on a follow-up meeting with IDOT concerning some of the questions related to the intersection improvements at Rt. 72 and State Street raised at the last Village Board meeting:

- Trustee Robinson would like to see a sidewalk and crosswalk by the BP gas station.
  - This is not possible. The Village may be able to have a signage or a barrier deterring foot traffic on the west side of State Street.
- Trustee Reid would like to confirm if the electricity being brought through for the new street lighting will be accessible to Henpeck Park so the Village can have an electrical signage board.
  - Power for the sign should be available from the nearest light pole, and staff will confirm with ComEd.

- Trustee Kelly would like IDOT to consider adding sidewalk on the north side of Rt. 72 to connect the intersection to where a future sidewalk will be in front of the future commercial mall.
  - IDOT will check into this, but time before letting is a limiting factor.

Also, the Village will need to detour the traffic State and Route 72 because it will be closed for two months for all vehicles and an additional two months for trucks. The streetscape project will also cause downtown State Street to be closed a few months before the intersection project.

## **VILLAGE BOARD COMMITTEE REPORTS**

### **a) Finance –**

#### **a. Accounts Payable**

Trustee Robinson moved to approve the Accounts Payable for employees John Huff and Brian Haydysch in the sum of \$774,77 paid on or before February 10, 2021.

Seconded by Trustee Reid  
 Motion carried by roll call vote.  
 Ayes: Kelly, Klein, Krajecki, Robinson, Reid  
 Nays: None  
 Absent: Koth

Trustee Robinson moved to approve the Accounts Payable in the sum of \$190,055.42 paid on or before February 10, 2021.

Seconded by Trustee Krajecki  
 Motion carried by roll call vote.  
 Ayes: Kelly, Klein, Krajecki, Robinson, Reid  
 Nays: None  
 Absent: Koth

- b) Public Relations** – Trustee Reid announced that Jeanie Mayer has received the branding packet so she can show the logo to the Chamber Board Members.
- c) Planning/Zoning** – Trustee Robinson announced that there will be a Plan Commission meeting on February 8 to review the application of Montemayor for approval of a certificate of vacation of plat restriction pertaining to the original plat of subdivision. There will also be two zoning text amendments considered: (1) to amend signage requirements in the Interchange Overlay District and (2) combining ZBA and Plan Commission into one body.
- d) Public Safety** – There were no questions on the report provided.
- e) Fields & Trails** – No report
- f) Village Services** – Trustee Kelly and Village Manager Hedges met with Waste Management do discuss current and potential services. Trustee Kelly noted that the Village pays for some of the services he previously thought they donated, such as for Coon Creek Days and the Street Dance.

**g) Public Works** – President Magnussen thanked the Public Works employees for doing a very fine job so far this season.

Trustee Reid asked about what the Village can do about private plows that place snow they remove from driveways onto another property. Chief Thompson responded that the Village has an ordinance for that violation – just call the PD, and they will go out to enforce it.

**h) Business Development** – Trustee Krajecki reported the BDC will meet on February 10 at 6:30 PM, and all are welcome. They are working on some new projects, and two businesses may be applying for the façade program.

### **ANNOUNCEMENTS**

Village Manager Hedges reported there will be a COVID-19 testing site again next Saturday February 13 at Hampshire High School.

Village President Magnussen welcomed Midwest Companies to the Village.

### **ADJOURNMENT**

Trustee Kelly moved to adjourn the Village Board meeting at 7:48 p.m.

Seconded by Trustee Robinson

Motion carried by roll call vote

Ayes: Kelly, Klein, Krajecki, Robinson, and Reid

Nays: None

Absent: Koth

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Linda Vasquez Village Clerk

Office of the Village President  
Village of Hampshire  
234 South State Street  
Hampshire, Illinois 60140

Jeff Magnussen  
Village President

**Village of Hampshire**  
Proclamation

WHEREAS, Engineers have used their scientific and technical knowledge and skills in creative and innovative ways to improve society's quality of life; and

WHEREAS, Engineers face the major technological challenges of our time – from rebuilding towns devastated by natural disaster, cleaning up the environment, and assuring safe, clean, and efficient sources of water, to designing information systems that will speed our country into the future; and,

WHEREAS, Engineers are encouraging our young math and science students to realize the practical power of their knowledge; and,

WHEREAS, We look more than ever to engineers and their knowledge and skills to meet the challenges of the twenty-first century;

NOW, THEREFORE, I, Jeff Magnussen, as President of the Village of Hampshire, on behalf of its citizens and Village Officials, do hereby proclaim the week of February 21-27, 2021 to be National Engineers Week in all of Hampshire, Illinois.

Dated this February 18<sup>th</sup> of 2021.

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Jeff Magnussen, Village President

# AGENDA SUPPLEMENT

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**TO:** Village President and Board of Trustees, and Village Manager  
**FROM:** Mark Schuster / Village Attorney  
**DATE:** February 18, 2021  
**RE:** Montemayor / Lot 9 in Hampshire Woods – Vacate Plat Restriction

## Background

The prospective purchaser of Lot 9 in Hampshire Woods Subdivision desires to include a new access drive to/from Gast Road as part of its intended use of the parcel (after acquisition).

The Plat of Subdivision for Hampshire Woods currently contains this proviso:

“Access to the lots in this subdivision shall be by Flannigan Road only.  
No direct access to Gast Road will be allowed.”

The Illinois Plat Act allows for a modification of an original Plat of Subdivision by all affected owners, to vacate all or any part of it, including a restriction stated on the recorded plat. When lots in the subdivision have been sold, the plat may be vacated only upon signature by all the owners of lots in the subdivision joining in petition.

The statute calls for review and approval in the same manner as the original plat. The Plan Commission has reviewed and recommended approval of the Certificate of Vacation.

Note: Minerralac – developed on land adjacent to the subdivision – has a direct access onto Gast Road; all lots located in the subdivision enter from/exit to Flannigan Road.

## Action(s) Needed

- A. Review the Certificate of Vacation presented to the Village for approval.
- B. Approve the Certificate of Vacation by enactment of a resolution to that effect.
- C. Instruct the developer to record the Certificate of Vacation and return the original to the Village Clerk.



**No. 21 -**

**A RESOLUTION  
APPROVING A CERTIFICATE OF VACATION PERTAINING TO THE FINAL  
PLAT OF SUBDIVISION FOR HAMPSHIRE WOODS BUSINESS PARK**

WHEREAS, the Owner of Lot 9 in Hampshire Woods Business Park has filed with the Village Clerk an application for approval of a Certificate of Vacation of Plat Restriction pertaining to the original Plat of Subdivision for Hampshire Woods Subdivision in the Village, to remove the following Plat restriction: "Access to the lots in this subdivision shall be by Flannigan Road only - No direct access to Gast Road will be allowed," for purposes of a proposed development of Lot 9, such direct access; and

WHEREAS, the Plan Commission at its meeting held on February 8, 2021, reviewed the proposed removal of said restriction, and has recommended approval of the application; and

WHEREAS, the Corporate Authorities have reviewed the recommendation of the Plan Commission, the original Plat of Subdivision, and the proposal for development of Lot 9; and

WHEREAS, the Corporate Authorities find that the application for removal of said restriction ought to be approved, subject to the conditions stated herein.

NOW THEREFORE BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF HAMPSHIRE, KANE COUNTY, ILLINOIS AS FOLLOWS:

Section 1. The application of the owner of Lot 9 in the Hampshire Woods Business Park, to remove from the Plat of Subdivision the stated restriction, to wit: "Access to the lots in this subdivision shall be by Flannigan Road only - No direct access to Gast Road will be allowed," shall be and is approved.

Section 2. Approval of the Certificate of Vacation shall be effective only for development of the premises as an office and truck maintenance facility by Freight Union, Inc. substantially in compliance with the site plan submitted to the Board of Trustees with the application; and this approval shall be deemed to have been rescinded, and to be void and of no further force and effect if said development has not been commenced by issuance of an appropriate building permit by the Village within one year of the date of this Resolution.

Section 3. The Village President shall be and is authorized to execute, and the Village Clerk to attest, on behalf of the Village, the Certificate of Vacation, when submitted by applicant and signed by owner(s) of record of all other lots in the Hampshire Woods Business Park.

Section 4. The applicant shall submit the signed Certificate of Vacation, together with a certified copy of this Resolution, to the Office of the Kane county Recorder for recording, at applicant's expense, and shall file with the Office of the Village Clerk evidence of such recording, and when received by applicant, the original of the recorded document.

Section 5. Any motion, order, resolution or ordinance in conflict with the provisions of this Resolution is to the extent of such conflict hereby superseded and waived.

Section 6. If any section, subdivision, sentence or phrase of this Resolution is for any reason held to be void, invalid, or unconstitutional, such decision shall not affect the validity of the remaining portion of this Resolution.

Section 7. This Resolution shall take full force and effect upon its passage and approval as provided by law.

ADOPTED THIS 18<sup>th</sup> DAY OF FEBRUARY, 2021.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

APPROVED THIS 18<sup>th</sup> DAY OF FEBRUARY, 2021.

\_\_\_\_\_  
Jeffrey R. Magnussen  
Village President

ATTEST:

\_\_\_\_\_  
Linda Vasquez  
Village Clerk



3550 SLAT CREEK LANE, SUITE 104  
ARLINGTON HEIGHTS, IL 60005  
PHONE (847) 310-4277  
FAX (847) 310-4297  
MGAZZOLA@ENTRECOMMERCIAL.COM

January 25, 2021

Landsys Development LLC, Hampshire Woods Series  
1695 N. Lancaster Road  
South Elgin, Illinois 60177-2703  
Attn: Joe Montemayor, Manager

**Re: Certificate of Amendment – Owner Approval  
Hampshire Woods Business Park – Unit 1  
Lot 9 PIN 01-11-127-006**

Dear Mr. Montemayor:

I am sending you the enclosed Certificate of Amendment for the Hampshire Woods Business Park, Unit 1 Plat dated June 24, 2003 in Hampshire, Illinois. My Client Landsys Development LLC, the owner of Lot 9, is requesting an amendment of the Plat. The lot is located at the south west corner of Gast and Flannigan Roads at the entrance to the Park.

The request is for the elimination of a note on the Plat requiring access from Flannigan Road only with no access to Gast Road. An ingress/egress point at the far south end of the lot is the subject of the Certificate of Amendment and removal of the note. Because this is an Amendment request to the 2003 Plat, we are required to have all owners in Unit 1 approve the Amendment.

In addition to the Certificate of Amendment, I have included a copy of the 2003 Plat and a site plan locating the Gast Road access point. Please review the Certificate and call me with any questions or comments. If acceptable, please sign and return the Certificate to me for presentation to the Village of Hampshire.

Thank you for your assistance.

Sincerely,

**Entre Commercial Realty LLC**

A handwritten signature in black ink, appearing to read "Michael L. Gazzola".

Michael L. Gazzola  
Broker

CC: File  
Landsys Development LLC  
Bazos, Freeman, Schuster & Pope, LLC

### **Certificate of Vacation of Certain Plat Restriction**

WHEREAS, the Village of Hampshire, Kane County, Illinois (“**Village**”) did approve the plat of subdivision for Hampshire Wood Business Park Unit 1, which plat (the “**Subject Plat**”) was recorded in the Office of the Recorder of Deeds of Kane County, Illinois on October 7, 2003 as Document No. 2003K184743; and

WHEREAS, in the section of the Subject Plat labelled “Notes”, there appears the following restriction (the “**Access to Gast Road Restriction**”):

“Access to the lots in this Subdivision will be by Flannigan Road only. No direct access to Gast Road will be allowed.”

and

WHEREAS, the undersigned, being all of the owners of record of the lots crated by the Subject Plat, together with the Village, now wish to delete (vacate) the Access to Gast Road Restriction in the Subject Plat, and to accomplish same pursuant to the provisions of the Illinois Plat Act, 765 ILCS 205/6 and 205/7 so as to vacate and eliminate said Gast Road Restriction in accordance therewith;

NOW, THEREFORE, the Access to Gast Road Restriction is hereby deleted from the Subject Plat, effective as of the date of recording of this Certificate of Vacation.

This Certificate may be signed in multiple counterparts by the Parties hereto.

This Certificate of Vacation of Plat Restriction shall be recorded in the Office of the Kane County Recorder after the original Plat of Subdivision has been attached thereto. Once so recorded, this instrument shall operate to destroy, vacate, and eliminate said Gast Road Restriction, and to divest all public rights in said restriction as set forth in the Subject Plat.

This Certificate of Vacation of Plat Restriction may be executed in multiple counterparts.

STATE OF ILLINOIS        )  
  ) ss  
COUNTY OF KANE        )

In witness whereof, the undersigned has signed this Certification of Vacation of Certain Plat Restriction this \_\_\_\_ day of \_\_\_\_\_, 2021

Date: \_\_\_\_\_

LANDSYS DEVELOPMENT, LLC- HAMPSHIRE  
WOODS SERIES (Owner of Lot 9)

By: \_\_\_\_\_  
Name: Joe W. Montemayor  
Title: Manager

I, the undersigned, a Notary Public in and for said County, in the State aforesaid, DO HEREBY CERTIFY that, Joe W. Montemayor, personally known to me to be the manager of Landsys Development, LLC – Hampshire Woods Series, and personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that as such Manager he signed and delivered the said instrument as their free and voluntary act and deed of said Landsys Development, LLC – Hampshire Woods Series, for the uses and purposes therein set forth.

Given under my hand and official seal this  
\_\_\_\_\_ day of \_\_\_\_\_, 2021.

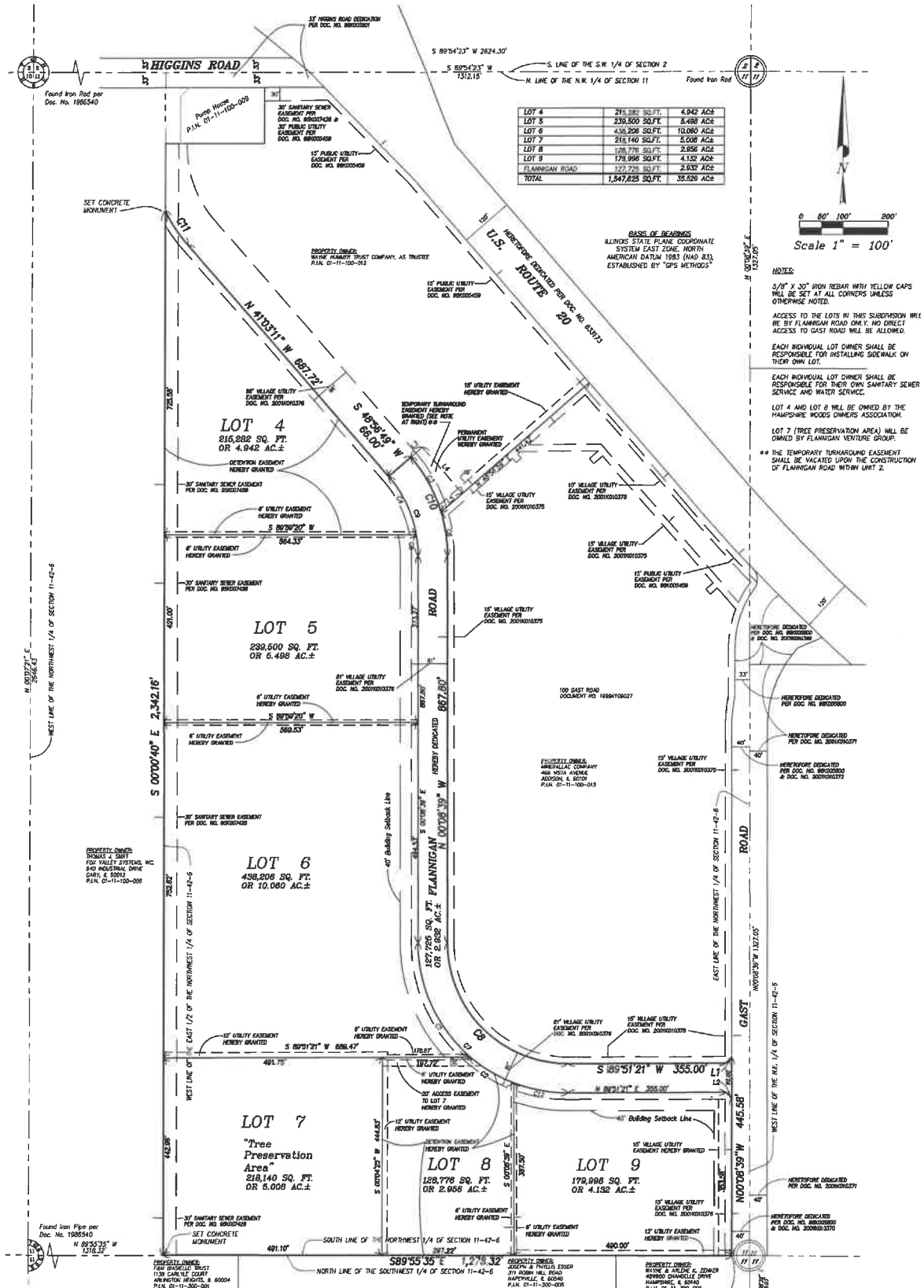
\_\_\_\_\_  
Notary Public

# HAMPSHIRE WOODS BUSINESS PARK UNIT 1

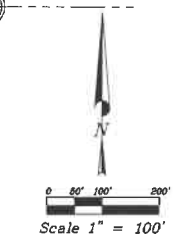
BEING A SUBDIVISION OF

PART OF THE EAST HALF OF THE NORTHWEST QUARTER OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 6 EAST, OF THE THIRD PRINCIPAL MERIDIAN, IN THE VILLAGE OF HAMPSHIRE, KANE COUNTY, ILLINOIS.

P.I.N. 01-11-100-012



LOT #	SQ. FT.	ACRES
LOT 4	215,282	4.942
LOT 5	239,500	5.498
LOT 6	438,208	10.080
LOT 7	218,140	5.008
LOT 8	128,776	2.956
LOT 9	178,998	4.132
TOTAL	1,547,825	35.520



**NOTES:**

5/8" x 30" IRON REBAR WITH YELLOW CAPS WILL BE SET AT ALL CORNERS UNLESS OTHERWISE NOTED.

ACCESS TO THE LOTS IN THIS SUBDIVISION WILL BE BY FLANNIGAN ROAD ONLY. NO DIRECT ACCESS TO EAST ROAD WILL BE ALLOWED.

EACH INDIVIDUAL LOT OWNER SHALL BE RESPONSIBLE FOR INSTALLING SIDEWALK ON THEIR OWN LOT.

EACH INDIVIDUAL LOT OWNER SHALL BE RESPONSIBLE FOR THEIR OWN SANITARY SEWER SERVICE AND WATER SERVICE.

LOT 4 AND LOT 8 WILL BE OWNED BY THE HAMPSHIRE WOODS OWNERS ASSOCIATION.

LOT 7 (TREE PRESERVATION AREA) WILL BE OWNED BY FLANNIGAN VENTURE GROUP.

\*\* THE TEMPORARY TURNAROUND EASEMENT SHALL BE VACATED UPON THE CONSTRUCTION OF FLANNIGAN ROAD WITHIN UNIT 2.

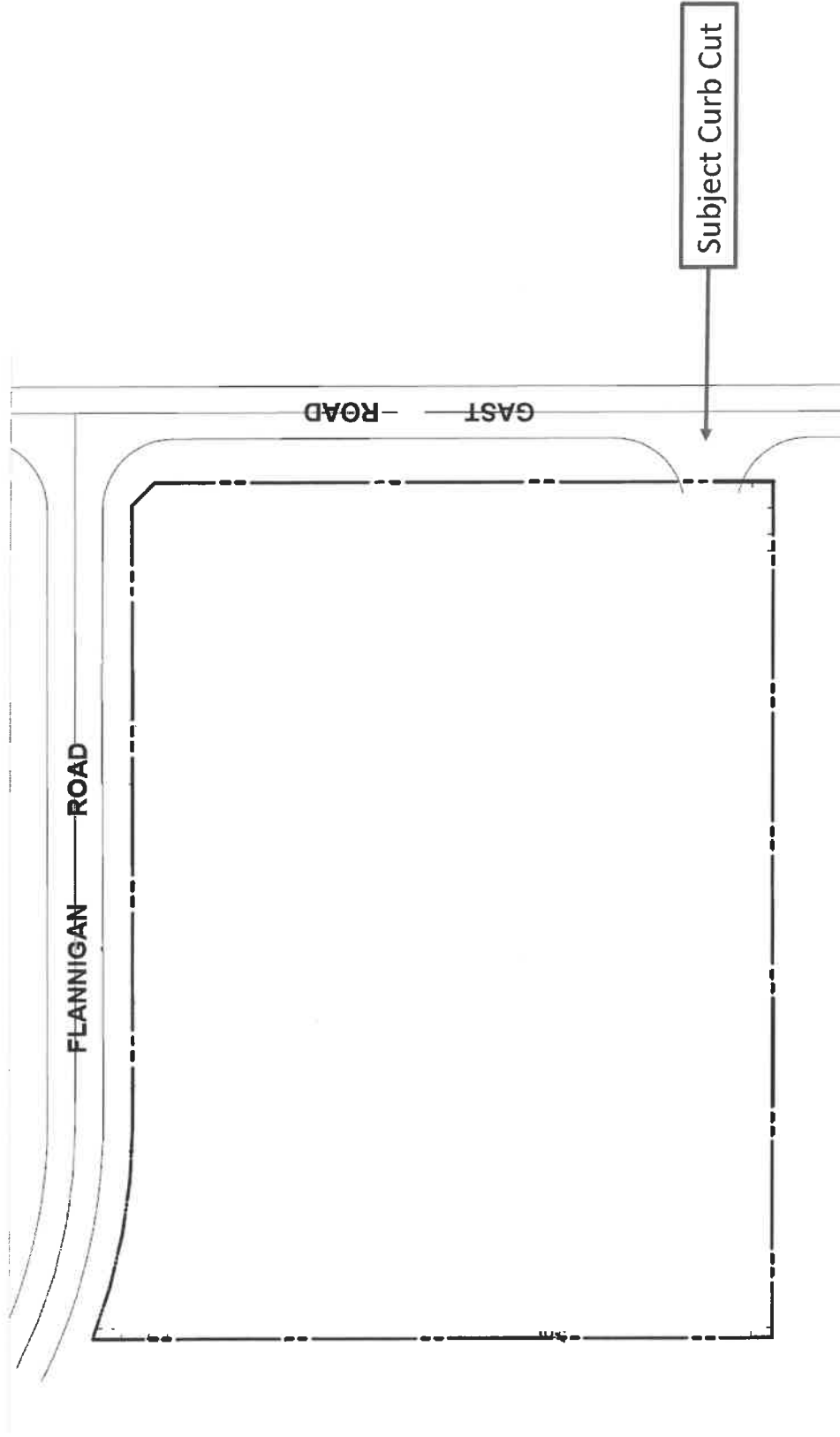
Survey No: B998b  
 Created By: Flannigan Venture Group  
 Description: Plat of Subdivision  
 Date Prepared: June 04, 2009  
 Scale: 1" = 100'

NUMBER	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH	INTERNAL ANGLE
C1	336.00	281.92	S 24°57'40" E	208.68	49°29'03"
C2	135.00	114.49	N 28°17'26" E	82.25	32°51'00"
C3	338.00	141.89	N 28°01'38" W	102.89	24°03'00"
C4	148.00	128.78	S 22°08'18" W	114.48	32°51'00"
C5	272.00	47.99	N 02°11'52" W	42.83	100°00'00"
C6	338.00	89.84	N 08°28'28" W	82.00	30°00'00"
C7	338.00	200.92	N 02°11'52" W	188.00	100°00'00"
C8	272.00	47.28	N 45°08'30" W	38.67	100°00'00"

NUMBER	DISTANCE	BEARING
L1	18.38	S 44°51'11" W
L2	34.00	N 48°36'48" E
L3	137.78	S 41°03'11" E
L4	63.34	S 48°36'50" W

LOOP & HEPNER ASSOCIATES, P.C.  
 ENGINEERS & SURVEYORS  
 708 Boardwalk, Suite 100  
 Glenview, IL 60017  
 847-636-9000 FAX 847-636-1774

PLAT Certificate Of Amendment – Lot 9



# VILLAGE OF HAMPSHIRE PLAN COMMISSION

## MINUTES February 8, 2021

A meeting of the Village of Hampshire Plan Commission was convened at 7:05 p.m. by Chairman Bryan Mroch. Present in person were Chairman Mroch, and Commissioner L. Rapach; Commissioners W. Rossetti, T. Wetzel and A. Neal participated in the meeting via video or telephonic conferencing. Village President J. Magnussen, Village Manager Jay Hedges (in person), assistant to the Village Manager, Josh Wray, were present; and Village Attorney Mark Schuster attended via video conferencing.

On motion by W. Rossetti, seconded by L. Rapasch, the minutes of the meeting of December 14, 2021 were approved by vote of 4 aye, 0 nay.

The first order of business was to consider the Application of Montemayor for approval of a Certificate of Vacation of Plat Restriction pertaining to the original Plat of Subdivision for Hampshire Woods Subdivision in the Village, to remove the following Plat restriction: "Access to the lots in this subdivision shall be by Flannigan Road only - No direct access to Gast Road will be allowed," for purposes of a proposed development of Lot 9 in Hampshire Woods Subdivision with such direct access.

Mr. Michael Gazzola appeared for Petitioner, and explained that the proposed developer of Lot 9 operates an over-the-road truck/hauling business, and that this location would serve as an office and truck maintenance facility. Hours of operation would be 7:00 a.m. to 6:00 p.m. daily. Truck movements are estimated to be 10 trucks per day. The owner proposed to install signage at the exit, prohibiting right-hand, southbound turns for trucks, to prohibit southbound truck traffic on Gast Road.

Commissioners inquired or commented about the following:

Would it also be possible to erect signage on the northbound side of Gast Road (at a location south of the entrance), to warn drivers of the new entrance/exit? Response: This would be under the jurisdiction of the Hampshire Township Highway Commissioner.

On motion made by A. Neal, and seconded by T. Wetzel, to recommend approval of the request to vacate the current restriction forbidding entrance/exit directly to and from Gast Road for lots in the Hampshire Woods Business Park, the vote was 4 aye, 0 nay. Motion passed.

The second order of business was to consider the Petition for Zoning Text Amendment to amend the signage requirements in the Interchange Overlay District, Section 6-16-4, of the Municipal Code, by modifying certain requirements for community graphics and signage in the area of the I-90/US 20 Interchange in the Village.

Mr. Hedges explained that this petition was engendered by comments from the Zoning Board of Appeals, asking that the Village recognize existing conditions at the interchange area, and reduce the



number of requests for variance being filed regarding the size of signs there.. Mr. Wray compiled a comparison of recent requests for variance, to the existing parameters allowed by the Village Code.

Commissioners asked for confirmation that this amendment was limited to the interchange area.

On motion by L. Rapach, and seconded by W. Rossetti, to recommend approval of the Petition for Zoning Text Amendment for signage requirements for the I-90/US 20 interchange area, the vote was 4 aye, 0 nay. Motion passed.

The third order of business was to consider the Petition for Zoning Text Amendment requesting an amendment to the Village's Zoning Regulations, Section 6-14-3 and Section 6-14-4, and in multiple other sections of the Village Code, to create a new advisory body, the Planning & Zoning Commission, and to abolish the existing Plan Commission and Zoning Board of Appeals and combine the powers and duties of each in the new advisory body.

Mr. Hedges explained that this proposal has been raised by the Board of Trustees in the past, and would serve to streamline the Village's developmental approval process by reducing the number of meetings required of developers.

Commissioners noted the redundancy in the current procedures, and possible benefit of streamlining the approval process. It was also noted that current members of the Plan Commission would be considered for appointment to the new Planning & Zoning Commission.

Mr. Neal stated that it would be useful to help streamline the development approval process in the Village, by eliminating extra meetings for development proposals.

On motion by A. Neal, seconded by T. Wetzel, to recommend approval of the proposed amendments to the Zoning Regulations, to combine the Plan Commission and the Zoning Board of Appeals into one new body, a Planning & Zoning Commission, the vote was 4 ayes, 0 nay; and Chairman Mroch added his positive vote for the record. Motion passed.

On motion duly made and seconded, the meeting was adjourned at 7:39 p.m..

Respectfully submitted,

Bryan Mroch  
Chairman

# AGENDA SUPPLEMENT

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**TO:** Village President and Board of Trustees, and Village Manager  
**FROM:** Mark Schuster / Village Attorney  
**DATE:** February 18, 2021  
**RE:** Crown – Oakstead – Annexation Agreement and Amendment to prior Annexation Agreement

## Background

Crown Community Development (Hampshire East, LLC) has filed a petition for the following:

- a) Annexation of land newly acquired by Crown and to be added to the Oakstead Subdivision;  
and
- b) Amendment of the 2005 Annexation Agreement covering Oakstead (and other territory).

The petition was filed in conjunction with Crown's application for approval of a revised Preliminary Development Plan for the entire Oakstead territory.

Illinois law requires that a public hearing be held before the Corporate Authorities for any agreement relating to annexation of land; and further, that the Board of Trustees set a date for such public hearing.

A proposed Amendment to the 2005 Annexation Agreement, including provisions relating to the newly acquired land, has been submitted to the Village for review; a copy of the proposed agreement /amendment will be circulated to the trustees and also made available for public inspection prior to the public hearing date.

## Action(s) Needed

A. By motion and vote, set a date for public hearing, to wit: March 18, 2021 at 7:00 p.m. at Village Hall, on the proposed Annexation Agreement and Amendment to the prior Annexation Agreement relating to the Oakstead Subdivision in the Village.



Village of Hampshire  
234 S. State Street, Hampshire IL 60140  
Phone: 847-683-2181 www.hampshireil.org

## Agenda Supplement

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**TO:** President Magnussen; Board of Trustees  
**FROM:** Josh Wray, Assistant to the Village Manager  
**FOR:** Regular Village Board Meeting on February 18, 2021  
**RE:** Streetscape Engineering Services

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**Background:** The grant requirements for the Streetscape project include procuring engineering services through a competitive Request for Qualifications (RFQ) process. Submittals to the RFQ were then to be evaluated by a selection committee based only on those qualifications included in the RFQ; service cost estimates were not allowed to be considered. Village staff, in consultation with Fredi Beth Schmutte, worked through the following steps to comply with this process:

1. Created the selection committee to include:
  - Jay Hedges, Village Manager
  - Mark Montgomery, Utilities Supervisor
  - Dave Starrett, Streets Supervisor
2. Defined qualifications for evaluation based on examples from similar projects provided by Fredi Beth Schmutte
3. Created the RFQ and sent it to five engineering firms including:
  - Chastain & Associates LLC
  - Cordogan, Clark & Associates LLC
  - Engineering Enterprises Inc.
  - Farnsworth Group
  - WBK Engineering
4. Received four responses (see analysis)

**Analysis:** The Village received the following responses to the RFQ:

- 1 RFQ submittal (EEI)
- 3 emails indicating the firms would not submit due their current workloads (Chastain, Farnsworth, and WBK via Hitchcock Design)
- 1 no-response (Cordogan Clark)

EEI's submittal, as the only submittal, was not reviewed by the selection committee since it would have been the highest scoring submittal by default. However, staff's informal review found it to demonstrate all desired competencies for this project.

Fredi Beth Schmutte has confirmed that this process and the outcome satisfy the CDBG procurement requirements.

**Recommendation:** Staff recommends the Village Board pass a motion to authorize the Village Manager to negotiate and enter into a professional services agreement with EEI.



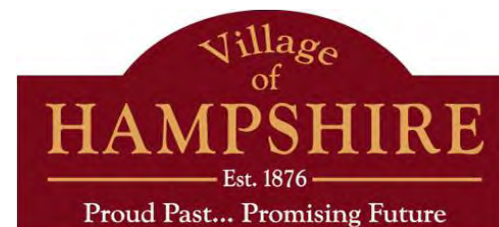
**Qualifications:**

**Professional Engineering  
Services**

**Central Business District  
Streetscape Project**

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**February 5, 2021**



**DBE Sub-Consultant**





February 5, 2021

Mr. Jay Hedges  
Village of Hampshire, Village Manager  
234 S. State Street  
Hampshire IL 60140

**Re: Qualifications for Hampshire’s Central Business District Streetscape Project Planning, Design, and Construction Supervision Services**

Dear Mr. Hedges,

Engineering Enterprises, Inc. (EEI) appreciates the opportunity to work with the Village of Hampshire on its Central Business District Streetscape Project. EEI has assembled a project team, including Planning Resources, Inc., with specific experience and expertise in both streetscape design and construction engineering services. Our team’s knowledge of the Village’s policies, expectations, and preferences will allow us to be proficient and effective in successfully completing the Streetscape Project.

Benefits of EEI		Benefits to the Village
Experienced Project Team	➔	Ability to Meet Scope, Schedule, and Budget; No Surprises
Knowledge of Village Protocols	➔	Exceeds Expectations; Adherence to Village Policies; Satisfied Residents
CDBG Grant Administration Experience	➔	No Compliance Issues

Critical success factors that EEI brings to the table include:

- Adhering to the **Project Schedule** and meeting all milestones will result in competitive bidding and allow the contractor to complete all construction activities on time.
- Our experience and familiarity with the Village (along with Planning Resources, Inc) will allow **Coordination of Design Elements** to create the streetscape and Festival Block that the Village envisions.
- **Budget Control** will ensure both design and construction phases of the project meet the Village’s set budget.
- Proactive **Communication** early and effectively, we keep the projects on schedule and budget and reduce potential business and resident complaints.

We look forward to the opportunity to work on this project with you and your staff. Should you have any questions or require additional information, please do not hesitate to contact us.

Bradley P. Sanderson, P.E.  
Chief Operating Officer/President / Principal-In-Charge

Respectfully submitted,  
ENGINEERING ENTERPRISES, INC.

Timothy N. Paulson P.E., CFM  
Client Manager/Village Engineer



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**VIII Statement of Availability**



## I. Company Overview

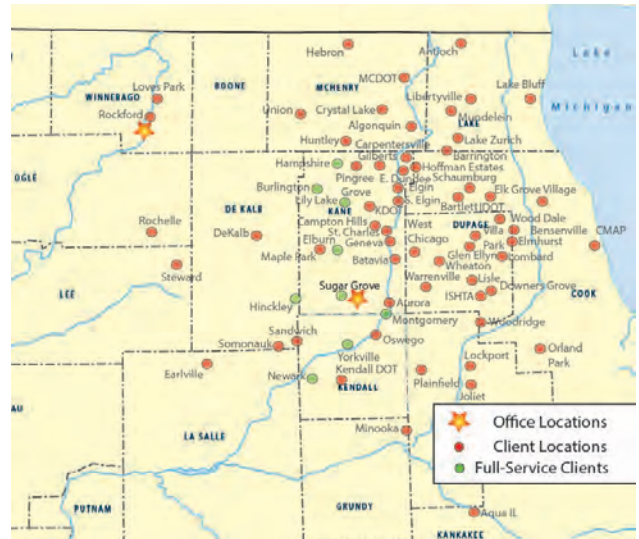
*Outstanding Service  
Every Client  
Every Day*

**E**ngineering Enterprises, Inc. (EEI), founded in 1974, is an award-winning consulting engineering firm providing services to public agencies throughout northeastern Illinois. Over 45 experienced firm members including licensed professional civil engineers, land surveyors, and support team members provide a full range of services for planning, design, and construction of infrastructure projects, plus grant and funding assistance.

EEI is led by a team of talented individuals:

- Peter G. Wallers, P.E., CFM, Chairman
- Jeffrey W. Freeman, P.E., CFM, LEED AP, Chief Executive Officer
- Bradley P. Sanderson, P.E., Chief Operating Officer / President
- Denise M. Migliorini, Chief Financial Officer / Vice President
- Stephen T. Dennison, P.E., Senior Project Manager / Principal
- Julie A. Morrison, P.E., Senior Project Manager / Principal
- Michele L. Piotrowski, P.E., LEED AP, Senior Project Manager / Principal

As part of our business philosophy, we are committed to quality, service, and value and employ a team approach from project initiation and completion. Each project is assigned a project manager and a team with experience and qualifications that match the needs of the project and client. However, whenever necessary, other specialists are available for additional assistance. Our current staffing levels will ensure a well-qualified project team will be dedicated for the entire duration of your projects.



Our expertise includes water, wastewater, transportation, floodplain and stormwater management, construction management, land development review, land surveying, GIS and mapping and municipal consulting.

Given the fact that we are a multi-disciplinary firm we have the ability to perform multiple functions in-house thus resulting in potential cost savings and uniformity for your Agency.



### Services Provided In-House

#### Transportation

- Planning, Design and Construction Services for Existing Street Rehabilitation and New Street Construction (Phase I, II and III)
  - Motor Fuel Tax (MFT) Maintenance and Construction Sections
  - Surface Transportation Program (STP) Projects
  - Local Agency Functional Overlay (LAFO) Projects
  - Congestion Management and Air Quality (CMAQ) Projects
- Economic Development Program (EDP) Projects
- High Priority Projects (HPP)
- Quiet Zone Feasibility Studies
- Intersection Design
- Parking Lot Design
- Traffic Impact Studies
- Traffic Signal Design
- Multi-Use Trail System Planning and Design

#### Construction Management

- Roadway Rehabilitation
- Water Main Installation and Replacement
- Sanitary Sewer Installation and Replacement
- Storm Sewer Installation and Replacement
- Bicycle and Multi-Use Trails
- Traffic Signals
- Roadway Lighting
- Mass Grading Projects
- Wastewater Treatment Facilities
- Groundwater Treatment Facilities
- Elevated Water Storage Tank Construction and Rehabilitation

#### Water

- Project Plans
- Water Works System Evaluations, Needs Assessments and Master Plans
- Water Distribution System Computer Modeling
- Water Distribution, Booster Pumping Station, Pressure Reducing Valve Station and Water Storage System Design
- Water Treatment Plant Design
- Water Well Design and Development
- Chemical Feed Improvements
- Elevated Tank Repainting (Lead Containment)
- Emergency Stand-By Power Systems
- Water Conservation Program Coordination

#### Wastewater

- Infiltration/Inflow Analysis Studies
- Sewer System Evaluation Surveys
- Facilities Planning
- Facility Planning Area Amendments
- Anti-Degradation Analyses
- National Pollutant Discharge Elimination System (NPDES) Permitting
- Wastewater Treatment Facility Design
- Lift Station, Forcemain and Gravity Sewer Design
- Industrial Pretreatment





## I. Company Overview

### Stormwater Management

- Floodplain Ordinance Interpretation and Enforcement (Delegation Authority from IDNR/OWR)
- Floodplain Mapping and Remapping
- Letter of Map Revisions (LOMR), Letter of Map Amendments (LOMA) and Base Flood Elevation (BFE) Determinations
- Drainage Investigations
- Stormwater Detention Basin Design
- Storm Sewer Design
- Best Management Practices (BMP) Design
- Hydrologic and Hydraulic Studies
- Watershed Release Rate Determinations

### Land Surveying

- Plat Review
- Construction Layout
- Right-of-Way, Land Title, Topographic and Boundary Surveys
- Annexation Plats
- Record Drawings
- Easement Documents
- Plan Review

### GIS and Mapping

- Geographic Information Systems (GIS) Development and Additions
- AutoCAD (Computer Aided Drafting) System
- Water, Sanitary Sewer and Storm Sewer Maps and Atlas
- Zoning and Land Use Maps
- Street and Address Maps

### Municipal Consulting

- City and Village Engineering Services
- Land Development Review Services
- Capital Improvement Planning and Execution
- Asset Management
- Traffic Engineering
- Construction Management
- Ordinance Development and Review
- Regulatory Compliance and Agency Coordination
- Grant / Funding Management



**Illinois Department  
of Transportation**

**Pre-qualification categories are as follows:**

#### **Highways**

- Roads and Streets

#### **Special Studies**

- Location Drainage
- Traffic
- Safety
- Feasibility
- Traffic Signals

#### **Hydraulic Reports**

- Waterways: Typical
- Waterways: Complex

#### **Location Design Studies**

- Rehabilitation
- Reconstruction/Major Rehabilitation

#### **Special Services**

- Surveying
- Sanitary
- Construction Inspection



### Honors and Awards

EEI has been recognized with honors and awards from many different professional organizations, such as the American Council of Engineering Companies of Illinois (ACEC-IL), American Public Works Association (APWA), American Water Works Association (AWWA) and the National Society of Professional Engineers (NSPE). See a partial list below:

- 2021 APWA-FVB Project of the Year Award
  - *Montgomery Lead Service Line Replacement*
- 2021 ACEC-IL Engineering Excellence Merit Award
  - *Montgomery Lead Service Line Replacement*
- 2018 APWA-FVB Project of the Year Award
  - *Elgin South Street Roadway Extension*
- 2017 APWA-FVB, CMC Project of the Year Award
  - *Elburn Wastewater Treatment Facility Modernization*
- 2017 ACEC-IL Special Achievement Award
  - *Sub-Regional Plan for Sustainable Drinking Water*
- 2016 APWA-FVB Project of the Year Award
  - *Williams Road Bridge*
- 2016 ACEC-IL Engineering Excellence Merit Award
  - *Huntley Sustainable Master Planning Projects \$32M+ Savings*
- 2015 APWA FVB Project of the Year Award
  - *Hinckley Wastewater Treatment Facility Expansion*
- 2015 ACEC-IL Engineering Excellence Special Achievement
  - *Hinckley Wastewater Treatment Facility Expansion*
- 2013 ACEC-IL Engineering Excellence Merit Award
  - *Wells No. 3 and 4 Radium Removal Project*
- 2012 ACEC-IL Engineering Excellence Merit Award
  - *Virgil L. Gilman Trail Pedestrian Bridge*

### Our Mission

Engineering Enterprises, Inc. (EEI) is continually growing to better serve our clients in all aspects of consulting engineering. Our ability to meet deadlines and budget requirements is reflected in the fact that over 90% of our work is for repeat clients. We attribute our return business to the personal commitment of professionalism to project work and the relationships EEI has developed with our clients. **Our aim is to win clientele trust and satisfaction every time.**



## FIRM PROFILE

Planning Resources Inc. (PRI) is a Chicago metropolitan area Disadvantaged Business Enterprise (DBE) specializing in streetscape/urban design, landscape architecture, community planning, and park and recreation planning. Our team of award-winning landscape architects, designers, and planners is our most important asset. PRI's design professionals are experienced, highly skilled and widely recognized as the best in their fields. The quality of our work grows from the unique nature of our experiences, where we hail from, how we learned our craft, and how we combine our experiences to meet client needs.

We are project leaders and collaborative partners experienced in balancing creativity and functionality to create transformative environments where people live, work, and play. Our team of experienced professionals embraces the challenge of creating economically, socially, and environmentally impactful site solutions, while implementing thoughtful planning and purposeful design. We provide sound solutions for sensitive developments blending the "art" of design and the "science" of ecology to provide a site transformation that will stand the test of time.



Village of Frankfort



Village of Algonquin

## LANDSCAPE ARCHITECTURE

We enrich lives by developing creatively designed outdoor environments for people to live, work, and play. These spaces range from neighborhood parks to active sports complexes, streetscapes to urban plazas. We balance our pursuit of innovation in design with a comprehensive understanding of social and cultural needs. Our designs result in unforgettable experiences within spaces that enrich the spirit and promote healthy lifestyles.

## STREETSCAPE DESIGN/URBAN DESIGN

PRI's urban design and master planning professionals work with local municipalities, government agencies, developers, and private landowners to deliver sustainable, creative and practical design solutions with the common objective of creating quality places. We create beautiful spaces that function as the physical connection promoting human interaction, productivity and quality of life.

- Streetscape Design
- Plan Review/Ordinance Compliance
- Public/Community Workshops
- Downtown Planning/Town Center
- Redevelopment/Adaptive Re-Use
- Industrial Revitalization
- Sustainable/Green Planning
- Open Space Master Planning
- Public Surveys



Village of Minooka



Village of Hampshire



Outstanding Service ~ Every Client ~ Every Day



**ANTICIPATED PROJECT SCHEDULE**  
CENTRAL BUSINESS DISTRICT STREETScape PROJECT  
VILLAGE OF HAMPSHIRE, ILLINOIS

ITEM NO.	WORK ITEM	Year: 2021																																																					
		Month: February				March					April				May				June					July				August					September				October				November				December										
		Week Starting:				1	2	3	4	1	2	3	4	5	1	2	3	4	1	2	3	4	1	2	3	4	5	1	2	3	4	1	2	3	4	5	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4			
1	Survey																																																						
2	Progress Meetings																																																						
3	Design Engineering																																																						
4	Permitting (IEPA)																																																						
5	Bidding																																																						
6	Contracting																																																						
7	Construction Window (Exact Start TBD)																																																						

Legend			
	Project Management & QC/QA		Survey
	Permitting		Design Work Item
	Meeting(s)		Construction
	Bidding and Contracting		

### III. Project Experience / References



#### CHICAGO STREET FROM CENTER STREET TO LIBERTY STREET (STP)

CLIENT: CITY OF ELGIN

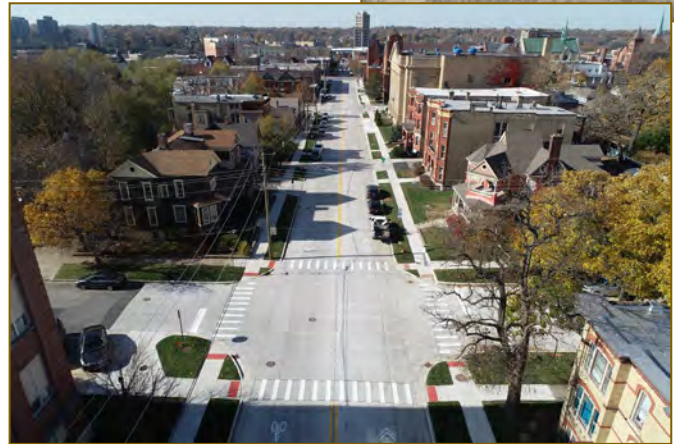
REFERENCE: MIKE PUBENTZ, P.E., PUBLIC WORKS DIRECTOR, (847) 931-5968

PROJECT COST: \$8,020,730 (Federal Funds)

DATE (YEAR): 2016 – 2020

##### Scope of work:

- Design and construction engineering services
- **Federally funded** reconstruction of approximately 3,500 feet
- **3,450** feet of urban section roadway with 18.5-foot shared use lanes
- **7,800** feet of sidewalk (5-foot wide)
- **4,440** feet of water main (12-inch and 8-inch diameter)
- **60** lead water service line replacements
- **5,300** feet of storm sewer (12-inch to 54-inch), decombining from existing sanitary
- **2,160** cubic yards of non-special waste disposal
- Traffic signal modernization for two intersections
- **31** historic style streetlights
- Westbound traffic detour



### III. Project Experience / References

#### LINCOLN HIGHWAY LANE RECONFIGURATION

CLIENT: CITY OF DEKALB

REFERENCE: ZACHARY GILL, P.E., CITY ENGINEER, (815) 748-2331

PROJECT COST: \$773,000

DATE (YEAR): 2019-Current

##### Scope of work:

- Design engineering services
  - **0.25 miles of** Road Diet and Streetscape of Lincoln Highway (Illinois Route 38) between 1<sup>st</sup> Street and 4<sup>th</sup> Street consisted of:
    - Road Diet reducing Lincoln Highway from four lanes to three lanes with the third lane being a bi-directional center turn lane/left turn lane
    - ADA improvements design
    - Decorative sidewalk expansion for businesses within the project area
    - Parallel parking lane
    - Maintenance of vehicular and pedestrian traffic
    - Permitting
  - Topographic survey
  - Traffic Analysis to determine the existing and proposed Level of Service for both the existing and proposed lane configurations utilizing existing and design-year projected traffic volumes
  - Signal timing revisions
  - Environmental survey request
  - Coordination with City of DeKalb, IDOT, and utilities
  - Phase II support and administration
-

### III. Project Experience / References



#### HAMPSHIRE CENTRAL BUSINESS DISTRICT STREETScape – CONCEPT DESIGN

CLIENT: VILLAGE OF HAMPSHIRE

REFERENCE: JAY HEDGES, VILLAGE MANAGER, (847) 683-2181

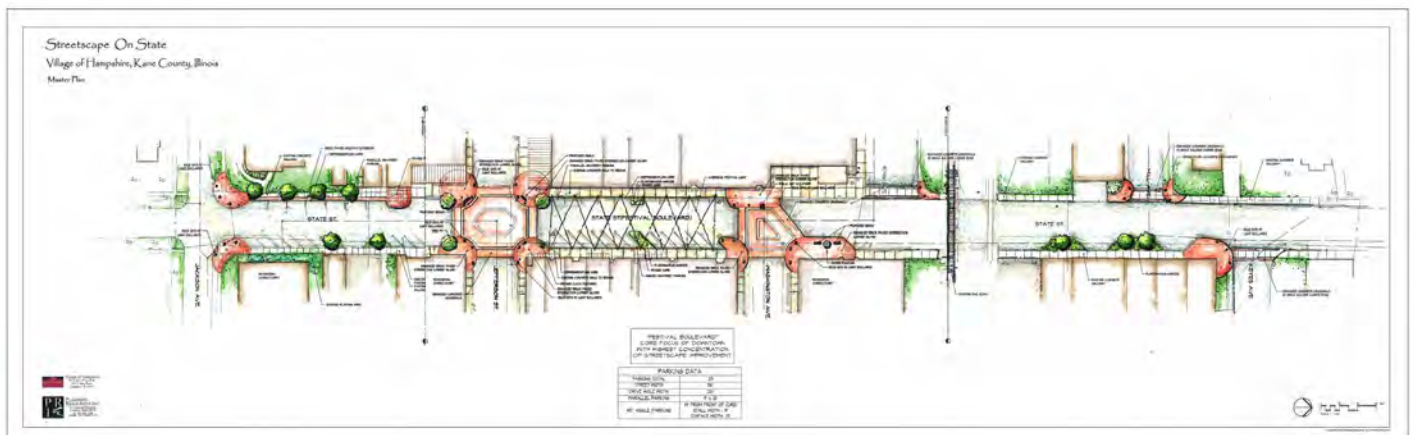
PROJECT COST: \$1,034,000

DATE (YEAR):

2019-2020

#### Scope of work:

- Preliminary Engineering Services
- Streetscape concept design included:
  - Intersection geometry and sidewalk improvements
  - Underground utility improvements
  - Road improvements
- Prepared preliminary cost estimates
- Assisted with DCEO grant application to secure funding





### III. Project Experience / References

#### GEORGE STREET BY-PASS SEWER

CLIENT: VILLAGE OF BENSENVILLE  
REFERENCE: JOE CARACCI P.E., DIRECTOR OF PUBLIC WORKS, (630) 350-3435  
PROJECT COST: \$1,075,000 DATE (YEAR): 2017

**Scope of Work:**

- Construction engineering services
- **CDBG Funding**
- **1,800** linear feet of 42-inch RCP storm sewer
- **415** linear feet of 12-inch RCP storm sewer
- Pavement reconstruction
- Residential neighborhood
- Extensive daily coordination



#### WOOD AVENUE CDBG RECONSTRUCTION AND WATER MAIN REPLACEMENT PROGRAM

CLIENT: VILLAGE OF BENSENVILLE  
REFERENCE: JOE CARACCI, P.E., DIRECTOR OF PUBLIC WORKS, (630) 350-3435  
PROJECT COST: \$1,328,000 DATE (YEAR): 2013

**Scope of work:**

- Construction Engineering Services
- **CDBG Funding**
- Roadway converted from **16** feet wide with ditches to **30** feet wide with curb and gutter and storm sewers
- **2,515** feet of replacement water main
- **2,150** feet of storm sewer ranging in size from **6**-inch to **30**-inch
- Roadway profiles were altered to improve drainage conditions
- Extensive public outreach with residents and local park district





### III. Project Experience / References

#### **VOLK BROTHERS CDBG PROJECT, PHASE II**

CLIENT: VILLAGE OF BENSENVILLE

REFERENCE: JOE CARACCI, P.E., DIRECTOR OF PUBLIC WORKS, (630) 350-3435

PROJECT COST: \$880,000

DATE (YEAR): 2012

##### **Scope of work:**

- Construction Engineering Services
- **CDBG Funding**
- Three residential roadways converted from **16** feet wide with ditches to **30** feet wide with curb and gutter and storm sewers
- **2,223** feet of storm sewer ranging in size from **6**-inch to **30**-inch
- **1,600** feet of roadways
- Roadway profiles were altered to improve drainage conditions
- Installation of stormwater runoff treatment unit

---

#### **PRINCETON AVENUE IMPROVEMENTS**

CLIENT: VILLAGE OF VILLA PARK

REFERENCE: RICH SALERNO, DEPUTY DIRECTOR OF PUBLIC WORKS, (630) 844-8505

PROJECT COST: \$878,145

DATE (YEAR): 2019

##### **Scope of work:**

- Phase III Engineering Services
  - **CDBG Funding**
  - **1,270** feet of Roadway Reconstruction
  - **947** feet of New Storm Sewer
  - **139** feet of Watermain & 16 Water Services
  - Spot Sanitary Sewer Repair and Manhole Repair
-



### III. Project Experience / References

#### SOUTH STREET ROADWAY EXTENSION

CLIENT: CITY OF ELGIN

REFERENCE: RON RUDD, P.E., CITY ENGINEER, (847) 934-6081

PROJECT COST: \$7,700,000

DATE (YEAR): 2016



**Scope of work:**

- Preliminary, design and construction engineering services
- **1.1 miles** of urban section roadway with a 12-foot median and 20-foot lanes
- **4,700** feet of water main (8-inch and 12-inch diameter)
- **5,487** feet of bike path (8-foot and 10-foot wide)
- **5,400** feet of storm sewer (12-inch and 30-inch diameter)
- **1,700** feet of sanitary sewer (8-inch and 24-inch diameter)
- Weekly contractor progress meetings
- Daily e-mail updates to City staff
- **63** streetlights
- **271** parkway trees + irrigation system
- Detention basin with gabion wall
- Extensive coordination with ACOE and Nicor (30-inch transmission main crossing)



#### PARK BOULEVARD FROM ILLINOIS ROUTE 38 TO CRESCENT BOULEVARD (STP)

CLIENT: VILLAGE OF GLEN ELLYN

REFERENCE: RICH DAUBERT, P.E., PROFESSIONAL ENGINEER, (630) 547-5507

PROJECT COST: \$3,900,000 (Federal Funds)

DATE (YEAR): 2016-2017

**Scope of work:**

- Preliminary and design engineering services
- **1,800** feet of roadway (Park Boulevard from Illinois 38 to Fairview Avenue)
- **4,600** feet of roadway (Fairview Avenue to the Union Pacific Railroad tracks just south of Crescent Boulevard)
- Bicycle accommodations
- Sidewalk upgraded to ADA compliant
- Topographic survey
- Pavement analysis
- Cost estimates
- Specifications prepared for IDOT Letting



### III. Project Experience / References

#### SCHAUMBURG STREET IMPROVEMENT AND CONCRETE REPAIR PROGRAM (MULTI-YEAR)

CLIENT: VILLAGE OF SCHAUMBURG

REFERENCE: BRAD HURBAN, SENIOR ENGINEERING INSPECTOR, (847) 923-6647

Year	Street Improvement Program			Concrete Repair Program
	Project Cost	Resurfacing Miles	Reconstruction Miles	Project Cost
2018	\$ 3,683,000	5.19	1.03	\$ 1,332,000
2019	\$ 3,697,000	5.96	0.62	\$ 1,397,000
2020	\$ 3,050,000	5.89	0.68	\$ 1,005,000 (est)

##### Road Program Scope of work:

- Design and construction engineering services
- Roadway resurfacing and reconstruction
- Evaluation of existing pavement condition and sidewalk for ADA compliance
- Extensive coordination with Village staff and residents
- Construction layout and observation
- Tracking Customer Service Request (CSR) system

##### Concrete Repair Program Scope of work:

- Phase II and III engineering services
- Village wide concrete removal and replacement
- Extensive coordination with Village staff and residents
- Tracking Customer Service Request (CSR) system



#### MONTGOMERY INFRASTRUCTURE ROAD PROGRAM (MULTI-YEAR)

CLIENT: VILLAGE OF MONTGOMERY

REFERENCE: MARK WOLF, DIRECTOR OF PUBLIC WORKS, (331) 212-9041

##### Scope of work:

- Design and construction engineering services
- Use of Motor Fuel Tax (MFT) Funds
- Reconstruction of **0.55** miles of roadway
- Reconstruction of all alleys located in the downtown sector of the Village
- **0.46** miles of new shared use path
- Installation of **over 3,500** feet of 12-18 inch RCP storm sewer
- Village wide concrete removal and replacement
- Sidewalk ADA compliance
- Field evaluation of pavement condition
- Coordination with Village staff and utilities

Year	Project Cost	Resurfacing Miles
2016	\$ 1,400,000	4.00
2017	\$ 2,900,000	7.50
2018	\$ 2,600,000	5.55
2019	\$ 2,900,000	8.30
2020	\$ 3,200,000	8.06



### III. Project Experience / References

#### GAME FARM ROAD AND SOMONAUK STREET RECONSTRUCTION IMPROVEMENTS (STP)

CLIENT: UNITED CITY OF YORKVILLE

REFERENCE: ERIC DHUSE, PUBLIC WORKS DIRECTOR, (630) 553-4370

PROJECT COST: \$3,773,100 (Federal Funds)

DATE (YEAR): 2015

##### Scope of work:

- Construction engineering services
- Removal, widening and reconstruction of over **4,720** feet roadway
- **4,650** feet of storm sewer
- **800** feet of water main replacement
- Sanitary sewer repairs
- **10,650** feet of curb
- Installation of a retaining wall
- **4,250** feet of shared use path
- Extensive public outreach / coordination





### III. Project Experience / References

#### COUNTRYSIDE STREET AND WATER MAIN IMPROVEMENTS

CLIENT: UNITED CITY OF YORKVILLE

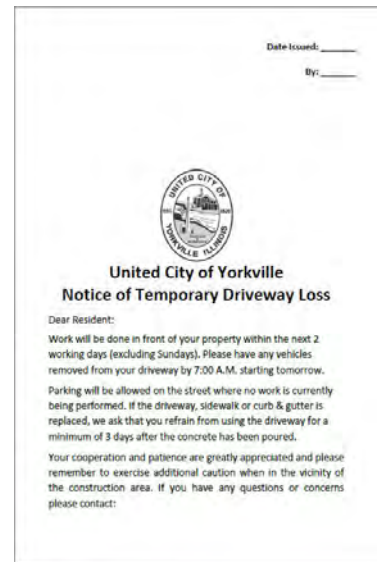
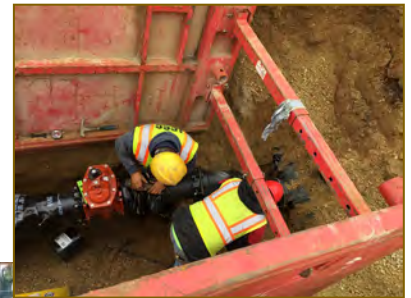
REFERENCE: ERIC DHUSE, PUBLIC WORKS DIRECTOR, (630) 553-4370

PROJECT COST: \$5,400,000

DATE (YEAR): 2016 – 2017

##### Scope of work:

- Design and construction engineering services
- Replacement of approximately **16,000** feet of 8-inch and 12-inch water main within an existing residential subdivision
- **2.4 miles** of roadway reconstruction
  - Surface milling
  - Bituminous binder and surface course replacement
  - Sidewalk and curb and gutter repairs
  - Driveway apron removal and replacement
  - Structure repairs and adjustments
  - Pavement markings
  - Landscaping
- Public outreach for affected residents
  - Public open house
  - Informational flyers
- Construction engineering services
  - Staking
  - Inspection
  - Documentation
  - Quality assurance
  - Pay Estimates
  - Contract management



### III. Project Experience / References

#### ALGONQUIN DOWNTOWN STREETScape – PHASE I AND II UTILITY DESIGN – STAGE 1

CLIENT: VILLAGE OF ALGONQUIN

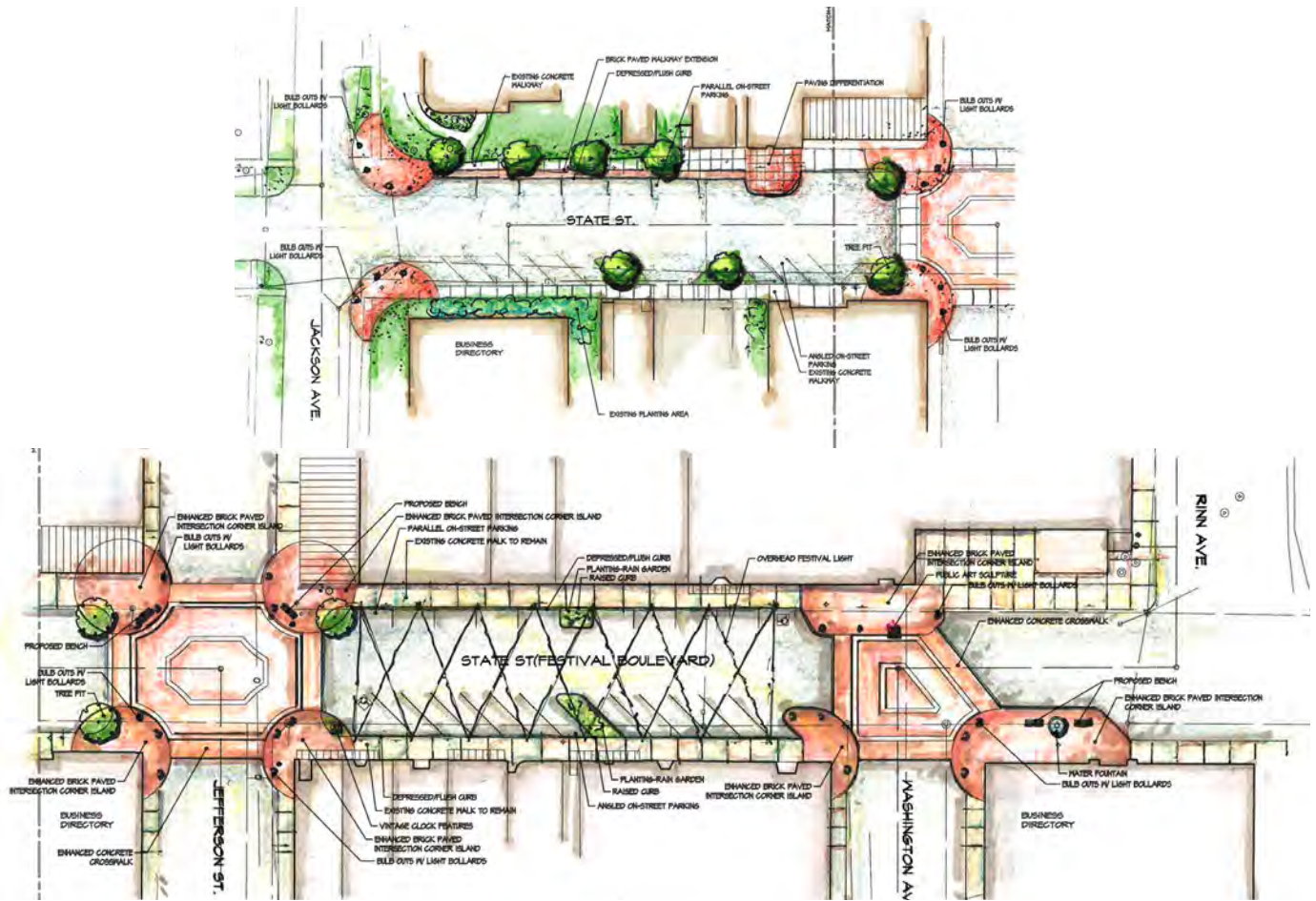
REFERENCE: BOB MITCHARD, PUBLIC WORKS DIRECTOR, (847) 658-2754

Project Cost: Sanitary Sewer \$2.2M; Water Main \$2.2M

Date (Year): 2016 – 2017

##### Scope of work:

- Design engineering services
  - Water main and sanitary sewer main
  - Approximately **4,900** linear feet of 12-inch and 16-inch water main and 8-inch and 10-inch sanitary sewer within an active commercial and residential corridor
  - Extensive permitting with IEPA, IHPA, IDNR and IDOT
  - Additional coordination with multiple parties"
    - CBBEL = Topographic survey, proposed storms ewer and roadway design, dry utility relocation
    - Village = Sanitary sewer televising, geotechnical report
-



Planning Resources Inc. in conjunction with EEL were commissioned by the Village of Hampshire to provide design services for the new downtown State Street Streetscape Improvement Plan. The goal is to develop a streetscape plan for their State Street Corridor from Jackson Ave. north to Keyes Avenue with a focus on improvements that create a strong visual identity for the community.



The Plan, when complete, will demonstrate an integrated, unified character, look and feel for the entire downtown district that serves as the foundation for future planning and redevelopment including establishing standards for site furnishings, changes in lighting, signage, and wayfinding. The plan components also provide greater pedestrian safety as it enhances the beauty of the downtown streetscape, benefiting the adjacent businesses, residents, and the Village. The project was initiated and funded in part due to a nearly \$1.1 million set aside from the Community Development Block Grant (CDBG) closeout program.

❖ Jay Hedges  
Village Manager  
Village of Hampshire  
Hampshire, Illinois  
Ph. 847.683.2181 ext. 26  
jhedges@hampshireil.org



# State Street Improvements

## St. Joseph, Michigan



Nimbus Flight Sculpture is "counter point" to the Office District's sculpture 3 blocks east.



Office District Plaza with Sculpture

### *State Street Improvements*

State Street is the main retail street in St. Joseph, attracting people, particularly tourist, to stroll the sidewalks and shop in the various stores and restaurants. James Gamble, then with Barton Aschman Associates from Evanston, IL worked as project designer to enhance the pedestrian areas while retaining the brick street as directed by the City. To accomplish this the sidewalk was widened, angle parking was introduced on one side so that no spaces were lost even though the walkway was widened. The wider sidewalks made more room for people and removed a small portion of the brick roadway along the curbs that had rutted. The angle parking created larger gathering spaces at Pleasant Street and Broad Street. At Pleasant Street a place was created for James Russell's sculpture "Nimbus Flight". The street lighting, walkways, and brick streets have stood the test of time and continue today.





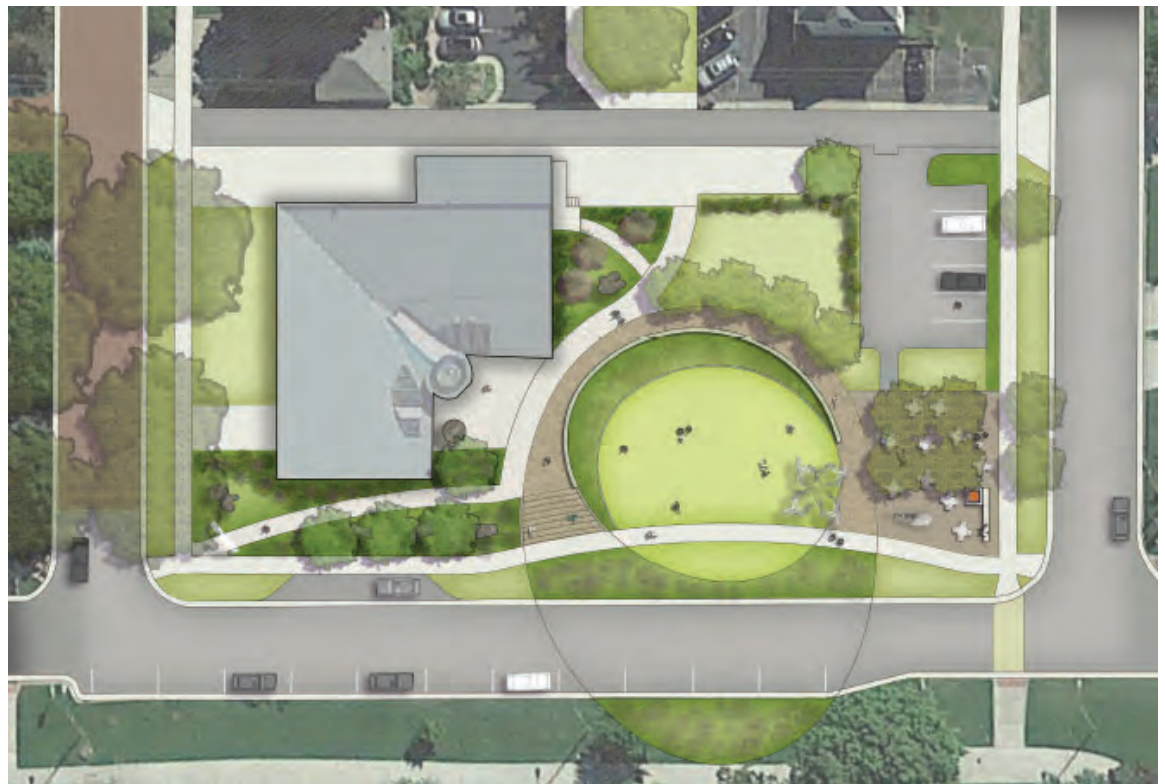
Located in the heart of downtown Frankfort, Planning Resources Inc., designed landscape enhancements throughout the Village as a model for future corridor enhancements within the downtown area. The new splashes of color and planting displays serve as an important tool for economic development by increasing pedestrian traffic to bring more residents and visitors into downtown shops and restaurants. The abundant ornamental plantings were developed at key intersections throughout the historic downtown district. Concrete walk areas were replaced with decorative paving for sidewalk accents. PRI also coordinated the bidding and installation of the final design.



❖ Jeff Cook  
Village Manager  
Village of Pingree Grove  
Ph. 847.464.5533, ext. 1501  
jcook@pingreegrove.org  
(former Development Svcs.  
Director for the Village of  
Frankfort)



# Krasl Art Center St. Joseph, Michigan



## *Krasl Art Center*

Competition to reimagine the Krasl Art Center campus included placement of a new site-specific Richard Hunt sculpture. The plaza is designed to highlight the Hunt sculpture as part of a sculpture garden that creates a park-like space for relaxation, reflection and creativity. The paths provide Universal-Access through the garden past temporary sculpture sites to the Art Center Building. Lotus, the Hippopotamus sculpture and a children's favorite will have a prominent 'hugging' place in the garden. The garden, adjacent parking lot, and the nearby Bluff Park will periodically be connected to create a festival space for special events. This project completes a sequence of planning and design services provided to St. Joseph over a span of 35 years including developing a "Accessible Downtown" strategy for improvements above and below the "Bluff" that yielded the redesign of State Street, the Bluff Stairway and overlook structure, and a sidewalk and path system linking the Arboretum to the Bluff stairway and the Silver Beach Park. The future of Krasl Art Center includes expansion of gallery space, new building facades and entry, and a multipurpose indoor event space. The first phase of the garden enhancements is slated for 2018-19.



## Downtown Improvement Plan Glencoe, Illinois



### *Downtown Glencoe Improvement Plan*

Urban design concepts for the downtown included: (1) development of the commercial district, (2) enhancement of the visual image, (3) improvement of access, parking, and safety for people and vehicles, (4) development of streetscape design plans (5) an implementation strategy, and (6) development of a structured public input process.

Based on a thorough consideration of the downtown's existing conditions and problems, the Conceptual Study recommended significant improvements to the infrastructure and streetscape elements in Glencoe's downtown business district, development of several gateway features to identify entrances into Glencoe, and medians on Green Bay Road. Recommendations were made for various site amenities and street furniture styles that reinforces a design character consistent with the architectural heritage of Glencoe.



**Planning Resources Inc.**  
**References**

Please review PRI's references with whom we have served on streetscape projects. Our references are the best testament to our work. We encourage you to contact the references listed below:

Jay Hedges  
Village Manager  
Village of Hampshire  
847.683.2181, ext. 25  
[jhedges@hampshireil.org](mailto:jhedges@hampshireil.org)

Jeff Cook  
Village Manager  
Village of Pingree Grove  
847.464.5533, ext. 1501  
[jcook@pingreegrove.org](mailto:jcook@pingreegrove.org)  
(former Development Svcs. Director for the Village of Frankfort)

David Mau  
Public Works Director  
Village of Glencoe  
847.461.1116  
[dmau@villageofglencoe.org](mailto:dmau@villageofglencoe.org)

Tami Miller  
Deputy Director and Curator  
Krasl Art Center  
St. Joseph Michigan  
269.983-0271, ext. 20  
[tmiller@krasl.org](mailto:tmiller@krasl.org)



## IV. Project Understanding and Approach

**E**ngineering Enterprises, Inc. (EEI) understands that the Village of Hampshire is seeking planning, design, and construction supervision services for their Central Business District Streetscape Project.

### Village + EEI = Winning Team

EEI is committed to exceeding the Village's engineering expectations and employs dedicated team members with the necessary experience and technical expertise to achieve the Village's project goals. EEI's team members are:



**Brad Sanderson, P.E.** has provided engineering and project management oversight for Hampshire since 1995 and brings extensive experience with similarly sized design and construction projects.

**Tim Paulson, P.E., CFM** provides municipal engineering and project management services for EEI clients throughout the area and has been providing Village Engineering services for Hampshire since September 2020.

**Curt Dettmann, P.E.** our proposed Project Manager has over 17 years of engineering experience including the last year with EEI. Curt has designed and managed development, transportation, and infrastructure rehabilitation projects. In addition, Curt took the lead in coordination with the Village and Planning Resources, Inc. for the development of the concept plans for the Central Business District Streetscape project including development of proposed improvements, cost estimates, and DCEO grant application assistance.

**Kyle Welte, P.E., CPII** our proposed lead Design Engineer has provided design and construction engineering services for road and infrastructure improvements throughout the region. He has extensive experience, including his work on Raymond Street Rehabilitation in Elgin, a \$3.9 million project, and Yorkville's Countryside Street and Water Main Improvements, a \$4.5 million project, both incorporating right-of-way to right-of-way reconstruction of entire neighborhoods, complete with utility construction from water main to sanitary sewer.

**Nadia Schweisthal, P.E., CPII** our proposed Assistant Design Engineer has over six years of experience including plan review and design and construction of underground utilities and road construction. In addition, Nadia has been providing development and permit review services for the Village of Hampshire for the past several years and is familiar with the Village.



## IV. Project Understanding and Approach

**Mark Scheller, P.L.S.** has been providing surveying services for EEL's clients for almost 30 years and currently heads up EEL's survey department.

**Todd Wells, P.E., CPII** our proposed lead Resident Engineer has 20 years of experience in all aspects of roadway design, construction management and construction inspection. Most recently, he provided resident engineering services for the reconstruction of Chicago Street in Elgin, a reconstruction project that included roadway reconstruction, shared use lanes, sidewalks, underground improvements, ornamental roadway lighting and traffic signal modifications.

**Planning Resources, Inc. (PRI)** is a DBE firm that provides landscaping review and services for the Village of Hampshire. They worked with us previously in creating the concept plan and vision for the aesthetic and landscaping improvements for the Central Business District Streetscape Project.

### Keys to a Successful Project

EEL understands that it is absolutely critical to achieve all of the Village's objectives according to the Village's policies and expectations. Additionally, EEL is committed to meeting and exceeding the key objectives that ensure a successful project:

- Meeting the Project Schedule
- Coordinating Infrastructure and Streetscape Design Elements
- Strict Budget Control
- Communication

### Project Schedule

Project coordination and project scheduling are critical components of managing these types of projects. EEL and PRI will actively coordinate all aspects of the project. A project schedule has been provided in this proposal and will be reviewed with the Village throughout the project.

In Design, EEL will constantly track schedule progress with our project management tools and meet interim completion dates as laid out in the schedule to ensure that the project meets the final completion dates established by the Village.

EEL is prepared to hit the ground running with our Project Team including EEL and PRI staff who have already worked to prepare concept plans and cost estimates for the project. Our experience as Village Engineer for Hampshire and our familiarity with the project area provides us with an awareness of the community needs, desires, and the required infrastructure improvements. We will use this experience to get started on the design immediately to meet permitting and bidding deadlines to get construction underway on schedule.





## IV. Project Understanding and Approach

In Construction, the EEI team will work closely with the contractor to monitor construction progress. While the Resident Engineer will be in contact with the contractor daily, weekly meetings will be held to formally monitor progress and provide upcoming schedules. Beyond the contractor, EEI will work closely with PRI, the Village, business owners and residents to identify and locate potential delays and issues. Coordinating and communicating with all these entities will ensure that the project runs smoothly.

### Coordination of Design Elements

The Central Business District Streetscape Project is a complex design of paving, infrastructure, and streetscape improvements. Design needs to balance the required roadway and water and sewer infrastructure improvements with the installation of decorative lighting, landscaping, and other aesthetic elements to create the proposed Festival Block the Village has envisioned. It is important to address the needs of a variety of uses for businesses and residents, vehicles and pedestrians, and Village events. EEI in cooperation with Planning Resources, Inc. brings the experience and commitment required to find the correct balance to make this the downtown space that the Village needs.



We will accomplish this through early coordination between the design team and Village staff to identify the critical design elements and potential points of conflict so the infrastructure and streetscape requirements can both be achieved. Regular meetings and coordination will continue through the design process to ensure development of a cohesive set of design and bidding documents that are complete and organized to allow Contractors to provide the Village with competitive bids for construction allowing the Village to maximize the impact of their grant funds.

### Budget Control

EEI understands the importance of maintaining budget control for this project in order to provide the desired improvements without exceeding the allotted grant funds.

During design, our engineering staff will coordinate with Planning Resources Inc. and the Village to identify accurate quantities for preparing construction cost estimates. Should development of plans determine that the improvements are above budget, the EEI Team will work with PRI and the Village to develop strategies to adjust the proposed improvements and design elements to meet available funding. Field inspection and survey at the start of the design process will also facilitate recognition and early identification of conflicts and unexpected conditions, further reducing the likelihood of cost overruns.





## *IV. Project Understanding and Approach*

There can be a great deal of variability in contractor bids depending on number of conditions outside of the Village's control. The EEI and PRI team will develop bidding documents that allow for alternate bid items for streetscape design elements. This will allow the Village to adjust the project after bid prices are determined to retain the design elements most important to them in the event contractor bids come in over budget.

During construction, the Resident Engineer and field staff will measure and maintain project documentation of contract quantities. The Resident Engineer and Project Manager will track expenditures and will prepare and submit to the Village partial and final pay estimates. Up-to-date tracking of project expenditures will be presented to the Village at a minimum monthly frequency. This will allow the Village decision making capabilities to modify the scale or the approach of planned construction. Should modifications be necessary, EEI will work with PRI and the Village to adjust the project to achieve their goals and prevent cost overruns.

EEI's dedication to budget control will allow the Village of Hampshire to maximize their grant funds.

### **Communication**

Communication at all levels will be critical for this project, not just between the design team and Village staff but also with residents and business owners.

Being proactive is essential for a successful project. It is our experience that informing and communicating effectively with businesses and residents before and during construction will lead to an overall reduction in complaints, resulting in less demands on Village staff. Maintaining access to businesses during construction is critical and will be addressed during the design process which will include vehicle detours, pedestrian accommodation, parking access, and signage to minimize inconvenience for businesses and residents.



EEI and PRI will use several forms of proactive communication including public meeting presentations, passing out information to affected businesses prior to construction, and keeping residents informed by providing the Village with construction updates which can be posted on the Village's webpage.

Internally, EEI provides extensive training to our staff in topics such as conflict management and effective communications with clients and residents. We also have an annual discussion of construction management which includes past lessons learned from other projects. This training and expertise in conjunction with EEI's established relationship with Village personnel will streamline the communication and decision-making process.

### **Summary and Conclusion**

EEI knows that the Village of Hampshire expects a high-quality design to be implemented on schedule through exceptional construction management and budget control. EEI has created a trusted partnership with the Village by delivering sound designs constructed under budget while maintaining the highest level of communication and customer satisfaction. Our passion for municipal engineering and extensive project experience makes EEI, in partnership with PRI, the ideal consulting engineering firm for the Central Business District Streetscape Project.





## V. CDBG Funding Experience

**E**ngineering Enterprises, Inc. (EEI) has proven experience in working with several different grants for funding of projects. The table below shows EEI's experience in working with CDBG, DCEO and DCCA grants for various projects in recent years. In addition to those listed below, EEI has experience with millions of dollars of IDOT and IEPA related grant projects. EEI has been able to fully meet grant and compliance requirements.



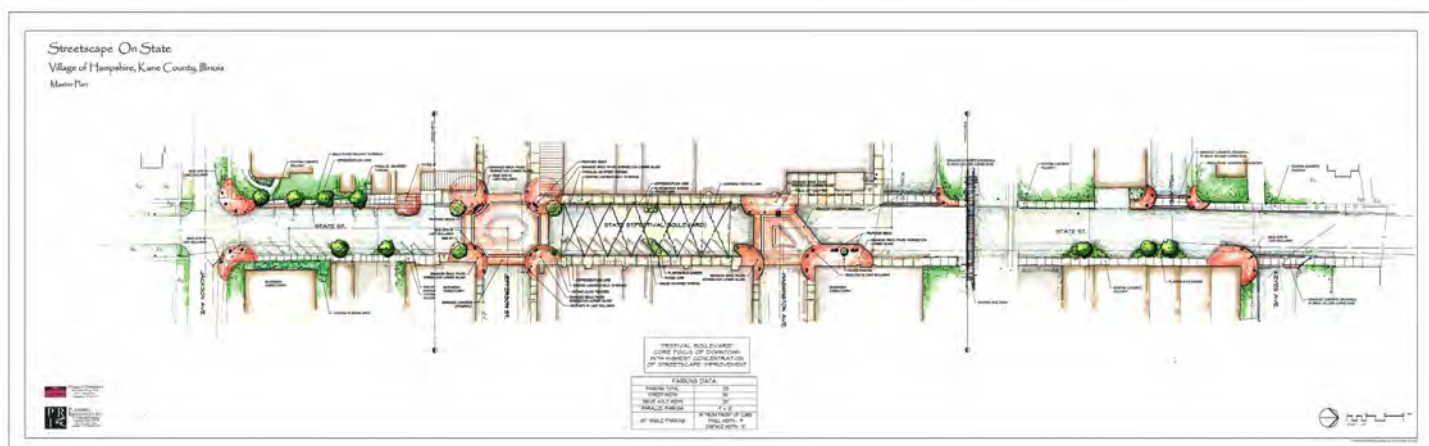
### Engineering Enterprises, Inc. Public Agency Funding Assistance Summary

Public Agency	Grants	Funding-Details	Amount	Project	Construction Year
Big Rock Township	CDBG	Kane County Community Development Block Grant	\$175,000	Storm Sewer Imp. for 2nd, 3rd, 4th, 5th, 6th Streets & Rhodes Ave.	1998
Village of Bensenville	CDBG	Kane County Community Development Block Grant	\$1,328,000	Wood Avenue Reconstruction and Water Main Replacement Program	2013
Village of Bensenville	CDBG	Kane County Community Development Block Grant	\$880,000	Volk Brothers Project, Phase II	2012
Village of Bensenville	CDBG	Kane County Community Development Block Grant	\$1,075,000	George Street By-Pass Sewer	2017
Village of Burlington	DCCA	Rep. Patricia Reid Lindner, Member Initiative	\$400,000	Water Main Replacement	2001
Village of Burlington	CDBG	Kane County Community Development Block Grant	\$57,000	Storm Sewer Investigation and Mapping	2003
Village of Burlington	DCCA	Rep. Tim Schmitz, Member Initiative	\$100,000	Well No. 5 and Water Main	2005
Village of Burlington	DCEO	Rep. Tim Schmitz, Illinois Bill	\$150,000	Drainage and Water System Improvements	2013 - 2014
Village of Elburn	DCCA	Dept. of Commerce and Community Affairs	\$200,000	Elevated Water Storage Tank	1981
Village of Hampshire	CDBG, DCEO	Kane County Community Development Block Grant	\$1,034,000	Central Business District Streetscape Project	2020
Village of Hampshire	DCCA	DCCA, Economic Development Grant	\$500,000	Infrastructure Improvements, Water Main and Sanitary Sewer	1999
Village of Hampshire	DCCA	DCCA, Economic Development Grant	\$500,000	Infrastructure Improvements, Water Main	1999
Village of Hampshire	DCCA	DCCA, Economic Development Grant	\$500,000	Infrastructure Improvements, Water Main and Sanitary Sewer	1998
Village of Hampshire	DCCA, CDAP	Dept. of Commerce and Community Affairs / Kane Co Comm Dev Assistance Program	\$175,000	Water Well No. 6	1988
Village of Hebron	DCCA	Dept. of Commerce and Community Affairs	\$400,000	Elevated Water Storage Tank, Well No. 4, Well House and Water Main Imp.	1978
Village of Hinckley	DCCA	Dept. of Commerce and Community Affairs	\$300,000	Elevated Water Storage Tank	1987
Village of Hinckley	DCCA	Dept. of Commerce and Community Affairs	\$175,000	Water Main	1988
Village of Hinckley	DCEO	Rep. Bob Pritchard, Illinois Capital Bill	\$100,000	Miller/Oak Street Storm Sewer	2014
Village of Maple Park	DCCA	Dept. of Commerce and Community Affairs	\$400,000	Elevated Water Storage Tank and Water Main	1999
Village of Maple Park	CDBG	Kane Co. Community Development Block Grant	\$10,000	Storm Sewer Report	2003
Village of Maple Park	CDBG	Kane Co. Community Development Block Grant	\$128,000	Storm Sewer Improvements	2000
Village of Maple Park	CDBG	Kane Co. Community Development Block Grant	\$20,000	Comprehensive Street Maintenance Improvement Program	2002
Village of Maple Park	CDBG	Kane Co. Community Development Block Grant	\$180,000	Wells No. 4 & 5 Water Treatment Plant	2002
Village of Montgomery	DCCA, CDAP	Dept. of Commerce and Community Affairs / Kane Co Comm. Dev Assistance Program	\$50,000	Parker Court Sanitary Sewer	1991
Village of Montgomery	DCEO	Infrastructure Grant	\$200,000	Well No. 15 Improvements	2011
Village of Montgomery	DCEO	Rep. Kay Hatcher, Illinois Capital Bill	\$40,000	Third Avenue Water Main	2013
Village of Newark	DCEO	Rep. Kay Hatcher, Illinois Capital Bill	\$100,000	Sanitary Sewer System Improvements	2013
Village of Union	DCCA, EDG	DCCA, Economic Development Grant	\$498,000	EWST and Water Main Improvements	1995
Village of Union	DCCA	Dept. of Commerce and Community Affairs	\$200,000	Well No. 4 and Well House	1989
Village of Villa Park	CDBG	Kane County Community Development Block Grant	\$878,145	North Princeton Avenue Improvements	2019
Total Amount Managed: <b>\$10,753,145</b>					



## VI. Non-DBE Declaration

**E**ngineering Enterprises, Inc. (EEL) is not a Disadvantaged Business Enterprise (DBE) firm. We have partnered with Planning Resources, Inc. (PRI) who is a DBE specializing in streetscape/urban design, landscape architecture, community planning, and park and recreation planning. We partnered with them while we were preparing the concept designs for the Village.





# Illinois Department of Transportation

Office of Business & Workforce Diversity  
2300 South Dirksen Parkway / Springfield, Illinois 62764

January 27, 2020

## CERTIFIED-RETURN RECEIPT REQUESTED

Mr. Darrell E. Garrison  
Planning Resources Inc.  
913 Parkview Blvd.  
Lombard, IL 60148

Dear Mr. Garrison:

The Illinois Department of Transportation (IDOT) has approved the *No Change Affidavit* for Planning Resources Inc. and determined that the firm continues to meet DBE eligibility standards to perform work towards DBE goals.

To remain certified and in good standing, you must annually submit a *No Change Affidavit*. Your firm's next affidavit is due on **February 1, 2021**. IDOT will send an affidavit form 60 days prior to that date.

Should the submitted information change, you are required to notify IDOT's Bureau of Small Business Enterprises within 30 days of the change.

**Note:** Pursuant to 49 CFR Part 26.83(i), whenever there is a change in circumstances affecting your firm's eligibility status, your firm must provide written notification to IDOT within 30 days of the occurrence of the change. If you fail to make timely notification, it may result in the loss of your firm's certification.

If you have any questions, please contact the Bureau of Small Business Enterprises at (217) 782-5490.

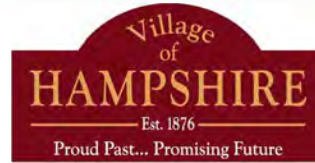
Sincerely,

A handwritten signature in blue ink, appearing to read 'Debra A. Clark'.

Debra A. Clark, Bureau Chief  
Bureau of Small Business Enterprises



## VII. Project Team



Client Manager /  
Village Engineer

Timothy N. Paulson, P.E., CFM



Chief Operating  
Officer / President /  
Principal-In-Charge

Bradley P. Sanderson, P.E.



Project Manager

Curtis P. Dettmann, P.E.

*Design*

*Construction*



Lead Design  
Engineer

Kyle D. Welte, P.E., CPII



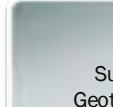
Lead Resident  
Engineer

Todd A. Wells, P.E., CPII



Assistant Design  
Engineer /  
Underground

Nadia L. Schweisthal, P.E., CPII

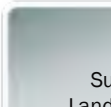


Sub-Consultant  
Geotechnical / CCDD  
Rubino Engineering, Inc.



Survey

Mark G. Scheller, P.L.S.



Sub-Consultant  
Landscape Architect  
Planning Resources, Inc.



**Bradley P. Sanderson, P.E.**

**Chief Operating Officer / President / Principal-In-Charge**

**Experience:**  
EEI: 26 years  
Other: 2 years

**Registration:**  
Professional Engineer - Illinois, 1999  
062-052821

**Education:**  
B.S., 1992, Agricultural Engineering,  
University of Illinois, Champaign, IL

Certificate of Business Administration,  
2008, University of Illinois, Chicago, IL

**Certifications:**  
Certified Review Specialist, Kane County  
Stormwater Ordinance

**Professional Associations:**  
American Public Works Association  
American Water Works Association  
Kane County Water Association

**Technical Committees:**  
Education Committee, Co-Chair, Fox  
Valley Branch, APWA  
Golf Committee, Fox Valley Branch, APWA  
ACEC/IL Financial Management  
Committee Member

**Professional Award:**  
APWA FVB 2018 Donald C. Stone Award –  
Excellence in Education

**Brad Sanderson has over 28 years of engineering experience. He has extensive experience leading project teams on the planning, design, and construction of a wide variety of public infrastructure projects. With his experience, Brad is able to guide teams effectively and efficiently to the successful completion of project assignments.**



**Representative Projects:**

***Streetscape Central Business District Streetscape, Hampshire, Illinois***

Provided oversight and management of various tasks related to the proposed streetscape improvements. Our design portion of the concept plans included intersection geometry and sidewalk improvements, underground utility improvements, and road improvements. These areas of improvements were coordinated with the Village Staff to develop required and alternate improvements with associated costs for review and approval by the Village Board. Also aided in the DCEO grant application process by preparing preliminary cost estimates for all the street and infrastructure improvements based on our analysis, the additional streetscape design elements as prepared by our sub-consultant Planning Resources, Inc. (PRI), and the Village Board approval. These cost estimates, which included all construction and design related costs, were used to develop the overall project budget for the submittal of the DCEO grant application.

***Chicago Street from Center Street to Liberty Street (STP), Elgin, Illinois***

Provided oversight and management of phase II and Phase III Services for the reconstruction of Chicago Street from Center Street to Liberty Street, a total distance of approximately 3,500 feet. The existing two-lane road with parking on both sides was reconstructed to provide for two shared lanes for vehicular/cyclist traffic in each direction and parking on both sides. The improvements consisted of PCC pavement, concrete curb and gutter, PCC sidewalk, storm sewer, water main, sanitary sewer lining, ornamental roadway lighting and traffic signal modifications. The cost of the project was \$8,020,730.

***Game Farm Road and Somonauk Street Improvements (STP), Yorkville, Illinois***

Provided oversight and management for the removal, widening, and reconstruction of over 4,720 feet of Game Farm Road and Somonauk Street in the United City of Yorkville. This project also included 4,650 linear feet of storm sewer, 800 feet of water main replacement, sanitary sewer repairs, 10,650 feet of curb, and installation of a retaining wall and shared use path. This project consisted of complete reconstruction of an existing street within a residential area utilizing STP funds. In addition to serving residents, the streets served City Hall, Yorkville Public Library, Yorkville Police Department, a community center, Yorkville High School, Yorkville Freshman Academy and the Yorkville Grade School. The total cost of the project was \$3,773,100.

***2018 – 2020 Street Improvement and Concrete Repair Programs, Schaumburg, Illinois***

Provided oversight and management for three years of the program, which included the resurfacing of approximately 5.19, 5.96 and 5.89 miles of roadway and the reconstruction of 1.03, 0.62 and 0.68 miles of roadway. The total cost of the programs was \$4,830,000, \$4,975,000 and \$4,055,000.



**Bradley P. Sanderson, P.E.**

*Chief Operating Officer / President / Principal-In-Charge*

***South Street Roadway Extension, Elgin, Illinois***

Provided oversight and management of Phase II and Phase III engineering services for the construction of 1.1 miles of a new urban roadway in Elgin connecting Randall Road and Longcommon Parkway. The project included 4,700 feet of 8-inch and 12-inch water main, 5,400 feet of storm sewer ranging in size from 9-inch to 30-inch, 1,700 feet of 8-inch and 24-inch sanitary sewer, street lights, sidewalk bike path, and an irrigation system. The cost of the project was \$7,700,000.

***Countryside Street and Water Main Improvements, Yorkville, Illinois***

Provided oversight and management of Phase II and Phase III engineering services for the replacement of 16,000 feet of water main within a residential and commercial area. The project also included the complete removal and replacement of the existing bituminous pavement along with curb and sidewalk repairs. The cost of the project was \$5,400,000.

***George Street Bypass Sewer (CDBG), Bensenville, Illinois***

Provided oversight and management of Phase III services for the installation of a bypass storm sewer in the Village of Bensenville. The project consisted of installing over 1,800 feet of 42-inch and 415 feet of 12-inch RCP storm sewer, pavement reconstruction and restoration. The project involved deep storm sewer in a residential area requiring extensive daily resident coordination. The cost of this project was \$1,062,000.

***Wood Avenue CDBG Reconstruction and Water Main Replacement Project, Bensenville, Illinois***

Provided oversight and management for Phase III engineering services for the reconstruction of Wood Avenue between Illinois Route 83 and Henderson Street within the Village of Bensenville. The reconstructed Wood Avenue was converted from a 16 foot wide roadway width with ditches to a 30 foot wide roadway width with curb and gutter and storm sewers. The approximate length of reconstruction was 1,500 linear feet of roadway. Approximately 2,515 linear feet of replacement water main was installed including crossing several high pressure petroleum mains along Illinois Route 83. 2,150 linear feet of storm sewer were installed ranging in size from 6-inch to 30-inch. In addition to the complete roadway removal and reconstruction, the profiles of the roadways were altered to improve drainage conditions and they were lowered in some locations over one foot. The project was bounded to the north by residential properties and to the south by the local park district which required extensive daily coordination. The project was partially CDBG funded which required additional documentation and coordination.

***Keyes Avenue, Industrial Drive and Mill Street Improvements (HPP), Hampshire, Illinois***

Provided oversight and management of Phase I, II and III engineering services for the \$2.02 million Federally funded high priority project located in an existing industrial area of the Village of Hampshire. The proposed improvements consisted of right-of-way acquisition, new pavement on a new alignment, reconstruction of existing pavements, water main and sanitary sewer replacement, construction of large diameter storm sewer, storm water management, street lighting and traffic management. In addition to coordinating with IDOT, permits were required from the IEPA and USACOE. Extensive coordination with private utility companies regarding the relocating of their facilities was also required. Communications with the existing businesses and residents during design and construction was also a critical element of the project.

***State Street Sidewalk Replacement and Water Service Transfer, Hampshire, Illinois***

Provided oversight and management services for transferring the services of the downtown Village of Hampshire businesses from an aging 4-inch diameter water main to a newer 12-inch diameter water main. A total of 16 new 1-inch water services were provided from the main to the building, as well as 8,040 square feet of sidewalk removal and replacement, pavement patching and striping. Public information meetings along with constant coordination with the public were required for the project.



*Timothy N. Paulson, P.E., CFM*

*Village Engineer*

**Experience:**

**EEl:** 22 years  
**Other:** 7 years

**Registration:**

Professional Engineer – Illinois, 2001  
062-055400

**Education:**

B.S., 1992, Agricultural Engineering,  
University of Illinois

**Professional Certifications:**

Certified Floodplain Manager (CFM),  
ASFPM  
Certified Review Specialist –Kane County  
Stormwater Ordinance  
Certified Haestad Methods, Master Modeler  
for Storm Sewers  
Certified Haestad Methods, Master Modeler  
for Detention Ponds

**Continuing Education:**

38-Hr Army Corp Wetland Delineation &  
Management Training Program

**Professional Associations:**

American Society of Civil Engineers  
Illinois Association for Stormwater and  
Floodplain Management (IASFM)  
Illinois GIS Association (ILGISA)

**Tim Paulson is a senior project manager with 29 years of experience in the areas of stormwater, floodplain and wetland analysis such as hydrologic and hydraulic modeling, stormwater detention modeling, storm sewer design and wetland and floodplain permitting. He has extensive experience with industry standard modeling software such as: HEC-RAS, HEC-HMS, EPASWMM, StormCAD, SewerCAD, PondPack, TR-20. Tim has also been involved in all aspects of Geographic Information System (GIS) work and has experience with ESRI AcrGIS mapping software.**



***Representative Projects:***

***Village Engineering Services, Hampshire, Illinois***

Provides development review services for Village staff and developers from concept phase through construction to ensure compliance with Village ordinances. Services include review of engineering plans, annexation and development agreements, stormwater and erosion control, permitting, and construction oversight. Also involved in the planning, design, and construction of public infrastructure improvements within the Village.

***Village Engineering Services, Montgomery, Illinois***

Land development review coordinator for the Village of Montgomery provides technical consultation to Village staff and developers from concept phase through construction to ensure compliance with Village ordinances. Manages and provides all aspects of development review including engineering plans, stormwater management permitting, and erosion control. Involved in the planning, design, and construction of public infrastructure improvements within the Village. Also, supervises construction observation and documentation for development projects including soil erosion and sediment control inspections.

***Stormwater Review Services, Various Communities, Illinois***

Provides lead review role and/or review QA/QC role for all stormwater management review activities. Has an in-depth knowledge of stormwater ordinances throughout northeastern Illinois and has particular expertise with the Kane County Stormwater Ordinance. Coordinates and performs stormwater review utilizing the Kane County Stormwater Ordinance for the Villages of Burlington, Hampshire, Montgomery, Sugar Grove, and the City of Elgin. Also coordinates and performs stormwater review for the City of Yorkville. Served on the Technical Advisory Committee for the recent update to the Kane County Storm Water Ordinance.

***Chicago Street from Center Street to Liberty Street, Elgin, Illinois***

Design engineer for the reconstruction of Chicago Street from Center Street to Liberty Street, a total distance of approximately 3,500 linear feet. The existing two-lane road with parking on both sides will be reconstructed to provide for two lanes of vehicular traffic, a bike-lane in each direction and parking on one side. The improvements consist of PCC pavement, concrete curb and gutter, PCC sidewalk, storm sewer, water main, sanitary sewer lining, ornamental roadway lighting and traffic signal modifications. The Phase II work includes storm sewer modeling with HydroCAD and design of 6,300 linear feet of storm sewer up to 54-inches for roadway drainage and sanitary sewer de-combining. The work also includes review of televising for 3,250 linear feet of existing 15-inch to 24-inch sanitary sewer to design the rehabilitation of the sanitary



*Timothy N. Paulson, P.E., CFM*

*Village Engineer*

sewer system including the use of Cured in Place Pipe Lining, pipe replacement, and manhole lining and replacement.

***New Village Hall, Montgomery, Illinois***

Provided stormwater, drainage and soil erosion and sediment control design for the new Village Hall in downtown Montgomery from Concept to Final Design. Stormwater Design incorporated Best Management Practices including permeable pavers, bioswales and rain gardens into the site design. The project included improvements to the existing downtown streetscape.

***2016 Utility Improvements, Schaumburg, Illinois***

Provided project management and preliminary and final engineering design for water main and storm sewer improvements in the Village of Schaumburg. Water Main design was for 400 linear feet of 16-inch water main and included a major culvert crossing and assessment of insulation options. Storm Sewer design was for 800 linear feet of 24-inch of bypass storm sewer and included reconfiguration of a bypass manhole structure and connections between existing storm sewers to address downstream limitations. The projects included preliminary and final engineering plans, complete construction specifications and provisions, and quantities and estimates.

***2013 Street Rehabilitation Program – Union-Sheridan Street Rehabilitation, Elgin, Illinois***

Provided drainage analysis for the design and preparation of construction plans, specifications and estimates for the rehabilitation of over 2.13 miles of roadway in Elgin within a residential and commercial area including the construction of 7,250 of new storm sewer up to 42-inches. Drainage design included hydrologic modeling of the storm sewer system for entire watershed including future phases using EPASWMM and the design of storm sewer and preparation of engineering plans and specifications. Phase III drainage services included addressing field utility conflicts and resident and city concerns.

***Pearl Street Storm Sewer Reconstruction, Village of Montgomery, Illinois***

Provided preliminary and final design engineering services for the rehabilitation of 1,295 linear feet of 24-inch storm sewer. Preliminary engineering included a review of rehabilitation alternatives including Cured in Place Pipe Lining, Slip Lining, Pipe Bursting, and Replacement. The review of alternatives included review of storm sewer televising, a summary of the advantages and disadvantages of each option, and a comparison of cost estimates for each option. Final Engineering work included the preparation of final engineering plans, specifications and bidding documents for the selected Cured in Place Pipe Liner alternative and manhole rehabilitation. Special Provisions and Alternate Bid Schedules were prepared to allow the use of either Heat Cured Polyester Liner or a Polyester Cured Fiberglass Liner. Engineering services provided included permitting with Kane County and Aurora Township.

***Montgomery Overflow Floodplain Improvement Feasibility Study, Montgomery, Illinois***

Conducted a feasibility study for improvements to the Montgomery Overflow floodplain area in conjunction with Village TIF Project. Provided alternatives for regional basins for detention and compensatory storage and storm sewer conveyance and outfall. Provided cost estimate for alternative improvements. Performed analysis of potential development parcels within the TIF District to assess required detention and compensatory storage requirements to recover development area. Prepared Feasibility Report, including implementation plan, and Presentation for Village Board.





**Curtis P. Dettmann, P.E.**

*Project Manager*

**Experience:**

EEI: 2 years

Other: 15 years

**Registration:**

Professional Engineer - Illinois, 2012  
062-066060

**Education:**

B.S., 2005, Civil Engineering,  
Iowa State University

**Professional Associations:**

American Society of Civil Engineers

**Curtis Dettmann is a project manager with over 17 years of engineering experience. He has managed the planning, design, and construction of large developments, individual site developments, and municipal infrastructure projects. He has an extensive background in site development as well as transportation and infrastructure rehabilitation.**



***Representative Projects:***

***Streetscape Central Business District Streetscape, Hampshire, Illinois***

Project manager of various tasks related to the proposed streetscape improvements. Our design portion of the concept plans included intersection geometry and sidewalk improvements, underground utility improvements, and road improvements. These areas of improvements were coordinated with the Village Staff to develop required and alternate improvements with associated costs for review and approval by the Village Board. Also aided in the DCEO grant application process by preparing preliminary cost estimates for all the street and infrastructure improvements based on our analysis, the additional streetscape design elements as prepared by our sub-consultant Planning Resources, Inc. (PRI), and the Village Board approval. These cost estimates, which included all construction and design related costs, were used to develop the overall project budget for the submittal of the DCEO grant application.

***IL72 and State Street Water Main and Sanitary Sewer Improvements, Hampshire, Illinois***

Project manager for the design of water main and sanitary sewer improvements in the vicinity of the intersection of IL72 and State Street in conjunction with the road, sidewalk, and culvert improvements for the intersection area to be completed by IDOT. The initial investigation of the Village improvements included reviewing IDOT plans for the intersection, preparing various cost estimates for water main and sanitary improvements affected by the IDOT improvement area, and coordinating with IDOT for incorporation of Village's water main and sanitary improvements into the IDOT design plans. Our design portion included relocation and replacement of 143 feet of 12-inch water main along the south side of IL72 from the southeast corner of IL72 and State Street to the east. It also included replacement of the existing 6-inch water main along the west side of State going north from the intersection to Duchess Lane with 580 feet of 8-inch water main and connecting across IL 72 to the existing 8-inch water main on the south side of IL72. The sanitary sewer design portion included the replacement an existing sanitary manhole, removing a redundant manhole, and installing 103 feet of 6- inch sanitary sewer service to an existing manhole at the intersection. These areas of improvements were coordinated with IDOT and their design consultants to ensure that the location will avoid conflicts. Construction will be completed in 2021.

***IDOT Maintenance Yard Water Main Connection, Elk Grove Village, Illinois***

Project manager for the design of 750 feet of open cut 12-inch ductile iron water main and abandonment coordination for an existing 12-inch water main. Preparation of the detailed plans and specifications, engineer's estimate of probable construction costs, contract documents, and IEPA permits. The project includes water main installation adjacent to an I-290 off ramp and under an Illinois Department of Transportation (IDOT) maintenance yard access road with



*Curtis P. Dettmann, P.E.*

*Project Manager*

necessary permitting and clearances from IDNR, IHPA, IEPA and IDOT. Coordination is required with IDOT and the Village of Elk Grove Village for the installation of the new water main as well as to determine the best method of rerouting and abandoning the existing 12-inch watermain.

***Roosevelt Road Water Main Improvements, St. Charles, Illinois***

Project manager for the design of 2,060 feet of open cut 8-inch ductile iron water main and abandonment coordination for an existing 6-inch and 8-inch water main. In addition to obtaining the typical permits or sign-offs from the Illinois Environmental Protection Agency (IEPA), Illinois Historical Protection Agency (IHPA), and the Illinois Department of Natural Resources (IDNR), the site specific components of this project also require coordination with the City of St. Charles, Illinois Department of Transportation (IDOT), St. Charles Park District, Willowgate Fox River Homeowners Association, and private property owners. The completion of the design and construction is anticipated in 2021. The scope of this project includes preliminary design engineering, final design engineering, permitting, bidding, contracting, construction administration, construction observation, and close-out.

***Waubensee Creek Shared Use Path, Montgomery, Illinois***

Project manager for the design of a new bike path from the existing path on the north side of US Rt 30 and east of Waubensee Creek north to the Virgil Gilman Trail in the Village of Montgomery. Besides the vertical and horizontal alignment design and stormwater management for the path, the challenge of balancing the earthwork so that a net zero fill was needed because of the floodplain in the vicinity of the proposed path. A wetland delineation and floodplain mapping were also utilized to aid in the design and verify permitting requirements. Although wetlands were not found within the project area, with Waubensee Creek just to the west of the path location, staying out of the floodway was also a concern to avoid costly permitting issues. Construction of the path will be completed in 2021.

***Cowherd Park Equipment Relocation, Fox Valley Park District, Aurora, Illinois***

Project manager for the design of a new park location and sidewalk access for existing playground equipment from the existing playground location at Cowherd Park. The project includes playground layout and sidewalk design as well as grading, drainage, and a playground underdrain system. Construction of the relocated equipment and park improvements will be complete in 2021.

***Randall Oaks Golf Course – Maintenance Facility Improvements, West Dundee, Illinois***

Project manager for the design of a new cart and mover washing area with a BMP drainage swale for nutrient reduction for the maintenance facility at Randall Oaks Golf Course. The project includes placement of a clipping separator system with associated piping, new water connections, storm sewer connections, a BMP drainage swale for nutrient reduction from water discharge, and existing utility connections. Construction will be completed in 2021.

***Tuscany Woods Park Improvements, Hampshire Township Park District, Hampshire, Illinois***

Assisted in the design and project management for the planning and design of park improvements for the existing ballfields at Tuscany Woods. The project included placement of walking/bike paths, sidewalk, utilities, a prefabricated concession stand, and parking facilities. Construction of the new facilities will be completed in 2021.



**Kyle D. Welte, P.E., CPII**

*Lead Design Engineer*

**Experience:**  
**EEl:** 12 years  
**Other:** 0 years

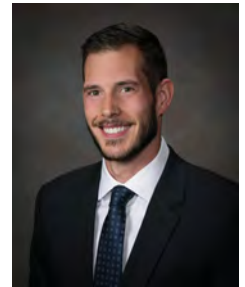
**Registration:**  
Professional Engineer – Illinois, 2012,  
062-064662

**Education:**  
B.S., 2008, Civil Engineering,  
Marquette University, Milwaukee, WI

**Certifications:**  
IDOT Documentation of Contract  
Quantities, Certification No. 17-12353  
IDOT 5-day Mixture Aggregate Technician  
IDOT PCC Level I, 3-day  
IDOT PCC Level II, 2-day  
ACI Concrete Field Testing Technician,  
Grade I  
IDOT Hot Mix Asphalt, Level I  
IDOT Hot Mix Asphalt, Level II  
S-33 Soils Testing  
OSHA 10-Hour Course, 36-004889402

**Continuing Education:**  
APWA Certified Public Infrastructure  
Inspector

**Kyle Welte is a senior project engineer II with over 12 years of experience. His project experience includes design and construction inspection and observation for federally funded road and shared use path construction, underground utilities, elevated water storage tanks, and pumping stations.**



**Representative Projects:**

***2019 and 2020 Street Improvement Program, Schaumburg, Illinois***

Provided design engineering for the 2019 resurfacing of 5.96 miles of roadway and the reconstruction of 0.62 miles of roadway for a project cost of \$3,697,000. The 2020 resurfacing project consisted of 5.89 miles of roadway for a project cost of \$3,050,000. Project consists of earth excavation, pavement removal via cold milling, subbase repairs, pavement patching, new hot-mix asphalt binder course, leveling binder and surface courses, curb and gutter removal and replacement, sidewalk removal and replacement, structure adjustments, pavement markings, and traffic control. Phase II included the field evaluation of the curb and gutter, pavement condition and sidewalk ADA compliance on all 6.58 miles being repaired. Phase II also included coordination with the Village and their utilities regarding storm sewer repairs and included the development of construction plans and specifications.

***Clayton Circle and Manor Circle Water Main Design, Schaumburg, Illinois***

Provided design engineering services for water system improvements for the Village of Schaumburg. Designed improvements include the installation of 7,100 feet of water main and all valves, hydrants, water services, and related appurtenances required to replace the existing aging water main. IEPA permitting was required for this project. Extensive coordination with utilities, the Village, and homeowners required for complicated rear yard and side yard water main and service replacement.

***Countryside Street and Water Main Improvements, Yorkville, Illinois***

Design and lead Resident Engineer for the replacement of 16,000 feet of water main within a residential and commercial area. The project also includes the complete removal and replacement of the existing bituminous pavement along with curb and sidewalk repairs. Phase III engineering services include construction staking, inspection and documentation, quality assurance, pay estimates and contract management. The approximate cost of this project is \$4,500,000.

***Game Farm Road and Somonauk Street Improvements (STP), Yorkville, Illinois***

Lead resident engineer for the removal, widening, and reconstruction of over 4,720 feet of Game Farm Road and Somonauk Street in the United City of Yorkville. This project also included 4,650 feet of storm sewer, 800 feet of water main replacement, sanitary sewer repairs, 10,650 feet of curb, and installation of a retaining wall and shared use path. This project consisted of complete reconstruction of an existing street within a residential area utilizing STP funds. The federally funded project involved extensive coordination with the school district, City



*Kyle D. Welte, P.E., CPII*

*Lead Design Engineer*

Hall, and local residents. Part of the coordination involved a public open house, weekly summaries to the City and School District, weekly progress meetings with contractor and the distribution of project flyers. The City's website was also updated routinely to provide current information. Construction responsibilities included verification of proper materials and construction methods, project documentation, and observation of all construction work. The approximate cost of this project was \$3,773,100.

***Bowes Road Interceptor Sewer – Phase 2 Gravity Sewer Extension, Elgin, Illinois***

Provided construction inspection services for the extension of an interceptor sewer through farm fields and an active commercial parking lot (Target Super Store). The project consisted of installing over 2,000 feet of 24-inch and 780 linear feet of 15-inch sanitary sewer, pavement patching and restoration. The project involved sewer installation across existing wetlands and waters of the US and coordination with associated permitting agencies. The approximate cost of this project was \$1,085,000.

***IL Route 31 and Roosevelt Street Trunk Sewer Main Replacement, St. Charles, Illinois***

Provided design engineering services for the replacement of an interceptor sewer and water main in the City of St. Charles. The project consisted of installing over 3,600 feet of 21-inch sanitary sewer and over 2,100 feet of 8-inch water main. The project also includes curb and gutter replacement, pavement patching and restoration. In addition to obtaining the typical permits or sign-offs from the Illinois Environmental Protection Agency (IEPA), Illinois Historical Protection Agency (IHPA), and the Illinois Department of Natural Resources (IDNR), the site specific components of this project also require coordination, permitting and/or easement acquisition with the Illinois Department of Transportation (IDOT), St. Charles Park District, Willowgate Fox River Homeowners Association, and extensive private utility coordination. The anticipated cost of this project is \$3,440,000.

***George Street Bypass Sewer (CDBG), Bensenville, Illinois***

Provided construction inspection services for the installation of a bypass storm sewer in the Village of Bensenville. The project consisted of installing over 1,800 feet of 42-inch and 415 feet of 12-inch RCP storm sewer, pavement reconstruction and restoration. The project involved deep storm sewer in a residential area requiring extensive daily resident coordination. The approximate cost of this project was \$1,062,000.

***2019 Neighborhood Street Resurfacing Program, Elgin, Illinois***

Provided design and construction engineering services for the resurfacing of 1.5 miles of streets and the complete reconstruction of a 400 foot dead end street located throughout the City of Elgin. The scope of work consisted of the removal and replacement of deteriorated sidewalk and curb and gutter, pavement patching, milling and resurfacing, sidewalk ADA compliance improvements, and storm sewer replacement. Construction observation responsibilities include verification of proper materials and construction methods, project documentation, and observation of underground utilities, and restoration. Due to the size constraints of the existing streets in the historic district, significant coordination between residents and the contractor was required. The final cost of this project was \$791,509.

***Kennedy Road Widening, Yorkville, Illinois***

Lead resident engineer for over 3,300 feet of roadway widening along Kennedy Road in the United City of Yorkville. This project also included the installation of 3,200 feet of storm sewer, the installation of 5,470 feet of new curb and gutter, and re-grading the surrounding area to accommodate the improved drainage. Construction responsibilities included verification of proper materials and construction methods, project documentation, and observation of all construction work. The approximate cost of this project was \$960,000.



**Nadia L. Schweisthal, P.E., CPII**

*Assistant Design Engineer*

**Experience:**  
EEI: 6 years  
Other: 6 months

**Registration:**  
Professional Engineer – 2018,  
062-070660

**Education:**  
B.S., 2014, Civil Engineering,  
University of Illinois at Chicago, Chicago,  
Illinois

**Certifications:**  
IDOT Documentation of Contract  
Quantities, Certification No. 19-16067  
IDOT Mixture Aggregate Technician  
Course  
IDOT Hot Mix Asphalt Level 1  
IDOT PCC Level 1  
IDOT Nuclear Density Tester  
OSHA 10-Hour Course, 28-004826031

**Continuing Education:**  
APWA Certified Public Infrastructure  
Inspector

**Nadia Schweisthal is a senior project engineer I with over six years of experience. Her project experience includes plan review, design & construction oversight for underground utilities, road construction & earthwork.**

**Representative Projects:**

***Elm Ave & Maple Ave Water Main Improvements, North Aurora, Illinois***

Design engineer for the replacement of 1,400 linear feet of water main & appurtenances on two dead end residential streets. The project also included three lead water services with copper from the main to the meter located inside the residence. Inspection of three homes includes type of service, meter location, basement or slab foundation, overall inventory of existing conditions (flooring, walls, exterior, landscaping, etc.) The improvements were coordinated with the Village's Annual Road Program. Permits were sought from IEPA and IDOT along with coordination with PACE regarding a bus stop relocation.



***Elizabeth Street Water Main Improvements, Yorkville, Illinois***

Provided design engineering services for the replacement of the aging water main in the United City of Yorkville. Project consists of the installation of approximately 1,470 linear feet of 8-inch water main & all valves, hydrants & water services, & related appurtenances including minor drainage improvements & full depth hot-mix asphalt (HMA) pavement removal & replacement. IEPA permitting, CCDD investigation were also components of this project.

***East Orange Street Water Main Improvements, Yorkville, Illinois***

Provided design & resident engineering services for water system improvements for the United City of Yorkville. Improvements included the installation of 1,625 linear feet of water main & all valves, hydrants, water services, & related appurtenances including full depth hot-mix asphalt (HMA) pavement removal & replacement & curb & gutter removal & replacement. IEPA permitting & CCDD investigation were also components of this project. Construction engineering services include inspection of all construction activities, daily documentation, ensuring proper material inspections & testing, communication with residents, businesses & school district, preparing pay estimates & change orders.

***Countryside Street and Water Main Improvements, Yorkville, Illinois***

Provided assistant resident engineering services for the replacement of 16,000 linear feet of water main within a residential & commercial area. The project also includes the complete removal & replacement of the existing bituminous pavement along with curb and sidewalk repairs. Phase III engineering services include inspection & documentation, quality assurance, pay estimates & contract management. The approximate cost of this project is \$4,500,000.

***Fox Highlands-Raintree Village Water Main Interconnect, Yorkville, Illinois***

Responsible for design & construction engineering services for the installation of approximately 1,000 linear feet of 8-inch water main with the install of two pressure reducing valves. Design responsibilities included cost estimates, preliminary & final design & permitting. Provided lead resident engineering services & was responsible for daily inspections, direct communication with contractor, residents & public works staff. Responsible for providing daily client updates.



*Nadia L. Schweisthal, P.E., CPII*

*Assistant Design Engineer*

***Game Farm Road and Somonauk Street Improvements, Yorkville, Illinois***

Provided resident engineering services for the removal, widening, and reconstruction of over 4,720 linear feet of Game Farm Road and Somonauk Street in the City of Yorkville. This project also included 4,650 linear feet of storm sewer, 800 linear feet of water main replacement, sanitary sewer repairs, 10,650 feet of curb, and installation of a retaining wall and shared use path. This project consisted of complete reconstruction of an existing street within a residential area utilizing STP funds. In addition to serving residents, the streets served City Hall, Yorkville Public Library, Yorkville Police Department, a community center, Yorkville High School, Yorkville Freshman Academy and the Yorkville Grade School. The project involved extensive coordination with the school district, City Hall, and local residents. Part of the coordination involved a public open house, weekly summaries to the City and School District, weekly progress meetings with contractor and the distribution of project fliers. The City's website was also updated routinely to provide current information. Construction responsibilities included verification of proper materials and construction methods, project documentation, and observation of all construction work. The approximate cost of this project was \$3,773,100.

***2019 -2021 Roads to Better Roads Program – MFT and Local Funds, Yorkville, Illinois***

Provided design and resident engineering services for the rehabilitation of multiple residential roadways within the City. The scope of work included the complete or partial removal of existing hot-mix asphalt surface and binder courses, repairing and reshaping the existing base course, storm sewer improvements, curb and gutter removal and replacement, sidewalk repair, sidewalk ramps were replaced to comply with ADA standards, restoration and pavement striping. Analysis of specific areas with drainage issues also resulted in perforated underdrain installation to effectively eliminate groundwater issues. The projects included local and Motor Fuel Tax funds.



*Mark G. Scheller, P.L.S.*

*Surveying*

**Experience:**

EEI: 29 years

Other: 0 years

**Registration:**

Professional Land Surveyor

Illinois, 2003

35-3581

**Education:**

Associate of Science,

Computer Aided Design,

Waubonsee Community College,

Sugar Grove, IL

**Professional Associations:**

Illinois Professional Land Surveyors

Association

National Society of Professional Surveyors

**Mark Scheller is a senior project manager with 29 years of experience managing and working on land surveying projects which include route surveys, legal document creation and research, computer aided drafting, in both Civil 3D and Micro station, calculations, field operations, cross sections, existing and proposed centerline alignments. His expertise areas include project management, ALTA/ACSM Land Title Surveys, plats for dedications, plats for annexations, plats for easements, subdivision plats, preparation of legal descriptions, field data acquisition and processing, topographic surveys, and title searches.**



**Representative Projects:**

***Boulder Hill Water Main Replacement Program, Montgomery, Illinois***

Researched county records for land ownership, legal descriptions, easements and right-of-way information; produced water main easements; processed field data and coordinated topographic and utility surveying for multiple water main projects. The project initially started as a water main break analysis using water main breaks per block and estimated replacement and future repair costs to rate all of the streets in the Boulder Hill subdivision in the Village of Montgomery, then became an annual water main replacement program. The first phase of the project consisted of 1,400 feet of 8-inch diameter water main replacement along Whitney Way and Aldon Court.

***Chicago Street Rehabilitation, Elgin, Illinois***

Survey Project Manager for the topographic survey of 3,500 feet of residential roadway for Phase II and III engineering services for Chicago Street reconstruction. The project required scheduling and managing of the field and office land surveying activity, QA/QC, field data acquisition, processing of the topographic survey, researching the county records for existing right of way dedications and the reestablishment of rights of way, Plats of Highway, Grants of Easement and composition of legal descriptions.

***Countryside Street and Water Main Improvements, Yorkville, Illinois***

Survey Project Manager responsible for the scheduling and managing of the field and office land surveying activity, QA/QC for the replacement of 16,000 feet of water main within a residential and commercial area. The project required researching the county records for land ownership, legal descriptions, existing right of way dedications and the reestablishment of rights of way.

***Roadway and Utility Reconstruction, Carpentersville, Illinois***

Survey Project Manager responsible for the scheduling and managing of the field and office land surveying activity, QA/QC and creation of the topographic survey and right of way survey for 16,500 feet of residential roadway for the design of the roadway reconstruction. The projects required researching the county records for land ownership, legal descriptions, existing right of way dedications and the reestablishment of rights of way.

***Municipal Drive and Galena Boulevard Extensions (HPP), Sugar Grove, Illinois***

Survey manager responsible for the scheduling of field crews, processing topographic surveys and the creation and QA/QC of Plats of Dedication and Grants of Easement. Other duties involved the processing of the topographic survey for the proposed Phase I and Phase II engineering services for the 2.5-mile Municipal Drive Extension. The project included researching county records, reestablishing rights of way, easements and section lines and the composing of legal descriptions.



**Todd A. Wells, P.E., CPII**

*Resident Engineer*

**Experience:**  
**EEL:** 15 years  
**Other:** 5 years

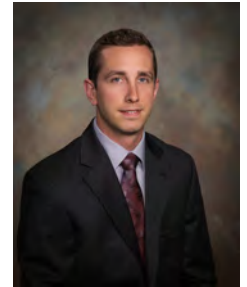
**Registration:**  
Professional Engineer, 2006, Illinois  
062-058807

**Education:**  
B.S., Civil Engineering, 2001, University of Illinois

**Certifications:**  
IDOT QC/QA Level I & II Bituminous Concrete Technician  
IDOT Documentation Certification, 15-0054  
IDOT 5-day Mixture Aggregate Technician  
IDOT PCC Level I, 3-day  
IDOT PCC Level II, 2-day  
S33 Geotechnical Field Testing and Inspection

**Continuing Education:**  
Bituminous Density Tester Course  
Nuclear Safety Training Program  
Radiation Safety Officer Training  
IDOT Materials Management for Resident Engineers  
BNSF Contractor Orientation Safety Course  
AOR/DOA QA/QC Program  
APWA Certified Public Infrastructure Inspector  
OSHA 10-Hour Construction Safety and Health

**Todd Wells is a senior project engineer II with 20 years of engineering experience and has been involved in all aspects of roadway and highway design, construction management and construction inspection. His education and experience qualify him to provide the services necessary to complete construction projects at all levels.**



### **Representative Projects:**

#### ***Chicago Street from Center Street to Liberty Street, Elgin, Illinois***

Provided resident engineering services for the reconstruction of Chicago Street from Center Street to Liberty Street, a total distance of approximately 3,500 linear feet. The existing two-lane road with parking on both sides is being reconstructed to provide for two shared lanes for vehicular/cyclist traffic in each direction and parking on both sides. The improvement consisted of PCC pavement, concrete curb and gutter, PCC sidewalk, storm sewer, water main, sanitary sewer lining, ornamental roadway lighting and traffic signal modifications. Phase III engineering services included construction management and administration, inspection of all construction activities including traffic control, documentation and utilization of ICORS, preparing pay estimates and change orders, and ensuring proper material inspections and testing. The awarded construction cost was \$7,600,000.

#### ***Williams Road Bridge Replacement, Warrenville, Illinois***

As lead resident engineer, provided construction management, inspection, federal and the Illinois Department of Transportation (IDOT) required documentation for the City of Warrenville. The project included the construction of a precast box beam bridge with continuously reinforced concrete riding surface and architectural bridge railings on a driven pile foundation. In addition to the bridge, the project included raising Williams Road five feet to above the 100 year flood elevation, while maintaining local traffic and tying in to surrounding existing residential areas. Williams Road was changed from a rural section road to a curbed road with storm sewer. The project also included four hundred feet of 12-inch water main and 750 feet of 4-inch force main drilled under the DuPage River, as well as a sanitary lift station, gravity sewer, and pvc water main, in wet, silty, running sand and cobbles.

#### ***FAU 3799, River Road Over Blackberry Creek Bridge Replacement, Yorkville, Illinois***

As resident engineer, provided construction management, inspection, federal and IDOT required documentation for the United City of Yorkville. The project required full IDOT documentation utilizing ICORS for the removal and replacement of an existing bridge over Blackberry Creek and the reconstruction of approach pavement and roadway. Project conditions required coordination between the United City of Yorkville, the Yorkville-Bristol Sanitary District, Illinois Department of Natural Resources, various utilities, the Phase II design engineer and IDOT. Challenges included construction inspection and documentation for a relatively complex single span steel I-beam structure on integral and closed abutments. Additional challenges included mitigation of unknown underground obstructions and conditions related to the existing hundred-plus year old bridge during construction of the new substructure.





**Todd A. Wells, P.E., CPII**

*Resident Engineer*

***South Street Roadway Extension, Elgin, Illinois***

As lead resident engineer for the \$8 million project, provided construction management, inspection, QC/QA oversight, pay estimates, and documentation for the City of Elgin, Illinois. The project included the installation of stabilized subgrade and base, storm sewer installation, water main installation, sanitary sewer installation, pedestrian multi-use path, sidewalk, and hot mix asphalt pavement. In addition, the project also included installation of a box culvert. Responsibilities included management and coordination of field inspection personnel, daily coordination and communication with the City, direct response and interaction with residents, oversight of construction finances and construction inspection.

***Farnsworth Avenue over the BNSF Bridge Maintenance, Aurora, Illinois***

As resident engineer, provided construction management and inspection services for the City of Aurora. The project included updating guard rails to current specifications, reconfiguration of sidewalk, structural repair of steel and bridge painting. The project also included analyzing needs for partial depth concrete repair and tracking quantities to remain under the City budget.

***Kennedy Road Bike Path from Illinois Route 47 to Mill Road, Yorkville, Illinois***

Resident engineer for the construction of a 10 foot wide hot-mix asphalt bike path from Illinois Route 47 to Mill Road, a distance of approximately 3.1 miles through residential and rural areas. Phase III services were provided and included construction staking, inspection, ICORS documentation, quality assurance, pay estimates and contract management. The project was federally funded and included all necessary IDOT documentation.

***Batavia Road Local Agency Pavement Preservation (LAPP), Warrenville, Illinois***

As resident engineer, provided construction management, inspection, federal and IDOT required documentation for a major arterial road in the City of Warrenville. Challenges included providing positive drainage through driveway, roadway cross slopes, and curb and gutter improvements within the constraints of Local Agency Pavement Preservation (LAPP) guidelines. Additional challenges included complete utilization of funding to achieve maximum improvements within the project scope. During construction, project limits were shortened through coordination with IDOT. This allowed for over \$200,000 in contract adjustments for various pay items within LAPP guidelines to be applied in the remaining project.

***Village of Schaumburg 2018 Street Improvement Program, Schaumburg, Illinois***

As resident engineer, provided construction management, QC/QA oversight, inspection, and documentation for the Village of Schaumburg for their \$4.3 million contract. The project included reconstruction or resurfacing treatments of various streets over multiple locations throughout the Village as indicated by pavement analysis studies. Another major aspect of the project was first order response to CSRs, (Customer Service Requests) from resident inquiries to the Village's on-line public relations system, as part of EEI's customer relations team. Contractor bids for the original project scope came in higher than expected, so not all of the original streets were awarded. Through careful management of contract quantities and budget, several additional streets were able to be added back into the project without realized delay to the Contractor. Additional challenges included roadway construction involving pozzolan bases and unsuitable soils.

***2013 Street Rehabilitation – Union-Sheridan Improvements, Elgin, Illinois***

As resident engineer for the \$5.2 million project, provided construction management, inspection, QC/QA oversight, pay estimates, and documentation for the City of Elgin, Illinois. The rehabilitation project included complete removal and replacement of all curb and gutter, driveway aprons, sidewalk, and existing asphalt pavement within a residential and commercial area in the City of Elgin, Illinois. Other streets within the project limits were patched, milled and overlaid per requirements dictated by existing conditions. The project also included over 7,000 feet of deep storm sewer construction, sanitary sewer lining, and water main as part of the City's ongoing sewer de-combining project. Responsibilities included management and coordination of field inspection personnel, daily coordination and communication with the City, direct response and interaction with residents, oversight of construction finances and construction inspection.



DARRELL E. GARRISON, ASLA, PLA, CPSI

**Project Director/Director of Landscape Architecture**

Darrell brings to his work both an extensive knowledge of Landscape Architecture and an in depth understanding of public spaces and how people manipulate these spaces. Darrell has over thirty years of professional experience in park and recreation planning, urban design, site and physical planning and Landscape Architecture. He initiates design and planning concepts as well as oversees the implementation of all design-related issues. Darrell coordinates the efforts of the project team from the initial site analysis and programming through project completion. He has participated in a wide range of management and technical roles in site planning, landscape architectural design, and streetscape enhancements projects. Darrell's skills and interests lie in the development, coordination and implementation of interdisciplinary projects from schematic design to the "built" project.

**RELEVANT PROJECTS**

Village of Hampshire, State St. Streetscape Plan, Hampshire, Illinois – Planning Resources Inc. and EEI were commissioned to develop a streetscape plan for the Village's State Street Corridor from Jackson Ave. north to Keyes Avenue with a focus on improvements that create a strong visual identity for the community. The Plan, when complete, will demonstrate an integrated, unified character, look and feel for the entire downtown district that serves as the foundation for future planning and redevelopment including establishing standards for site furnishings, changes in lighting, signage, and wayfinding. The plan components also provide greater pedestrian safety as it enhances the beauty of the downtown streetscape, benefiting the adjacent businesses, residents, and the Village.

Historic Algonquin Downtown, Algonquin, Illinois – Directed the design and planning of public way improvements including entry way monuments, community plazas and memorial park.

Streetscape Design, Algonquin Hills Phase 3, Algonquin, Illinois – Design for Harrison Street, a three-block area adjacent to a newly developed riverfront park within the historic downtown. Prepared prototype design solutions managed and coordinated construction documentation for the project in conjunction with the Village Engineering Consultant. The Harrison Street improvements consisting of brick paving, eating areas, accent walls, a limestone fountain, ornamental fencing and newly defined parking areas will serve as a guide to all future street improvements within the downtown area.

Corridor Enhancement Plan, Streamwood/Hanover Park, Illinois – Codirected the design study for three primary transportation corridors to identify land use recommendations, transportation safety and access review, enhancement, lighting and signage design: prepared architectural review guidelines and preliminary cost estimates for implementation. This project was funded in part by an Illinois Tomorrow Grant.

Elk Grove Village Residential Enhancements, Elk Grove Village, Illinois – Prepared conceptual master plan and detailed construction documents for Village-wide Landscape Enhancement Program. The improvements consist of brick paved crosswalks, entry sign and neighborhood gateway landscaping, ornamental lighting and regulatory signage program, masonry columns with ornamental fencing at all public works facilities, and R.O.W. landscape plantings along all major arterial roads within the Village. This \$10 million dollar project was constructed in a twelve-month time period.

Additional project examples listed below demonstrate our experience in developing streetscapes, corridor planning and plazas.

- 183rd Street Median Landscaping, Village of Tinley Park, Tinley Park, Illinois
- Streetscape Design, Ogden Avenue, Cicero, Illinois

**EDUCATION**

- Bachelor of Science, Landscape Architecture, 1988, Ball State University
- Bachelor of Science, Environmental Design, 1988, Ball State University

**REGISTRATION**

- Registered Landscape Architect: State of Illinois #157-000155

**AFFILIATIONS**

- American Society of Landscape Architects
- National Organization for Minority Architects – Affiliate Member
- Illinois Parks and Recreation – Commercial Member
- Lambda Alpha International (Ely Chapter) – Member





JAMES C. GAMBLE, ASLA, PLA, CLARB

Senior Consultant

Jim has over 40 years of professional experience in streetscape/urban design, site planning and park and recreation planning. He approaches each landscape project applying the highest standards and expertise to create economically feasible, aesthetically pleasing, and functional design concepts, directed toward translating and fulfilling the client's needs. Jim has added his expertise to numerous revitalization projects in central business districts for Illinois communities including St. Charles, Evanston, Glencoe, Park Ridge, and Lake Bluff. He is committed to the development of strong collaborations among other professionals, particularly engineers, planners, and architects.

RELEVANT PROJECTS

City of St. Charles, St. Charles, Illinois

- City Hall Campus Design and Plaza Sculpture - Conceptual designs and construction documents for IDOT improvements to Route 64 (Main Street) including a park and plaza at the City Hall. As part of the plan a small plaza was designed with a central focal point for a sculpture/fountain.
- Main Street Streetscape and Bridge - Working closely with City Staff, developed conceptual designs for façade design for the replacement of the historic Main Street bridge, streetscape improvements, and ornamental barrier railing. An interactive tour and workshop was conducted for selected citizens to generate design input to the designers. The projects received a President's Award from the Illinois Chapter of the ASLA.

State Street Improvements, St. Joseph, Michigan - Streetscape design including the pedestrian areas while retaining the brick street as directed by the City. The wider sidewalks made more room for people and removed a small portion of the brick roadway along the curbs that had rutted. The angle parking created larger gathering spaces at Pleasant Street and Broad Street. At Pleasant Street a place was created for James Russell's sculpture "Nimbus Flight". The street lighting, walkways, and brick streets have stood the test of time and continue today.

Centennial Plaza, Arlington Heights, Illinois - Streetscape design and construction documents for Centennial Plaza in downtown. The circular shape was created by a low cut limestone wall which surrounds a brick paved plaza. A classical styled clock tower graces its center. Jim worked with the sculptor to establish the final height of the clock and its placement in the park to provide views of the clock face from passing cars and commuters.

Downtown Improvement Plan, Glencoe, Illinois - Urban design concepts for the downtown included: (1) development of the commercial district, (2) enhancement of the visual image, (3) improvement of access, parking, and safety for people and vehicles, (4) development of streetscape design plans (5) an implementation strategy, and (6) development of a structured public input process. The Conceptual Study recommended significant improvements to the infrastructure and streetscape elements in Glencoe's downtown business district, development of several gateway features to identify entrances into Glencoe, and medians on Green Bay Road. Recommendations were made for various site amenities and street furniture styles that reinforces a design character consistent with the architectural heritage of Glencoe.

Additional project examples listed below demonstrate experience in developing streetscapes, corridor planning and plazas.

- Central Business District Design Plans; Mishawaka, Indiana
- Standard Avenue Bikeway & Landscape Design, Whiting, Indiana
- Broad Street Streetscape Furniture and Planting Design, Griffith, Indiana
- CN Railroad Right of Way Landscape Design, Griffith, Indiana
- Evanston Downtown Streetscape; Evanston, IL
- Central Business District Parking Plan; St. Joseph, MI

EDUCATION

- Bachelor of Science, Landscape Architecture, 1971, University of Michigan

REGISTRATION

- Registered Landscape Architect: Illinois, Indiana and Ohio

AFFILIATIONS

- American Society of Landscape Architects
- Member and Past President, Illinois Chapter of the American Society of Landscape Architects





STEVEN M. HALBERG, PLA, DECI, CLARB

### Senior Project Manager/Asst. Dir. of Landscape Architecture

Steven is a licensed landscape architect with over forty years of experience in the enhancement and revitalization of parks and public spaces, including the preparation of final design and construction documents. He works with clients from pre-design through construction and implementation ensuring quality design, attention to detail, and continuity.

### RELEVANT PROJECTS

**Village of Hampshire, State St. Streetscape Plan, Hampshire, Illinois** – Planning Resources Inc. and EEI were commissioned to develop a streetscape plan for the Village's State Street Corridor from Jackson Ave. north to Keyes Avenue with a focus on improvements that create a strong visual identity for the community. The Plan, when complete, will demonstrate an integrated, unified character, look and feel for the entire downtown district that serves as the foundation for future planning and redevelopment including establishing standards for site furnishings, changes in lighting, signage, and wayfinding. The plan components also provide greater pedestrian safety as it enhances the beauty of the downtown streetscape, benefiting the adjacent businesses, residents, and the Village.

**Illinois State Toll and Highway Authority (ISTHA)** – Steve provided the necessary leadership assistance to the design team for the project including preparation of alternative concept plans, construction documentation, preparation of issued for bid documents and specifications, construction observation and coordination of landscape contractors for the installation of landscape plans. Project areas included I-294 (Tri-State Tollway) from I-94 to Roosevelt Road; I-88 (Reagan Memorial Tollway) from Rock Springs to I-290; and I-355 (Veterans Memorial Tollway) from I-80 to Army Trail Road.

**DuPage County Department of Transportation** – Contract management and weekly inspection reports for overseeing the County's roadway improvement program for their 2013-18 landscape maintenance contract for 42 of the County Highways and Roadways. PRI worked with DuDOT Engineers and residents to identify areas in need of improvement or maintenance, coordinated the contractor's work, and coordinated with the County for special requests.

**Waterfall Glen Forest Preserve, Darien, Illinois** – Steve prepared preliminary plans, developed final engineering and design for approximately 5-miles of an intra-preserve loop trail system. The trail system was planned and designed as an educational and interpretive trail network throughout the preserve surrounding Argonne National Laboratory. The trail crossed wetlands, prairie remnants, Eurasian meadow areas, and environmentally sensitive areas.

**\*Campbell Slough Forest Preserve, Itasca, Illinois** – The original master plan was approved by the Illinois Department of Conservation for LAWCON and OSLAD (Open Space Land Acquisition and Development) Grant funding. Mr. Halberg worked with the Illinois Department of Conservation to revise the master plan to be consistent with original grant goals and the revised Forest Preserve District's focus for active and passive recreation. An implementation strategy and phasing program was developed for the passive recreational facilities, trails, public access, picnic shelters, games areas, parking facilities, and comfort stations.

### EDUCATION

- Bachelor of Landscape Architecture, 1976, University of Illinois - Urbana/Champaign
- Master of Business Administration, 1992, Illinois Benedictine College

### REGISTRATION/CERTIFICATION

- Registered Landscape Architect: State of Illinois #157-000857
- Registered Landscape Architect: State of Wisconsin #629
- Registered Landscape Architect: State of Indiana #21700015
- Council of Landscape Architecture Registration Board - Certified #28525
- Designated Erosion Control Inspector - Lake County, 2019

### AFFILIATIONS

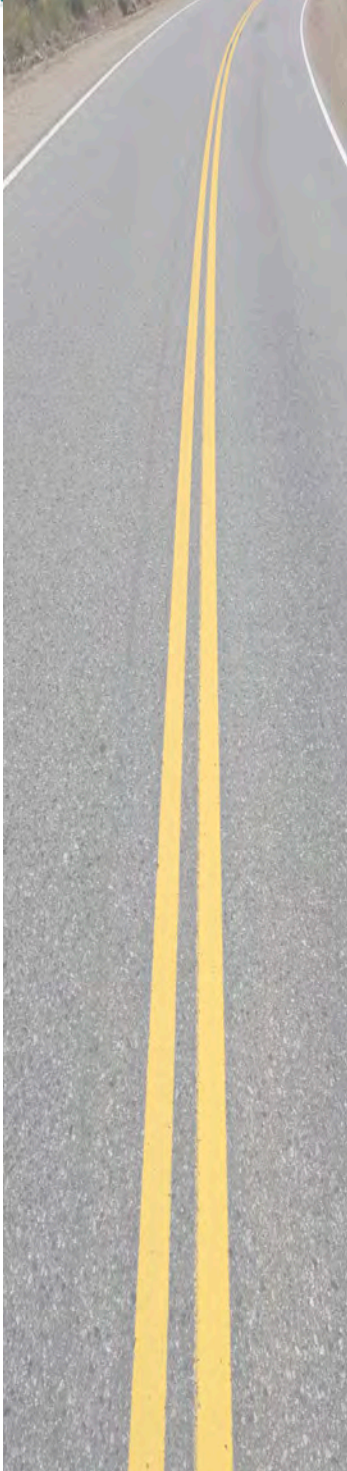
- American Society of Landscape Architects
- Illinois Chapter American Society of Landscape Architects - Past Treasurer 2013-19 & 1988-89

\* Represents project completed with previous consulting firms.





## *VIII. Statement of Availability*



**E**ngineering Enterprises, Inc. (EEI) has the ability to complete preliminary design, final design, cost estimates, the bidding process and construction engineering based on our current workload. We have coordinated with Planning Resources, Inc. (PRI) in preparation of these Qualifications and confirmed that they have the ability to complete their streetscape design items based on current workload. Having previously compiled all of that information for the DCEO funding application we are able to hit the ground running. Our Project Manager, Curt Dettmann, P.E., will be the main point of contact for the Village on this project and will provide outstanding client service by being accessible, responsive, and alert to your needs. Our Project Team will be available upon notice to proceed and will work continuously to ensure that tasks are completed in an efficient and timely manner within the Village's desired schedule. In addition, we will utilize all available resources within our company to provide the best solutions to meet your project demands.

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## AGENDA SUPPLEMENT

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**TO:** President Magnussen, Village Board and Village Manager Hedges

**FROM:** Lori Lyons, Finance Director

**FOR:** February 18, 2021 Village Board Meeting

**RE:** Audit Services

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**Background.** At the January 21, 2021 board meeting the Village Board authorized engaging Lauterbach & Amen LLP (L&A) to complete the FY20 audit. At that time, it was discussed that the Village had used the services of L&A for a number of years and it might be time to complete a Request for Proposals (RFP) for Auditing Services for FY21.

**Analysis.** Following staff discussion, we are asking to extend the RFP process to FY22. There is concern that, due to the late timing, that the Village will not receive good proposals and it is expected to be difficult to schedule the audit on a timely basis. L&A is a member of the American Institute of CPAs, an organization that represents the accounting profession. As a member, L&A must be associated with a firm that participates in an AICPA-approved practice-monitoring program. The Peer Review process monitors a CPA firm's accounting and auditing practice and is designed to improve the quality of the accounting and auditing service provided by the firm and intended to reduce the need to change auditing firms as frequently. To keep a fresh set of eyes on things, L&A has also rotated both audit teams and managing partner on our engagement.

**Recommendation.** Staff recommends proceeding with acceptance of the engagement letter presented by Lauterbach and Amen, LLP for FY21 in the amount of \$27,365 and requests authorization for staff to execute the engagement letter.



February 8, 2021

The Honorable Village President  
Members of the Board of Trustees  
Village of Hampshire, Illinois

We are pleased to confirm our understanding of the services we are to provide the Village of Hampshire, Illinois for the year ended April 30, 2021. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Village as of and for the year ended April 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Village's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis, the budgetary comparison schedules, pension plan employer contribution schedules, changes in the employer's net pension liability schedules, and pension plan investment return schedules.

We have also been engaged to report on supplementary information other than RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole: combining and individual fund statements and budgetary comparison schedules, and other information listed as supplemental schedules.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information: introductory information.

*Audit Objective*

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Village's financial statements. Our report will be addressed to the Board of Trustees of the Village. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

*Audit Procedures – General*

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.



*Audit Procedures – General (Continued)*

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

*Audit Procedures – Internal Control*

Our audit will include obtaining an understanding of the Village and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

*Audit Procedures – Compliance*

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

*Other Services*

We will also assist in preparing the financial statements and required audit adjustments, if any, for the Village in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statements previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

*Management Responsibilities*

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation in the financial statements in conformity with U.S. generally accepted accounting principles.

*Management Responsibilities (Continued)*

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

*Engagement Administration, Fees, and Other*

Our fees for the April 30, 2021 audit will be as follows:

Audit	\$	26,650
TIF Compliance Opinion		<u>715</u>
Total	\$	<u><u>27,365</u></u>

The Village agrees that during the term of this agreement and for a period of twelve months thereafter, the Village shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the Village to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

We appreciate the opportunity to be of service to the Village of Hampshire, Illinois and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return it to us.

Cordially,

*Lauterbach & Amen, LLP*  
LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Village of Hampshire, Illinois.

By: \_\_\_\_\_

Title: \_\_\_\_\_

## REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners of  
Lauterbach & Amen, LLP and the Peer Review Alliance Report Acceptance Committee

We have reviewed the system of quality control for the accounting and auditing practice of Lauterbach & Amen, LLP (Firm) in effect for the year ended June 30, 2019. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and procedures performed in a System Review as described in the Standards may be found at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary). The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

### FIRM'S RESPONSIBILITY

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The Firm is responsible for designing a system of quality control and complying with it to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The Firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and remediating weaknesses in its system of quality control, if any.

### PEER REVIEWER'S RESPONSIBILITY

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Our responsibility is to express an opinion on the design of the system of quality control and the Firm's compliance therewith based on our review.

### REQUIRED SELECTIONS AND CONSIDERATIONS

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Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act.

As part of our peer review, we considered reviews by regulatory entities as communicated by the Firm, if applicable, in determining the nature and extent of our procedures.

## OPINION

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In our opinion, the system of quality control for the accounting and auditing practice of Lauterbach & Amen, LLP in effect for the year ended June 30, 2019 has been suitably designed and complied with to provide the Firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Lauterbach & Amen, LLP has received a peer review rating of *pass*.



ELLIN & TUCKER  
Certified Public Accountants

Baltimore, Maryland  
December 27, 2019



February 8, 2021

The Honorable Village President  
Members of the Board of Trustees  
Village of Hampshire, Illinois

We are pleased to confirm our understanding of the services we are to provide the Village of Hampshire, Illinois for the year ended April 30, 2021. We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of the Village as of and for the year ended April 30, 2021. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Village's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis, the budgetary comparison schedules, pension plan employer contribution schedules, changes in the employer's net pension liability schedules, and pension plan investment return schedules.

We have also been engaged to report on supplementary information other than RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole: combining and individual fund statements and budgetary comparison schedules, and other information listed as supplemental schedules.

The following other information accompanying the financial statements will not be subjected to the auditing procedures applied in our audit of the financial statements, and our auditor's report will not provide an opinion or any assurance on that other information: introductory information.

*Audit Objective*

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of the Village's financial statements. Our report will be addressed to the Board of Trustees of the Village. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or may withdraw from this engagement.

*Audit Procedures – General*

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

*Audit Procedures – General (Continued)*

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters.

*Audit Procedures – Internal Control*

Our audit will include obtaining an understanding of the Village and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

*Audit Procedures – Compliance*

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

*Other Services*

We will also assist in preparing the financial statements and required audit adjustments, if any, for the Village in conformity with U.S. generally accepted accounting principles based on information provided by you. We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statements previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

*Management Responsibilities*

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation in the financial statements in conformity with U.S. generally accepted accounting principles.



*Management Responsibilities (Continued)*

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

You agree to assume all management responsibilities for financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

*Engagement Administration, Fees, and Other*

Our fees for the April 30, 2021 audit will be as follows:

Audit	\$	26,650
TIF Compliance Opinion		<u>715</u>
Total	\$	<u><u>27,365</u></u>

The Village agrees that during the term of this agreement and for a period of twelve months thereafter, the Village shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the Village to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

We appreciate the opportunity to be of service to the Village of Hampshire, Illinois and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return it to us.

Cordially,

*Lauterbach & Amen, LLP*  
LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Village of Hampshire, Illinois.

By: \_\_\_\_\_

Title: \_\_\_\_\_

# VILLAGE OF HAMPSHIRE

Accounts Payable

**February 18, 2021**

The President and Board of Trustees of the Village of Hampshire  
Recommends the following Warrant in the amount of

**Total: \$153,607.78**

To be paid on or before  
February 24, 2021

Village President: \_\_\_\_\_

Attest: \_\_\_\_\_

Village Clerk: \_\_\_\_\_

Date: \_\_\_\_\_

# VILLAGE OF HAMPSHIRE

Accounts Payable

**February 18, 2021**

The President and Board of Trustees of the Village of Hampshire  
Recommends the following **Employee/Trustee:** Ryan Krajecki  
Warrant in the amount of

**Total: \$295.00**

To be paid on or before  
February 24, 2021

Village President: \_\_\_\_\_

Attest: \_\_\_\_\_

Village Clerk: \_\_\_\_\_

Date: \_\_\_\_\_

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VILLAGE OF HAMPSHIRE  
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INVOICES DUE ON/BEFORE 05/31/2021

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
A5BR	A5 INC.							
20-1203	12/18/20	01	BRANDING	010010024380			01/18/21	6,000.00
							INVOICE TOTAL:	6,000.00
							VENDOR TOTAL:	6,000.00
AMBA	AMALGAMATED BANK							
1852489009 - 062619	06/26/19	01	VOH SSA 9 SER 2006	210010064440			02/26/21	250.00
							INVOICE TOTAL:	250.00
							VENDOR TOTAL:	250.00
AMS	AMS STORE AND SHRED, LLC.							
0210755	01/31/21	01	PURGE	010010024380			02/28/21	80.00
							INVOICE TOTAL:	80.00
							VENDOR TOTAL:	80.00
AXON	AXON ENTERPRISE, INC							
SI-1713978	02/02/21	01	EQUIPMENT	010020054906			03/04/21	2,664.76
							INVOICE TOTAL:	2,664.76
							VENDOR TOTAL:	2,664.76
B&F	B&F CONSTRUCTION CODE SERVICES							
14003	02/04/20	01	JAN INSPECTIONS	010010024390			03/04/21	515.00
							INVOICE TOTAL:	515.00
							VENDOR TOTAL:	515.00
B&KPO	B & K POWER EQUIPMENT INC.							
160122A	01/13/21	01	TO PAY INVOICE 160122 IN FULL	010030034680			02/15/21	56.90
							INVOICE TOTAL:	56.90
							VENDOR TOTAL:	56.90
BLCR	HEALTH CARE SERVICES CORP							

INVOICES DUE ON/BEFORE 05/31/2021

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
BLCR	HEALTH CARE SERVICES CORP							
011621	01/16/21	01	ADM	010010014031			02/01/21	3,690.20
		02	PD	010020014031				17,292.72
		03	STREETS	010030014031				5,210.21
		04	SEWER	310010014031				3,228.78
		05	WATER	300010014031				4,113.50
							INVOICE TOTAL:	33,535.41
							VENDOR TOTAL:	33,535.41
CAON	CALL ONE							
021521	02/15/21	01	1126416	010010024230			03/01/21	332.52
		02	1126417	300010024230				108.02
		03	1126418	010030024230				108.02
		04	1126419	310010024230				316.83
		05	1126420	300010024230				160.26
		06	1126422	010020024230				265.75
							INVOICE TOTAL:	1,291.40
							VENDOR TOTAL:	1,291.40
CASE	CARDMEMBER SERVICE							
010721	01/07/21	01	LL ADOBE ACROPRO	010010034650			02/07/21	15.93
		02	DS ASPHALT HOOPER FENDERS	010030024120				166.28
		03	JH NIU OUTREACH	010010034650				79.00
		04	JH ADOBE ACROPRO	010010034650				172.01
							INVOICE TOTAL:	433.22
							VENDOR TOTAL:	433.22
COMA	CORE & MAIN LP							
N663458	02/08/21	01	METER	300010054960			03/08/21	689.82
							INVOICE TOTAL:	689.82
N669508	02/02/21	01	METER	300010054960			03/02/21	33.38
							INVOICE TOTAL:	33.38
							VENDOR TOTAL:	723.20

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COMED	COMED							
25522108141 - 020521	02/05/21	01	2522108141	310010024260			03/05/21	98.17
							INVOICE TOTAL:	98.17
							VENDOR TOTAL:	98.17
COMI	COMPASS MINERALS AMERICA INC.							
753774	01/29/21	01	STREET SALT	150030034600			02/28/21	1,978.26
							INVOICE TOTAL:	1,978.26
							VENDOR TOTAL:	1,978.26
DIWO	DIESEL WORKS INC							
4208	01/26/21	01	REPAIR HYDRAULIC HOSE	010030024110			02/26/21	454.34
							INVOICE TOTAL:	454.34
							VENDOR TOTAL:	454.34
EEI	ENGINEERING ENTERPRISES, INC.							
020421	02/04/21	01	HA1604 LOVE'S 70813	010000002072			03/04/21	651.50
		02	HA1816 DAYTON FREIGHT 70814	010000002115				98.50
		03	HA1823 HAMP WOODS BUS 70815	010000002137				1,203.50
		04	ha1829 CONNECT WTR MAIN 70828	300010024360				760.00
		05	HA1833 STANLEY 70816	010000002144				756.25
		06	HA1903 TRUCK COUNTRY 70817	010000002116				197.00
		07	HA1914 HIGHLAND STRM SWR 70818	010010024380				345.50
		08	HA2006 TUSCANY WOODS 70819	010010024360				566.75
		09	HA2011 RISK & RESILIENCY 70820	300010024360				2,363.25
		10	HA2014 PRI UTLTY PERMIT 70821	010010024360				98.50
		11	HA2019 ELEMENTARY SCHOOL 70822	010000002086				492.50
		12	HA2020 OAKSTEAD CROWN 70823	010000002212				873.00
		13	HA2023 WTR MAIN & SANTRY 70824	300010024360				12,930.70
		14	HA2024 WTR MAIN REPLMT 70829	300010024360				776.00
		15	HA2026 BRIER HILL VENT 70830	010000002156				2,265.50
		16	HA2100 VOH GEN ENG 70825	010010024360				304.00

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-----								
EEI	ENGINEERING ENTERPRISES, INC.							
020421	02/04/21	17	HA2101 VOH GEN ENG WTR 70831	300010024360			03/04/21	1,304.25
		18	HA2102 GEN ENG WSTEWTR 70832	310010024360				295.50
		19	HA2103 UTLTY PERMIT REV 70833	010010024360				1,339.50
		20	HA2104 HAMP WOODS 70826	010000002178				295.50
							INVOICE TOTAL:	27,917.20
							VENDOR TOTAL:	27,917.20
HAAUPA	HAMPSHIRE AUTO PARTS							
577869	02/02/21	01	DEF	010030034660			03/02/21	241.85
							INVOICE TOTAL:	241.85
577995	02/03/21	01	WASHER FLUID	010030034680			03/03/21	14.52
							INVOICE TOTAL:	14.52
578014	02/03/21	01	HYDRAULIC OIL	010030034660			03/03/21	559.99
							INVOICE TOTAL:	559.99
578052	02/03/21	01	PLOW LIGHT	010030034680			03/03/21	182.52
							INVOICE TOTAL:	182.52
578385	02/08/21	01	DIESEL ADDITIVE	010030034660			03/08/21	119.94
							INVOICE TOTAL:	119.94
578390	02/08/21	01	PLOW MARKER	010030034670			03/08/21	15.74
							INVOICE TOTAL:	15.74
578427	02/08/21	01	BATTERIES FOR PLOW TRUCK	010030024110			03/08/21	449.97
							INVOICE TOTAL:	449.97
578470	02/08/21	01	HEX NUT	010030034670			03/08/21	2.69
							INVOICE TOTAL:	2.69
578528	02/09/21	01	CAP SCREW	010030034670			03/09/21	2.69
							INVOICE TOTAL:	2.69



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-----								
HAAUPA	HAMPSHIRE AUTO PARTS							
578648	02/10/21	01	HYDRAULIC HEATER	010030024110			03/10/21	95.82
							INVOICE TOTAL:	95.82
578941	02/12/21	01	BRAKLEEN	010030034680			03/12/21	10.76
							INVOICE TOTAL:	10.76
579133	02/15/21	01	FUSES	010030024110			03/15/21	4.36
							INVOICE TOTAL:	4.36
579197	02/16/21	01	HYDRAULIC HOSE	010030024110			03/16/21	94.74
							INVOICE TOTAL:	94.74
							VENDOR TOTAL:	1,795.59
HEPR	HENDERSON PRODUCTS, INC							
330993	02/10/21	01	CURB SHOES	010030034680			03/10/21	321.58
							INVOICE TOTAL:	321.58
							VENDOR TOTAL:	321.58
HUFO	HUNTLEY FORD							
212709	02/13/21	01	REPAIR FUEL SENSOR	010030024110			03/13/21	139.21
							INVOICE TOTAL:	139.21
							VENDOR TOTAL:	139.21
IPODBA	IPO/DBA CARDUNAL OFFICE SUPPLY							
4878964-0	02/02/21	01	TRASH BAGS/FACIAL TISSUE	010010034650			03/02/21	29.96
							INVOICE TOTAL:	29.96
626046-0	09/01/20	01	PD PAPER	010020034650			10/01/20	101.74
							INVOICE TOTAL:	101.74
627915-0	11/25/20	01	PD PAPER	010020034650			12/25/20	50.87
							INVOICE TOTAL:	50.87
							VENDOR TOTAL:	182.57

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-----								
ISTP ILLINOIS STATE POLICE								
120120	12/01/20	01	COST CENTER 06356	010010024380			02/15/21	28.25
							INVOICE TOTAL:	28.25
							VENDOR TOTAL:	28.25
KCCC JEFFREY R KEEGAN								
021521	02/15/21	01	VH JANITORIAL SERVICE	010010024380			03/15/21	315.00
		02	PD JANITORIAL SERVICE	010020024380				440.00
							INVOICE TOTAL:	755.00
							VENDOR TOTAL:	755.00
KONMIN KONICA MINOLTA BUS SOLUTION								
271112973	01/31/21	01	MONTHLY MAINTENANCE	010010024340			03/02/21	61.87
							INVOICE TOTAL:	61.87
							VENDOR TOTAL:	61.87
LAAM LAUTERBACH & AMEN, LLP								
52726	01/29/21	01	AUDIT	010010024375			02/28/21	24,000.00
							INVOICE TOTAL:	24,000.00
							VENDOR TOTAL:	24,000.00
MARSCH MARK SCHUSTER, P.C.								
020121	02/01/21	01	100.001 MISC MATTERS	010010024370			03/01/21	3,390.00
		02	100.002 MEETINGS	010010024370				520.00
		03	100.007 PROSECUTION	010010024370				731.50
		04	100.042 ELECTORAL BOARD	010010024370				1,136.45
		05	100.101 CROWN	010000002111				855.00
		06	100.137 RICHARDS/HAMP CORP	010000002084				180.00
		07	100.164 DUI PROSECUTION	010020024370				390.00
		08	100.237 TOWNSHIP	010010024370				180.00
		09	100.238 MIDWEST COMPANIES	010000002096				4,393.65

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-----								
MARSCH	MARK SCHUSTER, P.C.							
020121	02/01/21	10	100.239 FREIGHT UNION	010000002178			03/01/21	929.25
							INVOICE TOTAL:	12,705.85
							VENDOR TOTAL:	12,705.85
METL	METLIFE							
011921	01/19/21	01	ADM	010010014033			02/01/21	160.80
		02	PD	010020014033				1,513.06
		03	STREETS	010030014033				522.89
		04	SEWER	310010014033				169.38
		05	WATER	300010014033				392.06
							INVOICE TOTAL:	2,758.19
							VENDOR TOTAL:	2,758.19
MISA	MIDWEST SALT							
P455502	02/01/21	01	WATER TREATMENT SALT	300010034680			03/01/21	2,729.05
							INVOICE TOTAL:	2,729.05
P456093	02/11/21	01	WATER TREATMENT SALT	300010034680			03/11/21	3,019.97
							INVOICE TOTAL:	3,019.97
							VENDOR TOTAL:	5,749.02
MUWESE	MUNIWEB							
54107	02/02/21	01	WEBSITE HOSTING	010010024230			02/17/21	356.50
							INVOICE TOTAL:	356.50
							VENDOR TOTAL:	356.50
NOEA	NORTH EAST MULTI-REGIONAL							
279868	02/09/21	01	CG TRAINING	010020024310			03/09/21	80.00
							INVOICE TOTAL:	80.00
							VENDOR TOTAL:	80.00

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OFDE OFFICE DEPOT, INC.								
154972410001	02/03/21	01	TRASH BAGS/TOWELS/DISINF WIPES	010020034650			03/06/21	63.07
							INVOICE TOTAL:	63.07
							VENDOR TOTAL:	63.07
PAHCS PAHCS II/NORTHWESTERN MED OCC								
507470	01/29/21	01	SD PRE-EMP PHYSICAL	010020024380			02/28/21	427.14
							INVOICE TOTAL:	427.14
							VENDOR TOTAL:	427.14
PETPRO PETERSEN FUELS, INC.								
013121	01/31/21	01	STREETS	010030034660			02/28/21	268.45
							INVOICE TOTAL:	268.45
							VENDOR TOTAL:	268.45
PIBO RESERVE ACCOUNT								
021121	02/11/21	01	36706216	290010024320			03/11/21	62.50
		02	36706216	300010024320				62.50
		03	36706216	310010024320				62.50
		04	36706216	010010024320				62.50
							INVOICE TOTAL:	250.00
							VENDOR TOTAL:	250.00
PITB PITNEY BOWES GLOBAL FINANCIAL								
3104532654	01/30/21	01	LEASING CHARGES	010020024280			04/29/21	166.05
							INVOICE TOTAL:	166.05
							VENDOR TOTAL:	166.05
RAOH RAY O'HERRON CO., INC.								
2086869-IN	02/10/21	01	UNIFORM	010020034690			03/10/21	116.00
							INVOICE TOTAL:	116.00
							VENDOR TOTAL:	116.00

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-----								
RKQUSE	RK QUALITY SERVICES							
17230	02/02/21	01	OIL CHANGE AND FILTER	010020024110			03/02/21	63.34
							INVOICE TOTAL:	63.34
17248	02/04/21	01	REMOVE AND REPLACE BATTERY	010020024110			03/04/21	190.95
							INVOICE TOTAL:	190.95
							VENDOR TOTAL:	254.29
RODB	ROGER BURNIDGE							
020121	02/01/21	01	PD LEASE	010020024280			03/01/21	4,798.16
							INVOICE TOTAL:	4,798.16
							VENDOR TOTAL:	4,798.16
RYKR	RYAN KRAJECKI							
021521	02/15/21	01	REIMB - MAIN ST AMERICA DUES	010010024382			03/15/21	295.00
							INVOICE TOTAL:	295.00
							VENDOR TOTAL:	295.00
SABU	SAFEBUILT, LLC							
0075304-IN	01/31/21	01	INSPECTIONS	010010024390			03/30/21	1,390.10
							INVOICE TOTAL:	1,390.10
0075335-IN	01/31/21	01	PERMITS AND PLAN REVIEWS	010010024390			03/30/21	2,922.17
							INVOICE TOTAL:	2,922.17
							VENDOR TOTAL:	4,312.27
SCHM	FREDI BETH SCHMUTTE							
010421A	01/04/21	01	JAN PROFESSIONAL SERVICE	010010024380			03/04/21	1,610.30
							INVOICE TOTAL:	1,610.30
							VENDOR TOTAL:	1,610.30
SHSU	SHAW SUBURBAN MEDIA GROUP							

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-----								
SHSU	SHAW SUBURBAN MEDIA GROUP							
1854702A	02/01/21	01	VILLAGE BOOK	010010024340			02/03/21	2,025.00
							INVOICE TOTAL:	2,025.00
							VENDOR TOTAL:	2,025.00
STAINS	STANDARD INSURANCE COMPANY							
011921	01/19/21	01	ADM	010010014035			02/01/21	70.07
		02	PD	010020014035				197.99
		03	STREETS	010030014035				56.58
		04	SEWER	310010014035				14.15
		05	WATER	300010014035				23.57
		06	EAP	010010024376				10.15
							INVOICE TOTAL:	372.51
							VENDOR TOTAL:	372.51
STARK	STARK & SON TRENCHING, INC							
55080	01/26/21	01	INSTALL NEW ROUNDWAY AND BBOX	300010024160			02/26/21	1,015.00
							INVOICE TOTAL:	1,015.00
							VENDOR TOTAL:	1,015.00
TRUN	TREES UNLIMITED C P INC							
8235	02/09/21	01	DOWNTOWN SNOW REMOVAL	010030024190			03/09/21	3,600.00
							INVOICE TOTAL:	3,600.00
PREV 2016	02/02/21	01	DOWNTOWN SNOW REMOVAL	010030024190			03/02/21	3,525.00
							INVOICE TOTAL:	3,525.00
							VENDOR TOTAL:	7,125.00
USBL	USA BLUEBOOK							
484013	01/26/21	01	FACE COVERINGS	300010034670			02/26/21	71.18
							INVOICE TOTAL:	71.18
							VENDOR TOTAL:	71.18

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-----								
VSP	VISION SERVICE PLAN (IL)							
811391850	01/17/21	01	ADM	010010014037			01/17/21	28.99
		02	PD	010020014037				168.47
		03	STREETS	010030014037				62.23
		04	SEWER	310010014037				18.67
		05	WATER	300010014037				41.55
							INVOICE TOTAL:	319.91
							VENDOR TOTAL:	319.91
WESI	WEST SIDE TRACTOR SALES							
F81917	02/04/21	01	REPAIR LOADER	010030024120			03/04/21	3,023.16
							INVOICE TOTAL:	3,023.16
							VENDOR TOTAL:	3,023.16
WSU	WATER SOLUTIONS UNLIMITED, INC							
40855	02/11/21	01	DWTP CHEMICALS	300010034680			03/11/21	2,458.80
							INVOICE TOTAL:	2,458.80
							VENDOR TOTAL:	2,458.80
							TOTAL ALL INVOICES:	153,902.78