



Village of Hampshire  
Village Board Meeting  
Thursday, February 16, 2023 - 7:00 PM  
Hampshire Village Hall - 234 S. State Street

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. Approval of Regular Meeting Minutes from February 2, 2023
6. Village Manager's Report
  - a. A Product Update Presentation from Lennar Homes
  - b. A Resolution Approving an Intergovernmental Agreement with the Hampshire Fire Protection District for Plan Review and Inspection Services
  - c. A Motion to Approve Additional Costs in the Amount of \$6,800 for Architectural Services for Improvements at the Hampshire Police Department Associated with the De-escalation Grant Award, Bringing the Total Cost of Improvement to \$88,992
  - d. A Motion to Authorize the Purchase of Laptops and Other Police Vehicle Equipment in the Amount of \$47,722
  - e. A Motion to Approve a Professional Services Agreement with EEL in the Amount of \$34,962 for Preliminary Engineering Required for the Safe Routes to School Project
  - f. An Ordinance Amending the Police Regulations to Modify Provisions Governing Parking During and After Certain Snow Events
  - g. An Ordinance Amending the Alcoholic Liquor Regulations to Align Requirements for Product Sampling and Tastings with State Law
7. Monthly Staff Reports
  - a. December Streets Report
  - b. January Engineering Report
  - c. January Police Report
8. Accounts Payable
  - a. A Motion to Approve the February 16, 2023 Regular Accounts Payable
9. Village Board Committee Reports
  - a. Business Development Commission
  - b. Public Relations
  - c. Public Works
  - d. Budget
10. New Business
11. Announcements
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) the day of the meeting. A link to participate will be sent to your e-mail address, including all exhibits and other documents (the packet) to be considered at the meeting.

Public Comments: The Board will allow each person who is properly registered to speak a maximum time of five (5) minutes, provided the Village President may reduce the maximum time to three (3) minutes before public comments begin if more than five (5) persons have registered to speak. Public comment is meant to allow for expression of opinion on, or for inquiry regarding, public affairs but is not meant for debate with the Board or its members. Good order and proper decorum shall always be maintained.

Recording: Please note that all meetings held by videoconference may be recorded, and all recordings will be made public. While State Law does not required consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: 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.

**REGULAR MEETING OF THE BOARD OF TRUSTEES**  
**MINUTES**  
**February 2, 2023**

The regular meeting of the Village Board of Hampshire was called to order by Hampshire Police Chief's son Tobias Pann and Village President Michael J. Reid, Jr. at 7:00 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday, February 2, 2023.

Roll call by Village Clerk Vasquez:

Present: Heather Fodor, Aaron Kelly, Toby Koth, Laura Pollastrini, and Erik Robinson.

Present electronically: Lionel Mott

Absent: None

A quorum was established.

In addition, present in-person were Village Manager Jay Hedges, Assistant to the Village Manager Josh Wray, Village Attorney Mark Schuster, Finance Director Lori Lyons, and Police Chief Doug Pann.

President Reid led the Pledge of Allegiance.

**COMMENTS**

Ms. Brust: Ella Johnson Library President spoke with regard to the minutes of the special meeting on January 14, 2023. She commented that one of the items listed under public comments was not in fact a comment from the public and that it was not germane to the Board's agenda that meeting.

**MINUTES**

Trustee Pollastrini moved to approve the minutes of the Special Meeting Minutes from January 14, 2023.

Seconded by Trustee Robinson

Motion carried by roll call vote.

Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson

Nays: None

Absent: None

Trustee Kelly moved to approve the minutes of January 19, 2023. With the changes as stated.

Seconded by Trustee Fodor

Motion carried by roll call vote.

Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson

Nays: None

Absent: None

**PROCLAMATION**

Village President read the proclamation for National Engineer Week.

The President Reid requested the agenda be changed slightly to move item C under the Village Manager's report be the first item under that report.

The Village Board consented.

### **APPOINTMENTS**

A Motion to Approve the Appointment of Douglas Pann as the Chief of Police.

Trustee Robinson moved to approve the appointment of Douglas Pann as Chief of Police.

Seconded by Trustee Kelly  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, Robinson , and Reid  
Nays: None  
Absent: None

A Motion to approve an Employment Contract with Douglas Pann as Chief of Police through the current term of the Village President, as provided for by State Statue.

Trustee Robinson moved to approve an Employment Contract with Douglas Pann as Chief of Police through the current term of the Village President, as provided for by State Statue.

Seconded by Trustee Pollastrini  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, Robinson, and Reid  
Nays: None  
Absent: None

Clerk Vasquez swore in Douglas Pann as the Village of Hampshire Chief of Police. Everyone congratulated him, and Mrs. Pann presented and pinned him with his badge.

Chief Pann thanked everyone and made some remarks about his goals and vision for the department.

At this time, pictures were taken, and Chief Pann was excused from the meeting for celebrations. Sgt. Edwardson took his place.

### **VILLAGE MANAGER'S REPORT**

A Development Presentation from Gonzalo Tinajero of Hilltop Regarding the property on the Southeast Corner of Big Timber and Hwy 20 - no action requested

Mr. Tinajero purchased 16 acres on the corner of Big Timber Rd and Hwy 20. He plans to have his concrete business hub in the back of the property where a few trucks will drop off and go each day. In the front would be commercial, such as a coffee shop or offices. Mr. Tinajero's team will proceed to submit an official concept plan and zoning review application.

A Motion to Approve a Settlement Agreement with ComEd and Azavar for back utility taxes in the amount of \$126,500

Trustee Kelly moved to approve a Settlement Agreement with ComEd and Azavar for back

utility taxes in the amount of \$126,500.

Seconded by Trustee Pollastrini  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson  
Nays: None  
Absent: None

#### A Resolution to Adopt 401 (a) and 457 (b) Plan Documents

Finance Director Lyons explained this is for Chief Pann. since he already retired, he cannot join the police pension. All the other employees are already in a pension program, and this will not add benefits for other employees.

Trustee Robinson moved to approve Resolution 23-02: to adopt 401(a) and 457(b) plan documents.

Seconded by Trustee Kelly  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson  
Nays: None  
Absent: None

#### A Resolution in Support of Tax Increment Financing (TIF Districts)

Mr. Hedges explained that there has been legislation in the last couple of years aimed at restricting or even eliminating TIF districts, so the IML has asked municipalities to adopt this resolution in support of keeping TIF legislation how it is. This resolution does not include any action regarding the Village's current TIF district.

Trustee Pollastrini moved to approve Resolution 23-03: A Resolution in Support of Tax Increment Financing.

Seconded by Trustee Robinson  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson  
Nays: None  
Absent: None

### **STAFF MONTHLY REPORTS**

#### January Building Report

Mr. Wray reported that permitting activity is low again due both to the cold season and the slowing housing market, but the plan review and inspection performance from SAFEbuilt remains high.

#### December Financial Report

Ms. Lyons believes we will end the fiscal year in the positive.

### **ACCOUNTS PAYABLE**

#### A Motion to Approve the February 2, 2023 Regular Accounts Payable to Personnel

Trustee Kelly moved to approve the Accounts Payable for Christian Jones, Garrett

Ferrell Gina Land, and Josh Wray in the amount of \$235.65 paid on or before February 8, 2023.

Seconded by Trustee Robinson  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson  
Nays: None  
Absent: None

A Motion to Approve the February 2, 2023 Regular Accounts Payable

Trustee Robinson moved to approve the Accounts Payable in the sum of \$345,302.19 paid on or before February 8, 2023.

Seconded by Trustee Fodor  
Motion carried by roll call vote.  
Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson  
Nays: None  
Absent: None

Trustee Pollastrini made special note to thank Ms. Lyons for all she does and her knowledge of everything in the Village.

**COMMITTEE / COMMISSION REPORTS**

- a) Business Development Commission - Trustee Kelly reported meeting next week.
- b) Public Relations - Trustee Fodor reported there would be a meeting February 9 at 6 p.m.
- c) Public Works - No report
- c) Budget Committee - Trustee Pollastrini asked the committee chairs to consider any budget requests they may have and forward those to Ms. Lyons for inclusion before the Budget Committee meetings.

**NEW BUSINESS**

Trustee Kelly was very impressed how the Hampshire app works. He reported a streetlight down in the app, and, in less than 24 hours, he received confirmation by email that the report was received by a staff member. He then received updates every time staff took a step in resolving the issue, and that really made him feel like his concern was being addressed in real time. He highly recommends using the app. Mr. Hedges added that, during the snow day on January 28, the Streets Department used the app to communicate with the police officers on duty to come out and ticket illegally parked cars interfering with plowing. That day they gave out 17 parking tickets. It was a very busy day, but Sgt. Edwardson attested that the app made it smoother because it took radio traffic away from dispatch and allowed the officers to more quickly respond to these parking issues for the plow drivers.

Trustee Pollastrini reported the Hampshire Historical Society meeting went well and was packed.

Mr. Hedges reported the Garden Berry will have its ribbon cutting on Monday, February 6 at 10 a.m., and the Village Board is invited. There hours will be 7 a.m. to 3 p.m. every day.

**ADJOURNMENT**

Trustee Fodor moved to adjourn the Village Board meeting at 8:07 p.m.

Seconded by Trustee Robinson

Motion carried by roll call vote.

Ayes: Fodor, Kelly, Koth, Mott, Pollastrini, and Robinson

Nays: None

Absent: None

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Linda Vasquez, Village Clerk

# TAMMS FARM

## HAMPSHIRE, IL

Homes Offered	SF	Garage (std.)	BR	BA	Elev.
Brighton	1,455	2 Car	3	2	A, B, C, D
Essex	1,517	2 Car	3	2	A, B, C, D
Glenwood	1,637	2 Car	3	2	A, B, C, D
Hawthorne	1,792	2 Car	3	2	A, B, C, D
Siena	1,866	2 Car	3	2	A, B, C
Ontario	2,016	2 Car	3	2.5	A, B, C
Ridgefield	2,171	3 Car	3	2	A, B, C
Brooklyn	2,488	2 Car	4	2.5	A, B, C
Galveston	2,612	3 Car	4	2.5	A, B, C
Raleigh	2,907	3 Car	4	2.5	A, B, C
Westbury	3,146	3 Car	4	2.5	A, B, C

\*Brighton, Essex, Glenwood and Hawthorne added December 16, 2022

Rev. Date 12/16/22

# TAMMS FARM

HAMPSHIRE, IL



Brighton - Elevation "A"

# TAMMS FARM

HAMPSHIRE, IL



Brighton - Elevation "B"

# TAMMS FARM

HAMPSHIRE, IL



Brighton - Elevation "C"

# TAMMS FARM

HAMPSHIRE, IL



Brighton - Elevation "D"

# TAMMS FARM

HAMPSHIRE, IL



Essex - Elevation "A"

# TAMMS FARM

HAMPSHIRE, IL



Essex - Elevation "B"

# TAMMS FARM

HAMPSHIRE, IL



Essex - Elevation "C"

# TAMMS FARM

HAMPSHIRE, IL



Essex - Elevation "D"

# TAMMS FARM

HAMPSHIRE, IL



Glenwood - Elevation "A"

# TAMMS FARM

HAMPSHIRE, IL



Glenwood - Elevation "B"

# TAMMS FARM

HAMPSHIRE, IL



Glenwood - Elevation "C"

# TAMMS FARM

HAMPSHIRE, IL



Glenwood - Elevation "D"

# TAMMS FARM

HAMPSHIRE, IL



Hawthorne - Elevation "A"

# TAMMS FARM

HAMPSHIRE, IL



Hawthorne - Elevation "B"

# TAMMS FARM

HAMPSHIRE, IL



Hawthorne - Elevation "C"

# TAMMS FARM

HAMPSHIRE, IL



Hawthorne - Elevation "D"

Galveston



Galveston - Elevation A

Ontario



Ontario - Elevation A

Raleigh



Raleigh - Elevation A

Ridgefield



Ridgefield - Elevation A



Galveston - Elevation B



Ontario - Elevation B



Raleigh - Elevation B



Ridgefield - Elevation B



Galveston - Elevation C



Ontario - Elevation C



Raleigh - Elevation C



Ridgefield - Elevation C

Siena



Siena - Elevation A

Victoria



Victoria - Elevation A

Westbury



Westbury - Elevation A



Siena - Elevation B



Victoria - Elevation B



Westbury - Elevation B



Siena - Elevation C



Victoria - Elevation C



Westbury - Elevation C



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 Reid; Board of Trustees  
**FROM:** Josh Wray, Assistant to the Village Manager  
**FOR:** Village Board Meeting on February 13, 2023  
**RE:** IGA for Fire Code Plan Reviews and Inspections

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**Background:** Chief Herrmann of Hampshire Fire Protection District approached Village staff requesting a formal partnership with respect to building permit plan reviews and inspections for the fire and life safety codes via an intergovernmental agreement. While the code authority lies with the Village, HFPD has always accompanied the Village’s building inspectors for commercial inspections, and the Village often relies on HFPD’s expertise regarding life safety concerns (e.g., code waivers for sprinklers). Since HFPD now has a full-time fire inspector, they are now requesting to be the official plan reviewers and inspectors for the fire code and life safety code.

The HFPD Board of Trustees approved the attached IGA on February 8, 2023.

**Analysis:** The attached IGA moves only the fire code and life safety code responsibilities to HFPD. All other code reviews and inspections will remain with SAFEbuilt. SAFEbuilt has agreed to the new arrangement and even noted that this type of relationship is very common in other areas they work with either fire protection districts or municipal fire departments.

HFPD has agreed to the same fee structure the Village already has in place with SAFEbuilt, so permit fees will remain the same, and the Village will continue to keep its same share of revenue from those fees. Additionally, HFPD has agreed to utilize CommunityCore the same way SAFEbuilt’s plan reviewers and inspectors do, so there will be no change in the permitting process from the applicant’s perspective.

**Recommendation:** Staff recommends approving the attached resolution adopting the intergovernmental agreement with Hampshire Fire Protection District for plan review and inspection services.

**No. 23 -**

**A RESOLUTION  
AUTHORIZING THE APPROVAL AND EXECUTION OF AN  
INTERGOVERNMENTAL AGREEMENT BY AND BETWEEN THE  
VILLAGE AND THE HAMPSHIRE TOWNSHIP FIRE PROTECTION  
DISTRICT FOR PLAN REVIEW AND INSPECTIONS FOR COMMERCIAL  
AND/OR INDUSTRIAL BUILDINGS IN THE VILLAGE**

WHEREAS, the Village of Hampshire is generally responsible for the issuance of permits to allow for construction of new commercial and industrial buildings in the Village; and

WHEREAS, the Village does not maintain and operate a fire department; and

WHEREAS, properties within the Village of Hampshire are provided fire protection services by the Hampshire Township Fire Protection District, and other such districts, organized and operated under the Illinois Fire Protection District Act, 70 ILCS 705/0.01 et seq.; and

WHEREAS, the Village has adopted certain regulations related to fire protection, to wit: i) the International Code Council Fire Code (2018 Edition), subject to certain amendment and/or exceptions, and, ii) the National Fire Protection Association Standards including NFPA 101-Life Safety Code, subject to certain amendments and/or exceptions; see Hampshire Municipal Code, Ch. 5: Building, Article 5: Fire Code and Article 14: Life Safety; and

WHEREAS, the Hampshire Fire Protection District is willing and desires to make plan reviews and inspections for all commercial and industrial properties located within the Village of Hampshire in relation to such Fire Code and Life Safety Standards; and

WHEREAS, it is proposed that the Village and the Fire Protection District enter into an appropriate Inter-governmental agreement regarding such plan reviews and inspections at this time; and

WHEREAS, the Village and the Fire Protection District are authorized to enter into agreements for cooperation on such matters by Article VII Section 10 of the Illinois Constitution of 1970, the Illinois Inter-Governmental Cooperation Act (5 ILCS 220/1 et seq.), and the Illinois Municipal Code (625 ILCS 5/11-1-7).

WHEREAS, the Corporate Authorities have reviewed the proposed Intergovernmental Agreement and deem it advisable to enter into such agreement with the Fire Protection District for plan reviews and inspections regarding commercial and industrial buildings located in the Village.

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 proposed Intergovernmental Agreement by and between the Village of Hampshire and the Hampshire Township Fire Protection District concerning Plan Reviews and Inspections Related to Fire Code Regulations and Life Safety Standards Applicable to Commercial and Industrial Buildings in the Village shall be and is hereby approved.

Section 2. The Village Manager is authorized and directed to execute the Agreement, in substantially the form as attached hereto and subject to such corrections and/or modifications that may be approved by him after consultation with the Village Attorney; and to deliver the executed document to the Hampshire Township Fire Protection District, after first receiving an executed original from the District.

Section 3. The Village Attorney shall be and is authorized to make minor corrections or modifications to said agreement as necessary or advisable prior to and for the purpose of execution thereof by the parties.

Section 4. The recitals set forth above are hereby made a part of this Resolution.

Section 5. This Resolution shall take full force and effect upon its passage and approval as provided by law.

ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2023.

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

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

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

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

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Michael J. Reid, Jr.  
Village President

ATTEST:

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

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN THE VILLAGE OF HAMPSHIRE AND THE HAMPSHIRE  
FIRE PROTECTION DISTRICT CONCERNING PLAN REVIEWS AND  
INSPECTIONS RELATED TO FIRE CODE REGULATIONS AND LIFE SAFETY  
STANDARDS APPLICABLE TO COMMERCIAL AND INDUSTRIAL BUILDINGS  
IN THE VILLAGE**

THIS AGREEMENT made by and between the Village of Hampshire, an Illinois Municipal organization, 234 South State Street, Hampshire, IL (the “Village”), and the Hampshire Fire Protection District, an Illinois fire protection district, 202 Washington Avenue, Hampshire IL (the “District”).

WHEREAS, the Village of Hampshire is generally responsible for the issuance of permits to allow for construction of new commercial and industrial buildings in the Village; and

WHEREAS, the Village does not maintain and operate a fire department; and

WHEREAS, properties within the Village of Hampshire are provided fire protection services by the Hampshire Fire Protection District, and other such districts, organized and operated under the Illinois Fire Protection District Act, 70 ILCS 705/0.01 et seq.; and

WHEREAS, the Village has adopted certain such regulations, to wit: i) the International Code Council Fire Code (2018 Edition), subject to certain amendment and/or exceptions, and, ii) the National Fire Protection Association Standards including NFPA 101-Life Safety Code, subject to certain amendments and/or exceptions; see Hampshire Municipal Code, Ch. 5: Building, Article 5: Fire Code and Article 14: Life Safety; and

WHEREAS, the Hampshire Fire Protection District is willing and desires to make plan reviews and make inspections for all commercial and industrial properties located within the Village of Hampshire; and

WHEREAS, the Village and the Fire Protection District are authorized to enter into this Agreement by Article VII Section 10 of the Illinois Constitution of 1970, the Illinois Inter-Governmental Cooperation Act (5 ILCS 220/1 et seq.), and the Illinois Municipal Code (625 ILCS 5/11-1-7).

THEREFORE, IN CONSIDERATION OF THE MUTUAL COVENANTS CONTAINED HEREIN, AND OTHER GOOD AND VALUABLE CONSIDERATION, IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. The Village of Hampshire shall refer to the Hampshire Fire Protection District for review under Hampshire Municipal Code, Ch. 5: Building; Article 5: Fire Code and Article 14: Life Safety, all plans for construction of all new commercial or industrial buildings and, for alterations, expansion, rehabilitation, or remodeling of any such building, on properties located in the Village.

2. The Hampshire Fire Protection District shall review any and all such plans referred to the District under Par. 1 above, and shall promptly report to the Village the results of such plan review.

For purposes of this Paragraph, “promptly” shall generally mean not later than ten (10) business days after such referral.

3. Hampshire Fire Protection District shall promptly make such inspections as a called for and/or otherwise necessary or advisable under Hampshire Municipal Code, §5-5-1 and §5-14-1, and shall report the results of same to the Village. For purposes of this Paragraph, “promptly” shall mean by the end of the second business day following a request for inspection, for any request received by the District not later than 4:00 p.m.

4. For its work on such plan review and inspections, the District will be entitled to be paid and the Village shall pay to District a sum equal to 80% of the fee charged by the Village to an applicant for permit for plan review and inspections related to the International Fire Code and to the NFPA Standards, 101-Life Safety Code. The current fee schedule is attached as Exhibit A; and it is understood and agreed that the fee schedule may be modified by the Village from time to time hereafter. For any such modification, the Village shall promptly notify the District of an adopted change.

5. The Hampshire Fire Protection District shall invoice the Village for any and all plan reviews and/or inspections made pursuant to this Agreement. All such invoices shall be delivered to the Village not later than thirty (30) days after completion of the work. The Village shall thereafter remit payment to the District in accordance with the Illinois Local Government Prompt Payment Act.

6. The parties acknowledge and agree that the Village has employed SAFEbuilt LLC to perform its building department functions, including but not limited to plan review; permit issuance; inspections; and code enforcement; and further, SAFEbuilt utilizes a software program identified as CommunityCore for such purposes. The District shall coordinate with the Village and SAFEbuilt for utilization of the CommunityCore program for its functions and duties under this Agreement. The District shall be responsible for all fees incurred for communication and assistance while training to use CommuntiyCore.

7. The parties acknowledge and agree that the Village may from time to time modify the fire code regulations and life safety standards to be applied to commercial and/or industrial buildings in the Village; and further, that the Village may from time to time consider and allow variations and/or waivers of said regulations or standards. The parties agree that, in either case, before its approval of any amendment, variation or waiver, the Village will give to the District at least seven (7) days prior written notice of the proposed amendment, variation, or waiver (as the case may be), and allow the District to comment on same. In addition, the Village will promptly notify the District of the Village’s final decision regarding any such proposal.

8. Notwithstanding anything else contained in this Agreement, the authority to issue building permits, to assess a fee or fees therefor, and to enforce the provisions of its Building Regulations, for any property located within the Village shall at all times remain with the Village. Provided, the District shall at the request of the Village provide such witness(es), testimony and/or evidence reasonably necessary to prosecute any enforcement action initiated by the Village in relation to the matters described in Pars. 1 – 3 above.

9. Miscellaneous Provisions:

- a) Approval. Each Party shall take such steps as are necessary under the law to approve of, and to authorize the execution and delivery of, this Agreement. Each shall deliver to the other a certified copy of a Resolution authorizing approval of this Agreement and enacted by its Board of Trustees, promptly after enactment. The “Effective Date” of this Agreement shall be the date of enactment of the second such Resolution approving this Agreement.
- b) Employee Compensation. Each Party shall be solely responsible for any wages, compensation, benefits or insurance coverage, including but not limited to health and/or Workers Compensation coverage, for its respective officers, agents, and/or employees during the time of this Agreement.
- c) Insurance; Indemnification; Sole Responsibilities. Each party shall maintain insurance through an Illinois Licensed Insurance Company, covering its general liability, in an amount not less than \$3 million. Upon request, each party shall provide to the other a certificate of such insurance.
- d) Freedom of Information. Each Party agrees to provide to the other Party, after notice, and within sufficient time to allow the other Party to timely respond to any request for information duly filed with it pursuant to the Illinois Freedom of Information Act, any documents so requested. Should any Party fail to timely provide any such documents after such notice, so as to result in any fine, penalty, attorney fees, and/or court costs being imposed against the other Party as a result, or copy costs being absorbed without reimbursement, such Party shall be liable to the other Party to pay or to reimburse the amount of any such fine, penalty, copy fees, attorney fees, and/or court costs so imposed, or such copy costs.
- e) Excusable Delays. Non-performance of any of the obligations of either party under this Agreement due to delays beyond its reasonable control shall not be considered a breach of this Agreement.
- f) Entire Agreement. Each Party acknowledges that this Agreement is the complete and exclusive statement of the Agreement between the parties, and supersedes and merges all prior proposals, understandings and all other agreements, oral and written, between the parties relating to this Agreement. This Agreement may not be modified or altered except by a written instrument duly approved by each Party and thereafter executed by both parties.
- g) Governing Law/Venue. This Agreement and the performance hereunder shall be governed by and construed in accordance with the laws of the State of Illinois. Any and all proceedings relating to the subject matter hereof shall be maintained in the Circuit Court of Kane County of the State of Illinois, which court shall have exclusive jurisdiction for such purpose.
- h) Enforceability. If any provision of this Agreement shall be held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions shall in no way be affected or impaired thereby.

- i) No Assignment. Neither party may without the prior written consent of the other, assign this Agreement or any of its rights, duties or obligations hereunder in whole or in part, to any person or entity.
- j) No Waiver. The waiver or failure of either Party to exercise in any respect any right provided herein shall not be deemed a waiver of any further right hereunder
- k) Notices.
  - (i) Any notice provided for or permitted to be given pursuant to this Agreement must be in writing and shall be deemed to have been properly given only if personally delivered or deposited in the official United States mail, postage paid and registered or certified, with return receipt requested, or via a reputable overnight mail carrier addressed as follows:
    - If to Hampshire: Village of Hampshire  
234 South State Street  
P.O. Box 457  
Hampshire, IL 60140-0457  
Attn: Village Manager
    - If to District: Hampshire Fire Protection District  
202 Washington Avenue  
Hampshire, IL 60140  
Attn: Chief
  - (ii) All notices shall be effective upon the date of personal delivery, the day after mailing if sent by overnight mail, or the date of receipt on the return receipt of the notice on behalf of the addressee thereof. Rejection or other refusal to accept a notice or the inability to deliver the same because of changes address of which no notice was given as provided herein shall be deemed to be receipt of the notice sent.
  - (iii) By giving the other Party at least 10 days written notice thereof, any Party shall have the right, at any time or from time to time, to change its or his address for notice under this Section.
- l) Termination. Either party may terminate this Agreement upon thirty (30) days written notice to to the other, for any reason or no reason.

VILLAGE OF HAMPSHIRE

HAMPSHIRE FIRE PROTECTION DISTRICT

By: \_\_\_\_\_  
Jay Hedges  
Village Manager

By: \_\_\_\_\_  
Trevor Herrmann  
Fire Chief



New Projected Cost Estimates:

S. Martinez Renovation:	\$83,097.30
Hawken Locksmith Services:	<u>\$5,894.70</u>
Total:	\$88,992

**Recommendation:** The Police Department recommends the approval of a \$88,992 expenditure to SCH Commercial Investments, LLC to complete the facility improvements at the Police Department. The expense will be amortized over the remainder of the lease term at 5% beginning when the improvements are completed.



License • Bonded • Insured  
 184 S. State St.  
 Hampshire, IL 60140  
 708.227.7651  
 SMARTinEZRestoration@EandJExteriors.com  
 License Number: 104019119

<b>Customer Name:</b> Mr. DAVE SHECK (HAMPSHIRE PD DEPT.) (Owner)	
<b>Address:</b> 215 INDUSTRIAL DR.	
<b>City/St./Zip:</b> HAMPSHIRE, IL. 60140	
<b>Email:</b> DLSCHECK@APA1.COM	
<b>Breakdown Date:</b> February 9, 2023	<b>Cell</b> ☎ : 630.947.2412
<b>Estimator:</b> SMARTinEZ Restoration	
<b>Field Supervisor:</b> S.Martinez 708.227.7651	

12 Estimate is based on code dated prime materials. We will never use "Seconds". **Build Date:**

236 DEMO / HAUL / DISPOSE		UN	Quantity	Amount	Total
237	Remove haul and dispose of the pre-existing classroom ; one wall, drop ceiling ,drywall, studs, and components. Prep for construction Remove pre-existing classroom wall with door leading to garage	EA	1.00	\$ 4,890.00	\$ 4,890.00
239	Dumpster- Disposal fees / Permit / Scheduled Inspections	EA	1.00	\$ 898.00	\$ 898.00
<b>DEMO / HAUL / DISPOSE Breakdown Total:</b>					<b>\$ 5,788.00</b>

259 FRAMING / CONSTRUCTION / INSTALL		UN	Quantity	Amount	Total
260	Frame load bearing wall to separate the NEW SIMULATION ROOM (25'x25') and NEW TRAINING ROOM (25'x25') Construct load bearing wall to include framing for steel door opening from New Training Room to New Simulation Room door size ( <u>  </u> x <u>  </u> )	SF	1000.00	\$ 7.75	\$ 7,750.00
261	Frame in the NEW TRAINING ROOM (25'x25') allowing for New Steel Stairs to be installed for access to second floor with railing	SF	1000.00	\$ 7.75	\$ 7,750.00
262	Install Insulation foam to assist with noise reduction for Simulation room and training room Construct and install steel stairs that lead to new storage area on 2nd level mezzanine with 4ft railings around entire 2nd story	EA	1.50	\$ 8,000.00	\$ 12,000.00
263	Install Drop ceiling at 10" in Simulation Room and Training Room	SF	1300.00	\$ 6.80	\$ 8,840.00
264	Create and install steel support mounting projector platform as directed	EA	1.00	\$ 2,546.80	\$ 2,546.80
265	Permits/ Registration/ Disposal fees/Permits/ Sheduled Inspections	EA	1.00	\$ 1,300.00	\$ 1,300.00
266	Install drywall, tape, sand ,prep, for paint inside and outside new walls	EA	72.00	\$ 85.00	\$ 6,120.00
267	Paint all walls and doors - texture/color:_____	SF	2250.00	\$ 1.75	\$ 3,937.50
268	Install 3 steel doors with ADA compliant thresholds including prep wiring for digital hardware locking components mounted on wall install baseboard and door trim	EA	3.00	\$ 1,780.00	\$ 5,340.00
269	Install new commercial carpet in both rooms and flooring in storage area. Install Insulation foam to assist with noise reduction for Sim room and training room	SF	2500.00	\$ 1.25	\$ 3,125.00
<b>FRAMING / CONSTRUCTION / INSTALL Breakdown Total:</b>					<b>\$ 58,709.30</b>

280

282	<b>ELECTRICAL</b>	UN	Quantity	Amount	Total
	Install new conduits to simulation room and training room - Electric includes- 14 Outlets -20AMP Color: <i>white</i> 3 Dual Outlets 3 Separate Circuits 1 Outlet above Drop Ceiling 3 Exit Signs above doors 2 Wire access to power steel doors for locking component 6 light 3way switches controlling 12- commercial LED box lights Permits/ Registration/ Disposal fees/Permits/ Sheduled Inspections	EA	1.00	\$ 6,600.00	\$ 6,600.00

303 **ELECTRICAL Breakdown Total:** \$ 6,600.00

328	<b>ARCHITECH / ENGINEER (ADDITIONAL WORK)</b>	UN	Quantity	Amount	Total
329	Creation of blue prints for renovation permit including componenets for HVAC ELECTRIC RATED STEEL DOORS MEZZANINE 2nd Floor New, Simulation room and Classroom. All revisions/ resubmissions /reinspections of changes required by code	EA	1.00	\$ 6,800.00	\$ 6,800.00

349 **ARCHITECH / ENGINEER (ADDITIONAL WORK) Breakdown Total:** \$ 6,800.00

686	<b>HVAC</b>	UN	Quantity	Amount	Total
688	Raise, redirect, and add new insulated runs to both additional rooms Including exhaust fan for computer hard drive tower/ wire room	EA	1.00	\$ 5,200.00	\$ 5,200.00

702 **HVAC Breakdown Total:** \$ 5,200.00

722	<b>Subtotal:</b>	\$	83,097.30
725	<b>Material Tax:</b>		Exempted
726	<b>Grand Total:</b>	\$	83,097.30

736 Payment Due Upon Completion Of Each Trade Listed Above. Alternative Payment Due is Half Down at start and Final Half at Job Completion.

737 Acceptance of Estimate: The above terms and conditions and those if any, contained on the "Additional Work & Upgrades" and "Supplement Billing" are satisfactory and are hereby accepted. You are authorized to do the work. Payment will be made as outlined above.

739 **Customer's Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

741 **Work has been inspected by the customer and has been completed to customer's satisfaction.**

743 **Customer's Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_



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

## Agenda Supplement

---

**TO:**                      **President Reid; Board of Trustees**  
**FROM:**                **Douglas Pann, Chief of Police**  
**FOR:**                   **Village Board Meeting on February 16, 2023**  
**RE:**                     **Approve Expenditure for Squad Car Technology**

---

**Background:** Officers of the Hampshire Police Department are heavily dependent upon technology in their day to day operations and the technology of the Police Department is very outdated. The computers in the squad cars are all about 8 years old, parts to repair the computers are now unavailable, and the software and hardware configurations are no longer supported. Every day officers spend a great deal of time troubleshooting technology related issues due to the condition of the equipment. At this point, Officers cannot write reports in the squad cars and must come to the station to do so. All citations are manually written, manually entered into our records management system, and physically delivered to the Kane County Courthouse. This current state of technology dramatically reduces the efficiency, effectiveness, and availability of our patrol operations on a daily basis. The vision of the near future is to improve the police department technology to the point where officers have reliable modern technology, are writing their reports in their squad cars, issue citations electronically in the field and all the data is stored and managed in a modern records management system integrated with Kane County. The first significant step in improving the state of technology was to modernize our internet connection, which has been completed. The next step is to update all mobile technology in the squad cars.

**Analysis:** Since the mobile technology in all but two squad cars is approximately eight years old, the basic platforms need to be updated. The most cost efficient platform is the Getac semi-rugged laptop computer with matching docking stations and connected to an electronic citations system that integrates with Kane County. This interconnected mobile platform improves all aspects of efficiency for the officers and dramatically improves their ability to conduct traffic enforcement in the field. Although this is not a budgeted

expenditure, the Tow Fund, which is earmarked for traffic enforcement related expenditures, is well funded at this time and contains more than enough money to fund this project.

The Police Department sought quotes from two vendors for the Getac semi-rugged laptops and Havis docking stations needed, and also sought quotes for printers and related equipment from three vendors. All of this equipment will need to be installed by a reliable upfitter and Ultrastrobe of Crystal Lake has provided a quote for the installation.

Quotes for eight (8) Getac laptops and docking stations:

Vendor CDW-G: \$26,813.84

Vendor Ultra Strobe Communications: \$26,528.00

Quotes for eight (9) Printers, Printer Cradles, and Chargers:

Vendor CDW-G: \$8292.60

Vendor Ultrastrobe Communications: \$9,992.00

Vendor Tyler Technologies: \$7,594.00 (Included in larger quote)

The equipment will need to be installed by a reliable upfitter and the Police Department obtained a quote from Ultrastrobe Communications:

Quote for Installation:

Vendor Ultrastrobe Communications: \$2600.00

The software, setup, configuration, and integration of the printers with Kane County is provided by a sole source vendor, Tyler Technologies. There is an initial setup cost and then an annual maintenance fee of \$3,825, which will need to be included in the FY24 budget.

Quote for printer software setup, configuration, intergration, and training:

Vendor Tyler Technologies: \$11,000.00

**Recommendation:** The Police Department recommends the approval of a \$47,722 unbudgeted expenditure to outfit 8 squad cars with new computers, docking stations, and printers. The expenditure would be broken down as follows:

Computers and Docking Stations - Ultrastrobe Communications:	\$26,528.00
Printers and Related Items - Tyler Technologies:	\$7,594.00
Hardware Installation - Ultra Strobe Communications:	\$2,600.00
Printer setup, configuration, intergration, and training Tyler Technologies:	\$11,000.00
<u>Total Expenditure:</u>	<u>\$47,722.00</u>

Funding source: Tow Fund



# Estimate

Ultra Strobe Communications Inc  
 748 Tek Drive  
 Crystal Lake, IL. 60014

Date	Estimate #
2/8/2023	6173

Name / Address
Hampshire Police Dept. 200 Industrial Dr. Hampshire, IL 60140

P.O. No.	Job Name
	Computers

Item	Description	Qty	Price	Total
GETAC COMPUTER	S410G4 - i5-1135G7, Hello Cam, Win10+16GB, 256GB PCIe SSD(main), SR(FHD LCD+TS+Stylus), US KBD+US Power Cord, Backlit KBD, WIFI+BT+4G GPS+PT, TB4. SP27TAQASCXX	8	2,430.00	19,440.00
DS-GTC-617-3	Havis Docking Station for Getac's S410 Notebook with Power Supply (containing Triple Pass-through Antenna connection)	8	886.00	7,088.00

<b>Subtotal</b>	\$26,528.00
<b>Sales Tax (7.75%)</b>	\$0.00
<b>Total</b>	\$26,528.00

Signature \_\_\_\_\_ Date \_\_\_\_\_

Our quotes are valid for 14 days

**\*\*PLEASE NOTE LIGHTBARS / PARTITIONS TAKE 8-12 WEEKS TO ARRIVE FROM ORDER DATE\*\***

Phone #	Fax #	E-mail	Web Site
8154791717	815-479-1818	stacey@ultrastrobe.com	www.ultrastrobe.com



# Estimate

Ultra Strobe Communications Inc  
 748 Tek Drive  
 Crystal Lake, IL. 60014

Date	Estimate #
2/8/2023	6174

Name / Address
Hampshire Police Dept. 200 Industrial Dr. Hampshire, IL 60140

P.O. No.	Job Name
	Installation

Item	Description	Qty	Price	Total
Installation	Installation of equipment. Removal of old docking station, printers, computer. Install of new docking station, printer, computer	8	325.00	2,600.00

Signature \_\_\_\_\_ Date \_\_\_\_\_

Our quotes are valid for 14 days

<b>Subtotal</b>	\$2,600.00
<b>Sales Tax (7.75%)</b>	\$0.00
<b>Total</b>	\$2,600.00

**\*\*PLEASE NOTE LIGHTBARS / PARTITIONS TAKE 8-12 WEEKS TO ARRIVE FROM ORDER DATE\*\***

Phone #	Fax #	E-mail	Web Site
8154791717	815-479-1818	stacey@ultrastrobe.com	www.ultrastrobe.com



# Estimate

Ultra Strobe Communications Inc  
 748 Tek Drive  
 Crystal Lake, IL. 60014

Date	Estimate #
2/8/2023	6175

Name / Address
Hampshire Police Dept. 200 Industrial Dr. Hampshire, IL 60140

P.O. No.	Job Name
	printers

Item	Description	Qty	Price	Total
ZQ52-BUE0010-00	Zebra ZQ521 Mobile Printer DT Printer ZQ521, media width 4.45"/113mm; English/Latin fonts, Bluetooth 4.1, NO battery, US/Canada certs Zebra ZQ521 Battery Eliminator Cradle Kit, Battery Eliminator Cradle with USB lock Zebra ZQ521 Battery Eliminator Power Adapter - Open Ended, Power Adapter for Mobile Battery Eliminator, 12~48V, open ended, New Resistor Zebra ZQ521 - USB Communication Cable USB cable - USB (M) to Micro-USB Type B (P) - 6 f	8	1,249.00	9,992.00

<b>Subtotal</b>	\$9,992.00
<b>Sales Tax (7.75%)</b>	\$0.00
<b>Total</b>	\$9,992.00

Signature \_\_\_\_\_ Date \_\_\_\_\_

Our quotes are valid for 14 days

**\*\*PLEASE NOTE LIGHTBARS / PARTITIONS TAKE 8-12 WEEKS TO ARRIVE FROM ORDER DATE\*\***

Phone #	Fax #	E-mail	Web Site
8154791717	815-479-1818	stacey@ultrastrobe.com	www.ultrastrobe.com

INVESTMENT SUMMARY FOR:  
Hampshire Police Department, IL

PRESENTED BY:  
Mark Lepley

2/9/2023





## INVESTMENT SUMMARY

Tyler Software	\$ 0
Services	\$ 9,500
Third-Party Products	\$ 7,594
Other Cost	\$ 0
Travel	\$ 1,500
<b>Total One-Time Cost</b>	<b>\$ 18,594</b>
Annual Recurring Fees/SaaS	\$ 3,825
Tyler Software Maintenance	\$ 0



Quoted By:  
 Quote Expiration:  
 Quote Name:

Mark Lepley  
 8/8/23  
 eCitation (9 MDT's)

**Sales Quotation For:**

Hampshire Police Department  
 215 Industrial Drive  
 Hampshire, IL 60140-0457  
 Phone: 7086832240

**Shipping Address:**

Hampshire Police Department  
 215 Industrial Drive

**Annual / SaaS**

Description	Quantity	Fee	Discount	Annual
<b>Enforcement Mobile</b>				
License				
REF License - MDC or TABLET [9]	9	\$ 425	\$ 0	\$ 3,825
<b>Interface</b>				
Interface: Enterprise Law Enforcement Records	1	\$ 0	\$ 0	\$ 0
Device Level - Enterprise Public Safety	1	\$ 0	\$ 0	\$ 0
CMS - Enterprise Justice	1	\$ 0	\$ 0	\$ 0
<b>Subscription License Fees</b>				
Export file: IDOT Demographic Profile (Included with subscription)	1	\$ 0	\$ 0	\$ 0
Task: IDOT Traffic and Pedestrian Stop (Included with subscription)	1	\$ 0	\$ 0	\$ 0

**TOTAL**

**\$ 3,825**

**Services**

Description	Quantity	Unit Price	Discount	Total	Maintenance
<b>Enforcement Mobile</b>					
Set Up & Configuration for Enterprise Public Safety Interface	1	\$ 0	\$ 0	\$ 0	\$ 0
Set Up and Configuration (Child config from Kane County)	1	\$ 6,500	\$ 0	\$ 6,500	\$ 0
Training	1	\$ 2,000	\$ 0	\$ 2,000	\$ 0
Set Up & Configuration for Enterprise Justice Interface	1	\$ 0	\$ 0	\$ 0	\$ 0
Project Management	1	\$ 1,000	\$ 0	\$ 1,000	\$ 0
<b>TOTAL</b>				<b>\$ 9,500</b>	<b>\$ 0</b>

**Third-Party Hardware, Software and Services**

Description	Quantity	Unit Price	Total	Unit Maintenance	Year One Maintenance
<b>Enforcement Mobile</b>					
ZQ52-BUE0000-00 / Zebra, Printer, ZQ521	9	\$ 630	\$ 5,670	\$ 0	\$ 0
P1063406-030 / Zebra, ZQ520, Vehicle Charger-open ended	9	\$ 45	\$ 405	\$ 0	\$ 0
P1063406-062 / Zebra, ZQ500, Vehicle Cradle	9	\$ 125	\$ 1,125	\$ 0	\$ 0
P1063406-146 / Zebra, ZQ500, USB Cable, 12' w/20AWG wires	9	\$ 27	\$ 243	\$ 0	\$ 0
LD-R4KN5B / Zebra, ZQ520/RW420, Paper, 36 rolls per case	1	\$ 151	\$ 151	\$ 0	\$ 0
<b>TOTAL</b>			<b>\$ 7,594</b>		<b>\$ 0</b>

**Summary**

**One Time Fees**

**Recurring Fees**

Total Tyler Software	\$ 0	\$ 0
Total Annual	\$ 0	\$ 3,825
Total Tyler Services	\$ 9,500	\$ 0
Total Third-Party Hardware, Software, Services	\$ 7,594	\$ 0
<b>Travel</b>	<b>\$ 1,500</b>	

**Comments**

Agency is responsible for paying any applicable state taxes. Contract total does not include tax.

RETURN POLICY: When Hardware is included, Tyler will accept return of delivered hardware only within thirty (30) days of the date of delivery to you, and only if the hardware is returned sealed in its original packaging. Tyler will not issue any refund or credit for returned hardware that is not sealed in its original packaging and/or returned more than thirty (30) days after the date of delivery to you.

Quote includes the following:

- Software as a Subscription (Software, maintenance and hosting)
- MDT configuration (Based on a child config from Kane County)
- Administrative website (Unlimited users)
- Licenses (9 MDT's)
- Traffic citations (IL UTC)
- Local ordinance citations (IL UTC)
- Warnings (All ticket types)
- Court interface (Kane County)
- IL Traffic and Pedestrian Stop task
- IDOT demographic profile export file
- RMS interface (Tyler)
- Mobile integration (Tyler)
- All services to manage, implement and train-the-trainers



Thank you for choosing CDW. We have received your quote.

Hardware      Software      Services      IT Solutions      Brands      Research Hub

## Review and Complete Purchase

**DOUGLAS PANN,**

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NFPG104	2/2/2023	ZEBRA	5346779	<b>\$8,292.60</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Zebra ZQ500 Series ZQ521 - label printer - B W - direct thermal</a> Mfg. Part#: ZQ52-BUW0000-00 Contract: MARKET	9	6152289	\$755.66	\$6,800.94
<a href="#">Zebra printer vehicle cradle</a> Mfg. Part#: P1063406-062 UNSPSC: 44103116 Contract: MARKET	9	4387733	\$123.75	\$1,113.75
<a href="#">Zebra Vehicle Charger</a> Mfg. Part#: P1063406-031 UNSPSC: 39121006 Contract: MARKET	9	3668735	\$41.99	\$377.91

<b>SUBTOTAL</b>	\$8,292.60
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$8,292.60</b>

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> VILLAGE OF HAMPSHIRE ACCTS PAYABLE 234 S STATE ST PO BOX 457 HAMPSHIRE, IL 60140-7001 <b>Phone:</b> (847) 683-2181 <b>Payment Terms:</b> Net 30 Days-Govt State/Local	<b>Shipping Address:</b> VILLAGE OF HAMPSHIRE DOUGLAS PANN 234 S STATE ST PO BOX 457 HAMPSHIRE, IL 60140-7001 <b>Phone:</b> (847) 683-2181 <b>Shipping Method:</b> DROP SHIP-GROUND
	<b>Please remit payments to:</b>  CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



## Sales Contact Info

Sean Ellis | (877) 499-8915 | [seanell@cdwg.com](mailto:seanell@cdwg.com)

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**Convert Quote to Order**

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NFPS436	2/3/2023	GETAC	5346779	<b>\$26,813.84</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Getac S410 G4 Basic - 14" - Core i5 1135G7 - 16 GB RAM - 256 GB SSD - 4G LT</a> Mfg. Part#: SP27TAQASCXX Contract: MARKET	8	6514667	\$2,413.25	\$19,306.00
<a href="#">Havis Vehicle Dock with RF for Getac S410 - Black</a> Mfg. Part#: OHHGTC6173 Contract: MARKET	8	4937092	\$938.48	\$7,507.84

<b>SUBTOTAL</b>	\$26,813.84
<b>SHIPPING</b>	\$0.00
<b>SALES TAX</b>	\$0.00
<b>GRAND TOTAL</b>	<b>\$26,813.84</b>

PURCHASER BILLING INFO	DELIVER TO
<b>Billing Address:</b> VILLAGE OF HAMPSHIRE ACCTS PAYABLE 234 S STATE ST PO BOX 457 HAMPSHIRE, IL 60140-7001 <b>Phone:</b> (847) 683-2181 <b>Payment Terms:</b> Net 30 Days-Govt State/Local	<b>Shipping Address:</b> VILLAGE OF HAMPSHIRE DOUGLAS PANN 234 S STATE ST PO BOX 457 HAMPSHIRE, IL 60140-7001 <b>Phone:</b> (847) 683-2181 <b>Shipping Method:</b> DROP SHIP-GROUND
	<b>Please remit payments to:</b> CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515



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

## Agenda Supplement

---

**TO:** President Reid; Board of Trustees  
**FROM:** Josh Wray, Assistant to the Village Manager  
**FOR:** Village Board Meeting on February 13, 2023  
**RE:** PSA for Preliminary Engineering for Safe Routes to School

---

**Background:** The Village was awarded a \$250,000 grant for a major sidewalk construction project through the IDOT Safe Routes to School program. The local match includes both construction and engineering costs. Staff is proposing to begin this work the preliminary engineering with EEI.

**Analysis:** The PSA attached from EEI totals \$34,962, some of which will be spent in the current fiscal year and some in the next fiscal year. In the current fiscal year, the Board budgeted \$96,000 for work for this project assuming IDOT would release the project in summer of 2022. IDOT did not release the project until much later, so most of the Village's local match will be proposed in the FY24 budget.

**Recommendation:** Staff recommends approving the attached professional services agreement with EEI for preliminary engineering for the Safe Routes to School project.

**Professional Services Agreement  
for Preliminary Engineering for Safe Routes To School Project**

THIS AGREEMENT, by and between the Village of Hampshire, hereinafter referred to as the "Village" or "OWNER" and Engineering Enterprises, Inc. hereinafter referred to as the "Contractor" or "ENGINEER" agrees as follows:

**A. Services:**

The Engineer shall furnish the necessary personnel, materials, equipment and expertise to make the necessary investigations, analysis and calculations along with exhibits, cost estimates and narrative, to complete all necessary engineering services to the Village as indicated on the included Attachment B. Preliminary Engineering for all locations indicated on Attachment D will be provided. Design & Construction Engineering services are not included and would be provided in a separate agreement. All Engineering will be in accordance with all Village and Illinois Department of Transportation requirements.

**B. Term:**

Services will be provided beginning on the date of execution of this agreement and continuing, until terminated by either party upon 7 days written notice to the non-terminating party or upon completion of the Services. Upon termination the Contractor shall be compensated for all work performed for the Village prior to termination.

**C. Compensation and maximum amounts due to Contractor:**

Engineer shall receive as compensation for all work and services to be performed herein an amount based on the Estimated Level of Effort and Associated Cost included in Attachment C. Preliminary Engineering will be paid for monthly based on the percentage of the project that is complete. The Fixed Fee amount for the Preliminary Engineering for the project is \$34,962 including subconsultants. The hourly rates for this project are shown in Attachment F. All payments will be made accordingly to the Illinois State Prompt Payment Act and not less than once every thirty days.

**D. Changes in Rates of Compensation:**

In the event that this contract is designated in Section B hereof as an Ongoing Contract, Contractor, on or before February 1st of any given year, shall provide written notice of any change in the rates specified in Section C hereof (or on any attachments hereto) and said changes shall only be effective on and after May 1st of that same year.

**E. Ownership of Records and Documents:**

Contractor agrees that all books and records and other recorded information developed specifically in connection with this agreement shall remain the property of the Village. Contractor agrees to keep such information confidential and not to disclose or disseminate the information to third parties without the consent of the Village. This confidentiality shall not apply to material or information, which would otherwise be subject to public disclosure through the freedom of information act or if already previously disclosed by a third party. Upon termination of this agreement, Contractor agrees to return all such materials to the Village. The Village agrees not to modify any original documents produced by Contractor without contractor's consent. Modifications of any signed duplicate original document not authorized by ENGINEER will be at OWNER's sole risk and without legal liability to the ENGINEER. Use of any incomplete, unsigned document will, likewise, be at the OWNER's sole risk and without legal liability to the ENGINEER.

**F. Governing Law:**

This contract shall be governed and construed in accordance with the laws of the State of Illinois. Venue shall be in Kane County, Illinois.

**G. Independent Contractor:**

Contractor shall have sole control over the manner and means of providing the work and services performed under this agreement. The Village's relationship to the Contractor under this agreement shall be that of an independent contractor. Contractor will not be considered an employee to the Village for any purpose.

**H. Certifications:**

Employment Status : The Contractor certifies that if any of its personnel are an employee of the State of Illinois, they have permission from their employer to perform the service.

Anti-Bribery : The Contractor certifies it is not barred under 30 Illinois Compiled Statutes 500/50-5(a) - (d) from contracting as a result of a conviction for or admission of bribery or attempted bribery of an officer or employee of the State of Illinois or any other state.

Loan Default: If the Contractor is an individual, the Contractor certifies that he/she is not in default for a period of six months or more in an amount of \$600 or more on the repayment of any educational loan guaranteed by the Illinois State Scholarship Commission made by an Illinois institution of higher education or any other loan made from public funds for the purpose of financing higher education (5 ILCS 385/3).

Felony Certification: The Contractor certifies that it is not barred pursuant to 30 Illinois Compiled Statutes 500/50-10 from conducting business with the State of Illinois or any agency as a result of being convicted of a felony.

Barred from Contracting : The Contractor certifies that it has not been barred from contracting as a result of a conviction for bid-rigging or bid rotating under 720 Illinois Compiled Statutes 5/33E or similar law of another state.

Drug Free Workplace: The Contractor certifies that it is in compliance with the Drug Free Workplace Act (30 Illinois Compiled Statutes 580) as of the effective date of this contract. The Drug Free Workplace Act requires, in part, that Contractors, with 25 or more employees certify and agree to take steps to ensure a drug free workplace by informing employees of the dangers of drug abuse, of the availability of any treatment or assistance program, of prohibited activities and of sanctions that will be imposed for violations; and that individuals with contracts certify that they will not engage in the manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract.

Non-Discrimination, Certification, and Equal Employment Opportunity : The Contractor agrees to comply with applicable provisions of the Illinois Human Rights Act (775 Illinois Compiled Statutes 5), the U.S. Civil Rights Act, the Americans with Disabilities Act, Section 504 of the U.S. Rehabilitation Act and the rules applicable to each. The equal opportunity clause of Section 750.10 of the Illinois Department of Human Rights Rules is specifically incorporated herein. The Contractor shall comply with Executive Order 11246, entitled Equal Employment Opportunity, as amended by Executive Order 11375, and as supplemented by U.S. Department of Labor regulations (41 C.F.R. Chapter 60). The Contractor agrees to incorporate this clause into all subcontracts under this Contract.

International Boycott: The Contractor certifies that neither it nor any substantially owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the U.S. Export Administration Act of 1979 or the regulations of the U.S. Department of Commerce promulgated under that Act (30 ILCS 582).

Record Retention and Audits: If 30 Illinois Compiled Statutes 500/20-65 requires the Contractor (and any subcontractors) to maintain, for a period of 3 years after the later of the date of completion of this Contract or the date of final payment under the Contract, all books and records relating to the performance of the Contract and necessary to support amounts charged to the Village under the Contract. The Contract and all books and records related to the Contract shall be available for review and audit by the Village and the Illinois Auditor General. If this Contract is funded from contract/grant funds provided by the U.S. Government, the Contract, books, and records shall be available for review and audit by the Comptroller General of the U.S. and/or the Inspector General of the federal sponsoring agency. The Contractor agrees to cooperate fully with any audit and to provide full access to all relevant materials.

United States Resident Certification: (This certification must be included in all contracts involving personal services by non-resident aliens and foreign entities in accordance with requirements imposed by the Internal Revenue Services for withholding and reporting federal income taxes.) The Contractor certifies that he/she is a:  United States Citizen  Resident Alien  Non-Resident Alien The Internal Revenue Service requires that taxes be withheld on payments made to non resident aliens for the performance of personal services at the rate of 30%.

Tax Payer Certification : Under penalties of perjury, the Contractor certifies that its Federal Tax Payer Identification Number or Social Security Number is (provided separately) and is doing business as a (check one):  Individual  Real Estate Agent  Sole Proprietorship  Government Entity  Partnership  Tax Exempt Organization (IRC 501(a) only)  Corporation  Not for Profit Corporation  Trust or Estate  Medical and Health Care Services Provider Corp.

### **I. Indemnification:**

Contractor shall indemnify and hold harmless the Village and Village's agents, servants, and employees against all loss, damage, and expense which it may sustain or for which it will become liable on account of injury to or death of persons, or on account of damage to or destruction of property resulting from the performance of work under this agreement by Contractor or its Subcontractors, or due to or arising in any manner from the wrongful act or negligence of Contractor or its Subcontractors of any employee of any of them. In the event that the either party shall bring any suit, cause of action or counterclaim against the other party, the non-prevailing party shall pay to the prevailing party the cost and expenses incurred to answer and/or defend such action, including reasonable attorney fees and court costs. In no event shall the either party indemnify any other party for the consequences of that party's negligence, including failure to follow the ENGINEER's recommendations.

### **J. Insurance :**

The contractor agrees that it has either attached a copy of all required insurance certificates or that said insurance is not required due to the nature and extent of the types of services rendered hereunder. (Not applicable as having been previously supplied)

### **K. Additional Terms or Modification:**

The terms of this agreement shall be further modified as provided on the attached Exhibits. Except for those terms included on the Exhibits, no additional terms are included as a part of this agreement. All prior understandings and agreements between the parties are merged into this agreement, and this agreement may not be modified orally or in any manner other than by an agreement in writing signed by both parties. In the event that any provisions of this agreement shall be held to be invalid or unenforceable,

the remaining provisions shall be valid and binding on the parties. The list of Attachments are as follows:

- Attachment A:** Standards Terms & Conditions
- Attachment B:** Scope of Services
- Attachment C:** Estimated Level of Effort and Associated Cost
- Attachment D:** Location Map
- Attachment E:** Estimated Project Schedule
- Attachment F:** 2021 Standard Schedule of Charges
- Attachment G:** Huff and Huff Proposal

**L. Notices:**

All notices required to be given under the terms of this agreement shall be given mail, addressed to the parties as follows:

For the Village:

Village Manager and Village Clerk  
Village of Hampshire  
234 S. State Street  
P.O. Box 457  
Hampshire, IL 60140

For the Contractor:

Engineering Enterprises, Inc.  
52 Wheeler Road  
Sugar Grove, Illinois, 60554

Either of the parties may designate in writing from time-to-time substitute addresses or persons in connection with required notices.

Agreed to this \_\_\_ day of \_\_\_\_\_, 2023.

Village of Hampshire

Engineering Enterprises, Inc.:

\_\_\_\_\_  
Jay Hedges  
Village Manager

\_\_\_\_\_  
Timothy N. Paulson, P.E., CFM  
Senior Project Manager

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

\_\_\_\_\_  
Christopher J. Ott, P.E., CPII  
Project Manager

**Safe Routes To School – Phase I  
Village of Hampshire**

**ATTACHMENT A - STANDARD TERMS AND CONDITIONS**

**Agreement:** These Standard Terms and Conditions, together with the Professional Services Agreement, constitute the entire integrated agreement between the OWNER and Engineering Enterprises, Inc. (EEI) (hereinafter “Agreement”), and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing.

**Standard of Care:** In providing services under this Agreement, the ENGINEER will endeavor to perform in a matter consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under same circumstances in the same locality. ENGINEER makes no other warranties, express or implied, written or oral under this Agreement or otherwise, in connection with ENGINEER’S service.

**Opinion of Probable Construction Costs:** ENGINEER’S opinion of probable construction costs represents ENGINEER’S best and reasonable judgment as a professional engineer. OWNER acknowledges that ENGINEER has no control over construction costs of contractor’s methods of determining pricing, or over competitive bidding by contractors, or of market conditions or changes thereto. ENGINEER cannot and does not guarantee that proposals, bids or actual construction costs will not vary from ENGINEER’S opinion of probable construction costs.

**Copies of Documents & Electronic Compatibility:** Copies of Documents that may be relied upon by OWNER are limited to the printed copies (also known as hard copies) that are signed or sealed by the ENGINEER. Files in electronic media format of text, data, graphics, or of other types that are furnished by ENGINEER to OWNER are only for convenience of OWNER. Any conclusion or information obtained or derived from such electronic files will be at the user’s sole risk. When transferring documents in electronic media format, ENGINEER makes no representations as to long term compatibility, usability, or readability of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by ENGINEER at the beginning of the project.

**Changed Conditions:** If, during the term of this Agreement, circumstances or conditions that were not originally contemplated by or known to the ENGINEER are revealed, to the extent that they affect the scope of services, compensation, schedule, allocation of risks, or other material terms of this Agreement, the ENGINEER may call for renegotiation of appropriate portions of this Agreement. The ENGINEER shall notify the OWNER of the changed conditions necessitating renegotiation, and the ENGINEER and the OWNER shall promptly and in good faith enter into renegotiation of this Agreement to address the changed conditions. If terms cannot be agreed to, the parties

agree that either party has the absolute right to terminate this Agreement, in accordance with the termination provision hereof.

**Hazardous Conditions:** OWNER represents to ENGINEER that to the best of its knowledge no Hazardous Conditions (environmental or otherwise) exist on the project site. If a Hazardous Condition is encountered or alleged, ENGINEER shall have the obligation to notify OWNER and, to the extent of applicable Laws and Regulations, appropriate governmental officials. It is acknowledged by both parties that ENGINEER's scope of services does not include any services related to a Hazardous Condition. In the event ENGINEER or any other party encounters a Hazardous Condition, ENGINEER may, at its option and without liability for consequential or any other damages, suspend performance of services on the portion of the project affected thereby until OWNER: (i) retains appropriate specialist consultant(s) or contractor(s) to identify and, as appropriate, abate, remediate, or remove the Hazardous Condition; and (ii) warrants that the project site is in full compliance with applicable Laws and Regulations.

**Consequential Damages:** Notwithstanding any other provision of this Agreement, and to the fullest extent permitted by law, neither the OWNER nor the ENGINEER, their respective officers, directors, partners, employees, contractors, or subcontractors shall be liable to the other or shall make any claim for any incidental, indirect, or consequential damages arising out of or connected in any way to the Project or to this Agreement. This mutual waiver of consequential damages shall include, but is not limited to, loss of use, loss of profit, loss of business, loss of income, loss of reputation, or any other consequential damages that either party may have incurred from any cause of action including negligence, strict liability, breach of contract, and breach of strict or implied warranty. Both the OWNER and the ENGINEER shall require similar waivers of consequential damages protecting all the entities or persons named herein in all contracts and subcontracts with others involved in this project.

**Termination:** This Agreement may be terminated for convenience, without cause, upon fourteen (14) days written notice of either party. In the event of termination, the ENGINEER shall prepare a final invoice and be due compensation as set forth in the Professional Services Agreement for all costs incurred through the date of termination.

Either party may terminate this Agreement for cause upon giving the other party not less than seven (7) calendar days' written notice for the following reasons:

- (a) Substantial failure by the other party to comply with or perform in accordance with the terms of the Agreement and through no fault of the terminating party;
- (b) Assignment of the Agreement or transfer of the project without the prior written consent of the other party;

- (c) Suspension of the project or the ENGINEER'S services by the OWNER for a period of greater than ninety (90) calendar days, consecutive or in the aggregate.
- (d) Material changes in the conditions under which this Agreement was entered into, the scope of services or the nature of the project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

**Payment of Invoices:** Invoices are due and payable within 30 days of receipt unless otherwise agreed to in writing.

**Third Party Beneficiaries:** Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the OWNER or the ENGINEER. The ENGINEER'S services under this Agreement are being performed solely and exclusively for the OWNER'S benefit, and no other party or entity shall have any claim against the ENGINEER because of this Agreement or the performance or nonperformance of services hereunder. The OWNER and ENGINEER agree to require a similar provision in all contracts with contractors, subcontractors, vendors and other entities involved in this Project to carry out the intent of this provision.

**Force Majeure:** Each Party shall be excused from the performance of its obligations under this Agreement to the extent that such performance is prevented by force majeure (defined below) and the nonperforming party promptly provides notice of such prevention to the other party. Such excuse shall be continued so long as the condition constituting force majeure continues. The party affected by such force majeure also shall notify the other party of the anticipated duration of such force majeure, any actions being taken to avoid or minimize its effect after such occurrence, and shall take reasonable efforts to remove the condition constituting such force majeure. For purposes of this Agreement, "force majeure" shall include conditions beyond the control of the parties, including an act of God, acts of terrorism, voluntary or involuntary compliance with any regulation, law or order of any government, war, acts of war (whether war be declared or not), labor strike or lock-out, civil commotion, epidemic, failure or default of public utilities or common carriers, destruction of production facilities or materials by fire, earthquake, storm or like catastrophe. The payment of invoices due and owing hereunder shall in no event be delayed by the payer because of a force majeure affecting the payer.

**Additional Terms or Modification:** All prior understandings and agreements between the parties are merged into this Agreement, and this Agreement may not be modified orally or in any manner other than by an Agreement in writing signed by both parties. In the event that any provisions of this Agreement shall be held to be invalid or unenforceable, the remaining provisions shall be valid and binding on the parties.

**Assignment:** Neither party to this Agreement shall transfer or assign any rights or duties under or interest in this Agreement without the prior written consent of the other party. Subcontracting normally contemplated by the ENGINEER shall not be considered an assignment for purposes of this Agreement.

**Waiver:** A party's waiver of, or the failure or delay in enforcing any provision of this Agreement shall not constitute a waiver of the provision, nor shall it affect the enforceability of that provision or of the remainder of this Agreement.

**Attorney's Fees:** In the event of any action or proceeding brought by either party against the other under this Agreement, the prevailing party shall be entitled to recover from the other all costs and expenses including without limitation the reasonable fees of its attorneys in such action or proceeding, including costs of appeal, if any, in such amount as the Court may adjudge reasonable.

**Fiduciary Duty:** Nothing in this Agreement is intended to create, nor shall it be construed to create, a fiduciary duty owed to either party to the other party. EEI makes no warranty, express or implied, as to its professional services rendered.

**Headings:** The headings used in this Agreement are inserted only as a matter of convenience only, and in no way define, limit, enlarge, modify, explain or define the text thereof nor affect the construction or interpretation of this Agreement.

# **Safe Routes To School Village of Hampshire**

## **Attachment B – Scope of Services Preliminary Engineering**

The Village of Hampshire requires Preliminary Engineering services for the Safe Routes To School project. This project will be funded through the Safe Routes To School Fund (SRTS) and will utilize federal funding for Design Engineering, Construction and Construction Engineering. A location map of the proposed improvements can be found in Attachment D of this proposal.

The scope of the project includes installing new sidewalk along the areas identified on Attachment D.

In order to successfully complete this project, various items will need to be addressed during the preliminary engineering for this project. Our proposed scope of services will include the following:

### **1.1 Project Management, Coordination and Administration**

- Project Management and Coordination
- Subconsultant Coordination and Review
- Quality Control Review of All Documents
- Initial Coordination with IDOT

### **1.2 FHWA, IDOT and Village Coordination and Meetings**

- IDOT District One Phase I Kick-Off Meeting
- Kick-off Meeting with Village Staff
- IDOT and FHWA Project Meetings

### **1.3 Data Collection and Field Inspection**

- Design JULIE to obtain atlases from utility companies in the area
- Site-Visit to Review Existing Conditions

### **1.4 Boundary and Topographic Survey**

- Boundary and Topographic Survey of the proposed limits will be completed

### **1.5 Environmental Survey Request**

- Submit Environmental Survey Request (ESR)
  - Biological Clearances
  - Cultural Clearances
  - Preliminary Environmental Site Assessment (PESA)

### **1.6 Proposed Improvement Plans, Typical Sections and Cost Estimates**

- Create proposed improvement plans
- Create preliminary typical sections
- Put together preliminary cost estimate

### **1.7 Public Involvement**

- Put together announcement, brochures and exhibits for Public Meeting
- Attend Public Meeting
- Respond to comments received during the Public Meeting and send out meeting minutes

### **1.8 Preliminary Project Development Report (PDR)**

- Prepare draft PDR report (BLR 22210 or BLR 22211)

### **1.9 Final Project Development Report (PDR)**

- Make any revisions to the PDR report based on comments received from IDOT
- Prepare final PDR report (BLR 22210 or BLR 22211) for Design Approval
- Prepare Disposition of IDOT Comments

#### **Exclusions:**

- No allowance has been made for Land Acquisition services including plat of highways, legal descriptions, appraisals, review appraisals and negotiations
- No allowance has been made for Phase II or Phase III engineering services
- No allowance has been made for a Preliminary Site Investigation (PSI)

Throughout the course of the project, EEI will attend all required meetings with Village Staff, permitting agencies, area business owners, residents or any other entity as requested or if specific concerns need to be addressed.

All documents prepared by Engineering Enterprises, Inc. shall be done so by, or under the supervision, of a Professional Engineer, licensed within the State of Illinois. Plans shall be signed and sealed by the design or supervising engineer. All of the latest design standards shall be utilized, including the most recent versions of the Standard Specifications for Road and Bridge Construction in Illinois, the Manual on Uniform Traffic Control Devices and the Standard Specifications for Water and Sewer Main Construction in Illinois.

Further, EEI will meet with utility and other agencies, as necessary, to coordinate utility services required for the project and to establish the division of work, if any, between the utility or the agency and construction contractor. In addition, EEI will prepare detailed minutes of all meetings and submit them for approval within seven calendar days after meeting. Meeting minutes may denote scope of work changes but will not be considered formal notification of changes.

The following program guidelines for the Safe Routes To School project will be employed to ensure the best possible end result for the Village:

- Employ Quality Control/Quality Assurance procedures and implement and monitor the procedures for the duration of the project.
- Apply value-engineering techniques to ensure efficient and cost-effective design procedures.
- Communicate with all parties relative to the status of the project through meetings, correspondence, and telephone conversations.
- Provide the required coordination between the Village and other regulatory agencies.
- Provide early identification of issues or potential problem areas related to technical scheduling or budgetary goals.

**ATTACHMENT C: ESTIMATED LEVEL OF EFFORT AND ASSOCIATED COST  
PROFESSIONAL ENGINEERING SERVICES**

<b>CLIENT</b>		<b>PROJECT NUMBER</b>	
Village of Hampshire		HA2308	
<b>PROJECT TITLE</b>		<b>DATE</b>	<b>PREPARED BY</b>
Safe Routes To School - Preliminary Engineering		2/10/23	CJO

TASK NO.	TASK DESCRIPTION	ROLE	PIC	SPM	PM	PE	SPT 2	SPT 1	ADMIN	HOURS	COST
		PERSON									
		RATE	\$217	\$206	\$185	\$147	\$158	\$147	\$70		
<b>PRELIMINARY ENGINEERING</b>											
1.1	Project Management, Coordination and Administration				6					6	\$ 1,110
1.2	FHWA, IDOT and Village Coordination and Meetings (3 meetings)				6	6				12	\$ 1,992
1.3	Data Collection and Field Inspection					8				8	\$ 1,176
1.4	Boundary & Topographic Survey			2			8			10	\$ 1,676
1.5	Environmental Survey Request				2	6		2		10	\$ 1,546
1.6	Proposed Improvement Plans, Typical Sections & Cost Estimates				2	32		32		66	\$ 9,778
1.7	Public Involvement			4	6	8		2	2	22	\$ 3,544
1.8	Preliminary Project Development Report (PDR)				4	36		2	2	44	\$ 6,466
1.9	Final Project Development Report (PDR)				2	12			2	16	\$ 2,274
<b>Insert Task Subtotal:</b>			-	6	28	108	8	38	6	194	\$ 29,562
<b>PROJECT TOTAL:</b>			-	6	28	108	8	38	6	194	29,562

**EEI STAFF**

- PIC Principal In Charge
- SPM Senior Project Manager
- PM Project Manager
- SPE 2 Senior Project Engineer II
- SPE Senior Project Engineer
- PE Project Engineer
- SPT 2 Senior Project Technician II
- SPT 1 Senior Project Technician I
- ADMIN Administrative Assistant

**DIRECT EXPENSES**

Printing/Scanning =	\$	50
PESA (Huff & Huff) =	\$	5,350
<b>DIRECT EXPENSES =</b>		<b>\$ 5,400</b>

**LABOR SUMMARY**

EEI Labor Expenses =	\$	29,562
<b>TOTAL LABOR EXPENSES =</b>		<b>\$ 29,562</b>

<b>TOTAL COSTS</b>	<b>\$ 34,962</b>
--------------------	------------------





**Legend**  
**Proposed Sidewalk Locations**  
 (Subject To Change During Preliminary Study)

**Engineering Enterprises, Inc.**  
 52 Wheeler Road  
 Sugar Grove, Illinois 60554  
 (630) 466-6700  
 www.eeiweb.com

**Village of Hampshire**  
 234 S. State Street  
 P.O. Box 457  
 Hampshire, IL 60140-0457  
 Phone: (847) 683-2181 85  
 Fax: (847) 683-4915

DATE:	SEPTEMBER 2021
PROJECT NO.:	HA2115
BY:	MJT
PATH:	H:\GIS\PUBLIC\HAMPSHIRE\2018\
FILE:	HA1820_Safe_Routes.MXD

**ATTACHMENT D - LOCATION MAP**  
**SAFE ROUTES TO SCHOOLS**  
 VILLAGE OF HAMPSHIRE  
 KANE COUNTY, ILLINOIS



## ATTACHMENT E: ESTIMATED PROJECT SCHEDULE

CLIENT		PROJECT NUMBER													
Village of Hampshire		HA2308													
PROJECT TITLE		DATE						PREPARED BY							
Safe Routes To School - Preliminary Engineering		2/10/23						CJO							
TASK NO.	TASK DESCRIPTION														
		2023												2024	
		MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB		
<b>PRELIMINARY ENGINEERING</b>															
1.1	Project Management, Coordination and Administration														
1.2	FHWA, IDOT and Village Coordination and Meetings														
1.3	Data Collection and Field Inspection														
1.4	Boundary and Topographic Survey														
1.5	Environmental Survey Request														
1.6	Proposed Improvement Plans, Typical Sections and Cost Estimates														
1.7	Public Involvement														
1.8	Preliminary Project Development Report (PDR)														
1.9	Final Project Development Report (PDR)														





## Standard Schedule of Charges

January 1, 2021

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$217.00
Principal	E-3	\$212.00
Senior Project Manager	E-2	\$206.00
Project Manager	E-1	\$185.00
Senior Project Engineer/Planner/Surveyor II	P-6	\$174.00
Senior Project Engineer/Planner/Surveyor I	P-5	\$162.00
Project Engineer/Planner/Surveyor	P-4	\$147.00
Senior Engineer/Planner/Surveyor	P-3	\$135.00
Engineer/Planner/Surveyor	P-2	\$123.00
Associate Engineer/Planner/Surveyor	P-1	\$110.00
Senior Project Technician II	T-6	\$158.00
Senior Project Technician I	T-5	\$147.00
Project Technician	T-4	\$135.00
Senior Technician	T-3	\$123.00
Technician	T-2	\$110.00
Associate Technician	T-1	\$ 97.00
GIS Technician	G-1	\$100.00
Engineering/Land Surveying Intern	I-1	\$ 79.00
Administrative Assistant	A-3	\$ 70.00

### VEHICLES, REPROGRAPHICS, DIRECT COSTS, DRONE AND EXPERT TESTIMONY

Vehicle for Construction Observation		\$ 15.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White) \$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$ 200.00
Expert Testimony		\$ 250.00



A Subsidiary of GZA

February 9, 2023

via email: [COtt@eeiweb.com](mailto:COtt@eeiweb.com)

Mr. Christopher J. Ott, PE, CPII – Project Manager  
Engineering Enterprises, Inc.  
52 Wheeler Road  
Sugar Grove, Illinois 60554

**Re: Environmental Services – PESA  
Safe Routes to School Improvements - Hampshire, Kane County, Illinois  
Proposal No.: 81.P013157.23**

Dear Mr. Ott:

Huff & Huff, Inc., a subsidiary of GZA, Inc. (H&H) is pleased to submit this proposal to Engineering Enterprises, Inc. (Client) for Phase I engineering services for the proposed improvements for the Safe Routes to School (SRTS) project located in Hampshire, Kane County, IL. Specifically, Client has requested completion of a Preliminary Environmental Site Assessment (PESA). We understand project will utilize federal funds. This proposal presents our project approach, the scope of services, cost, and schedule for completing the project.

## **1. INTRODUCTION**

Per the Client provided project figure, we understand that the proposed improvements are associated with the area in close proximity to Hampshire Middle School and include the following corridors and (limits):

- State Street (Duchess Lane to Panama Avenue);
- Panama Avenue (State Street to Centennial Drive);
- Elm Street (north of Jake Lane to Panama Avenue); and
- High Avenue (Elm Street to State Street).

## **2. SCOPE OF SERVICES**

### **Task 1 – Preliminary Environmental Site Assessment (PESA)**

H&H will conduct a PESA for the local roads portions of the project area. The process will follow general protocols contained within:

- A Manual for Conducting Preliminary Environmental Site Assessments for Illinois Department of Transportation (IDOT) Highway Projects (Erdmann et al., 2012)
- ASTM International (ASTM) standard 1527-13
- The IDOT Bureau of Design and Environment (BDE) Procedure Memorandum Number 10-07, *Special Waste Procedures*. This memo was incorporated into Chapter 27-3 of the IDOT BDE Manual in June 2012.
- IDOT Bureau of Local Roads and Streets (BLRS) Manual, Chapter 20-12, Special Waste, July 2013.
- Public Act 96-1416
- Clean Construction or Demolition Debris Fill Operations (CCDD) and Uncontaminated Soil Fill Operations: Amendments to 35 Illinois Administrative Code 1100. Effective on August 27, 2012.

GEOTECHNICAL

ENVIRONMENTAL

ECOLOGICAL

WATER

CONSTRUCTION  
MANAGEMENT

915 Harger Road  
Suite 330  
Oak Brook, IL 60523  
T: 630.684.9100  
F: 630.684.9120  
[www.huffnhuff.com](http://www.huffnhuff.com)  
[www.gza.com](http://www.gza.com)



## **A. Historical Research**

The site's historical land use/ownership record will be developed from standard historical sources. Historical aerial photographs will be reviewed to identify land use over time and potential areas of environmental concern, such as areas of surface disturbance and outside storage.

## **B. Site Evaluation**

Current environmental features and conditions of sites adjacent to the right-of-way/project area will be evaluated. A site walkover of potential right-of-way/project areas designated for excavation and/or acquisition will be conducted for first-hand evaluation of current environmental conditions within the project limits. All of the features and conditions listed above will be investigated and, as appropriate, documented in photographs. The land-use and housekeeping practices of adjacent properties also will be evaluated in accordance with ASTM protocols. It is anticipated that lathe or flags will be placed at the boring locations for the planned PSI work at the time of the PESA site visit.

## **C. Records Review**

A records review will be conducted to identify potential environmental concerns within the study area. It will include a search of standard state and federal environmental record databases in accordance with the specifications of ASTM standards. This search is based on the outline of the study area.

Specifically, H&H will search each database to identify potential sources requiring further investigation. As appropriate, Freedom of Information Act (FOIA) requests will be filed with the Illinois Environmental Protection Agency (IEPA) to obtain additional data pertaining to identified sites.

## **D. Report Preparation**

One report summarizing the results of the evaluation will be prepared. The following information will be included in this report:

- a) The project location and description.
- b) Historical uses of the corridor.
- c) The area geology and hydrology.
- d) The environmental status of sites adjacent to the corridor regarding chemical use and storage, underground and aboveground storage tanks, solid waste, special waste, and hazardous waste, and PCBs.
- e) An analysis of the site inspection.
- f) A summary of the findings regarding environmental concerns. This will include IDOT's BDE Manual Chapter 27-3, Special Waste Procedures, and identification of Potentially Impacted Properties (PIPs) per Subpart F, Section 1100, 35 IAC, related to Clean Construction or Demolition Debris management.

## **Task 2 – Project Management**

Time under this task includes project administration and management activities that include cost and schedule tracking, coordination with Client on authorized activities, memo production and other in-house management activities, and project closeout.



**Task 3 – QA/QC**

Time under this task includes QA/QC time for the PESA report as described above.

**2. LEVEL OF EFFORT AND SCHEDULE**

The attached tables summarize the estimated cost to complete the project. H&H will start within five (5) days of the notice to proceed (NTP) and anticipates the PESA will be completed within six (6) weeks from the NTP.

**3. TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES**

**CONDITIONS OF ENGAGEMENT**

The conditions of engagement are described in the attached Terms and Conditions for Professional Services. H&H’s report will be prepared on behalf of and for the exclusive use of Client. Client acknowledges and agrees that the report and the findings in the report shall not, in whole or in part, be disseminated or conveyed to any other party, or used or relied upon by any other party, in whole or in part, except for the specific purpose and to the specific parties alluded to above, without the written consent of H&H. H&H would be pleased to discuss the conditions associated with any additional dissemination, use, or reliance by other parties.

**ACCEPTANCE**

This agreement may be accepted by signing in the appropriate space below and returning one complete copy to H&H. Issuance of a Purchase Order implicitly acknowledges acceptance of this proposal. This proposal is valid for a period of 30 days from the date of issue.

We appreciate the opportunity to submit this proposal. Please feel free to contact the undersigned at (630) 684-9100 with any questions.

Very truly yours,

**Huff & Huff, Inc.**

Jeremy J. Reynolds, P.G.

Associate Principal

Attachments: Terms and Conditions

This Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services are hereby accepted and executed by a duly authorized signatory, who by execution hereof, warrants that he/she has full authority to act for, in the name, and on behalf of \_\_\_\_\_.

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

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

Printed/Typed Name: \_\_\_\_\_

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



The Proposal for Services, Schedule of Fees and Terms and Conditions for Professional Services may be executed in two or more counterparts, each of which together shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by an e-mail delivery of a document in “.pdf” format, each such signature shall create a valid and binding obligation of the party executing the document, or on whose behalf each document is executed, with the same force and effect as if each such facsimile or “.pdf” signature were an original thereof.

## TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

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These Terms and Conditions, together with H&H's Proposal, make up the Agreement between H&H and you, Client, named in the attached proposal.

**BEFORE SIGNING THE PROPOSAL, BE SURE YOU READ AND UNDERSTAND THE PARAGRAPHS ENTITLED "INDEMNIFICATION" AND "LIMITATION OF REMEDIES" WHICH DEAL WITH THE ALLOCATION OF RISK BETWEEN YOU AND H&H.**

1. **Services.** H&H will perform the services set forth in its Proposal and any amendments or change orders authorized by you. Any request or direction from you that would require extra work or additional time for performance or would result in an increase in H&H's costs will be the subject of a negotiated amendment or change order.
2. **Standard of Care.** H&H will perform the services with the degree of skill and care ordinarily exercised by qualified professionals performing the same type of services at the same time under similar conditions in the same or similar locality. **NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING WARRANTY OF MARKETABILITY OR FITNESS FOR A PARTICULAR PURPOSE, IS MADE OR INTENDED BY H&H'S PROPOSAL OR BY ANY OF H&H'S ORAL OR WRITTEN REPORTS.**
3. **Payment.**
  - a. Except as otherwise stated in the Proposal, you will compensate H&H for the services at the rates set forth in the applicable Proposal, amendment or change order; reimburse its expenses, which will include a communication fee calculated as a percentage of labor invoiced; and pay any sales or similar taxes thereon.
  - b. Any retainer specified in H&H's Proposal shall be due prior to the start of services and will be applied to the final invoice for services.
  - c. H&H will submit invoices periodically, and payment will be due within 20 days from invoice date. Overdue payments will bear interest at 1½ percent per month or, if lower, the maximum lawful rate. H&H may terminate its services upon 10 days' written notice anytime your payment is overdue on this or any other project and you will pay for all services through termination, plus termination costs. You will reimburse H&H's costs of collecting overdue invoices, including reasonable attorneys' fees.
4. **Your Responsibilities.**
  - a. Except as otherwise agreed, you will secure the approvals, permits, licenses and consents necessary for performance of the services. If you are the owner or operator of the Site, you will provide H&H with all documents, plans, information concerning underground structures (including but not limited to utilities, conduits, pipes, and tanks), information related to hazardous materials or other environmental or geotechnical conditions at the site and other information that may be pertinent to the services or, if you are not the owner or operator of the Site, you agree to make reasonable efforts to obtain these same documents and provide them to H&H. Unless otherwise indicated in writing, H&H will be entitled to rely on documents and information you provide.
  - b. If you use the services of a construction contractor at the Site, you agree to use best and reasonable efforts to include in your agreement(s) with the construction contractor provisions obligating the latter:
    - (i) to indemnify, defend and hold harmless, to the fullest extent permitted by law, you and H&H, its officers, employees and principals, for or on account of any claims, liabilities, costs and expenses, including attorneys' fees, arising out of or relating to the design or



- implementation of construction means, methods, procedures, techniques, and sequences of construction, including safety precautions or programs, of the contractor, or any of its subcontractors or any engineer engaged by it;
- (ii) to name you and H&H as additional insureds under general liability and builder's risk insurance coverages maintained by the contractor, or any of its subcontractors; and
  - (iii) to require that all of its subcontractors agree and be bound to the obligations set forth in (i) and (ii) above.
- c. In the event that you are unable to secure such provisions in the agreement(s) with the construction contractor, you shall promptly notify H&H and H&H shall have the opportunity to negotiate with you reasonable substitute risk allocation and insurance indemnities and protections.
- 5. Right of Entry.** You grant H&H and its subcontractor(s) permission to enter the site to perform the services. If you do not own the site, you represent and warrant that the owner has granted permission for H&H to enter the site and perform the services; you will provide reasonable verification on request; and you will indemnify H&H for any claims by the site owner related to alleged trespass by H&H or its subcontractors.
- 6. Reliance.** The services, information, and other data furnished by you shall be at your expense, and H&H may rely upon all information and data that you furnish, including the accuracy and completeness thereof. You acknowledge that the quality of the services provided by H&H is directly related to the accuracy and completeness of the information and data that you furnish to H&H. **H&H'S REPORTS ARE PREPARED FOR AND MADE AVAILABLE FOR YOUR SOLE USE. YOU ACKNOWLEDGE AND AGREE THAT USE OF OR RELIANCE UPON THE REPORT OR THE FINDINGS IN THE REPORT BY ANY OTHER PARTY, OR FOR ANY OTHER PROJECT OR PURPOSE, SHALL BE AT YOUR OR SUCH OTHER PARTY'S SOLE RISK AND WITHOUT ANY LIABILITY TO H&H.**
- 7. H&H Professionals.** H&H employees or consultants may act as licensed, certified or registered professionals (including but not limited to Professional Engineers, Licensed Site or Environmental Professionals, or Certified Industrial Hygienists, collectively referred to in this section as "H&H Professionals") whose duties may include the rendering of independent professional opinions. You acknowledge that a federal, state or local agency or other third party may audit the services of H&H or other contractor/consultant(s), which audit may require additional services, even though H&H and such H&H Professionals have each performed such services in accordance with the standard of care set forth herein. You agree to compensate H&H for all services performed in response to such an audit, or to meet additional requirements resulting from such an audit, at the rates set forth in the applicable Proposal, amendment or change order.
- 8. Hazardous Materials; H&H "Not a Generator".** Before any hazardous or contaminated materials are removed from the site, you will sign manifests naming you as the generator of the waste (or, if you are not the generator, you will arrange for the generator to sign). You will select the treatment or disposal facility to which any waste is taken. H&H will not be the generator or owner of, nor will it possess, take title to, or assume legal liability for any hazardous or contaminated materials at or removed from the site. H&H will not have responsibility for or control of the site or of operations or activities at the site other than its own. H&H will not undertake, arrange for or control the handling, treatment, storage, removal, shipment, transportation or disposal of any hazardous or contaminated materials at or removed from the site, other than any laboratory samples it collects or tests. You agree to defend, indemnify and hold H&H harmless for any costs or liability incurred by H&H in defense of or in payment for any legal actions in which it is alleged that H&H is the owner, generator, treater, storer or disposer of hazardous waste.
- 9. Limits on H&H's Responsibility.** H&H will not be responsible for the acts or omissions of contractors or others at the site, except for its own subcontractors and employees. H&H will not supervise, direct or assume control over or the authority to stop any contractor's work, nor shall H&H's professional activities or the presence of H&H or its employees and subcontractors be construed to imply that H&H has authority over or responsibility for the means, methods, techniques, sequences or procedures of construction, for work site health or safety precautions or programs, or for any failure of contractors to comply with contracts, plans, specifications or laws. Any opinions by H&H of probable costs of labor, materials, equipment or services to be furnished by others are strictly estimates and are not a guarantee that actual costs will be consistent with the estimates.
- 10. Changed Conditions.**
- a. You recognize the uncertainties relating to the furnishing of professional services, which often require a phased or exploratory approach, with the need for additional services becoming apparent during the initial services. You also recognize that actual conditions encountered



may vary significantly from those anticipated, that laws and regulations are subject to change, and that the requirements of regulatory authorities are often unpredictable.

- b. If changed or unanticipated conditions or delays make additional services necessary or result in additional costs or time for performance, H&H will notify you and the parties will negotiate appropriate changes to the scope of services, compensation and schedule.
- c. If no agreement can be reached, H&H will be entitled to terminate its services and to be equitably compensated for the services already performed. H&H will not be responsible for delays or failures to perform due to weather, labor disputes, intervention by or inability to get approvals from public authorities, acts or omissions on your part or any other causes beyond H&H's reasonable control, and you will compensate H&H for any resulting increase in its costs.

**11. Documents and Information.** All documents, data, calculations and work papers prepared or furnished by H&H are instruments of service and will remain H&H's property. Designs, reports, data and other work product delivered to you are for your use only, for the limited purposes disclosed to H&H. Any delayed use, use at another site, use on another project, or use by a third party will be at the user's sole risk, and without any liability to H&H. Any technology, methodology or technical information learned or developed by H&H will remain its property. Provided H&H is not in default under this Agreement, H&H's designs will not be used to complete this project by others, except by written agreement relating to use, liability and compensation.

**12. Electronic Media.** In accepting and utilizing any drawings, reports and data on any form of electronic media generated by H&H, you covenant and agree that all such electronic files are instruments of service of H&H, who shall be deemed the author, and shall retain all common law, statutory law and other rights, including copyrights. In the event of a conflict between the signed documents prepared by H&H and electronic files, the signed documents shall govern. You agree not to reuse these electronic files, in whole or in part, for any purpose or project other than the project that is the subject of this Agreement. Any transfer of these electronic files to others or reuse or modifications to such files by you without the prior written consent of H&H will be at the user's sole risk and without any liability to H&H.

**13. Confidentiality; Subpoenas.** Information about this Agreement and H&H's services and information you provide to H&H regarding your business and the site, other than information available to the public and information acquired from third parties, will be maintained in confidence and will not be disclosed to others without your consent, except as H&H reasonably believes is necessary: (a) to perform its services; (b) to comply with professional standards to protect public health, safety and the environment; and (c) to comply with laws and court orders. H&H will make reasonable efforts to give you prior notice of any disclosure under (b) or (c) above. You will reimburse H&H for responding to any subpoena or governmental inquiry or audit related to the services, at the rates set forth in the applicable Proposal, amendment or change order.

**14. Insurance.** During performance of the services, H&H will maintain workers compensation, commercial general liability, automobile liability, and professional liability insurance. H&H will furnish you certificates of such insurance on request.

**15. Indemnification.** You agree to hold harmless, indemnify, and defend H&H and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "H&H") against all claims, suits, fines and penalties, including mandated cleanup costs and attorneys' fees and other costs of settlement and defense, which claims, suits, fines, penalties or costs arise out of or are related to this Agreement or the services, except to the extent they are caused by H&H's negligence or willful misconduct.

**16. Limitation of Remedies.**

- a. To the fullest extent permitted by law and notwithstanding anything else in this Agreement to the contrary, the aggregate liability of H&H and its affiliates and subcontractors and their employees, officers, directors and agents (collectively referred to in this paragraph as "H&H") for all claims arising out of this Agreement or the services is limited to \$50,000 or, if greater, 10% of the compensation received by H&H under this Agreement.
- b. You may elect to increase the limit of liability by paying an additional fee, such fee to be negotiated prior to the execution of this Agreement.
- c. Any claim will be deemed waived unless received by H&H within one year of substantial completion of the services.



- d. H&H will not be liable for lost profits, loss of use of property, delays, or other special, indirect, incidental, consequential, punitive, exemplary or multiple damages.
- e. H&H will not be liable to you or the site owner for injuries or deaths suffered by H&H's or its subcontractors' employees.
- f. You will look solely to H&H for your remedy for any claim arising out of or relating to this Agreement, including any claim arising out of or relating to alleged negligence or errors or omissions of any H&H principal, officer, employee or agent.

**17. Disputes.**

- a. All disputes between you and H&H shall be subject to non-binding mediation.
- b. Either party may demand mediation by serving a written notice stating the essential nature of the dispute, the amount of time or money claimed, and requiring that the matter be mediated within forty-five (45) days of service of notice.
- c. The mediation shall be administered by the American Arbitration Association in accordance with its most recent Construction Mediation Rules, or by such other person or organization as the parties may agree upon.
- d. No action or suit may be commenced unless mediation has occurred but did not resolve the dispute, or unless a statute of limitation period would expire if suit were not filed prior to such forty-five (45) days after service of notice.

**18. Miscellaneous.**

- a. Illinois law shall govern this Agreement.
- b. The above terms and conditions regarding Limitation of Remedies and Indemnification shall survive the completion of the services under this Agreement and the termination of the contract for any cause.
- c. Any amendment to these Terms and Conditions must be in writing and signed by both parties.
- d. Having received these Terms and Conditions, your oral authorization to commence services, your actions, or your use of the Report or Work Product constitutes your acceptance of them.
- e. This Agreement supersedes any contract terms, purchase orders or other documents issued by you.
- f. Neither party may assign or transfer this Agreement or any rights or duties hereunder without the written consent of the other party.
- g. Your failure or the failure of your successors or assigns to receive payment or reimbursement from any other party for any reason whatsoever shall not absolve you, your successors or assigns of any obligation to pay any sum to H&H under this agreement.
- h. These Terms and Conditions shall govern over any inconsistent terms in H&H's Proposal.
- i. The provisions of this Agreement are severable; if any provision is unenforceable it shall be appropriately limited and given effect to the extent it is enforceable.
- j. The covenants and agreements contained in this Agreement shall apply to, inure to the benefit of and be binding upon the parties hereto and upon their respective successors and assigns.



<b>Local Public Agency</b> Village of Hampshire	<b>County</b> Kane	<b>Section Number</b> TBD
<b>Prime Consultant (Firm) Name</b> Engineering Enterprises, Inc.	<b>Prepared By</b> JJR-H&H/GZA, Inc.	<b>Date</b> 2/9/2023
<b>Consultant / Subconsultant Name</b> Huff & Huff, Inc., a subsidiary of GZA	<b>Job Number</b> TBD	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

**Remarks**

**PAYROLL ESCALATION TABLE**

CONTRACT TERM	12	MONTHS		OVERHEAD RATE	190.00%
START DATE	2/15/2023			COMPLEXITY FACTOR	0
RAISE DATE	3/1/2023			% OF RAISE	2.00%
END DATE	2/14/2024				

**ESCALATION PER YEAR**

Year	First Date	Last Date	Months	% of Contract
0	2/15/2023	3/1/2023	0	0.00%
1	3/2/2023	3/1/2024	12	102.00%

**The total escalation = 2.00%**

<b>Local Public Agency</b>	<b>County</b>	<b>Section Number</b>
Village of Hampshire	Kane	TBD
<b>Consultant / Subconsultant Name</b>		<b>Job Number</b>
Huff & Huff, Inc., a subsidiary of GZA		TBD

**PAYROLL RATES**

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

<b>MAXIMUM PAYROLL RATE</b>	<b>78.00</b>
<b>ESCALATION FACTOR</b>	<b>2.00%</b>

<b>CLASSIFICATION</b>	<b>IDOT PAYROLL RATES ON FILE</b>	<b>CALCULATED RATE</b>
Associate Principal III	\$76.69	\$78.00
Associate Principal II	\$69.75	\$71.15
Associate Principal I	\$63.91	\$65.19
Seniort Consultant II	\$77.36	\$78.00
Senior Consultant I	\$43.81	\$44.69
Senior Project Manager III	\$66.11	\$67.43
Senior Project Manager II	\$53.81	\$54.89
Senior Project Manager I	\$50.82	\$51.84
Senior Landscape Architect	\$57.23	\$58.37
Senior Planning PM	\$53.97	\$55.05
Senior Technical Specialist I	\$50.61	\$51.62
Senior Scientist PM II	\$53.71	\$54.78
Senior Technical Scientist	\$51.13	\$52.15
Scientist PM II	\$48.38	\$49.35
Scientist PM I	\$42.00	\$42.84
Assistant PM Scientist	\$35.09	\$35.79
Environmental Engineer PM I	\$46.21	\$47.13
Geotechnical Engineer PM I	\$43.14	\$44.00
Architect PM	\$48.56	\$49.53
Assistant PM Engineert I	\$42.02	\$42.86
Engineer II	\$29.21	\$29.79
Engineer I	\$32.16	\$32.80
Scientist E1	\$29.75	\$30.35
Technical Graphics Technician	\$25.15	\$25.65
Administrative Manager	\$46.64	\$47.57
Senior Administrative Assistant	\$32.81	\$33.47
Lead Word Processor	\$40.46	\$41.27



**Local Public Agency**  
 Village of Hampshire

**County**  
 Kane

**Section Number**  
 TBD

**Consultant / Subconsultant Name**  
 Huff & Huff, Inc., a subsidiary of GZA

**Job Number**  
 TBD

**DIRECT COSTS WORKSHEET**

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.  
 EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum	110	\$0.66	\$72.05
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost	1	\$5.40	\$5.40
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)			\$0.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Database Package	Actual Cost	1	\$400.00	\$400.00
				\$0.00
				\$0.00
				\$0.00
<b>TOTAL DIRECT COSTS:</b>				<b>\$477.45</b>

**Local Public Agency**

Village of Hampshire

**County**

Kane

**Section Number**

TBD

**Consultant / Subconsultant Name**

Huff & Huff, Inc., a subsidiary of GZA

**Job Number**

TBD

**COST ESTIMATE WORKSHEET**

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE

COMPLEXITY FACTOR

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Task 1: PESA	477	40	1,221	2,320	403	0	3,944	73.72%
Task 2: Preoject Management	0	2	86	163	28	0	277	5.18%
Task 3: QAQC	0	3	202	383	67	0	652	12.19%
<b>Subconsultant DL</b>							\$0.00	
<b>Direct Costs Total ==&gt;</b>	\$477.45						<b>\$477.45</b>	8.92%
<b>TOTALS</b>		45	1,509	2,866	498	-	5,350	91.08%

4,375

**Local Public Agency**

Village of Hampshire

**County**

Kane

**Section Number**

TBD

**Consultant / Subconsultant Name**

Huff & Huff, Inc., a subsidiary of GZA

**Job Number**

TBD

**AVERAGE HOURLY PROJECT RATES**  
EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 OF 1

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Task 1: PESA			Task 2: Preproject Management			Task 3: QAQC								
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Associate Principal III	78.00	0.0																	
Associate Principal II	71.15	1.0	2.22%	1.58							1	33.33%	23.72						
Associate Principal I	65.19	2.0	4.44%	2.90							2	66.67%	43.46						
Senior Consultant II	78.00	0.0																	
Senior Consultant I	44.69	0.0																	
Senior Project Manager III	67.43	0.0																	
Senior Project Manager II	54.89	0.0																	
Senior Project Manager I	51.84	0.0																	
Senior Landscape Architect	58.37	0.0																	
Senior Planning PM	55.05	0.0																	
Senior Technical Specialist I	51.62	0.0																	
Senior Scientist PM II	54.78	0.0																	
Senior Technical Scientist	52.15	0.0																	
Scientist PM II	49.35	0.0																	
Scientist PM I	42.84	4.0	8.89%	3.81	2	5.00%	2.14	2	100.00%	42.84									
Assistant PM Scientist	35.79	2.0	4.44%	1.59	2	5.00%	1.79												
Environmental Engineer PM I	47.13	0.0																	
Geotechnical Engineer PM I	44.00	0.0																	
Architect PM	49.53	0.0																	
Assistant PM Engineer I	42.86	0.0																	
Engineer II	29.79	15.0	33.33%	9.93	15	37.50%	11.17												
Engineer I	32.80	0.0																	
Scientist E1	30.35	15.0	33.33%	10.12	15	37.50%	11.38												
Technical Graphics Technician	25.65	5.0	11.11%	2.85	5	12.50%	3.21												
Administrative Manager	47.57	0.0																	
Senior Administrative Assistant	33.47	1.0	2.22%	0.74	1	2.50%	0.84												
Lead Word Processor	41.27	0.0																	
<b>TOTALS</b>		45.0	100%	\$33.52	40.0	100.00%	\$30.53	2.0	100%	\$42.84	3.0	100%	\$67.17	0.0	0%	\$0.00	0.0	0%	\$0.00



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 Reid; Board of Trustees  
**FROM:** Josh Wray, Assistant to the Village Manager  
**FOR:** Village Board Meeting on February 13, 2023  
**RE:** Parking After Snowfalls

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**Background:** During a recent snow event, a discrepancy between street signage and the Village Code was discovered regarding the Police Department’s authority to ticket for parking on the street after a snowfall.

**Analysis:** The current parking regulations designate specific streets in the Village as emergency snow routes. On these streets, vehicles must be removed from the street immediately after a snowfall of 2” or more. On all streets without this designation, the Code requires the Village to provide a written notice on each vehicle giving the owner 8 hours to remove the vehicle. Staff believes this 8-hour notification is impractical for both police enforcement and plowing operations.

Of the following communities surveyed by staff, all require vehicles to be removed from all streets following a 2” snowfall without exception for snow routes or other designation:

- Genoa
- Huntley
- Pingree Grove
- Gilberts
- Marengo
- West Dundee
- Elburn

**Recommendation:** Staff recommends approving the attached ordinance amending the Village’s parking regulations to remove the 8-hour notice before enforcing parking restrictions on streets after snowfalls.

No. 23-

**AN ORDINANCE  
AMENDING THE MUNICIPAL CODE, CHAPTER 2: POLICE  
REGULATIONS TO MODIFY PROVISIONS GOVERNING  
PARKING OF MOTOR VEHICLES, OTHER VEHICLES, AND  
SNOWMOBILES DURING AND AFTER CERTAIN SNOW EVENTS**

WHEREAS, the Village has previously adopted various police regulations, including regulations governing the parking of motor vehicles on village streets during and after a snow event; and

WHEREAS, said regulations include certain definitions, and the designation of “snow emergency routes”; and

WHEREAS, the Corporate Authorities desire at this time to modify and update the regulations governing the parking of motor vehicles during and after certain snow events, to update definitions in the Village Code; to do away with designated “snow emergency routes” in the Village; and to prohibit parking during and after snowfall events to two inches (2”) or more to better enable the prompt and safe removal of snow from all village streets.

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

Section 1. The Hampshire Municipal Code of 1985, as amended, shall be and is hereby further amended in Chapter 2: Police Regulations, Article VII: Snow Equipment, Motorcycles and Bicycles, to delete the current provisions of §2-7-1 and to amend the parking provisions relating to snow events of two inches (2”) or more of snowfall in said Section, in words and figures as follows:

CHAPTER 2	POLICE REGULATIONS
ARTICLE VII	SNOW EQUIPMENT, MOTORCYCLES AND BICYCLES
SECTION 2-7-1	SNOW REMOVAL

\* \* \*

2-7-1: SNOW REMOVAL:

A. It shall be unlawful for any person to park or cause to be parked any motor vehicle, other vehicle, or snowmobile, on a public street at any time after accumulation of two inches (2”) or more of snowfall, until such time as

the Village has completed its work to clear said street of snow and/or to cover the street with salt or sand.

B. The accumulation of snowfall in the Village shall be determined by the Streets Supervisor or his/her designee, or in his absence, by the Chief of Police or his/her designee.

C. The officers of the Village Police Department are hereby authorized to issue citations for violation of this section, and to authorize the removal of and towing away of any motor vehicle, other vehicle, or snowmobile, stopped, standing or parked on a street in violation of this section and which prevents or obstructs snow removal from said street. Any such motor vehicle, other vehicle, or snowmobile so towed away for violation of this section shall be stored in a pound designated by the Police Department and shall be restored to the owner or operator of such vehicle upon the payment of all applicable towing and storage fees.

#### 2-7-1: SNOW REMOVAL:

~~A. It shall be unlawful for any person to park any vehicle on any street designated as a snow emergency route for a period of twenty four (24) hours following the accumulation of two inches (2") or more of falling snow.~~

~~B. The Superintendent of Public Works is directed to erect signs on each block of any streets or avenues designated as snow emergency routes giving notice of prohibited parking following the accumulation of two inches (2") or more of falling snow, and vehicles in violation of said prohibition shall be removed.~~

~~C. Any vehicle parked in violation of the prohibition against parking on snow emergency routes is declared a nuisance and a hazard to public safety and any police officer of the Village is authorized to cause the removal of such vehicle to a public garage or other place of storage at the expense of the registered owner of said vehicle.~~

~~D. On all other streets (hereinafter designated "non-snow emergency routes"), the Village, through the Director of Building or by any officer of the Hampshire Police Department, shall have the right to place a written notice or printed notice on any vehicle remaining on any such route after the accumulation of two inches (2") or more of falling snow, requiring said vehicle to be removed within eight (8) hours of the posting of said notice. Any violation of this subsection shall be declared to be a public nuisance and may be proceeded against in accordance with provisions of subsection C of this Section, in addition to other penalties herein provided. (1985 Code)~~

E. ~~The following streets and avenues are hereby designated as snow emergency routes:~~

- ~~1. State Street from Allen Road to its terminus.~~
- ~~2. West Jefferson Avenue from State Street west to Klick Street.~~
- ~~3. East Washington Avenue from State Street east to Grace Street.~~
- ~~4. Terwilliger Street from State Street west to the Village limits.~~
- ~~5. Edgewood Avenue from State Street west to Prairie Street.~~
- ~~6. Warner Street from Washington Avenue to Route 72.~~
- ~~7. Panama Avenue from State Street east to the end of Panama.~~
- ~~8. Prairieview Parkway from Terwilliger Street to Route 72.~~
- ~~9. East Jefferson Avenue from State Street east to Grace Place.~~
- ~~10. Prairie Street from Edgewood Avenue north to Jefferson Street.~~
- ~~11. Keyes Avenue from State Street east to its eastern terminus.~~
- ~~12. Rowell Road from Industrial Drive to Allen Road.~~
- ~~13. Mill Street from State Street west to the Village disposal plant.~~
- ~~14. Grove Avenue from State Street east to the Village park.~~
- ~~15. Elm Street from Washington Avenue to Old Mill Lane, thence to Warner Street.~~
- ~~16. Centennial Drive from Panama Street to Route 72.~~

Section 2. The Hampshire Municipal Code of 1985, as amended, shall be and is hereby further amended in Chapter 2: Police Regulations, Article II: Definitions, to amend the following definitions of terms, in words and figures as follows:

CHAPTER 2

POLICE REGULATIONS

ARTICLE II

DEFINITIONS

2-2-23: MOTOR VEHICLE: Every vehicle which is self-propelled and every vehicle which is propelled by electric power obtained from overhead trolley wires, but not operated upon rails, except for vehicles moved solely by human power, motorized wheelchairs, low-speed electric bicycles, and low-speed gas bicycles.

2-2-57: VEHICLE: Every device in, upon or by which any person or property is or may be transported or drawn upon a highway or requiring a certificate of title under §3-101(d) of the Illinois Vehicle Code, except devices moved by human power, devices used exclusively upon stationary rails or tracks, and snowmobiles as defined in the Snowmobile Registration Act.

Section 3. Any and all ordinances, resolutions, and orders, or parts thereof, which are in conflict with the provisions of this Ordinance, to the extent of any such conflict, are hereby superseded and waived.

Section 4. If any section, subdivision, sentence or phrase of this Ordinance is for any reason held to be void, invalid, or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as provided by law.

ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

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

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

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

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

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023.

\_\_\_\_\_  
Michael J. Reid, Jr.  
Village President

ATTEST:

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



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 Reid; Board of Trustees**  
**FROM:**                **Josh Wray, Assistant to the Village Manager**  
**FOR:**                    **Village Board Meeting on February 13, 2023**  
**RE:**                      **Liquor Regulations Governing Product Sampling/Tastings**

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**Background:** Block’s Fresh Market recently inquired about hosting liquor tasting events at their location. While the Village liquor regulations do allow such events under certain requirements, these regulations are outdated and now unnecessary due to State legislation from 2016 that regulates these types of events. The attached ordinance corrects the Village Code to reflect the State Statute.

**Analysis:** The current Village regulations require a current liquor licensee to apply for a sales promotional event permit that restricts the tasting event to 3 hours. The current regulations also only permit a licensee 6 events per year and not more than 1 per month.

Under the State Statute, liquor licenses may host product sampling and tastings events at will. One key point in the State requirements is that licensees with package sales liquor licenses (as opposed to on-premises consumption licenses) may only serve a limited size and number of drinks at no charge; they cannot sell any samples. Licensees with on-premises consumption licenses may also sell unlimited samples.

The Village liquor commissioner may also set more limited hours for product sampling and tasting events, and servers must also have on-premises BASSET training even if the business’s primary liquor license is for packages sales only.

**Recommendation:** Staff recommends approving the attached ordinance amending the Village liquor regulations to align requirements for product sampling and tasting events with State law.

**No. 2023 -**

**AN ORDINANCE  
AMENDING THE ALCOHOLIC LIQUOR REGULATIONS  
TO ALLOW FOR PRODUCT SAMPLING AND PRODUCT  
TASTINGS BY CERTAIN LICENSEES IN THE VILLAGE**

WHEREAS, the Village has previously adopted various regulations governing the sale and dispensing of alcoholic liquors in the Village, including various classification of licenses, and specifically also allowing for “sales promotional events” by holders of valid liquor licenses in the Village; and

WHEREAS, the state liquor regulations were modified in 2016 to allow for “product sampling” by retailers, manufacturers and distributors, on-premises retail licensees, and craft distillers, as follows:

§6-31. Product sampling.

(a) Any retailer, distributor, importing distributor, manufacturer and non-resident dealer licensees may conduct product sampling for consumption at a licensed retail location. Up to 3 samples may be served to a consumer in one (1) day, consisting of no more than (i) 1/4 ounce of distilled spirits, (ii) one (1) ounce of wine, or (iii) two (2) ounces of beer.

(b) Notwithstanding the provisions of subsection (a), an on-premises retail licensee may offer for sale and serve more than one drink per person for sampling purposes. In any event, all provisions of Section 6-28 [governing “Happy Hours”] shall apply to an on-premises retail licensee that conducts product sampling.

(c) A craft distiller tasting permit licensee may conduct product sampling of distilled spirits for consumption at the location specified in the craft distiller tasting permit license. Up to 3 samples, consisting of no more than 1/4 ounce of distilled spirits, may be served to a consumer in one day.

WHEREAS, state liquor regulations allow for “tastings” of alcoholic beverages, as follows:

Illinois Administrative Code, Title 11, §100.10

“Tasting” means “a supervised presentation of alcoholic products to the public at an off-premises licensed retailer” -- for the purpose of disseminating product information and education, with consumption of alcoholic products being an incidental part of the presentation. Only products registered with the Commission may be tasted in the following amounts:

- Distilled Spirits ¼ oz.,
- Wine 1 oz., and
- Beer 2 oz.;

Notice of the tasting may be given.

Tasting must be done by a licensee and/or a registered tasting representative in accordance with Section 100.40.

WHEREAS, the Corporate Authorities deem it to be advisable to amend the Village liquor regulations at this time, to recognize the amendment to the state regulations re “product sampling,” and the allowance of “product tasting” events at this time.

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

Section 1. The Hampshire Municipal Code of 1985, as previously amended, shall be and hereby is further amended to add new provisions in Chapter 3: Liquor Regulations, Section 3-1-6, to add new provisions recognizing the provisions of 235 ILCS 5/6-31 governing “product sampling” by retailers, manufacturers, and distributors of alcoholic beverages, and by on-premises retailer licensees, and to add new provisions recognizing the provisions of the Illinois Administrative Code allowing for product “tastings,” in words and figures as follows:

TITLE 3	BUSINESS AND LICENSE REGULATIONS
CHAPTER 3	LIQUOR CONTROL
SECTION 3-1-6	LICENSE CLASSIFICATIONS; FEES

R. Product Sampling and Product Tastings.

1. The holder of any valid liquor license in the Village may engage in product sampling on the licensed premises, in accordance with state law, 235 ILCS 5/6-31, provided:

- a) All license holders and employees of such license holders engaging in such product sampling shall comply with the requirements for an “employee” under §3-1-14 and §3-1-15 of the Village Code, and specifically, shall have BASSETT training; provided, any distributor or importing distributor engaging in such product sampling in the Village need not obtain such BASSETT training; and
- b) The hours for product sampling in any licensed liquor establishment may be limited by the Local Liquor Control Commissioner; and

c) For purposes of this Section R, an “on-premises retail licensee” per 235 ILCS 5/6-31(b) shall mean the holder of any A-1, A-2, C-1, C-2 or C-3 liquor license in the Village.

2. The holder of any valid liquor license in the village for sale at retail of products in the original package for consumption off the premises (an “off-premise licensed retailer”) may engage in product tastings.

a) For purpose of this section, “tasting” means “a supervised presentation of alcoholic products to the public at an off-premise licensed retailer” conducted for the purpose of disseminating product information and education, with consumption of alcoholic products being an incidental part of the presentation, in compliance with the requirements of the Illinois Administrative Code, Title 11, Section 100.10 et seq.

b) All license holders and employees of such license holders engaging in such product tastings shall comply with the requirements for an “employee” under §3-1-14 and §3-1-15 of the Village Code, and specifically, shall have BASSETT training; provided, a registered tasting representative engaging in such product tasting need not obtain such BASSETT training; and

c) The hours for product tastings in any licensed liquor establishment may be limited by the Local Liquor Control Commissioner; and

d) For purposes of this sub-section R(2), a “off-premises licensed retailer” per Illinois Administrative Code, Title 11, §100.10 shall mean the holder of a Class B-1 or Class B-2 liquor license in the Village.

Section 2. The terms and provisions of §3-6-1(P), Sales Promotional Events, including sub-paragraphs 1 – 8, shall be deleted from Chapter 3 of the Village Code, in their entirety.

Section 3. Any and all ordinances, resolutions, and orders, or parts thereof, which are in conflict with the provisions of this Ordinance, to the extent of any such conflict, are hereby superseded and waived.

Section 4. If any section, subdivision, sentence or phrase of this Ordinance is for any reason held to be void, invalid, or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance.

Section 5. This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as provided by law.

ADOPTED THIS \_\_\_\_\_ DAY OF FEBRUARY, 2023

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

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

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

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

APPROVED THIS \_\_\_\_\_ DAY OF FEBRUARY, 2023.

\_\_\_\_\_  
Michael J. Reid, Jr.  
Village President

ATTEST:

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

## **Village of Hampshire Street Department**

Monthly Report: January 2023

### **White Oak Ponds**

Started the selective clearing process of invasive and unwanted vegetation surrounding the pond at the corner of Panama and Centennial. This maintenance will provide adequate space for routine maintenance of cattails and finish with an overseed of wild flowers, grasses and sedges for an overall healthier pond/wetland environment.

### **Snow Storms**

1/5/2023 - 0.5"

1/10/2023 - freezing fog/black ice

1/22/2023 - 1.5"

1/25/2023 - 2.5"

1/26/2023 - 1"

1/27/2023 - 0.5" wind gusts 35mph+

### **Street Light Repair**

505 Fox Run

129 S. State st...outlet fuse blown on downtown street light.

### **Rainfall Amounts**

1/2/2023 - 0.10"

1/3/2023 - 0.58"

1/16/2023 - 0.22"

1/18/2023 - 0.25"

1/19/2023 - 0.05"

Total rainfall for January = 1.20"

### **Utility Locates**

107 Normal

5 Emergency

### **Asphalt Usage**

2 tons of Cold Patch

### **Tree Trimming**

Nuisance limbs hitting plow trucks

### **Work Performed**

Vehicle and Equipment Maintenance

Pothole Patching

Storm Sewer Maintenance

Other Miscellaneous Projects

Time	AM	PM	Day of Week	Date	Temp	Depth of Snow
Storm Started	3:00		Thrusday	1/5/2023	32°	0.5"
Storm Ended	8:00					
Road Cleared	6:30		Thursday			
Procedures			Results		Comments	
Salt			Salt			
Plowing			Plowing			
Labor, Equipment, Times and Materials						
Personnel	Reg hrs	O.T. hrs	Total hrs	Equipment	Pre-Wet Gallons	Salt Tons
Dave		3		Loader		0
Bill		3		W2020		6
Garrett		3		P2020		7
Andy		3		2021		6
Adam		3		2011		5
Jake		3		2006		4
Tony		3		2017		
Sean		3		2003		4
Austin		3		2008		5
Dawid		3		Dodge 5500		2
Christian		3		Ford F550		3
				Total		42 tons
Comments: Quick half inch of snow covering the roads.						
Completed By: <b>David Starrett</b>				Title: <b>Street Supervisor</b>		

Time	AM	PM	Day of Week	Date	Temp	Depth of Snow
Storm Started	7:00		Tuesday	1/10/2023	31.5°	Freezing Fog/Black Ice
Storm Ended	8:30					
Road Cleared	8:00					
Procedures			Results		Comments	
Salt	Yes		Salt			
Plowing			Plowing			
Labor, Equipment, Times and Materials						
Personnel	Reg hrs	O.T. hrs	Total hrs	Equipment	Pre-Wet Gallons	Salt Tons
Dave				Loader		
Bill				W2020		
Garrett				P2020		
Andy	2			2021		5
Adam				2011		
Jake				2006		
Tony				2017		
Sean				2003		
Austin				2008		
Dawid				Dodge 5500		
Christian				Ford F550		
				Total		5 tons
Comments: Freezing Fog and temps dropping below 32° created black ice on the outlying roads.						
Completed By: <b>David Starrett</b>				Title: <b>Street Supervisor</b>		

Time	AM	PM	Day of Week	Date	Temp	Depth of Snow
Storm Started	12:00		Sunday	1/22/2023		1.5"
Storm Ended		4:00	Sunday	1/22/2023	36°	
Road Cleared						
Procedures		Results		Comments		
Salt	Yes	Salt				
Plowing	Yes	Plowing				
Labor, Equipment, Times and Materials						
Personnel	Reg hrs	O.T. hrs	Total hrs	Equipment	Pre-Wet Gallons	Salt Tons
Dave		5		Loader		
Bill		3.5		W2020		7
Garrett		4		P2020		7
Andy		3.5		2021		8
Adam		3.5		2011		6
Jake		3		2006		4
Tony		3		2017		8
Sean		3		2003		7
Austin		3		2008		8
Dawid		3.5		Dodge 5500		3
Christian		3		Ford F550		4
				Total		62 Tons
Comments: Snow started after midnight. Plow and Salted eveb though it continued to snow the temps had risen to 36° which helped melt any additional snowfall.						
Completed By: <b>David Starrett</b>				Title: <b>Street Supervisor</b>		

Time	AM	PM	Day of Week	Date	Temp	Depth of Snow
Storm Started	3:00		Wednesday	1/25/2023	29°	
Storm Ended		8:00	Wednesday		34°	2.5"
Road Cleared		3:00	Wednesday			
Procedures		Results		Comments		
Salt	Yes	Salt				
Plowing	Yes	Plowing				
Labor, Equipment, Times and Materials						
Personnel	Reg hrs	O.T. hrs	Total hrs	Equipment	Pre-Wet Gallons	Salt Tons
Dave	5	3		Loader		
Bill	5	3		W2020		12
Garrett	5	3		P2020		12
Andy	5	3		2021		14
Adam	5	3		2011		12
Jake	5	3		2006		10
Dawid	5	3		Dodge 5500		4
Tony	5	3		2017		15
Sean	5	3		2003		12
Austin	5	3		2008		14
Christian	5	3		Ford F550		8
				Total		113
Comments: Above freezing temps and warm pavement everything melted by the afternoon						
Completed By: <b>David Starrett</b>				Title: <b>Street Supervisor</b>		

Time	AM	PM	Day of Week	Date	Temp	Depth of Snow
Storm Started	2:00		Thursday	1/26/2023	29°	1"
Storm Ended		1:00				
Road Cleared						
Procedures			Results		Comments	
Salt	Yes		Salt			
Plowing	Yes		Plowing			
Labor, Equipment, Times and Materials						
Personnel	Reg hrs	O.T. hrs	Total hrs	Equipment	Pre-Wet Gallons	Salt Tons
Dave		3		Loader		
Bill	4	3		W2020		10
Garrett	4	3		P2020		10
Andy	4	3		2021		12
Adam	4	3		2011		8
Jake	4	3		2006		8
Dawid	4	3		Dodge 5500		4
Tony	4	3		2017		10
Sean	4	3		2003		9
Austin	4	3		2008		11
Christian	4	3		Ford F550		6
				Total		88 Tons
Comments:						
Completed By: <b>David Starrett</b>				Title: <b>Street Supervisor</b>		



To: Village President and Board of Trustees

From: Timothy N. Paulson, P.E., CFM  
Senior Project Manager

Date: February 10, 2023

**Re: Monthly Engineering Update**

EEI Job #: HA2300-V

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All:

Please find below a brief status report of current Village and development projects.

## **Village Projects**

- Connection Water Main
  - ✓ Complete Restoration in Spring
- Route 72 and State Street Village Utilities
  - ✓ IDOT Waiting for Delivery of Streetlights and Traffic Signals
- Central Business District Streetscape Improvements
  - ✓ Waiting on Delivery of Streetlight Controller
- Utilities Master Plan.
  - ✓ EEI Continuing with Study Work
  - ✓ Next Progress Meeting with Village Staff scheduled for 3/10/23

## **Development Projects**

- Prairie Ridge K&L
  - ✓ Home Construction
- Prairie Ridge M
  - ✓ Townhome Construction
- Prairie Ridge R
  - ✓ Underground and Roadway Improvements (binder course) Completed
- Prairie Ridge – North of Kelley Road
  - ✓ Preliminary Plans and Plat Under Review



- Tamms Farm
  - ✓ Home Construction in Northern Section
  - ✓ Construction of Public Improvements completed in Southern Section
  
- Stanley North – TRZ Self Storage
  - ✓ Construction Ongoing
  
- Brier Hill Ventures/Midwest
  - ✓ Construction Ongoing
  
- Freight Union (Lot 9 Hampshire Woods)
  - ✓ Construction Nearing Completion
  
- Love's/Metrix
  - ✓ Working on Acceptance Documentation with Developer
  
- Hampshire 90 Logistics Park and Vista Trans
  - ✓ Grading Work Mostly Complete
  
- Romke 72
  - ✓ Waiting for Resubmittal of Preliminary Plans and Plat
  
- Hampshire Grove
  - ✓ Final Plat for Hampshire Grove Business Park 2 Approved
  - ✓ Waiting for Final Engineering Submittal for Old Dominion Site

If you have any questions please contact me at [tpaulson@eeiweb.com](mailto:tpaulson@eeiweb.com) or (630) 466-6727.

Pc: Jay Hedges, Village Manager

# Group A Offense Report

Printed On: 02/10/2023

Beginning Date: 01/01/2023

Ending Date: 01/31/2023

Page 1 of 2

Agency: HAMPSHIRE

Offense	Reported in 2023	Reported in 2022	Percent Change	Offenses Cleared	Percent Cleared	Percent Of Category	Rate Per 100,000*
Murder	0	0	NA	0	0.00%	0.00%	0.00
Negligent Manslaughter	0	0	NA	0	0.00%	0.00%	0.00
Justifiable Homicide	0	0	NA	0	0.00%	0.00%	0.00
Non-consensual Sex Offenses:							
Rape	0	1	-100.00%	0	0.00%	0.00%	0.00
Sodomy	0	0	NA	0	0.00%	0.00%	0.00
Sexual Assault with Object	0	0	NA	0	0.00%	0.00%	0.00
Fondling	0	0	NA	0	0.00%	0.00%	0.00
Aggravated Assault	0	0	NA	0	0.00%	0.00%	0.00
Simple Assault	1	1	0.00%	1	100.00%	100.00%	15.56
Intimidation	0	0	NA	0	0.00%	0.00%	0.00
Kidnapping/Abduction	0	0	NA	0	0.00%	0.00%	0.00
Consensual Sex Offenses:							
Incest	0	0	NA	0	0.00%	0.00%	0.00
Statutory Rape	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Commercial Sex Acts	0	0	NA	0	0.00%	0.00%	0.00
Human Trafficking, Involuntary Servitude	0	0	NA	0	0.00%	0.00%	0.00
<b>Crimes Against Persons Total</b>	<b>1</b>	<b>2</b>	<b>-50%</b>	<b>1</b>	<b>100%</b>	<b>25%</b>	<b>15.56</b>
Robbery	0	0	NA	0	0.00%	0.00%	0.00
Burglary/Breaking & Entering	0	0	NA	0	0.00%	0.00%	0.00
Larceny/Theft Offenses	1	0	NA	0	0.00%	33.33%	15.56
Motor Vehicle Theft	0	0	NA	0	0.00%	0.00%	0.00
Arson	0	0	NA	0	0.00%	0.00%	0.00
Destruction Of Property	2	1	100.00%	2	100.00%	66.67%	31.13
Counterfeiting/Forgery	0	0	NA	0	0.00%	0.00%	0.00
Fraud Offense	0	1	-100.00%	0	0.00%	0.00%	0.00
Embezzlement	0	0	NA	0	0.00%	0.00%	0.00
Extortion/Blackmail	0	0	NA	0	0.00%	0.00%	0.00
Bribery	0	0	NA	0	0.00%	0.00%	0.00
Stolen Property Offenses	0	0	NA	0	0.00%	0.00%	0.00
<b>Crimes Against Property Total</b>	<b>3</b>	<b>2</b>	<b>50%</b>	<b>2</b>	<b>66.67%</b>	<b>75%</b>	<b>46.69</b>
Drug/Narcotic Violations	0	0	NA	0	0.00%	0.00%	0.00
Drug Equipment Violations	0	0	NA	0	0.00%	0.00%	0.00
Gambling Offenses	0	0	NA	0	0.00%	0.00%	0.00
Pornography/Obscene Material	0	0	NA	0	0.00%	0.00%	0.00
Prostitution	0	0	NA	0	0.00%	0.00%	0.00
Weapons Law Violation	0	0	NA	0	0.00%	0.00%	0.00
Animal Cruelty	0	0	NA	0	0.00%	0.00%	0.00
<b>Crimes Against Society Total</b>	<b>0</b>	<b>0</b>	<b>NA</b>	<b>0</b>	<b>0.00%</b>	<b>0.00%</b>	<b>0</b>
<b>Total Group "A" Offenses</b>	<b>4</b>	<b>4</b>	<b>0%</b>	<b>3</b>	<b>75%</b>	<b>100%</b>	<b>62.26</b>

Note: The Rate per 100,000 will be 'NA' when the Adjusted Population Base is Zero.

# Group A Offense Report

Printed On: 02/10/2023

Beginning Date: 01/01/2023

Ending Date: 01/31/2023

Page 2 of 2

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*Statewide Crime Profile*

# HAMPSHIRE IL POLICE DEPARTMENT

215 INDUSTRIAL DRIVE UNIT D  
HAMPSHIRE IL 60140

Date : 02/10/2023  
Page : 1  
Agency : HPD

## Citation Totals By Violation

01/01/2023 to 01/31/2023

Violation	Total	
2-11-11	Village Ordinance - Animal Running	1
625 ILCS 5/3-401	No Valid Registration	3
625 ILCS 5/11-1204	Disobeyed stop sign	4
625 ILCS 5/11-1511	Failure to signal turn	1
625 ILCS 5/11-305-	Disobeyed traffic control device	3
625 ILCS 5/11-601-	Failure to reduce speed to avoid an	1
625 ILCS 5/11-601-	Speeding 20-30 MPH over posted limi	2
625 ILCS 5/11-606	Violating minimum speed regulation	1
625 ILCS 5/11-709	Improper lane usage-laned roadways	4
625 ILCS 5/11-801	Improper turn	1
625 ILCS 5/11-802	Improper U turn-hill or curve	1
625 ILCS 5/11-907	Failed to yield to authorized emerg	3
625 ILCS 5/12-201b	Only one red tail light	2
625 ILCS 5/12-205.	No lights when required-specific ve	2
625 ILCS 5/12-211	Improper Lighting-one headlamp	8
625 ILCS 5/12-503(	Tinted windshield or front side win	11
625 ILCS 5/12-602	Muffler-loud/excessive noise/no muf	1
625 ILCS 5/12-603	No seat belts	2
625 ILCS 5/12-603.	Failure to wear/properly adj/fasten	1
625 ILCS 5/12-610.	use of electronic device while driv	2
625 ILCS 5/3-401	No Valid Registration	4
625 ILCS 5/3-413 F	Operation of Vehicle displaying	13
625 ILCS 5/3-413(b)	Improper Display of Registration St	3
625 ILCS 5/413 B	Improper Display Lic Plate/plastic	2
625 ILCS 5/6-112	Drivers license not on person	2
625-5/11-601(b)	Speeding - Over Statutory Limit	44
625-5/11-709	Improper Lane Usage	1
625-5/3-701(a)	Operation of Vehicle Without Regist	1
625-5/3-702	Operation of a Vehicle With Cancell	4
625-5/3-703	Improper Use of Evidence of Registr	1
625-5/3-707(a)	Operation of Uninsured Motor Vehicl	9
625-5/3-708	Operation of Motor Vehicle When Reg	9
625-5/6-101(a)	Operating a Motor Vehicle With No V	6
625-5/6-303	Driving While Driver's License, Per	4
720-5/26-1(a)(1)	Disorderly Conduct - Actions Alarm	1
Parking Violation	Village Parking Ticket	36
Village Ord 4-9-2(	Illegal Possession of Electronic Ci	1
Village Ord. 2-10-	Truancy	2

# HAMPSHIRE IL POLICE DEPARTMENT

215 INDUSTRIAL DRIVE UNIT D  
HAMPSHIRE IL 60140

Date : 02/10/2023  
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## Citation Totals By Violation

01/01/2023 to 01/31/2023

Violation	Total
Village Ord. 2-23- Poss cann-not more than 10 grams	1
<b>Grand Total</b>	198

# HAMPSHIRE IL POLICE DEPARTMENT

215 INDUSTRIAL DRIVE UNIT D  
HAMPSHIRE IL 60140

Date : 02/10/2023  
Page : 1  
Agency : HPD

## Incident Offense Totals Month to Month Comparison

11/01/2022 to 01/31/2023

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
625 ILCS 5/11-601.5 - Speeding 40 MPH or m											1		1
625 ILCS 5/3-401(d)2 - Overweight (Registratio												2	2
625-5/11-204 - Fleeing or Attempting to Elude												1	1
625-5/11-402 - Failure to Remain at the Scene												1	1
625-5/11-501(a)(2) - DUI - Under the Influence											4	2	6
625-5/3-702 - Operation of a Vehicle With Can	1										1		2
625-5/3-707(a) - Operation of Uninsured Motor	1											1	2
625-5/3-708 - Operation of Motor Vehicle Whe	7										5	3	15
625-5/4-104 - Unlawful Possession of Title or R	1											2	3
625-5/6-101(a) - Operating a Motor Vehicle Wit	7										2	5	14
625-5/6-303 - Driving While Driver's License, P	5										3	4	12
720-5/12-2(c) - Aggravated Assault - Offense B												1	1
720-5/12-2(c)(4) - Aggravated Assault - Offens											1		1
720-5/12-3 - Battery											1		1
720-5/12-3.2 - Domestic Battery	1										1	4	6
720-5/12-3.3 - Aggravated Domestic Battery												1	1
720-5/12-3.4 - Violation of Order of Protection											1	1	2
720-5/16-1 - Motor Vehicle Theft												2	2
720-5/16-1(a)(2) - Theft - Obtained by Deceptio											1		1
720-5/16-1~1 - Theft over \$500											1	1	2
720-5/17-1(A) - Deceptive Practices - General												1	1
720-5/17-3 - Forgery											1		1

# HAMPSHIRE IL POLICE DEPARTMENT

215 INDUSTRIAL DRIVE UNIT D  
HAMPSHIRE IL 60140

Date : 02/10/2023  
Page : 2  
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## Incident Offense Totals Month to Month Comparison

11/01/2022 to 01/31/2023

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
720-5/17-6 - Fraud												1	1
720-5/19-1(a) - Burglary - Building												1	1
720-5/19-1(a)5 - Burglary - Motor Vehicle	1											4	5
720-5/19-2 - Possession of Burglary Tools												1	1
720-5/19-3 - Residential Burglary												1	1
720-5/19-4 - Criminal Trespass to Residence	1												1
720-5/21-1(a) - Criminal Damage to Property	2												2
720-5/21-2 - Criminal Trespass to Vehicle												2	2
720-5/21-3(a) - Criminal Trespass to Real Prop											1		1
720-5/21-5 - Criminal Trespass to State Suppor											1		1
720-5/24-1.6 - Aggravated Unlawful Use of We												1	1
720-5/26-1(a)(1) - Disorderly Conduct - Actions	1										1		2
720-5/26-1(a)(3.5) - Threaten Destruction of Sc											1		1
720-5/26.5-3(a)(5) - Harassment Through Elect												1	1
720-5/29B-1 - Money Laundering												1	1
720-5/31-1(a) - Resisting or Obstructing Peace												1	1
720-5/32-10(a) - Violation of Bail bond - Failure	2												2
720-5/32-10(b) - Violation of Bail Bond - Violate	2										3	2	7
720-550/4(a) - Poss of Cannabis 10 gm or less											1		1
720-550/4(d) - Possession of Cannabis - more											1		1
720-550/5(d) - Manufacture, Deliver, Possess											1		1
720-570/402 - Possession of Controlled Substa											1		1

# HAMPSHIRE IL POLICE DEPARTMENT

215 INDUSTRIAL DRIVE UNIT D  
HAMPSHIRE IL 60140

Date : 02/10/2023  
Page : 3  
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## Incident Offense Totals Month to Month Comparison

11/01/2022 to 01/31/2023

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
720-600/3.5(a) - Possession of Drug Parapher											1		1
911 Investigation - 911 Investigation											1	1	2
Accident (Info Only) - Accident Report (Private	4										4	3	11
Accident PDO - Accident (Info Only)											1		1
Alarm Activation - Alarm Activation	5										13	11	29
Animal Complaint - Animal Complaint												1	1
Assist Another Dept - Assist Another Dept	5										8	3	16
Assist Citizen - Assist Citizen	12										20	11	43
Assist Fire Dept - Assist Fire Dept											4	1	5
Assist Kane County - Assist Kane County											4	1	5
Check Conditions - Check Conditions	1												1
Check Welfare - Check Welfare	3										3	3	9
Civil Complaint - Civil Complaint	3												3
Custody Dispute - Custody Dispute												2	2
Damage to Property - Damage to Property	2											1	3
Disturbance - Disturbance											1	1	2
Domestic - Verbal - Domestic Disturbance	6										6	7	19
Hunting Complaint - Hunting Complaint											1		1
Information Reports - Information reports no off	1										1		2
Juvn. Complt - info - Juvenile Complaint inform	3											3	6
Lock Out - Lock Out											1		1
Lost/Found Articles - Lost/Found Articles	1										2	3	6

# HAMPSHIRE IL POLICE DEPARTMENT

215 INDUSTRIAL DRIVE UNIT D  
HAMPSHIRE IL 60140

Date : 02/10/2023  
Page : 4  
Agency : HPD

## Incident Offense Totals Month to Month Comparison

11/01/2022 to 01/31/2023

Offense Code	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Neighbor Dispute - Neighbor Dispute												1	1
ORD - Ordinance Violation	4										3		7
Parking Complaint - Parking Complaint	1										1		2
Suicidal Subject - Suicidal Subject	1											1	2
Susp Circumstances - Suspicious Circumstanc											1	2	3
Suspicious Auto - Suspicious Auto												2	2
Threats - Info Only - Threats information only r	1												1
Village Ord. 2-23-1 - Poss cann-not more than											1		1
Village Ord. 2-23-2 - Possession of Drug Parap											1		1
Village Ord. 2-3-12 - Disorderly Conduct	1												1
sex offender - registry sex offender	1												1
<b>Total</b>	<b>87</b>										<b>112</b>	<b>106</b>	<b>305</b>
<b>Percentage</b>	<b>28.52</b>										<b>36.72</b>	<b>34.75</b>	

# Police Department Projects - January 2023

<b>Project</b>	<b>Start Date</b>	<b>Status</b>
Hire, Equip, Train New FT Employee	12/12/2022	Currently at SVCC Police Academy - Graduation 04/14/2023
Hire, Equip, Train New PT Employee	12/01/2022	Finishing Training this Week
Conduct Promotional Examination and Selection Process - Sergeant and Lieutenant	10/18/2022	Final Lists Established; Follow-up Interviews Conducted with Commission 02/09/2023; Promotion Date March 2, 2023
Conduct Full Property and Evidence Audit - Improve Process	12/01/2022	Coordinated with KCSO and they conducted audit by 12/31/2022 - Verbal report was good with many recommendations - Awaiting final report
Complete Full Inventory of All Technology Equipment	11/15/2022	Completed - 01/10/2023 - Determined what needs to be replaced - Still determining what can be disposed of
Establish Peer Support Program	12/01/2022	Initial Meeting with Two Assigned Officers Held - Waiting for Recommendations
Install Flag Pole - Eagle Scout Project	12/01/2022	Flag Raising Ceremony Tentative for 02/20/2023
Improve Emergency Warning System - Tornado Sirens	11/02/2022	Equipment Delayed and was to be Shipped on 02/07/2023
Buildout for Virtra 300 Training Simulator	01/01/2023	In Progress - Garage Cleared out and Prepped - Demo to Start Next Week - Awaiting Final Funding Approval
Procure and Install Virtra 300 Training Simulator	01/01/2023	Initial Payment Sent and Equipment Ordered - 90 Day Lead Time
Upgrade Internet Connection at PD	10/01/2022	Completed - VPN Established
Upgrade Technology Platform in Squad Cars - Laptops, Docking Stations, Printers, Digital eTicketing	11/01/2022	Work in Progress - Awaiting funding
Upgrade to New World RMS System	11/01/2022	Partnership with KCSO Will dramatically improve efficiency Budgeting for FY24
Upgrade In-house Server	11/01/2022	Budgeting for FY24
Registered for National Night Out	02/01/2023	NNO will be held Tuesday August 1 <sup>st</sup> Location TBD Assigned Officer TBD

# VILLAGE OF HAMPSHIRE

Accounts Payable

**February 16, 2023**

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

**Total: \$267,940.27**

To be paid on or before  
February 22, 2023

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

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

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

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

DATE: 02/10/23  
 TIME: 14:37:38  
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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
A.S.A.P. A.S.A.P. GARAGE DOOR REPAIR								
128432	02/03/23	01	REPLACED RECEIVER REMOTES	010020024100			03/03/23	65.00
							INVOICE TOTAL:	65.00
							VENDOR TOTAL:	65.00
ACEGE TOBINSON'S ACE HARDWARE #03999								
114446/1	02/03/23	01	ATTRACTANT/MOUSE TRAPS	010030034650			03/03/23	10.58
							INVOICE TOTAL:	10.58
114486/1	02/07/23	01	FASTENERS	010030034670			03/07/23	4.68
							INVOICE TOTAL:	4.68
							VENDOR TOTAL:	15.26
AHW AHW LLC - HAMPSHIRE								
11548609	02/07/23	01	WIRING HARNESS KIT	010030024120			03/07/23	164.79
							INVOICE TOTAL:	164.79
							VENDOR TOTAL:	164.79
AMBU AMAZON CAPITAL SERVICES								
1DKT-W67M-XLHT	01/29/23	01	HDMI & AC ADAPTER/USB CABLE	010010034650			02/28/23	56.36
							INVOICE TOTAL:	56.36
1WN1-GNMP-7LV1	12/29/22	01	HEATER MOTOR	010030034650			01/29/23	267.39
							INVOICE TOTAL:	267.39
							VENDOR TOTAL:	323.75
ANFR ANDY FRAIN SERVICES, INC								
333424	01/31/23	01	JAN CROSSING GUARD	010020024380			03/02/23	1,284.48
							INVOICE TOTAL:	1,284.48
							VENDOR TOTAL:	1,284.48
AT&T AT&T								

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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
AT&T	AT&T							
291249633 - 012123	01/21/23	01	291249633	010030024230			02/20/23	73.29
							INVOICE TOTAL:	73.29
							VENDOR TOTAL:	73.29
AXON	AXON ENTERPRISE, INC							
INUS133983	01/28/23	01	TACTICAL SUPPLIES	010020034680			02/28/23	1,635.00
							INVOICE TOTAL:	1,635.00
							VENDOR TOTAL:	1,635.00
B&KPO	B & K POWER EQUIPMENT INC.							
112923	01/30/23	01	CHAINSAW BAR	010030034680			02/28/23	49.99
							INVOICE TOTAL:	49.99
							VENDOR TOTAL:	49.99
BLCR	HEALTH CARE SERVICES CORP							
011723	01/17/23	01	ADMIN	010010014031			02/01/23	4,062.47
		02	PD	010020014031				18,045.28
		03	STREETS	010030014031				6,768.51
		04	SEWER	310010014031				3,300.23
		05	WATER	300010014031				2,249.10
							INVOICE TOTAL:	34,425.59
							VENDOR TOTAL:	34,425.59
BONN	BONNELL INDUSTRIES, INC.							
0208674-IN	01/27/23	01	CURB SHOES	010030034670			02/27/23	995.00
							INVOICE TOTAL:	995.00
0208675-IN	01/27/23	01	PLOW LIFT CYLINDER	010030024120			02/27/23	641.76
							INVOICE TOTAL:	641.76
							VENDOR TOTAL:	1,636.76

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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
CASE	CARDMEMBER SERVICE							
020323	02/03/23	01	LL REFUND SALES TAX	010010034650			03/01/23	-6.51
		02	LL REFUND SALES TAX	010010034650				-5.27
		03	LL REFUND NASRO TRAINING	010020024310				-500.00
		04	LL IL TOLLWAY	010020024290				20.00
		05	LL W2MATE.COM	010010034650				90.51
		06	LL W2MATE.COM	010010034650				73.22
		07	LL IL TOLLWAY	010020024290				20.00
		08	LL ADOBE	010010034650				21.24
		09	LL ADOBE	010010034650				21.24
		10	LL IL TOLLWAY	010020024290				20.00
		11	DS CHAIN SAW BLADES	010030034680				60.46
		12	LV SPECIAL BOARD MEETING	010010024290				83.45
		13	JH ADOBE	010010034650				22.30
		14	JH ADOBE	010010034650				21.24
		15	JH SPECIAL BOARD MEETING	010010024290				27.24
		16	JH SPECIAL BOARD MEETING	010010024290				7.04
		17	JH SPECIAL BOARD MEETING	010010024290				64.98
		18	JH SPECIAL BOARD MEETING	010010024290				47.55
		19	JH RETURN PROJECTOR FOR REPAIR	010010024320				31.35
		20	JH ADOBE	010010034650				172.01
							INVOICE TOTAL:	292.05
							VENDOR TOTAL:	292.05
CHMA	CHICAGO METROPOLITAN AGENCY							
#2023MUNI092	10/17/22	01	FY 2023 LOCAL CONTRIBUTION	010010024430			01/31/23	223.74
							INVOICE TOTAL:	223.74
							VENDOR TOTAL:	223.74
COMA	CORE & MAIN LP							
S258714	01/25/23	01	METERS	300010054960			02/25/23	3,408.00
							INVOICE TOTAL:	3,408.00
S283054	01/27/23	01	MXU	300010054960			02/27/23	3,802.50
							INVOICE TOTAL:	3,802.50
							VENDOR TOTAL:	7,210.50

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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
COMED	COMED							
1115004077 - 020623	02/06/23	01	1115004077	010010034260			02/21/23	57.34
							INVOICE TOTAL:	57.34
							VENDOR TOTAL:	57.34
COMI	COMPASS MINERALS AMERICA INC.							
1132829	02/06/23	01	ROAD SALT	150030034600			03/06/23	35,374.71
							INVOICE TOTAL:	35,374.71
							VENDOR TOTAL:	35,374.71
COUNSCDI	COMMUNITY UNIT SCHOOL DIST 300							
020923	02/09/23	01	DISBURSEMENT OF TRANSITION FEE	600010044800			03/09/23	14,558.72
							INVOICE TOTAL:	14,558.72
							VENDOR TOTAL:	14,558.72
CRMA	CRUZ MARTINEZ							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
CUCR	CULLIGAN OF CRYSTAL LAKE							
013123	01/31/23	01	150204	010020024280			02/23/23	65.48
		02	143277	010010024280				22.49
		03	719718	300010024280				55.49
		04	719718	310010024280				55.49
		05	291575	010030024280				75.98
							INVOICE TOTAL:	274.93
							VENDOR TOTAL:	274.93
DAGR	DANE GRANDHOLM							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00

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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
DAWI	DAVID WILLIAMS							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
DEBL	DERRICK BLANCHETTE							
020123	02/09/23	01	REIMBURSE MAILBOX DAMAGE	010030024130			03/09/23	45.00
							INVOICE TOTAL:	45.00
							VENDOR TOTAL:	45.00
E EI	ENGINEERING ENTERPRISES, INC.							
020723	02/07/23	01	HA1810 LAZAR 76312	010000002107			03/07/23	108.00
		02	JA1814-D METRIX IND 76313	010000002109				54.00
		03	HA1829-V CONNECTION WTR 76314	300010024360				9,842.25
		04	HA2013-V STREETScape 76315	040030064790				1,636.50
		05	HA2109 LOGISTICS PARK 76316	010000002177				222.50
		06	HA2110-D TAMMS FARM 76317	010000002186				162.00
		07	HA2113-V NARP WORKPLAN 76318	310010024360				252.31
		08	HA2117-V WTR MASTER PLAN 76319	300010024360				9,611.81
		09	HA2117-V SWR MASTER PLAN 76319	310010024360				3,812.50
		10	HA2300-V GEN ENG 2023 76326	010010024360				605.00
		11	HA2303-V PRI UTLTY PERMT 76327	010010024360				1,558.50
		12	HA2304-V CONSULTING 2023 76328	010010024360				1,000.00
		13	HA2305-D BIG TIMER/RT 20 76329	010000002300				378.00
		14	HA2205-D PRAIRIE RIDGE M 76320	010000002111				1,509.00
		15	HA2208-D HAMPSHIRE GROVE 76333	010000002219				324.00
		16	HA2210-D PRAIRIE RIDGE R 76321	010000002111				2,611.75
		17	HA2215-V WTR PROTECTION 76322	300010024360				2,573.50
		18	HA2216-D PRAIRIE RIDGE 76323	010000002111				1,288.27
		19	HA2217-D LIGHT PROPERTY 76324	010000002229				756.00
		20	HA2218-D LOVE'S 76325	010000002072				657.00
							INVOICE TOTAL:	38,962.89
							VENDOR TOTAL:	38,962.89

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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2023

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
EICA	EILEEN CAUGHLIN							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
ELLA	ELLA JOHNSON LIBRARY							
020923	02/09/23	01	DISBURSEMENT OF TRANSITION FEE	610010044800			03/09/23	450.00
							INVOICE TOTAL:	450.00
							VENDOR TOTAL:	450.00
ENCS	ENTRE COMPUTER SOLUTIONS							
00155903	01/30/23	01	ANYCONNECT PLUS LICENSE 1 YR	010010034650			02/28/23	97.00
							INVOICE TOTAL:	97.00
							VENDOR TOTAL:	97.00
FLBR	FLOOD BROTHERS							
020623	02/06/23	01	REFUSE SERVICES FOR FEB 2023	290010024330			02/27/23	54,619.39
							INVOICE TOTAL:	54,619.39
							VENDOR TOTAL:	54,619.39
GAASIN	GASVODA & ASSOCIATES, INC.							
INV23DCF0008	02/07/23	01	CHLORINE REGULATOR REPAIR	300010024120			03/07/23	676.71
							INVOICE TOTAL:	676.71
							VENDOR TOTAL:	676.71
GOUS	GOVHR USA LLC							
2-12-22-692	12/16/22	01	RECRUIT (2/3) & ADVERTISE	010010024380			01/15/23	10,016.15
							INVOICE TOTAL:	10,016.15
							VENDOR TOTAL:	10,016.15
GRAI	GRAINGER							

DATE: 02/10/23  
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VILLAGE OF HAMPSHIRE  
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 05/31/2023

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
-----								
GRAI	GRAINGER							
9569492664	01/11/23	01	HEATING UNIT	300010024100			02/10/23	1,108.14
							INVOICE TOTAL:	1,108.14
							VENDOR TOTAL:	1,108.14
GRTE	GRANITE TELECOMMUNICATIONS							
590923533	02/01/23	01	234 S STATE	010010024230			02/01/23	358.95
		02	183 BARN OWL	300010024230				123.91
		03	102 KCLICK ST	010030024230				307.61
		04	350 MILL	310010024230				358.37
		05	215 INDUSTRIAL	010020024230				257.35
							INVOICE TOTAL:	1,406.19
							VENDOR TOTAL:	1,406.19
HAAUPA	HAMPSHIRE AUTO PARTS							
645016	01/23/23	01	TACKY GREASE	310010034670			02/23/23	37.16
							INVOICE TOTAL:	37.16
645314	01/26/23	01	HYDRAULIC	010030024110			02/26/23	38.22
							INVOICE TOTAL:	38.22
645410	01/27/23	01	FUEL ADDITIVE	010030024110			02/27/23	131.94
							INVOICE TOTAL:	131.94
645592	01/30/23	01	ALARM	010030024110			02/28/23	180.98
							INVOICE TOTAL:	180.98
645845	02/02/23	01	FUEL ADDITIVE	010030034660			03/02/23	28.47
							INVOICE TOTAL:	28.47
645911	02/02/23	01	ADHESIVE	010020024110			03/02/23	4.26
							INVOICE TOTAL:	4.26
645962	02/03/23	01	THREADLOCK/MACHINE SCREW	310010034670			03/03/23	11.91
							INVOICE TOTAL:	11.91

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HAAUPA HAMPSHIRE AUTO PARTS								
646335	02/07/23	01	OIL CHANGE	010030024110			03/07/23	262.87
							INVOICE TOTAL:	262.87
646336	02/07/23	01	CAP FILTER	010030034670			03/07/23	6.01
							INVOICE TOTAL:	6.01
							VENDOR TOTAL:	701.82
HAFD HAMPSHIRE FIRE PROTECTION								
020923	02/09/23	01	DISTRIBUTION OF TRANSITON FEE	630010044800			03/09/23	2,973.92
							INVOICE TOTAL:	2,973.92
							VENDOR TOTAL:	2,973.92
HAIN HAWKINS, INC.								
6396575	02/06/23	01	CHLORINE	300010034680			03/06/23	2,746.56
							INVOICE TOTAL:	2,746.56
							VENDOR TOTAL:	2,746.56
HAPD HAMPSHIRE PARK DISTRICT								
020923	02/09/23	01	REFUND OVERPYMT ON UTILITY	300001003500			03/09/23	1,749.64
		02	REFUND OVERPYMT ON UTILITY	310001003510				2,181.24
							INVOICE TOTAL:	3,930.88
021023	02/09/23	01	DISTRIBUTION OF TRANSITON FEE	620010044800			03/09/23	1,323.56
							INVOICE TOTAL:	1,323.56
							VENDOR TOTAL:	5,254.44
IAOCOP ILACP								
12230	12/30/22	01	DEC 22 LINEBACKER FEE	010020024380			01/29/23	750.00
							INVOICE TOTAL:	750.00
12832	02/01/23	01	JAN 23 LINEBACKER FEE	010020024380			03/03/23	750.00
							INVOICE TOTAL:	750.00
							VENDOR TOTAL:	1,500.00

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-----								
ISBA	ISAAC BALDWIN							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
KCCC	JEFFREY R KEEGAN							
020923	02/09/23	01	VH CLEANING	010010024380			02/09/23	160.00
		02	PD CLEANING	010020024380				255.00
							INVOICE TOTAL:	415.00
							VENDOR TOTAL:	415.00
KIPO	KIESLER'S POLICE SUPPLY INC							
IN207574	02/06/23	01	TACTICAL SUPPLIES	010020034680			03/08/23	889.00
							INVOICE TOTAL:	889.00
							VENDOR TOTAL:	889.00
KONICA	KONICA MINOLTA PREMIER FINANCE							
5023663045	01/28/23	01	VH COPIER	010010024340			02/23/23	109.62
							INVOICE TOTAL:	109.62
							VENDOR TOTAL:	109.62
KONMIN	KONICA MINOLTA BUS SOLUTION							
285099940	01/31/23	01	MONTHLY MAINTENANCE	010010024340			02/28/23	104.05
							INVOICE TOTAL:	104.05
							VENDOR TOTAL:	104.05
LERMI	LERMI							
1760	10/21/22	01	LERMI MEMBERSHIP	010020024430			01/01/23	40.00
							INVOICE TOTAL:	40.00
							VENDOR TOTAL:	40.00

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MAKR MARC KRESMERY CONSTRUCTION LLC								
5290	01/26/23	01	INSTALL CHECK VALVE	300010024160			02/26/23	3,404.40
							INVOICE TOTAL:	3,404.40
							VENDOR TOTAL:	3,404.40
MARSCH MARK SCHUSTER, P.C.								
020323	02/03/23	01	100.001 MISC MATTERS	010010024370			03/03/23	3,220.00
		02	100.002 MEETINGS	010010024370				400.00
		03	100.007 PROSECUTION	010010024370				912.00
		04	100.041 PD	010020024370				30.00
		05	100.042 ELECTORAL BOARD	010010024370				645.95
		06	100.110 LIGHT	010000002229				3,433.30
		07	100.164 DUI PROSECUTION	010020024370				180.50
		08	100.167 PRAIRIE RIDGE	010000002111				2,790.00
		09	100.265 TINAJERO	010000002300				330.75
							INVOICE TOTAL:	11,942.50
							VENDOR TOTAL:	11,942.50
MENA MENARDS - SYCAMORE								
83484	01/20/23	01	SUPPLIES	010030034680			02/20/23	117.38
							INVOICE TOTAL:	117.38
83743	01/24/23	01	SHOP SUPPLIES	010030034670			02/24/23	47.06
							INVOICE TOTAL:	47.06
84187	01/31/23	01	MAINTENANCE SUPPLIES	010030034670			02/28/23	138.30
							INVOICE TOTAL:	138.30
							VENDOR TOTAL:	302.74
METL METLIFE								
011723	01/17/23	01	ADMIN	010010014033			02/01/23	241.20
		02	PD	010020014033				1,544.83

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-----								
METL	METLIFE							
011723	01/17/23	03	STREETS	010030014033			02/01/23	679.71
		04	SEWER	310010014033				265.57
		05	WATER	300010014033				148.95
								INVOICE TOTAL: 2,880.26
								VENDOR TOTAL: 2,880.26
MEWE	METRO WEST COG							
4934	01/27/23	01	MR LEGISLATIVE MEETING	010010024290			02/26/23	45.00
								INVOICE TOTAL: 45.00
								VENDOR TOTAL: 45.00
MIDO	MICHELE DOONAN							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
								INVOICE TOTAL: 35.00
								VENDOR TOTAL: 35.00
MUMADI	MUNICIPAL MARKING DISTRIBUTOR							
ORDER #35117	01/24/23	01	LOCATING PAINT	010030034680			02/24/23	225.00
								INVOICE TOTAL: 225.00
ORDER #35118	01/24/23	01	LOCATING FLAGS	010030034680			02/24/23	768.00
								INVOICE TOTAL: 768.00
								VENDOR TOTAL: 993.00
MUWESE	MUNIWEB							
54949	02/03/23	01	WEBSITE HOSTING	010010024230			02/23/23	157.50
								INVOICE TOTAL: 157.50
								VENDOR TOTAL: 157.50
ODP	ODP BUSINESS SOLUTIONS, LLC							

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ODP ODP BUSINESS SOLUTIONS, LLC								
287646221001	01/24/23	01	PAD/POST-IT NOTES/BANKER BOXES	010020034650			02/25/23	93.94
							INVOICE TOTAL:	93.94
287653093001	01/13/23	01	DESK PAD/COFFEE	010020034650			02/18/23	44.57
							INVOICE TOTAL:	44.57
291244030001	02/01/23	01	PAPER/LGL PAD/SOFTSOAP	010020034650			03/04/23	60.55
							INVOICE TOTAL:	60.55
							VENDOR TOTAL:	199.06
PAAN PACE ANALYTICAL SERVICES								
I9541999	01/02/23	01	SAMPLE PICKUP FEE	300010024380			02/02/23	20.09
							INVOICE TOTAL:	20.09
I9542011	01/02/23	01	SAMPLE PICKUP FEE	300010024380			02/02/23	20.09
							INVOICE TOTAL:	20.09
							VENDOR TOTAL:	40.18
PETO PETE'S TOWING								
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
PETPRO PETERSEN FUELS, INC.								
013123	01/31/23	01	STREETS FUEL	010030034660			02/28/23	933.34
		02	WATER FUEL	300010034660				79.22
		03	SEWER FUEL	310010034660				31.65
							INVOICE TOTAL:	1,044.21
							VENDOR TOTAL:	1,044.21
PFPE PF PETTIBONE & CO								

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-----								
PFPE	PF PETTIBONE & CO							
183295	01/24/23	01	TICKET BOOKS	010020034680			02/23/23	374.90
							INVOICE TOTAL:	374.90
							VENDOR TOTAL:	374.90
PRST	PREMISTAR-NORTH							
SI2192157	02/07/23	01	FLUE REPAIRS	310010024100			02/07/23	2,640.00
							INVOICE TOTAL:	2,640.00
							VENDOR TOTAL:	2,640.00
QUCO	QUILL LLC							
30287494	01/19/23	01	W-2 FORMS/SHARPIE	010010034650			02/18/23	62.97
							INVOICE TOTAL:	62.97
							VENDOR TOTAL:	62.97
RKQUSE	RK QUALITY SERVICES							
22839	02/03/23	01	OIL CHANGE	010020024110			03/03/23	60.29
							INVOICE TOTAL:	60.29
22840	02/03/23	01	OIL CHANGE	010020024110			03/03/23	60.29
							INVOICE TOTAL:	60.29
22876	02/08/23	01	OIL CHANGE	010020024110			03/08/23	60.29
							INVOICE TOTAL:	60.29
							VENDOR TOTAL:	180.87
ROGR	ROBERT GRUTZIUS							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
SAME	SALLY MEDEARIS							

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SALLY MEDEARIS								
ER013123	01/31/23	01	REIMBURSE SIDEWALK PROGRAM	010030024140			01/31/23	900.00
							INVOICE TOTAL:	900.00
							VENDOR TOTAL:	900.00
FREDI BETH SCHMUTTE								
020723	02/07/23	01	CDBG STREETScape	010010024380			03/07/23	262.50
							INVOICE TOTAL:	262.50
							VENDOR TOTAL:	262.50
SPEER FINANCIAL, INC.								
d1 1/22-17	02/01/23	01	2022 BOND SERVICES	010030024380			03/01/23	158.24
		02	2022 BOND SERVICES	300010024380				498.80
		03	2022 BOND SERVICES	310010024380				202.96
							INVOICE TOTAL:	860.00
							VENDOR TOTAL:	860.00
STANDARD INSURANCE COMPANY								
011723	01/17/23	01	ADM	010010014035			02/01/23	76.20
		02	PD	010020014035				169.74
		03	STREETS	010030014035				66.01
		04	SEWER	310010014035				23.58
		05	WATER	300010014035				23.57
		06	EMP ASSISTANCE PRGM	010010024376				21.60
							INVOICE TOTAL:	380.70
							VENDOR TOTAL:	380.70
STEVEN BIEZE								
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00

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-----								
STRE	STREICHER'S							
I1613468	01/26/23	01	UNIFORMS	010020034690			02/10/23	244.99
							INVOICE TOTAL:	244.99
							VENDOR TOTAL:	244.99
SUSO	SUPERIOR SOLUTIONS							
21-121-1055	02/05/23	01	STREET LIGHT MOUNT	010030024270			03/07/23	378.00
							INVOICE TOTAL:	378.00
							VENDOR TOTAL:	378.00
THEA	THE EAGLE UNIFORM CO.							
INV-12731	01/27/23	01	UNIFORMS	010020034690			02/26/23	1,068.00
							INVOICE TOTAL:	1,068.00
							VENDOR TOTAL:	1,068.00
THJA	THEODORE JACHEC							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
TIOL	TIMOTHY OLIVER							
020823	02/08/23	01	REFUND FOR PARKING CITATION	010007003400			03/08/23	35.00
							INVOICE TOTAL:	35.00
							VENDOR TOTAL:	35.00
TOHA	HAMPSHIRE TOWNSHIP							
020923	02/09/23	01	RELEASE TRANSITION FEES	670010044850			02/09/23	460.00
							INVOICE TOTAL:	460.00
							VENDOR TOTAL:	460.00
TRUN	TREES UNLIMITED C P INC							

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-----								
TRUN	TREES UNLIMITED C P INC							
8552	01/31/23	01	DOWNTOWN CLEANUP	010030024200			02/28/23	2,700.00
							INVOICE TOTAL:	2,700.00
							VENDOR TOTAL:	2,700.00
TYTE	TYLER TECHNOLOGIES, INC							
025-410609	01/25/23	01	CHART OF ACCOUNTS	030020054920			03/11/23	162.50
							INVOICE TOTAL:	162.50
025-411048	01/31/23	01	PROJECT MANAGEMENT	030020054920			03/17/23	3,250.00
							INVOICE TOTAL:	3,250.00
025-411215	01/31/23	01	CHART OF ACCOUNTS	030020054920			03/17/23	65.00
							INVOICE TOTAL:	65.00
							VENDOR TOTAL:	3,477.50
UNDE	UNIFORM DEN EAST, INC							
83815-02	01/24/23	01	UNIFORMS	010020034690			02/23/23	332.34
							INVOICE TOTAL:	332.34
83815-03	01/27/23	01	UNIFORMS	010020034690			02/26/23	145.21
							INVOICE TOTAL:	145.21
84588	01/27/23	01	UNIFORMS	010020034690			02/26/23	410.40
							INVOICE TOTAL:	410.40
							VENDOR TOTAL:	887.95
USBL	USA BLUEBOOK							
162201	11/01/22	01	LAB REAGENTS	300010034680			12/01/22	143.74
							INVOICE TOTAL:	143.74
177707	11/15/22	01	PAINT	300010054980			12/15/22	86.95
							INVOICE TOTAL:	86.95

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-----								
USBL	USA BLUEBOOK							
193864	12/02/22	01	LAB REAGENTS	300010034680			01/02/23	950.05
							INVOICE TOTAL:	950.05
254396	02/01/23	01	SWIVEL DIPPER	310010034670			03/01/23	442.51
							INVOICE TOTAL:	442.51
929683	03/31/22	01	CONFINED SPACE PERMIT FORMS	300010034670			04/30/22	22.65
							INVOICE TOTAL:	22.65
981451	05/17/22	01	HYDRANT PARTS	300010054980			06/17/22	378.00
							INVOICE TOTAL:	378.00
							VENDOR TOTAL:	2,023.90
VSP	VISION SERVICE PLAN (IL)							
011723	01/17/23	01	ADMIN	010010014037			02/01/23	43.35
		02	PD	010020014037				167.09
		03	STREETS	010030014037				82.05
		04	SEWER	310010014037				27.78
		05	WATER	300010014037				13.78
							INVOICE TOTAL:	334.05
							VENDOR TOTAL:	334.05
WADI	WAREHOUSE DIRECT, INC							
5427755-0	02/02/23	01	LASER POINTER/PAPER/TISSUE	010010034650			02/12/23	321.79
							INVOICE TOTAL:	321.79
C5427755-0	02/08/23	01	RETURN LASER POINTER PEN	010010034650			02/08/23	-69.96
							INVOICE TOTAL:	-69.96
							VENDOR TOTAL:	251.83
WEX	WEX BANK - FLEET							
ER87040102	01/31/23	01	PD FUEL	010020034660			02/22/23	3,349.10

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WEX	WEX BANK - FLEET							
ER87040102	01/31/23	02	STREETS FUEL	010030034660			02/22/23	5,187.66
		03	OPERATING SUPPLIES	010030034680				80.22
		04	WATER FUEL	300010034680				412.71
		05	SEWER FUEL	310010034680				246.79
							INVOICE TOTAL:	9,276.48
							VENDOR TOTAL:	9,276.48
							TOTAL ALL INVOICES:	267,940.27