



**NORTH AURORA VILLAGE BOARD MEETING  
MONDAY, MARCH 20, 2023 – 7:00 P.M.  
NORTH AURORA VILLAGE HALL - 25 E. STATE ST.**

**AGENDA**

Village Board meetings are being conducted live and in-person. The public can view the board meeting remotely via telecommunications using Zoom; however, to participate must attend the meeting in person. The public can view the meeting remotely as follows:

**Website Address:** <https://us02web.zoom.us/j/88042203604>

**Meeting ID:** 880 4220 3604

**Dial In:** +1 312 626 6799

Due to the Covid-19 pandemic, if necessary, Village Board members may attend the meeting remotely. This procedure is being followed pursuant to the Illinois Open Meetings Act (5 ILCS 120/2.01 et seq.) as amended by Public Act 101-0640.

**CALL TO ORDER - SILENT PRAYER - MEDITATION – PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**AUDIENCE COMMENTS**

**RECOGNITION**

Life Saving Award – Officer Dan Stone

**CONSENT AGENDA**

1. Village Board Minutes dated 03/06/2023; Committee of the Whole Minutes dated 03/06/2023
2. Bills List Dated 03/20/2023 in the Amount of **\$519,330.31**
3. Approval of North Aurora Days Special Event Permit
4. Approval of Ordinance Authorizing the Sale or Disposition of Surplus Personal Property

**NEW BUSINESS**

1. Approval of Ordinance Amending the North Aurora Code Section 5.08.350 to Decrease the Number of Class L-2 Liquor Licenses Authorized in the Village Of North Aurora (The Rustic Fox)

2. Approval of Ordinance Amending the North Aurora Code Section 5.08.350 to Increase the Number of Class G Liquor Licenses Authorized in the Village Of North Aurora (Casey's)
3. Approval of Special Event Permit for Goodwin Elementary for Fun Run Glow Run Event
4. Approval of Special Event Permit for ABD Cycling Bicycle Ride Event
5. Approval of Special Event Permit for The Rustic Fox for Farmer's Market Event
6. Approval of Special Event Permit for The Rustic Fox for Golden Egg Hunt Event
7. Approval to Enter into an Agreement with Midwest Integrated Solutions for Access Control System for Police Facilities in the Amount of **\$58,294.00**

#### **VILLAGE PRESIDENT**

#### **TRUSTEE COMMENTS**

#### **ADMINISTRATOR'S REPORT**

#### **VILLAGE DEPARTMENT REPORTS**

#### **ADJOURN**

Initials: SR

**NORTH AURORA VILLAGE BOARD MEETING  
VILLAGE BOARD MEETING MINUTES  
Monday, March 6, 2023**

Due to the COVID-19 pandemic, the Village Board meeting was conducted live remotely via telecommunications.

**CALL TO ORDER**

Mayor Gaffino called the meeting to order.

**SILENT PRAYER - MEDITATION – PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**In attendance:** Mayor Mark Gaffino, Trustee Mark Carroll, Trustee Laura Curtis, Trustee Mark Guethle, Trustee Mike Lowery, Trustee Todd Niedzwiedz, Trustee Carolyn Salazar

**Staff in attendance:** Village Administrator Steve Bosco, Finance Director Jason Paprocki, Community & Economic Development Director Mike Toth, Village Attorney Kevin Drendel, Public Works Director John Laskowski, Police Chief Joe DeLeo.

**AUDIENCE COMMENTS** – Chuck Nelson of 235 LeGrande Blvd, Aurora IL candidate for the Fox Metro Board. Nelson spoke about the Fox Metro Water Reclamation Board, the upcoming election and the candidates in the running. He provided the Board information regarding his qualifications.

Tom Muth of 2360 Sans Sauci Dr. Aurora, IL candidate for Fox Metro District Five. Muth spoke about his qualifications.

**CONSENT AGENDA**

1. Village Board Minutes dated 02/20/2023: Committee of the Whole Minutes dated 02/20/2023
2. Bills List Dated 03/06/2023 in the Amount of \$176,042.75

Motion for approval made by Trustee Lowery and seconded by Trustee Salazar. **Roll Call Vote:** Trustee Lowery – yes, Trustee Niedzwiedz – yes, Trustee Salazar – yes, Trustee Carroll – yes, Trustee Curtis – yes, Trustee Guethle – yes. **Motion approved (6-0).**

**NEW BUSINESS**

- 1. Approval of a Resolution Approving a Proposal from Lauterbach and Amen for Auditing Services**

Finance Director Paprocki stated that the Village had just concluded its five year agreement with Lauterbach and Amen. The Village had solicited bids from twelve different firms for a new agreement and received three bids. Of the three bids received, staff believed that Lauterbach and Amen provided the best pricing and prior experience with the Village.

Motion for approval made by Trustee Guethle and seconded by Trustee Curtis. **Roll Call Vote:** Trustee Guethle – yes, Trustee Lowery – yes, Trustee Niedzwiedz – yes, Trustee Salazar – yes, Trustee Carroll – yes, Trustee Curtis – yes. **Motion approved (6-0).**

**2. Approval of Resolution Approving a Memorandum of Agreement Regarding Addition of Classification of Crew Leader Between the Village of North Aurora and the International Union of Operating Engineers, Local 150, Public Employees Division**

Administrator Bosco explained that this Resolution would allow the Village to authorize two crew leader positions who would then report to the Street Superintendent.

Motion for approval made by Trustee Lowery and seconded by Trustee Salazar. **Roll Call Vote:** Trustee Lowery – yes, Trustee Niedzwiedz – yes, Trustee Salazar – yes, Trustee Carroll – yes, Trustee Curtis – yes, Trustee Guethle – yes. **Motion approved (6-0).**

**3. Approval of Ordinance Approving the 3<sup>rd</sup> Budget Amendment for Fiscal Year 2022-2023**

Finance Director Paprocki explained that this item amends the budget to include the previous agenda item, adding \$1,390 to the remainder of the year to accommodate the Crew Leader positions.

Motion for approval made by Trustee Niedzwiedz and seconded by Trustee Guethle. **Roll Call Vote:** Trustee Niedzwiedz – yes, Trustee Salazar – yes, Trustee Carroll – yes, Trustee Curtis – yes, Trustee Guethle – yes, Trustee Lowery – yes. **Motion approved (6-0).**

**4. Approval to Purchase a Public Works Bucket Truck in an Amount Not to Exceed \$95,000.00**

Public Works Director Laskowski explained that the Village currently had one bucket truck in its fleet, it is 23 years old and is temperamental creating challenges. Public Works has also found need for an additional bucket truck so that projects could be completed simultaneously. In searching for a truck, staff found that the State Purchase Program does not offer the truck and that used trucks range between \$170,000 and \$204,000, but found one at a private dealership for \$78,000. The truck has been inspected by two mechanics, some maintenance would need to be done on the truck at a cost of between \$8,000 and \$15,000 bringing the total cost of the truck not to exceed \$95,000.

Administrator Bosco added that if for some reason that truck was no longer available, the approval would allow him to authorize the purchase of a different truck not to exceed that dollar amount.

Mayor Gaffino expressed approval for the purchase.

Trustee Salazar asked if the old truck was going to be kept until it was no longer usable, to which staff answered yes.

Motion for approval made by Trustee Carroll and seconded by Trustee Lowery. **Roll Call Vote:** Trustee Guethle – yes, Trustee Lowery – yes, Trustee Niedzwiedz – yes, Trustee Salazar – yes, Trustee Carroll – yes, Trustee Curtis – yes. **Motion approved (6-0).**

**5. Approval of an Ordinance Amending the North Aurora Municipal Code Regarding Construction Permitting Fees**

Community & Economic Development Director Toth reminded the Board of the presentation he gave regarding Permitting Fees at the previous Committee of the Whole meeting. He stated that two changes had been made per the request of the Village Board. The first was moving residential decks from tier two to tier one in the fee schedule. The second was to raise the fee in the residential tier three from \$225 to \$250. If approved, the fees would take in to effect June 1, 2023.

Motion for approval made by Trustee Salazar and seconded by Trustee Carroll. **Roll Call Vote:** Trustee Salazar – yes, Trustee Carroll – yes, Trustee Curtis – yes, Trustee Guethle – yes, Trustee Lowery – yes, Trustee Niedzwiedz – yes. **Motion approved (6-0).**

**6. Approval of a Resolution From the Village of North Aurora in Support of Tax Increment Financing Districts**

Administrator Bosco explained that Metro West, a council of government that the Village is a member of, monitors legislation in Springfield. They were seeking passage of resolutions supporting TIF Districts from municipalities as legislation moving away from utilizing TIF Districts are being discussed in Springfield. The Village of North Aurora currently has two TIF Districts, one set to expire soon and one that will be in effect for 22 more years. If the Resolution is approved, it will go to the Illinois Municipal League who works with legislators regarding issues that are relevant to villages.

Motion for approval made by Trustee Guethle and seconded by Trustee Niedzwiedz. **Roll Call Vote:** Trustee Carroll – yes, Trustee Curtis –yes, Trustee Guethle – yes, Trustee Lowery – yes, Trustee Niedzwiedz – yes, Trustee Salazar – yes. **Motion approved (6-0).**

**7. Approval to Enter into Contract with Flock Group, Inc. for the Purchase and Installation of Four Fixed Flock Safety Cameras and Two Portable Flock Safety Cameras in the Amount of \$21,100.00**

Police Chief Joe DeLeo reminded the Board about the discussion regarding Flock cameras at the previous Committee of the Whole meeting which was met with mostly positive feedback. He stated that the cost for four installed cameras and two portable cameras was \$21,100 for the first year. Flock would lock in the price and defer payment to the Village's next budget year starting June 1, 2023. The first year renewal charge will be \$18,500.

Trustee Salazar asked where the four installed cameras would be located. Chief DeLeo stated that they would be located at Orchard and Orchard Gateway, two at I88 and Route 31 and one at Butterfield and Mitchell Roads.

Motion for approval made by Trustee Carroll and seconded by Trustee Guethle. **Roll Call Vote:** Trustee Carroll – yes, Trustee Curtis –no, Trustee Guethle – yes, Trustee Lowery – yes, Trustee Niedzwiedz – yes, Trustee Salazar – yes. **Motion approved (5-1).**

**8. Approval of a Resolution Regarding Drones as First Responders**

Administrator Bosco stated that a resolution was forwarded to the Village by Metro West regarding the use of drones by first responders. Currently laws prohibit the use of drones in certain situations. This resolution encourages amending state laws to allow police to utilize drones in cases of crowd safety at special events. Bosco said that if approved, the Resolution would be sent to Fox Metro as well as the Village's State Representatives.

Trustee Curtis expressed concern for privacy issues and asked how this would be utilized. Chief DeLeo explained that currently during special events, for instance North Aurora Days, the use of drones for crowd safety and monitoring rooftops is not permitted. He stated it would be an asset to be able to utilize drones for events like that.

Trustee Curtis continued to express concern and asked what safeguards would be put in place to protect the privacy of the citizens. DeLeo stated that there is no expectation of privacy when a person is in a public space. Curtis explained that she did not mean during an event however in instances when drones are used to locate suspicious people in neighborhoods. DeLeo said that in those cases drones are not deployed to watch innocent people walking down the street. He described the amount of staff, effort and time it entails to deploy a drone as well as the call for service. Everything is documented, recorded and available for FOIA requests.

Trustee Carroll asked if the Village has any guidelines in deployment of drones. Chief DeLeo reiterated that there must be a call for service, a report is filed, a pilot is located, a second pilot, a report is filed, and permission from the FAA is received. There was further discussion regarding what was type of drone surveillance was currently allowed and not permissible.

Trustee Guethle reminded the Board that the agenda item was for the approval of a Resolution Regarding Drone use during a special event.

Motion for approval made by Trustee Guethle and seconded by Trustee Carroll. **Roll Call Vote:** Trustee Guethle – yes, Trustee Lowery – yes, Trustee Niedzwiedz – yes, Trustee Salazar – yes, Trustee Carroll – yes, Trustee Curtis –no,. **Motion approved (5-1).**

**9. Approval of a Resolution Adopting the 10 Shared Principles Established by the National Association for the Advancement of Colored People (NAACP) Illinois State Conference and Illinois Association Chiefs of Police (ILACP)**

Police Chief DeLeo stated that on March 22, 2018, the National Association for the Advancement of Colored People (NAACP), the Illinois State Conference and the Illinois Association Chiefs of Police (ILACP) agreed to Ten Shared Principles designed to build trust between law enforcement and communities of color. The two statewide associations vowed by mutual affirmation to work together and stand together in our communities and at the state level to implement these values and principles, and to replace mistrust with mutual trust wherever, whenever, and however we can.

He went on to say that the staff recently discussed the Ten Shared Principles and how these principles align with the mission of the North Aurora Police Department. A strengthened outreach through community events, seminars, and recruitment have been a recent focus of this agency. Members of the North Aurora Police Department from the top down were already expected to treat all people with respect. However, staff agreed that adopting the 10 Shared Principles publicly affirms this expectation. It acknowledges a responsibility for police and members of the community to work together and understand each other. Currently over 300 law enforcement agencies in Illinois, including the Aurora Police Department, the Sugar Grove Police Department, the St. Charles Police Department, and most recently the Batavia Police Department have adopted these 10 Shared Principles.

Staff was requesting that the Board acknowledged and adopted the Ten Shared Principles as their own and add the Village of North Aurora to the historic agreement.

Trustee Carroll asked why, after five years, was this agreement before the Board. He also expressed concerns that the agreement was politically charged. He mentioned that he was not in agreement with the President's Task Force on 21<sup>st</sup> Century Policing because it is admitting that the police department had some participation in discrimination and we are apologizing for that. Carroll stated that since he has been on the Board, there has never been discrimination. He was not prepared to buy in to the idea that the Village Police Department had participated in social injustice. He stated that he did agree with the model of respect for everyone. He did not believe that adopting this document would promote that or detract from that.

Trustee Guethle asked Attorney Drendel for confirmation that it was a non-binding resolution, to which Attorney Drendel agreed.

Trustee Curtis stated that she was in agreement with Trustee Carroll and that the Police Department already exemplifies respect and this item did not need to come before the Village Board.

Trustee Salazar asked Chief DeLeo if he thought that the principles somehow puts the Village Board in a position of apologizing. DeLeo stated that no, he did not. He felt that he appreciated that there was a discussion between parties whom acknowledged the feelings of both sides and came together to form an agreement to work together for the future. He stated that staff had discussed this in depth and had agreed that it was best to publicly affirm their belief in the shared principles.

Trustee Guethle asked Chief DeLeo if he agreed with the motion, to which he stated yes.

There was further discussion regarding whether the item was a political statement.

Motion for approval made by Trustee Salazar and seconded by Trustee Guethle. **Roll Call Vote:** Trustee Salazar – yes, Trustee Carroll – no, Trustee Curtis –no, Trustee Guethle – yes, Trustee Lowery – yes, Trustee Niedzwiedz – no, Mayor Gaffino- yes. **Motion approved (4-3).**

**VILLAGE PRESIDENT** – None

**TRUSTEES COMMENTS** – None

**ADMINISTRATOR’S REPORT** – None

**ATTORNEY’S REPORT** – None

**VILLAGE DEPARTMENT REPORTS**

1. **Finance** – None
2. **Community Development** – None
3. **Police** – None
4. **Public Works** – None

**ADJOURNMENT**

Motion to adjourn was made by Trustee Guethle and seconded by Trustee Niedzwiedz. All in favor.  
**Motion approved.**

Respectfully Submitted,

Jessi Watkins  
Village Clerk

**VILLAGE OF NORTH AURORA  
COMMITTEE OF THE WHOLE MEETING MINUTES  
Monday, March 6, 2023**

Due to the COVID-19 pandemic, the Village Board meeting was conducted live remotely  
via telecommunications.

**CALL TO ORDER**

Mayor Gaffino called the meeting to order.

**ROLL CALL**

**In attendance:** Mayor Mark Gaffino, Trustee Mark Carroll, Trustee Laura Curtis, Trustee Mark Guethle, Trustee Mike Lowery, Trustee Todd Niedzwiedz, Trustee Carolyn Salazar

**Staff in attendance:** Village Administrator Steve Bosco, Finance Director Jason Paprocki, Community & Economic Development Director Mike Toth, Village Attorney Kevin Drendel, Public Works Director John Laskowski, Police Chief Joe DeLeo.

**AUDIENCE COMMENTS** – None

**TRUSTEE COMMENTS** - None

**DISCUSSION**

**1. 2023-24 Budget Process**

Administrator Bosco explained that Finance Director Paprocki was going to present an overview of the budget process which Staff was currently in the midst of.

Finance Director Paprocki began his presentation speaking about six revenue sources to the General Fund that make up 85%-90% of money in to the fund. Paprocki stated that sales tax and cannabis tax has seen tremendous growth over the past two years in part due to the 3% cannabis tax. With the state of the economy, staff expected the sales tax and cannabis tax revenue to come down a bit for the upcoming year. Paprocki went in to further detail regarding what factors went in to the projections of tax revenue for next year's budget.

Next Paprocki spoke about Personnel costs. He stated that the Village contracted with GovHR to perform a non-union salary and classification study. This study focused on non-union positions and found comparables, in similar communities, based on position descriptions. There was also a secondary comparison done with surrounding communities. Paprocki spoke about the study results and how it impacted the upcoming budget.

Paprocki reminded the Board that during last year's budget period, Staff had stated that they would likely be addressing staffing concerns in this upcoming budget. The staffing issues pertained to HR, administrative help within the Police Department, Code Enforcement, and Economic Development. Paprocki detailed the plan to add/shift positions within departments to address the staffing concerns. He explained how some duties of current positions were to be readjusted resulting in new position titles and the creation of 2.03 additional full time equivalent positions. The budget impact of the plan would be \$201,000.

Trustee Curtis asked how sustainable would the addition of \$201,000 annually be. She expressed concerns about sales tax revenues from cannabis diminishing as the market becomes more saturated with dispensaries. While Paprocki agreed with Curtis about cannabis tax revenue decreasing, he stated that the Village's sales tax income was not solely driven by the cannabis tax, there is also sales tax revenue from



other sources such as Woodman's and the Auto Mall. The decrease in cannabis tax revenue would not have a significant impact on sales tax revenue.

Administrator Bosco spoke about the internal discussions that staff has had about solving the staffing issues with minimal financial impact to the Village. He explained the role of the newly created position, Business and Administrative Services Manager, further as well as laying out the redefined roles of the restructured positions.

Trustee Carroll expressed concerns about the increases in salaries proposed as well as the methods used to determine the increases. He suggested comparing to the private sector rather than public.

Administrator Bosco explained the process behind the proposed increases. He stated that while comparing, the Village's goal was to be at the midpoint of the comparables. The intention behind the increases is to make the Village's job offerings more desirable resulting in better recruitment and retention of employees.

Paprocki spoke about the position grade structuring. There was further discussion and explanation regarding grade levels and salaries related to them.

Trustee Lowery brought attention to the Finance and Accounting Manager position, he asked for an explanation on why that position was slated to have a 16% increase. Paprocki explained that the restructured position had Human Resource components to it, the study had only found one comparable. Paprocki stated that the position was an upgraded position by adding the Human Resource components to it.

Administrator Bosco explained that Staff had worked to engineer positions in an effort to make the plan financially solvent for the Village.

Trustee Lowery asked if projections had been made for subsequent years. Paprocki stated that yes they have been done and the Village Board can expect to see forecasted projection schedules in the upcoming budget.

Paprocki spoke about the trend the Village has experienced of excess funds in the General Fund that is then transferred to the Capital Fund.

Paprocki mentioned two additional positions potentially being added, a Public Works Street Laborer and a Public Works Water Laborer.

Paprocki detailed each of the proposed positions grade and salary.

Paprocki broke down the anticipated salary, insurance and pension fund costs for the upcoming year as well as costs associated with Village maintenance such as vehicle purchases.

Paprocki talked about the TIF fund and the likely transfer of funds from the Route 31 TIF to the United TIF for assistance with projects such as property purchases and Route 31/Airport Road intersection improvements.

In regard to the Water Fund, Paprocki stated that there is likely to be a 15% rate increase effective June 1, 2023 and spoke about the Water Masterplan which details items such as anticipated water infrastructure projects.

The Vehicle Equipment Fund covers vehicles on order that have yet to be received for which the funds will be carried over, as well as vehicles yet to be purchased. Paprocki went further in to detail about the vehicles that need to be purchased or replaced in the upcoming fiscal year.

Trustee Curtis asked what the average lifespan of a Police Department cruiser was. Paprocki replied that the vehicles are used for multiple years on a rotating basis. Curtis stressed that the Village purchased three last year and four are to be purchased this year, she expressed concern about the number of Police cruisers that the Village was purchasing. Chief DeLeo stated that there were 12 vehicles in their fleet and they are used on a constant basis. Paprocki stated that the Village is just at a point in the rotation cycle where many of the vehicles needed to be replaced and in upcoming years less vehicles will need to be purchased.

Paprocki spoke about the surplus money in the General fund which has historically been moved to the Capital fund. He asked the Board to consider making a more sizable contribution to the Police Pension Fund.

Paprocki talked about utilizing and obligating the \$2.4 million in Recovery Act funds. Initially the funds were intended to be used for lead service line project, however the timeframe may not line up. Paprocki suggested obligating the funds to the Water Fund to be used for current water infrastructure projects. Trustee Curtis pointed out that the Village continues to have surplus funds despite maintaining the current property tax rate. She also advised that the Village Board should remain prudent with their spending. Trustee Salazar expressed that the proposed additional Village Staff positions and restructured positions were in the best interest of the Village and Staff in order to maintain an effective workplace. She stated that the Staff's recommendations were made thoughtfully to minimize the impact of the budget. Mayor Gaffino commented that the Village Staff is very conscientious about how they spend funds, referencing how thoughtfully they crafted the proposed staffing structure. Trustee Niedzwiedz noted that for the entirety of his tenure on the Board, two years, the staff had been discussing how to add staff. He commented that much thought had been put in to the staffing structure that had been presented to the Board. He also stated that he was excited about the addition of an economic development staff person. He felt economic development was of great importance to Village residents. Niedzwiedz noted that he agreed with the previous comment that the purchase of multiple vehicles was a timing issue. Trustee Guethle expressed disbelief that anyone would be opposed to the purchase of new police vehicles. He commented that the vehicles receive a lot of wear and tear and it is the Board's duty to ensure that the vehicles are maintained for safety. Trustee Carroll stated that he echoed the positive feedback given by the rest of the Board and he would like to see excess funds from the General Fund moved to the Police Pension Fund and the remainder to the Capital Fund. He also stated that he was in agreement with allocating the ARPA funds to the Water Fund. Administrator Bosco spoke about the ARPA funds and the ongoing Lead Service Line Project. He also spoke about the construction of the new Public Works facility. Trustee Niedzwiedz asked about the salary study and how often it is conducted. Paprocki stated that he believed that this was the first one done since the early 2000's. Bosco added it was done in the mid 00's and beyond that the Finance Director would look at the positions periodically during the budget cycle and compare to local towns. This was the first time in 15 plus year that the Village had decided to have a more comprehensive study completed. Paprocki wrapped up his presentation discussing the Public Works facility. He stated that construction costs would not be included on the upcoming budget as the total costs have not yet been calculated. A budget amendment would go before the Board for approval once costs are established. Paprocki stated that the Draft Budget would be completed in the next two weeks and will go before the Board at the Committee of the Whole meeting on March 20, 2023. The Public Hearing will be in April and then the Budget will go before the Board on May 1, 2023 for approval.

**EXECUTIVE SESSION** – None

### **ADJOURNMENT**

Motion to adjourn made by Trustee Guethle and seconded by Trustee Carroll. All in favor. **Motion approved.**

Respectfully Submitted,

Jessi Watkins  
Village Clerk

# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Aaron Anderson 043760	Plan/ Zoning Commission Meeting 3/7/23	01-410-4016	Per Diem - Plan..	03072023	3/7/2023	\$50.00
	Total					\$50.00
Aflac 030540	AFLAC- Feb 2023	01-000-2053	AFLAC	890422	2/26/2023	\$329.64
	Total					\$329.64
AIM 046510	Flex 125- Feb 2023	01-430-4267	Finance Services	1000330	3/1/2023	\$147.00
	Total					\$147.00
American Water Works Assn. 007050	Membership Fee- Hake	60-445-4390	Dues & Meetings	7002092539	1/23/2023	\$83.00
	Membership Fee- Kennedy	60-445-4390	Dues & Meetings	7002090442	1/23/2023	\$83.00
	Total					\$166.00
Amundsen Davis, LLC 039030	Legal Services- Jan 2023	01-430-4260	Legal	704232	3/9/2023	\$918.50
	Total					\$918.50
Anderson Pest Solutions 019770	Pest Control- TPs	60-445-4567	Treatment Plant..	33194334	3/5/2023	\$91.95
	Pest Control- VH	01-445-4520	Public Buildings..	33192293	3/5/2023	\$103.95
	Total					\$195.90
Animal Quest Entertainment 468307	Frankie The Dinosaur Deposit/ NA Days	15-430-4751	North Aurora D..	03032023-01	3/3/2023	\$150.00
	Sloth Encounter Deposit/ NA Days	15-430-4751	North Aurora D..	03032023-02	3/3/2023	\$300.00
	Total					\$450.00
Anna Helene Tuohy 044040	Plan/ Zoning Commission Meeting 3/7/23	01-410-4016	Per Diem - Plan..	03072023	3/7/2023	\$50.00
	Total					\$50.00
AT&T Mobility 468386	Cell Phone 1/20 - 2/19	01-430-4652	Phones and Co..	02272023 AD..	2/19/2023	\$178.62
		01-440-4652	Phones and Co..	02272023 PD	2/19/2023	\$707.85
		01-441-4652	Phones and Co..	02272023 CD	2/19/2023	\$83.00
		01-445-4652	Phones and Co..	02272023 PW	2/19/2023	\$531.70
		60-445-4652	Phones and Co..	02272023 WA..	2/19/2023	\$224.78
						\$1,725.95

# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Aurora Area Convention 003770	Rodeway Inn Tax/ Jan 2023	15-430-4752	90% Tourism C..	02152023	2/15/2023	\$635.12
	Total					\$635.12
Aurora Fastprint 029610	Door Tags For LSLI	60-445-4507	Printing	38893	2/14/2023	\$317.01
	Total					\$317.01
B & F Construction 015600	Building Inspections- Jan 2023	01-441-4276	Inspection Servi..	17304-01	2/21/2023	\$8,826.68
	Consultation	90-000-e270	Seasons at Nort..	17304-02	2/21/2023	\$173.33
	Plan Review- Gerald Ford	01-441-4276	Inspection Servi..	61102	3/3/2023	\$900.00
	Plan Review- Gerald Hyudai	01-441-4276	Inspection Servi..	61079	2/28/2023	\$600.00
	Plan Review- Woodman's Addition	01-441-4276	Inspection Servi..	61078	2/28/2023	\$4,903.70
	Total					\$15,403.71
Bass/ Schuler Entertainment 467912	Band Deposit- Second Hand Soul/ NA Days	15-430-4751	North Aurora D..	02282023	2/28/2023	\$250.00
	Total					\$250.00
BDK Door Company 030150	Door Repair- CommDev	01-445-4520	Public Buildings..	805065002	2/28/2023	\$262.50
	Total					\$262.50
Beaver Shredding, Inc 468371	Document Destruction (128 Boxes)	01-430-4799	Misc.	57304	2/10/2023	\$1,498.00
	Total					\$1,498.00
Bonnell Industries 035410	Curb Shoe (10)	01-445-4510	Equipment/IT M..	0209331-IN	2/27/2023	\$1,671.41
	Total					\$1,671.41
Brackett 005890	Plan/ Zone Commission Meeting 3/7/23	01-410-4016	Per Diem - Plan..	03072023	3/7/2023	\$50.00
	Total					\$50.00
Caliber Communications 467748	Hydrant Meter Deposit Refund	60-000-2215	Hydrant Meter ..	03032023	3/3/2023	\$1,094.50
	Total					\$1,094.50
Cargill, Inc. 039780	Road Salt	10-445-4439	Salt	2908005487	2/22/2023	\$2,031.55
				2908009346	2/23/2023	\$9,860.76
				2908009403	2/23/2023	\$10,194.60

# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Cargill, Inc. 039780	Road Salt	10-445-4439	Salt	2908013808	2/24/2023	\$10,161.06
				2908013857	2/24/2023	\$12,308.71
	Total					\$44,556.68
Carus Corporation 033300	HMO Chemicals- WTP	60-445-4437	Chemicals - Wa..	SLS 10106227	2/21/2023	\$836.20
	Total					\$836.20
Casey Equipment Co, Inc 010570	Loader Seat	01-445-4540	Streets & Alleys..	P04058	2/13/2023	\$2,434.62
	Total					\$2,434.62
Certified Laboratories Division 048600	Aerosol, Luster Guard	01-445-4511	Vehicle Repair ..	8127867	2/17/2023	\$590.11
	Diesel Fuel Additive	01-445-4511	Vehicle Repair ..	8127873	2/17/2023	\$696.98
	Total					\$1,287.09
Chicago Communications LLC 468149	Squad Repair- Squad #69	01-440-4511	Vehicle Repair ..	342037	2/10/2023	\$675.00
	Squad Repair- Squad #70 & #78	01-440-4511	Vehicle Repair ..	342035	2/10/2023	\$231.90
	Squad Repair- Squad #75	01-440-4511	Vehicle Repair ..	342036	2/10/2023	\$500.00
	Total					\$1,406.90
Cintas Corporation 041590	First Aid Kit- PD	01-445-4520	Public Buildings..	5145409675	2/14/2023	\$41.47
	First Aid Supplies- PW Garage	01-445-4870	Equipment	5148025890	3/3/2023	\$66.43
	Rug & Towel Cleaning- PW Garage	01-445-4520	Public Buildings	414966776	2/28/2023	\$57.50
			Rpr & Mtce	4146546939	2/14/2023	\$57.50
	Total					\$222.90
City of Aurora 027870	Casey's New Service Water Samples- Jan 20..	90-000-e259	Casey's - SW R..	222657-02	3/13/2023	\$38.00
	Water Sample Analysis- Jan 2023	60-445-4562	Testing (water)	222657-01	3/13/2023	\$285.00
	Total					\$323.00
Clarke Environmental Mosquito 000300	Mosquito Maint 2023/ Pay Req #1	01-445-4521	Mosquito Control	001027690	2/23/2023	\$16,225.00
	Total					\$16,225.00
Coffman Truck Sales, Inc. 000320	Safety Test	01-445-4511	Vehicle Repair ..	426794	3/8/2023	\$59.50

# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Coffman Truck Sales, Inc. 000320	Total					\$59.50
Commonwealth Edison 000330	Silo Lighting/ 8W State Street	01-445-4660	Street Lighting	1047147081	2/8/2023	\$109.70
	Street Lights	10-445-4660	Street Lighting ..	3771153008	2/22/2023	\$1,271.97
	Street Lights/ 4 S Willowway	10-445-4660	Street Lighting ..	0146092024	2/8/2023	\$81.51
	Street Lights/ 19 N Linolnway	10-445-4660	Street Lighting ..	2985029045	2/8/2023	\$63.19
	Street Lights/ 211 River Road	10-445-4660	Street Lighting ..	4007024020	2/2/2023	\$2,764.71
	Street Lights/ 355 Moorfield	10-445-4660	Street Lighting ..	0795092063	2/22/2023	\$7.92
	Street Lights/ 1051 Kettle Ave	10-445-4660	Street Lighting ..	1083133047	2/7/2023	\$20.83
	Street Lights/ 1193 Comiskey	10-445-4660	Street Lighting ..	1743032047	2/22/2023	\$7.92
	Street Lights/ 1197 Comiskey	10-445-4660	Street Lighting and Poles	0903075187	2/14/2023	\$2.18
					2/22/2023	\$7.92
	Street Lights/ 1200 Orchard Gateway	10-445-4660	Street Lighting ..	1344158042	2/8/2023	\$88.69
	Street Lights/ 1600 Orchard Gateway	10-445-4660	Street Lighting ..	2579039064	2/8/2023	\$75.51
	Street Lights/ 1802 Orchard Gateway	10-445-4660	Street Lighting ..	0562144049	2/8/2023	\$63.80
	Street Lights/ 1901 Orchard Gateway	10-445-4660	Street Lighting ..	0835082016	2/7/2023	\$50.32
	Street Lights/ Comiskey & Orchard	10-445-4660	Street Lighting ..	2313121105	2/8/2023	\$56.79
	Street Lights/ Gateway & Deerpath	10-445-4660	Street Lighting ..	1776122038	2/8/2023	\$45.98
	Street Lights/ Orchard & Gateway	10-445-4660	Street Lighting ..	3147017028	2/8/2023	\$109.35
	Street Lights/ Orchard & Oak	10-445-4660	Street Lighting ..	1875021089	2/8/2023	\$133.09
	Street Lights/ Orchard & White Oak	10-445-4660	Street Lighting ..	2963079050	2/8/2023	\$61.64
	Street Lights/ Rt56 & Rt25	10-445-4660	Street Lighting ..	1425064018	2/10/2023	\$68.67
	Water Tower Electric	60-445-4662	Utility	1313136025	2/9/2023	\$80.60
	Total					\$5,172.29
Creekside Compost, LLC 467909	Hauling Of Concrete Blocks	01-445-4520	Public Buildings Rpr & Mtce	23-02-3594	2/28/2023	\$500.00
				23-03-3614	3/7/2023	\$375.00

# Accounts Payable To Be Paid Proof List

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Creekside Compost, LLC 467909	Total					\$875.00
DACRA Adjudication Systems 467842	Adjudication- Feb 2023	01-440-4510	Equipment/IT M..	DT 2023-02-34	2/28/2023	\$1,850.00
	Total					\$1,850.00
De Nora MIOX Corporation 038050	MIOX Check Valve	60-445-4567	Treatment Plant..	9200069766	2/9/2023	\$160.23
	MIOX Circuit Breaker	60-445-4567	Treatment Plant..	9200070142	2/22/2023	\$469.96
	MIOX Pressure Transducer	60-445-4567	Treatment Plant..	9200070727	2/28/2023	\$1,332.13
	MIOX Water Temp Sensor	60-445-4567	Treatment Plant..	9200070935	2/28/2023	\$942.08
	Total					\$2,904.40
Doug Botkin 047330	Plan/ Zoning Commission Meeting 3/7/23	01-410-4016	Per Diem - Plan..	03072023	3/7/2023	\$50.00
	Total					\$50.00
Drendel & Jansons Law Group 028580	Legal Services- CommDev/ Jan 2023	01-441-4260	Legal	4791	1/31/2023	\$1,504.75
	Legal Services- Gen, Fin, Admin/ Jan 2023	01-430-4260	Legal	4489	1/31/2023	\$1,027.00
	Total					\$2,531.75
Dynegy Energy Services 048750	Well #4/ WTP 1/10 - 2/7	60-445-4662	Utility	14653112302..	2/24/2023	\$7,497.23
	Well #5/ ETP 1/11 - 2/8	60-445-4662	Utility	14653112302..	2/24/2023	\$3,377.14
	Well #6 1/6 - 2/5	60-445-4662	Utility	14653112302..	2/24/2023	\$3,421.41
	Well #7 1/11 - 2/8	60-445-4662	Utility	14653112302..	2/24/2023	\$5,208.25
	Well #8 1/9 - 2/8	60-445-4662	Utility	14653112302..	2/24/2023	\$5,565.01
	Well #9 1/19 - 2/16	60-445-4662	Utility	14653112302..	2/24/2023	\$6,202.35
	Total					\$31,271.39
Energenecs, Inc 035320	SCADA Maintenance And Alarms	60-445-4567	Treatment Plant..	0045368-IN	2/9/2023	\$1,307.50
	Surge Protector- Well #8	60-445-4567	Treatment Plant..	0045372-IN	2/9/2023	\$1,729.87
	Total					\$3,037.37
Engineering Enterprises, Inc. 467917	2023 Road Program- Phase 3	21-450-4255	Engineering	76434	2/27/2023	\$750.00
	LSLR Program	60-445-4255	Engineering	76436	2/27/2023	\$4,059.05

# Accounts Payable To Be Paid Proof List

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Engineering Enterprises, Inc. 467917	Orchard Gateway Road Improvements- Phas..	21-450-4255	Engineering	76433	2/27/2023	\$5,361.00
	Orchard Gateway Road Improvements- Phas..	21-450-4255	Engineering	76440	2/27/2023	\$9,263.00
	Pedestrian Signal- Randall/ Ritter	21-456-4875	Capital Improve..	76438	2/27/2023	\$1,798.47
	Source Water Protection Plan	60-445-4255	Engineering	76439	2/27/2023	\$2,596.50
	Water System Model	60-445-4255	Engineering	76437	2/27/2023	\$10,008.00
	Well #5 Modifications	60-445-4255	Engineering	76441	2/27/2023	\$1,665.00
	Total					\$35,501.02
ESRI 467685	GIS Software & Hosted Maint	01-430-4510	Equipment/IT M..	94428217	2/10/2023	\$6,378.62
	Total					\$6,378.62
Feece Oil 031060	Diesel Fuel	71-000-1340	Gas/Diesel Escrow	3956731	2/17/2023	\$1,808.02
				3958617	3/1/2023	\$1,398.42
	Mid-Grade Fuel	71-000-1340	Gas/Diesel Escrow	3956732	2/17/2023	\$3,768.53
				3958618	3/1/2023	\$3,210.44
	Total					\$10,185.41
Fox Metro 029650	New Service Inspections (7)	60-445-4480	New Meters,rpr..	03062023	3/6/2023	\$210.00
	Total					\$210.00
FOX METRO WRD 045480	Sewer Bill- PD 11/30 - 1/31	01-445-4662	Utility	N02-5784	3/20/2023	\$64.26
	Sewer Bill- PW Garage 11/30 - 1/31	01-445-4662	Utility	N02-5182	3/20/2023	\$28.56
	Sewer Bill- VH 11/30 - 1/31	01-445-4662	Utility	N02-0164	3/20/2023	\$71.40
	Total					\$164.22
Fulton Siren Services 467664	Siren Alarm Testing/ Monitoring	01-445-4520	Public Buildings..	2382	3/2/2023	\$498.97
	Total					\$498.97
Geneva Construction Co. 000530	2022 Road Construction Program	21-450-4875	Capital Improve..	60452	2/20/2023	\$119,438.37
	Total					\$119,438.37
Global Water Technology, Inc.	Water Treatment- VH, PD/ Feb 2023	01-445-4520	Public Buildings..	83319	2/15/2023	\$210.00



# Accounts Payable To Be Paid Proof List

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
<del>Crowder Water Technology, Inc.</del> 467862	Total					\$210.00
Grainger 031900	Locker For New Employee- Water	60-445-4799	Misc. Expenditu..	9677651408	2/16/2023	\$551.27
	Storage Bins (12)	60-445-4799	Misc. Expenditu..	9621991612	2/27/2023	\$200.52
	Total					\$751.79
Hach Company 014100	Test Equipment For MIOX	60-445-4567	Treatment Plant..	13489646	3/3/2023	\$192.39
	Water Testing Chemicals	60-445-4562	Testing (water)	13450611	2/2/2023	\$348.15
	Total					\$540.54
Houseal Lavigne Associates, LLC 467756	Comp Plan Update	01-441-4280	Consulting Fees	6111	2/28/2023	\$1,550.00
	Total					\$1,550.00
IL Section American Water Works Association 468400	Flagger Training	60-445-4380	Training	200078978	2/24/2023	\$240.00
	Total					\$240.00
Industrial Door Company 044430	Garage Door Repair- PW Garage	01-445-4520	Public Buildings..	118930	2/28/2023	\$532.65
	Total					\$532.65
Intergovernmental Personnel Benefit Cooperative 467637	Dental Insurance- Admin/ March 2023	01-430-4136	Dental Insurance	03132023-09	3/13/2023	\$29.14
	Dental Insurance- CommDev/ March 2023	01-441-4136	Dental Insurance	03132023-10	3/13/2023	\$16.58
	Dental Insurance- Employee/ March 2023	01-000-2054	Insurance Empl..	03132023-14	3/13/2023	\$1,889.65
	Dental Insurance- PD/ March 2023	01-440-4136	Dental Insurance	03132023-11	3/13/2023	\$326.12
	Dental Insurance- PW/ March 2023	01-445-4136	Dental Insurance	03132023-12	3/13/2023	\$62.18
	Dental Insurance- Water/ March 2023	60-445-4136	Dental Insurance	03132023-13	3/13/2023	\$31.74
	Health Insurance- Admin/ March 2023	01-430-4130	Health Insurance	03132023-02	3/13/2023	\$5,879.91
	Health Insurance- CommDev/ March 2023	01-441-4130	Health Insurance	03132023-04	3/13/2023	\$5,199.14
	Health Insurance- PD/ March 2023	01-440-4130	Health Insurance	03132023-01	3/13/2023	\$38,589.63
	Health Insurance- Police Pension/ March 2023	01-000-2055	Payroll Deducti..	03132023-08	3/13/2023	\$4,121.48
	Health Insurance- PSEBA/ March 2023	01-430-4132	PSEBA Health I..	03132023-03	3/13/2023	\$2,230.91
	Health Insurance- PW/ March 2023	01-445-4130	Health Insurance	03132023-05	3/13/2023	\$13,712.12

# Accounts Payable To Be Paid Proof List

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Intergovernmental Personnel Benefit Cooperative 467637	Health Insurance- Retirees/ March 2023	01-000-2055	Payroll Deducti..	03132023-07	3/13/2023	\$1,957.99
	Health Insurance- Water/ March 2023	60-445-4130	Health Insurance	03132023-06	3/13/2023	\$10,051.95
	Life Insurance- Admin/ March 2023	01-430-4135	Life Insurance	03132023-17	3/13/2023	\$10.56
	Life Insurance- CommDev/ March 2023	01-441-4135	Life Insurance	03132023-18	3/13/2023	\$8.80
	Life Insurance- PD/ March 2023	01-440-4135	Life Insurance	03132023-15	3/13/2023	\$63.36
	Life Insurance- PW/ March 2023	01-445-4135	Life Insurance	03132023-16	3/13/2023	\$24.64
	Life Insurance- Water/ March 2023	60-445-4135	Life Insurance	03132023-19	3/13/2023	\$10.56
	Vision/ March 2023	01-000-2056	VSP - Employee..	03132023-20	3/13/2023	\$837.82
	Voluntary Life/ March 2023	01-000-2052	Voluntary Life I..	03132023-21	3/13/2023	\$440.19
	Total					\$85,494.47
Jaime Gutierrez 047990	DJ Service- 5/26 Food Truck Event/ 50% Dep..	01-490-4759	Community Eve..	03012023-02	3/15/2023	\$300.00
	DJ Service- 6/3 Kite Event/ 50% Deposit	01-490-4759	Community Eve..	03012023-01	3/15/2023	\$225.00
	Total					\$525.00
Kendall County Concrete 047060	Small Concrete Blocks (9)	01-445-4520	Public Buildings Rpr & Mtce	55130	2/21/2023	\$477.00
				55142	2/28/2023	\$450.00
	Total					\$927.00
Kiesler's Police Supply, Inc. 039910	Ammo	01-440-4383	Firearm Training	IN208879	2/21/2023	\$5,670.00
	Total					\$5,670.00
Konica Minolta 024860	AP Printer Maintenance 2/21 - 3/17	01-430-4411	Office Expenses	9009160277	2/21/2023	\$7.57
	Copier Maintenance 1/1 - 1/31	01-440-4510	Equipment/IT Maint	285092282	1/31/2023	\$88.70
				285092848	1/31/2023	\$71.15
				285093305	1/31/2023	\$71.15
				285096005	1/31/2023	\$179.08
				285097165	1/31/2023	\$50.21
	Copier Maintenance 2/2 - 3/1	01-430-4411	Office Expenses	9009186392	3/1/2023	\$29.95

# Accounts Payable To Be Paid Proof List

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Konica Minolta 024860	Total					\$497.81
LTM Water Treatment Inc 468097	Water Softener Parts For MIOX	60-445-4567	Treatment Plant..	03012023	3/1/2023	\$56.00
	Total					\$56.00
Marberry Cleaners 008430	Prisoner Blanket Cleaning	01-440-4450	Prisoner Mtce &..	14723	1/31/2023	\$12.00
	Total					\$12.00
Mark Bozik 042430	Plan/ Zoning Commission Meeting 3/7/23	01-410-4016	Per Diem - Plan..	03072023	3/7/2023	\$50.00
	Total					\$50.00
Martelle Water Treatment 468397	Bulk HMO Chemicals	60-445-4437	Chemicals - Wa..	24751	2/22/2023	\$17,039.50
	Total					\$17,039.50
Mary Licar 042420	Police Pension Meeting 3/8/23	01-410-4015	Pension Board-..	03082023	3/8/2023	\$50.00
	Total					\$50.00
Matthew Nordstrom 467761	Training Reimbursement	01-440-4370	Conferences & ..	02222023	2/22/2023	\$859.63
	Total					\$859.63
Meade Electric Company, Inc. 027140	Traffic Light Repair/ Randall & Dogwood	01-445-4545	Traffic Signs & ..	703158	3/13/2023	\$2,447.70
	Traffic Light- New Beacon/ Randall & Oak	01-445-4545	Traffic Signs & ..	703156	3/13/2023	\$624.90
	Traffic Light- New Beacon/ Rt31 & Rt56	01-445-4545	Traffic Signs & ..	703157	3/13/2023	\$914.30
	Total					\$3,986.90
Menards 016070	12' Step Ladder	60-445-4799	Misc. Expenditu..	1372	2/16/2023	\$299.00
	Air Hose- TPs	60-445-4567	Treatment Plant..	2030	2/27/2023	\$119.98
	Chain Saw Oil	01-445-4510	Equipment/IT M..	1841-02	2/24/2023	\$9.99
	Cleaning Supplies	01-445-4411	Office Expenses	920-02	2/8/2023	\$56.94
	Drill Pump Kit	60-445-4563	Fire Hydrant Re..	98616	12/28/2022	\$19.96
	Flashlight	01-445-4870	Equipment	1841-01	2/24/2023	\$39.99
	Light Bulbs	01-445-4520	Public Buildings..	1841-03	2/24/2023	\$129.90
	Lights, Garbage Bags	60-445-4567	Treatment Plant..	1331-01	2/15/2023	\$89.97

# Accounts Payable To Be Paid Proof List

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Menards 016070	Lights, Pipe Supplies	60-445-4567	Treatment Plant..	1860-02	2/24/2023	\$129.51
	Mechanic Supplies	01-445-4510	Equipment/IT M..	2094	2/28/2023	\$184.41
	Microwave (2)	01-445-4870	Equipment	920-01	2/8/2023	\$129.96
	Misc Supplies, Tools	60-445-4799	Misc. Expenditu..	1331-02	2/15/2023	\$159.61
	Muriatic Acid For MIOX	60-445-4567	Treatment Plant..	1039	2/10/2023	\$76.41
	Paper Towels	01-445-4421	Custodial Suppl..	1757-02	2/22/2023	\$14.99
	PVC Coupling	60-445-4567	Treatment Plant..	1729	2/22/2023	\$5.56
	PVC Pipe, Fittings For Drains	60-445-4567	Treatment Plant..	1727	2/22/2023	\$210.53
	Safety Glasses, Magnets	60-445-4799	Misc. Expenditu..	1860-03	2/24/2023	\$10.68
	Shelving Materials	01-445-4520	Public Buildings..	971	2/8/2023	\$163.61
	Softener Salt- VH	01-445-4520	Public Buildings..	1860-01	2/24/2023	\$89.80
	Steel Racking- PW	01-445-4520	Public Buildings..	920-03	2/8/2023	\$600.39
	Storage Shelving Components	60-445-4567	Treatment Plant..	1373	2/15/2023	\$205.87
	T-8 Light Bulbs- TPs	60-445-4567	Treatment Plant..	1437	2/17/2023	\$74.98
	T-Rex Tape (3)	01-445-4421	Custodial Suppl..	856	2/7/2023	\$22.17
	Thermometer, Ceramic Heater- Well #6	60-445-4565	Water Well Rpr ..	1447	2/17/2023	\$36.98
	Tool Set, Flashlight, Scoop Shovel	01-445-4870	Equipment	1757-01	2/22/2023	\$202.11
	Total					\$3,083.30
Metro West COG 032210	Metro West Meeting 2/23- Bosco	01-430-4390	Dues & Meetings	4975	2/27/2023	\$45.00
	Total					\$45.00
METRONET 467874	Phone, Internet 2/24 - 3/23	01-430-4652	Phones and Co..	02242023-01	2/24/2023	\$850.52
		01-440-4652	Phones and Co..	02242023-05	2/24/2023	\$1,809.23
		01-441-4652	Phones and Co..	02242023-04	2/24/2023	\$630.57
		01-445-4652	Phones and Co..	02242023-02	2/24/2023	\$674.76
		60-445-4652	Phones and Co..	02242023-03	2/24/2023	\$741.18

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
METRONET 467874	Total					\$4,706.26
Michael Ramsey 468395	AWWA Class- Schwickerath	60-445-4380	Training	02212023	2/21/2023	\$279.00
	Total					\$279.00
MRG Construction Group 468398	Hydrant Meter Deposit Refund	60-000-2215	Hydrant Meter ..	03032023	3/14/2023	\$1,037.10
	Total					\$1,037.10
North Aurora NAPA, Inc. 038730	Brake Cleaner	01-445-4511	Vehicle Repair ..	433579	2/28/2023	\$81.36
	Core Deposit Credit	01-445-4511	Vehicle Repair ..	433195	2/22/2023	-\$126.00
	Def Pump	01-445-4511	Vehicle Repair ..	433871	3/3/2023	\$343.90
	Def Pump- 2016 Ford	01-445-4511	Vehicle Repair ..	433873	3/3/2023	\$414.47
	Flanged Bolt	01-445-4511	Vehicle Repair ..	432465	2/13/2023	\$5.49
	Flood Lamp	01-445-4511	Vehicle Repair ..	433714	3/1/2023	\$322.90
	Fuel Filter	01-445-4511	Vehicle Repair ..	432418	2/13/2023	\$125.08
	Fuel Filter, Screws	01-440-4511	Vehicle Repair ..	432424	2/13/2023	\$61.07
	HD Solutions	01-445-4511	Vehicle Repair ..	433844	3/2/2023	\$23.20
	Head Lights- Truck #142	60-445-4511	Vehicle Repair ..	4333712	3/1/2023	\$239.98
	Oil And Air Filters	01-445-4511	Vehicle Repair ..	432597	2/13/2023	\$145.72
	Oil Dye, Leak Detection	01-445-4511	Vehicle Repair ..	432140	2/8/2023	\$63.98
	Radiator	01-445-4511	Vehicle Repair ..	432378	2/11/2023	\$388.68
	Radiator Repair	01-445-4511	Vehicle Repair ..	432453	2/13/2023	\$28.98
	Radiator Store Leak, Hose	01-445-4511	Vehicle Repair ..	432371	2/11/2023	\$30.98
	Retainers (2)	01-445-4511	Vehicle Repair ..	432485	2/13/2023	\$11.84
	Separator Element- Truck #150	01-445-4511	Vehicle Repair ..	432249	2/10/2023	\$64.93
	Spill Free Funnel	01-445-4511	Vehicle Repair ..	432474	2/13/2023	\$39.49
	Squad Parts	01-440-4511	Vehicle Repair and Maint	431577	2/1/2023	\$1,161.28
				431877	2/6/2023	\$28.24

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Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
North Aurora NAPA, Inc. 038730	Squad Parts	01-440-4511	Vehicle Repair and Maint	432012	2/7/2023	\$227.28
	Squad Parts- Squad #61	01-440-4511	Vehicle Repair and Maint	432266	2/10/2023	\$159.08
				432283	2/10/2023	\$116.28
				432536	2/14/2023	\$106.03
	Squad Parts- Squad #67	01-440-4511	Vehicle Repair ..	432263	2/10/2023	\$365.60
	Squad Parts- Squad #80	01-440-4511	Vehicle Repair ..	432251	2/10/2023	\$16.62
	Tools	01-445-4511	Vehicle Repair ..	432416	2/13/2023	\$324.56
	Transmission Fluid	01-445-4511	Vehicle Repair ..	432498	2/13/2023	\$34.99
	Total					\$4,806.01
Office Depot 039370	Chair/ Stool- CD	01-441-4510	Equipment/IT M..	294603691001	2/22/2023	\$119.99
	Desktop Calculator- CD	01-441-4411	Office Expenses	294603811001	2/21/2023	\$26.49
	Total					\$146.48
Oxie Valley Electric Supply, Inc. 048340	Light Bulbs (22) - PD	01-445-4520	Public Buildings..	20792	2/7/2023	\$505.10
	Street Lights (2)	10-445-4661	Street Light Re..	20854	2/22/2023	\$62.50
	Total					\$567.60
Paddock Publications 044240	Subscription Renewal 3/9 - 5/4	01-430-4411	Office Expenses	03092023	3/9/2023	\$85.00
	Total					\$85.00
Paddock Publications, Inc. 026910	Public Hearing Notice	90-000-e281	400 Mitchell Rd	243023	2/19/2023	\$131.10
	Total					\$131.10
Petty Cash 000900	Coke For Hydrant	60-445-4799	Misc. Expenditu..	03092023	3/9/2023	\$8.06
	Meal Reimb- Snow Plowing/ Cook	01-445-4799	Misc. Expenditu..	01302023-01	1/30/2023	\$11.29
	Meal Reimb- Snow Plowing/ Harreld, Pepper,..	01-445-4799	Misc. Expenditu..	01232023	1/23/2023	\$60.00
	Meal Reimb- Snow Plowing/ Kick	01-445-4799	Misc. Expenditu..	01302023-04	1/30/2023	\$15.00
	Meal Reimb- Snow Plowing/ Kraabel	01-445-4799	Misc. Expenditu..	01312023-02	1/31/2023	\$11.76
	Meal Reimb- Snow Plowing/ Murphy	01-445-4799	Misc. Expenditu..	01222023	1/22/2023	\$15.00

# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Petty Cash 000900	Meal Reimb- Snow Plowing/ Roscoe	01-445-4799	Misc. Expenditu..	01312023-01	1/31/2023	\$6.98
	Meal Reimb- Snow Plowing/ Schwickerath	01-445-4799	Misc. Expenditu..	01302023-03	1/30/2023	\$15.00
	Meal Reimb- Snow Removal/ Harreld	01-445-4799	Misc. Expenditu..	02172023-03	2/17/2023	\$8.04
	Meal Reimb- Snow Removal/ Kick	01-445-4799	Misc. Expenditu..	02172023-02	2/17/2023	\$15.00
	Meal Reimb- Snow Removal/ Kraabel	01-445-4799	Misc. Expenditu..	02172023-05	2/17/2023	\$6.98
	Meal Reimb- Snow Removal/ Murphey	01-445-4799	Misc. Expenditu..	02172023-07	2/17/2023	\$8.58
	Meal Reimb- Snow Removal/ Poss	01-445-4799	Misc. Expenditu..	02172023-04	2/17/2023	\$9.75
	Meal Reimb- Snow Removal/ Roscoe	01-445-4799	Misc. Expenditu..	02172023-06	2/17/2023	\$6.98
	Meal Reimb- Snow Removal/ Schwickerath	01-445-4799	Misc. Expenditu..	02172023-01	2/17/2023	\$15.00
	Plat Recording Fee	01-441-4799	Misc. Expenditu..	03102023	3/10/2023	\$2.00
	Shelf Fram For VH Basement	01-445-4520	Public Buildings..	02082023	2/8/2023	\$64.79
	Total					\$280.21
Pitney Bowes Inc. 017470	Equip Service Agreement 7/1 /22 - 12/31-22	01-441-4505	Postage	1022110219-..	12/11/2022	\$22.97
		01-445-4505	Postage	1022110219-..	12/11/2022	\$22.96
		60-445-4505	Postage	1022110219-..	12/11/2022	\$22.97
	Equip Service Agreement 7/1/22 - 12/31/22	01-430-4505	Postage	1022110219-..	12/11/2022	\$22.96
	Red Ink Refill (2)	01-430-4505	Postage	1022571397-..	2/17/2023	\$45.64
		01-441-4505	Postage	1022571397-..	2/17/2023	\$45.65
		01-445-4505	Postage	1022571397-..	2/17/2023	\$45.64
		60-445-4505	Postage	1022571397-..	2/17/2023	\$45.65
	Total					\$274.44
Priority Products, Inc. 041340	Cable Ties, Drill Bits	01-445-4870	Equipment	985294	2/17/2023	\$32.89
	Total					\$32.89
ProFlow Pumping Solutions 039420	Hypo Pump Gaskets (24)	60-445-4567	Treatment Plant..	INV22473	2/10/2023	\$114.40
	Total					\$114.40



# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
Randy Voss 468317	Police Pension Meeting 3/8/23	01-410-4015	Pension Board-..	03282023	3/8/2023	\$50.00
	Total					\$50.00
Record A Hit, Inc. 468399	Bungee, Climbing Wall, Generator Deposit/ N..	15-430-4751	North Aurora D..	03062023	3/6/2023	\$2,750.00
	Total					\$2,750.00
Robyn 022080	Police Pension Meeting 3/8/23	01-410-4015	Pension Board-..	03082023	3/8/2023	\$50.00
	Total					\$50.00
Ryan Herco Products, Corp. 044700	1.5" CPVC Valves- ETP	60-445-4567	Treatment Plant..	B056458	2/3/2023	\$1,209.08
	Total					\$1,209.08
Sentinel Technologies 025800	Office Licenses	01-430-4510	Equipment/IT M..	P704556	3/7/2023	\$12,979.16
	Total					\$12,979.16
SHI International Corp. 047000	Firewall Mait 1/7/23 - 1/6/24	01-430-4510	Equipment/IT M..	B16564651	3/6/2023	\$833.00
	Total					\$833.00
Springbrook Software LLC 467920	Web Payment- Feb 2023	60-445-4510	Equipment/IT M..	INV-012234	3/8/2023	\$701.00
	Total					\$701.00
Standard Equipment Company 036350	2008 VT Repair	01-445-4511	Vehicle Repair ..	W09851	2/10/2023	\$4,803.99
	Total					\$4,803.99
Sugar Grove Development 039730	Squad Washes- Feb 2023	01-440-4511	Vehicle Repair ..	198	2/28/2023	\$401.00
	Total					\$401.00
Superior Asphalt Materials LLC 031440	Asphalt	01-445-4540	Streets & Alleys Rpr & Mtce	20230057	2/10/2023	\$223.41
				20230065	2/20/2023	\$259.53
	Total					\$482.94
Technology Management Rev Fund 007390	IWIN	01-440-4652	Phones and Co..	T2318735	2/21/2023	\$767.59
	Total					\$767.59
Third Millennium Assoc. , Inc. 033470	Newsletter- Feb 2023	01-430-4507	Printing	28795-01	2/28/2023	\$2,041.37
	Water Bills- Feb 2023	60-445-4507	Printing	28795-02	2/28/2023	\$3,643.12



# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date	
033470	Total					\$5,684.49
Thomas Lenkart 032550	Plan/ Zoning Commission Meeting 3/7/23	01-410-4016	Per Diem - Plan..	03072023	3/7/2023	\$50.00
	Total					\$50.00
Treasurer, State of Illinois 009370	Traffic Signal Maintenance	01-445-4545	Traffic Signs & Signals	63124	2/21/2023	\$3,987.93
				63306	2/17/2023	\$3,987.93
	Total					\$7,975.86
Tri-County Excavation & Construction 027350	Loader Rental	01-445-4538	Snow Removal	23-02-9247	2/28/2023	\$1,920.00
	Snow Plowing 2/16 (Evening)	01-445-4538	Snow Removal	23-02-9242	2/16/2023	\$2,016.00
	Snow Plowing 2/16 (Morning)	01-445-4538	Snow Removal	23-02-9241	2/16/2023	\$3,640.00
	Snow Plowing 2/17	01-445-4538	Snow Removal	23-02-9245	2/17/2023	\$9,452.00
	Snow Plowing 2/24	01-445-4538	Snow Removal	23-03-9249	3/7/2023	\$1,092.00
	Total					\$18,120.00
Uline, Inc 468220	Custodial Supplies- VH	01-445-4421	Custodial Suppl..	160049065	2/15/2023	\$596.30
	Total					\$596.30
USA Blue Book 035680	Flow Meter For Corrosion Rack	60-445-4567	Treatment Plant..	273966-01	2/20/2023	\$329.90
	Hydrant OOS Rings	60-445-4563	Fire Hydrant Re..	273966-02	2/20/2023	\$87.90
	Water Service Tools	60-445-4568	Watermain Rpr..	273966-03	2/20/2023	\$292.43
	Total					\$710.23
Utility Dynamics Corporation 052560	LED Drivers (7)	10-445-4661	Street Light Re..	0210-2965	2/10/2023	\$250.25
	Street Light Repair- 804 Doral	10-445-4661	Street Light Re..	0217-2965	2/17/2023	\$2,701.00
	Total					\$2,951.25
Van's Lock & Key Service, Inc. 005070	Keys (27)	60-445-4567	Treatment Plant..	100643	1/16/2023	\$99.00
	Total					\$99.00
Verizon Wireless 025430	Cell Phone 2/13 - 3/12	01-430-4652	Phones and Connectivity	9927630159-..	2/12/2023	\$36.01
				9927630161-..	2/12/2023	\$20.88

# Accounts Payable To Be Paid Proof List

03/20/2023 Board Meeting



Vendor Description	Description	Account	Acct Name	Invoice No	Inv Date		
Verizon Wireless 025430	Cell Phone 2/13 - 3/12	01-440-4652	Phones and Connectivity	9927630160-..	2/12/2023	\$1.14	
				9927630161-..	2/12/2023	-\$19.17	
		01-441-4652	Phones and Connectivity	9927630159-..	2/24/2023	-\$13.11	
				9927630160-..	2/12/2023	\$56.50	
		01-445-4652	Phones and Connectivity	9927630159-..	2/12/2023	-\$1.77	
				9927630161-..	2/12/2023	\$64.97	
		60-445-4652	Phones and Connectivity	9927630160-..	2/12/2023	\$80.17	
				9927630161-..	2/12/2023	\$75.58	
		Total					\$301.20
		Village of Montgomery 047080	LEADS	01-440-4652	Phones and Co..	LEAD000019	2/22/2023
Total					\$471.20		
Water Resources 010380	1 1/2" Meter, Flange Kit (2)	60-445-4480	New Meters,rpr..	36283	2/27/2023	\$965.00	
	Water Meter Fittings & MIUs	60-445-4480	New Meters,rpr..	36251	2/13/2023	\$9,160.00	
	Total					\$10,125.00	
Grand Total						\$519,330.31	

# Memorandum



To: Steve Bosco, Village Administrator  
From: Chris Wagner, Administrative Analyst  
Date: 3/2/2023  
Re: North Aurora Days 2023 Special Event Permit Request

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The North Aurora Days Committee is planning to have the annual North Aurora Days event Friday, August 4th and Saturday, August 5<sup>th</sup>. The event will run from 5:00 pm to 11:00 pm both days. The event includes food, bands, and other entertainment. A permit is requested because the bands are scheduled to play past 10:00 pm. The event will be located primarily at Riverfront Park with other events in locations throughout the community. As part of the special event, beer and wine will be served by the North Aurora Lions Club and North Aurora Mothers Club. Please find attached the North Aurora Days Committee's application for a special event.



25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
www.northaurora.org

## SPECIAL EVENT PERMIT APPLICATION

**THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED ONE WEEK PRIOR TO THE NEXT SCHEDULED VILLAGE BOARD MEETING TO THE ATTENTION OF THE VILLAGE ADMINISTRATOR**

**Please note:** Block Parties require a separate Block Party Permit be obtained through the North Aurora Police Department. Parades or carnivals require a separate permit be obtained through the Village Administrator's office

Application Date: 3/2/2023

Name of Event: North Aurora Days

Type of Event: ☒ Festival ☐ Grand Opening ☐ Backyard Party ☐ Other

Location of Event: Riverfront Park, 25 E State St, North Aurora 60542

Date(s) of Event: 8/4/23 & 8/5/23 Hours of Event: 5:00pm to 11:00pm

Event / Organization Website (if applicable): www.northauroradays.org

Purpose of the event: Provide a fun filled weekend of activities and entertainment for the community

Description of the event: Bands, games, food and activities in Riverfront Park and other locations

Map Included (check here): ☒

*(Map must include location of event and applicable marked items (i.e. tents, direction of sound, barriers, etc.)*

Name of sponsoring organization (if applicable): Village of North Aurora

*(List the organization's legal status, i.e. Partnership, Corporation, LLC, etc.)* Non-for-profit: Yes ☐ No ☐

Contact person: Chris Wagner

Contact person address: 25 E State St

City: North Aurora State: IL Zip: 60542

Home Phone: 331/385-6165 Cell Phone: \_\_\_\_\_ E-mail: cwagner@northaurora.org

Organization address: Same as above

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_ Phone: \_\_\_\_\_



**VILLAGE OF  
NORTH  
AURORA**  
Crossroads on the Fox

25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
[www.northaurora.org](http://www.northaurora.org)

Will you be using speakers and/or sound equipment at your event? ☒ YES ☐ NO

*If yes, you must adhere to the Village of North Aurora Noise Ordinance (the North Aurora Noise Ordinance, Title 8, Chapter 8.2 of the Municipal Code is available on-line at [www.northaurora.org](http://www.northaurora.org))*

Will alcohol be sold at your event? ☒ YES ☐ NO

*If yes, you must submit a completed **Special Event Liquor License Application** prior to the event for approval. Please contact the Village Administrator for details on obtaining a Special Events Liquor License.*

Will you serve food at your event? ☒ YES ☐ NO

*If yes, Kane County Health Dept. requirements must be met. Kane County Health Dept. 1240 N Highland Ave, Aurora, IL 60506 - (630) 208-3801 [www.kanehealth.com](http://www.kanehealth.com)*

Does your event include the use of a tent or an inflatable device over 400 square feet? ☒ YES ☐ NO

*If yes, approval from the North Aurora Fire Protection District may be required  
North Aurora Fire District, 2 Monroe St, North Aurora, IL 60542 - (630) 897-9698 <http://www.nafd.org>*

Upon submitting a completed and signed application along with all required documentation, Village staff will review the application. The Village Administrator will notify you if the event has been approved. **Please do not assume that all aspects of the event will be approved; you may be asked to make some changes to your plan based on the availability of services and scheduling of other events.**

The Village of North Aurora reserves the right to cancel any event at any time for reasons deemed necessary by the Village Board of Trustees.

**Submit All COMPLETED Applications to:**

**Village of North Aurora**  
**Attn: Natalie Stevens**  
**25 E. State St.**  
**North Aurora, IL 60542**  
**Phone: (630) 897-8228, ext. 224**  
**Fax: (630) 897-8258**  
**[nstevens@northaurora.org](mailto:nstevens@northaurora.org)**

The person(s) having executed this application states the information set forth herein is true and correct to the best of his/her/their knowledge and belief.

The undersigned hereby makes application for a Special Events Permit pursuant to the provisions of the North Aurora Village Code in the Village of North Aurora, County of Kane, Illinois and all amendments thereto now in force and effect. The undersigned further acknowledges that he/she/they have read, understand, and will obey the provisions of the North Aurora Village Code as pertaining to this application and subsequent applications.

Dated this Second day of March, 2023

Signature of Organizer / Applicant



25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
www.northaurora.org

### HOLD HARMLESS RELEASE

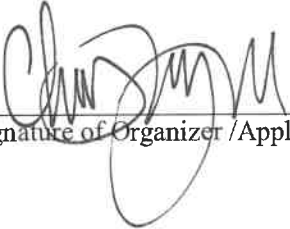
The Village of North Aurora is not responsible for any accidents or damages to persons or property resulting from a special event; the event coordinator for the sponsoring organization is responsible for ensuring that the organization, event participants and spectators abide by all above conditions, ordinances, village codes and requirements.

The applicant agrees that it will indemnify, hold harmless and defend the Village of North Aurora, its agents, officials, and employees, for and against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, including reasonable attorney fees, arising from or in any way related to the organizer's event.

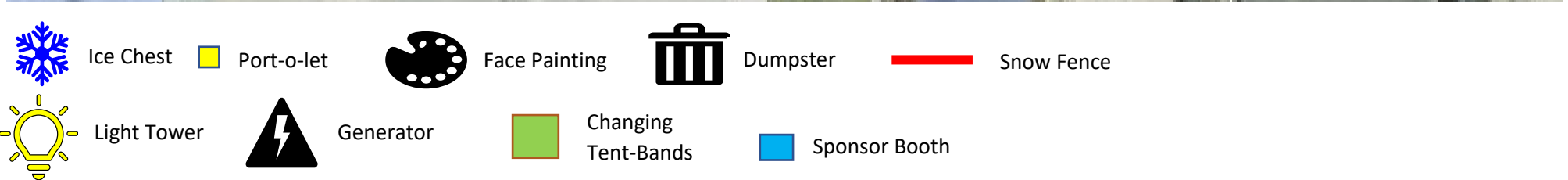
I have the authority from my organization to sign and submit this application on their behalf. I agree to inform the Village of North Aurora of any changes in the application at least 10 days prior to the event. I agree to the terms and conditions listed above.

**Chris Wagner**

Name of Organizer / Applicant (please print)

  
Signature of Organizer / Applicant

3/2/2023  
Date



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**INTEROFFICE MEMORANDUM**

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**TO:** STEVEN BOSCO, VILLAGE ADMINISTRATOR  
**FROM:** JOSEPH J. GORSKI, DEPUTY CHIEF OF POLICE  
**SUBJECT:** TRANSFER OF SURPLUS EQUIPMENT TO FOX VALLEY PARK DISTRICT POLICE  
**DATE:** MARCH 13, 2023  
**CC:** JOSEPH D. DELEO, CHIEF OF POLICE

---

**Issue**

The North Aurora Police Department is asking permission to transfer two surplus (2) All-Terrain Vehicles (ATV's) to the Fox Valley Park District.

**Discussion**

The North Aurora Police Department currently maintains a fleet of four (4) All-Terrain Vehicles (ATV's) and two (2) Utility-Terrain Vehicles (UTV's). All of the inventory, including the ATV's, were obtained through the Law Enforcement Support Office (LESO), also known as the 10-33 Government surplus program. Recently the agency has acquired three (3) new ATV's through LESO. The police department pays a minimum fee to participate in the program and acquire unused military surplus equipment with no additional cost except for maintenance. These new acquisitions are newer models and will be joining our fleet immediately. As a result, the department is seeking permission to transfer two (2) older ATV's and re-purpose one (1) of the older ATV's for public works usage.

The department has contacted local law enforcement partners to seek interest in potentially acquiring the ATV's. The Fox Valley Park District Police Department has expressed interest in both ATV's. The Fox Valley Park District Police maintains and patrols both parks and trails within North Aurora's jurisdiction. They have partnered with us to provide mutual aid manpower to several events hosted by the village, including the 4<sup>th</sup> of July Fireworks. Transferring our surplus to the Fox Valley Park District Police would not only benefit a trusted law enforcement partner but provide continued benefit of the resources to the Village.

The two (2) ATV's the agency is looking to transfer are:

- 1) 1996 Honda TRX300 valued at \$460.00 for fair value.
- 2) 1996 Yamaha YFM400FWH\_ATV valued at \$655.00 for fair value.

The purchasing policy requires that items with estimated value of \$500.00 receive the approval of the board to declare as surplus.



### **Conclusion**

The North Aurora Police Department recommends the transfer of the ATV's to the Fox Valley Park District Police and asks for approval to move forward.

Ordinance No. \_\_\_\_\_

**An Ordinance Authorizing the Sale or Disposition of Surplus Personal Property**

**WHEREAS**, President and the Trustees of the Village of North Aurora (the “Village”) have determined that certain personal property listed on the document attached hereto and incorporated herein as Exhibit “A” is no longer necessary or useful to, or for the best interests of the Village to own; and

**WHEREAS**, the Village has the authority to sell surplus personal property pursuant to 65 ILCS 5/11-76-4; and

**WHEREAS**, it is in the best interests of the Village to proceed with the sale and/or disposal of said surplus personal property.

**NOW, THEREFORE, BE IT RESOLVED** by the President and the Board of Trustees of the Village of North Aurora, Kane County, Illinois, as follows:

1. The recitals set forth above are adopted and incorporated herein as the material and significant findings of the President and the Board of Trustees as if fully stated herein.

2. The Village Administrator is hereby authorized and directed to sell or otherwise dispose of the surplus personal property identified in Exhibit A with or without advertising for sale in such manner deemed most expedient.

3. This Ordinance shall be in full force and effect from and after its passage by no less than a majority of corporate authorities of the Village holding office.

Presented to the Board of Trustees of the Village of North Aurora, Kane County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2023, A.D.

Passed by the Board of Trustees of the Village of North Aurora, Kane County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2023 A.D.

Mark Guethle \_\_\_\_\_

Mark Carroll \_\_\_\_\_

Carolyn Bird Salazar \_\_\_\_\_

Todd Niedzwiedz \_\_\_\_\_

Michael Lowery \_\_\_\_\_

Laura Curtis \_\_\_\_\_

Approved and signed by me as President of the Board of Trustees of the Village of North Aurora, Kane County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2023 A.D.

\_\_\_\_\_  
Village President Mark Gaffino

ATTEST:

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

**Village of North Aurora**

**Property to be Auctioned, Sold, or Disposed**

<u>Item</u>	<u>Make</u>	<u>Model</u>	<u>VIN</u>
<u>1996 Honda ATV</u>	<u>Honda</u>	<u>TRX300</u>	<u>478TE1402TA823292</u>
<u>1996 Yamaha ATV</u>	<u>Yamaha</u>	<u>YFM400FWH</u>	<u>JY44SHA07TA042672</u>



# Memorandum

**To:** Village President and Village Board of Trustees  
**Cc:** Steve Bosco, Village Administrator  
**From:** Natalie Stevens, Executive Assistant  
**Date:** January 31, 2023  
**Re:** Ordinance Decreasing the Number of Class L-2 Liquor Licenses to Zero

---

The Rustic Fox, 1790 Towne Center Drive, has informed the Village they no longer wish to renew their Class L-2 Liquor License. The business was previously issued a Class L-2 Art Exhibit liquor license in October 2022 that expired February, 28, 2023. The business was informed that all future events hosted at the location that include alcohol will require Village Board approval for the required special event license. The number of Class L-2 liquor licenses needs to be amended and decreased from one to zero.

Attached is the ordinance for amending the number of Class L-2 liquor licenses issued.

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE NORTH AURORA CODE SECTION  
5.08.350 TO DECREASE THE NUMBER OF CLASS L-2 LIQUOR LICENSES  
AUTHORIZED IN THE VILLAGE OF NORTH AURORA  
(The Rustic Fox)**

**BE IT ORDAINED** by the President and the Board of Trustees of the Village of North Aurora, Kane County, Illinois, as follows:

**SECTION 1:** Section 5.08.350 of Chapter 5.08 of Title 5 of the North Aurora Municipal Code is hereby amended to read as follows:

**5.08.350      Number of Licenses.**

The number of licenses to be issued by the Village Liquor Commissioner for any given license year is hereby restricted as follows:

- A.     Six Class “A” licenses,
- B.     Eight Class “B” licenses;
- C.     Two Class “C” licenses;
- D.     Four Class “D” licenses;
- E.     One Class “E” license;
- F.     Four Class “F” licenses;
- G.     Six Class “G” licenses;
- H.     One Class “J-1” license;
- I.     One Class “J-3” license;
- K.     **Zero Class “L-2 license;** and
- L.     One Class “T” license

**SECTION 2:** No other portion of the Village of North Aurora Municipal Code is amended or modified by this Ordinance.

**SECTION 3:** This Ordinance shall take immediate full force and effect from and after its passage, approval and publication in pamphlet form by the Village Clerk, and such other acts as required by law.

Presented to the Board of Trustees of the Village of North Aurora, Kane County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2023, A.D.

Passed by the Board of Trustees of the Village of North Aurora, Kane County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2023, A.D.

Mark Carroll \_\_\_\_\_  
Mark Guethle \_\_\_\_\_  
Todd Niedzwiedz \_\_\_\_\_

Laura Curtis \_\_\_\_\_  
Michael Lowery \_\_\_\_\_  
Carolyn Bird Salazar \_\_\_\_\_

Approved and signed by me as President of the Board of Trustees of the Village of North  
Aurora, Kane County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2023, A.D.

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

ATTEST:

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



# Memorandum

**To:** Village President and Village Board of Trustees

**Cc:** Steve Bosco, Village Administrator

**From:** Natalie Stevens, Executive Assistant

**Date:** March 14, 2023

**Re:** Increase Number of Class G Liquor Licenses for Casey's

---

Casey's Retail Company, 16 North Randall Road, is applying for a Class G – Gas Station Liquor License.

Casey's Retail Company, d/b/a Casey's #4013, is currently in construction and is planning to open their location this spring. They plan to have liquor in their on-site gas station convenience store as well as pre-packed food and beverage items, health and beauty items, automotive items, tobacco, lottery and other non-food convenience items. The business has successfully completed the liquor license application process.

Please see the attached ordinance increasing the number of Class G liquor licenses authorized in the Village by one.



VILLAGE OF NORTH AURORA  
LIQUOR LICENSE APPLICATION

Customer No. \_\_\_\_\_

APPLICATION DATE: 03/07/2023

Application for a CLASS G Liquor License

The undersigned applicant hereby applies for a Liquor License to sell alcoholic liquor, and/or beer and wine in the Village of North Aurora pursuant to the provisions of Title 5, Chapter 5.08 "Alcoholic Beverage Sales" of the North Aurora Municipal Code. For the purpose of securing said license, this application is made under oath and the facts set forth herein are true and correct:

Please check one: ☒ New Business ☐ New Owner/Existing Business ☐ New Manager

Type of Ownership: ☒ Corporation ☐ LLC ☐ Sole Proprietor ☐ Partnership ☐ Other \_\_\_\_\_

Type of Business: ☐ Liquor Store ☐ Supermarket ☐ Restaurant ☐ Drug Store ☐ Spa/Salon

☒ Convenience ☒ Gas Station ☐ Brewpub ☐ Craft Brewery ☐ Bar/Tavern Other: \_\_\_\_\_

If you selected restaurant, brewpub, craft brewery, or bar/tavern, your business will be required to present your business plan and floor layout to the Village Board at a Committee of the Whole meeting before a subsequent Village Board meeting where increase in the number of liquor licenses available for your application may be approved. Check the box to indicate you have read and understand this obligation. ☐

Business Name: CASEY'S RETAIL COMPANY DBA CASEY'S #4013

Business Address: 16 N. RANDALL ROAD, NORTH AURORA, IL 60542  
Street address City State Zip

Mailing Address (if different from above): ONE SE CONVENIENCE BLVD., ANKENY, IA 50021

Business Phone: 515-446-6404 Business Fax: 515-446-6303

Website: WWW.CASEYS.COM Email Address: \_\_\_\_\_

Will your establishment be pursuing Video Gaming at the time of this application? Yes ☐ No ☒

Please note, Video Gaming must be approved as a supplemental license by the Village Board. This can be done in conjunction with the initial application or at a future time and will require a floor plan and description of the business.

Please describe your business plan in detail below:

CONVENIENCE STORE/GAS STATION OFFERING A WIDE SELECTION OF PRE-PACKAGED/PREPARED FOODS,  
PRE-PACKAGED/DISPENSED BEVERAGES AND COFFEE, TOBACCO PRODUCTS, ALCOHOL PRODUCTS, LOTTERY, HEALTH AND BEAUTY  
ITEMS, AUTOMOTIVE ITEMS, AND OTHER NON-FOOD CONVENIENCE ITEMS. THIS LOCATION WILL ALSO OFFER SELF-SERVE GASOLINE AND DIESEL.

Floor Plan Attached ☒

The Floor Plan must include the total square footage of the establishment, a detailed layout of the proposed kitchen and the total square footage of the dining room and video gaming areas. Please note, for the purposes of video gaming the building is required to provide a minimum dining/video gaming area for 50 occupants using the formula of 1 occupant per 15 square feet. If your floor plan is unable to meet this minimum requirement video gaming will not be considered.



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE NORTH AURORA CODE SECTION  
5.08.350 TO INCREASE THE NUMBER OF CLASS G LIQUOR LICENSES  
AUTHORIZED IN THE VILLAGE OF NORTH AURORA  
(Casey's)**

**BE IT ORDAINED** by the President and the Board of Trustees of the Village of North Aurora, Kane County, Illinois, as follows:

**SECTION 1:** Section 5.08.350 of Chapter 5.08 of Title 5 of the North Aurora Municipal Code is hereby amended to read as follows:

**5.08.350      Number of Licenses.**

The number of licenses to be issued by the Village Liquor Commissioner for any given license year is hereby restricted as follows:

- A.     Six Class "A" licenses,
- B.     Eight Class "B" licenses;
- C.     Two Class "C" licenses;
- D.     Four Class "D" licenses;
- E.     One Class "E" license;
- F.     Four Class "F" licenses;
- G.     Seven Class "G" licenses;**
- H.     One Class "J-1" license;
- I.     One Class "J-3" license; and
- K.     One Class "T" license.

**SECTION 2:** No other portion of the Village of North Aurora Municipal Code is amended or modified by this Ordinance.

**SECTION 3:** This Ordinance shall take immediate full force and effect from and after its passage, approval and publication in pamphlet form by the Village Clerk, and such other acts as required by law.

Presented to the Board of Trustees of the Village of North Aurora, Kane County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_, 2023, A.D.

Passed by the Board of Trustees of the Village of North Aurora, Kane County, Illinois  
this \_\_\_\_\_ day of \_\_\_\_\_, 2023, A.D.

Mark Carroll \_\_\_\_\_

Laura Curtis \_\_\_\_\_

Mark Guethle \_\_\_\_\_  
Todd Niedzwiedz \_\_\_\_\_

Michael Lowery \_\_\_\_\_  
Carolyn Bird Salazar \_\_\_\_\_

Approved and signed by me as President of the Board of Trustees of the Village of North  
Aurora, Kane County, Illinois this \_\_\_\_\_ day of \_\_\_\_\_ 2023, A.D.

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

ATTEST:

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



# Memorandum

**To:** Village President and Village Board of Trustees

**Cc:** Steve Bosco, Village Administrator

**From:** Natalie Stevens, Executive Assistant

**Date:** March 8, 2023

**Re:** Goodwin Elementary Glow Run/Walk

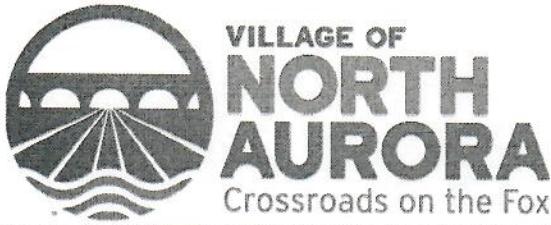
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Attached is a Special Event Permit application submitted by Kimberly Marzavas on behalf of Goodwin Elementary School PTO seeking a Special Event Permit from the Village of North Aurora for a glow run/walk event.

Goodwin Elementary is looking to host a glow run/walk event on Friday, April 28, 2023 from 6:00 pm – 9:00 pm that will be open to the community. The event will take place on the path around the school; see attached map. The event will have a DJ and music using sound amplification; however, the event falls within the accepted timeframe of sound amplification equipment.

The event will also have a food truck on site for the duration of the event. Due to this, the event requires a Special Event Permit from the Village as Village Code only allows for one food vendor a day for a two-hour window without a Special Event Permit and this event spans a total of three hours. The event host has indicated they will also be reaching out to the North Aurora Police Department CERT officers to be on site for the event.

Please see the attached special event permit application.



25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
www.northaurora.org

## SPECIAL EVENT PERMIT APPLICATION

**THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED ONE WEEK PRIOR TO THE NEXT SCHEDULED VILLAGE BOARD MEETING TO THE ATTENTION OF THE VILLAGE ADMINISTRATOR**

**Please note:** Block Parties require a separate Block Party Permit be obtained through the North Aurora Police Department. Parades or carnivals require a separate permit be obtained through the Village Administrator's office

Application Date: 3/10/2023

Name of Event: Goodwin Glow Run/Walk

Type of Event: ☒ Festival ☐ Grand Opening ☐ Backyard Party ☐ Other

Location of Event: Lucia Goodwin Elementary School

Date(s) of Event: Friday, April 28, 2023 Hours of Event: 6 pm to 9 pm

Event / Organization Website (if applicable): https://www.facebook.com/LuciaGoodwinPTO/

Purpose of the event: An annual family & community event to raise proceeds to help the PTO fund activities for Goodwin students & staff

Description of the event: Participants are invited to walk/run a one mile path around the school, play games on the blacktop & engage with community stakeholders (library, park district, etc.)

Map Included (check here): ☒

(Map must include location of event and applicable marked items (i.e. tents, direction of sound, barriers, etc.)

Name of sponsoring organization (if applicable): Lucia Goodwin Elementary PTO

(List the organization's legal status, i.e. Partnership, Corporation, LLC, etc.) Non-for-profit: Yes ☒ No ☐

Contact person: Kimberly A. Marzavas, PTO Co-President

Contact person address: [REDACTED]

City: North Aurora State: IL Zip: 60542

Home Phone: [REDACTED] Cell Phone: [REDACTED] E-mail: goodwinpto@gmail.com

Organization address: 18 Poplar Place

City: North Aurora State: IL Zip: 60542 Phone: (630) 301-5003





25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
[www.northaurora.org](http://www.northaurora.org)

Will you be using speakers and/or sound equipment at your event? \_\_\_\_\_ YES ☒ NO

*If yes, you must adhere to the Village of North Aurora Noise Ordinance (the North Aurora Noise Ordinance, Title 8, Chapter 8.2 of the Municipal Code is available on-line at [www.northaurora.org](http://www.northaurora.org))*

Will alcohol be sold at your event? \_\_\_\_\_ YES ☒ NO

*If yes, you must submit a completed **Special Event Liquor License Application** prior to the event for approval. Please contact the Village Administrator for details on obtaining a Special Events Liquor License.*

Will you serve food at your event? ☒ YES \_\_\_\_\_ NO

*If yes, Kane County Health Dept. requirements must be met. Kane County Health Dept. 1240 N Highland Ave, Aurora, IL 60506 - (630) 208-3801 [www.kanehealth.com](http://www.kanehealth.com)*

Does your event include the use of a tent or an inflatable device over 400 square feet? \_\_\_\_\_ YES ☒ NO

*If yes, approval from the North Aurora Fire Protection District may be required  
North Aurora Fire District, 2 Monroe St, North Aurora, IL 60542 - (630) 897-9698 <http://www.nafd.org>*

Upon submitting a completed and signed application along with all required documentation, Village staff will review the application. The Village Administrator will notify you if the event has been approved. **Please do not assume that all aspects of the event will be approved; you may be asked to make some changes to your plan based on the availability of services and scheduling of other events.**

The Village of North Aurora reserves the right to cancel any event at any time for reasons deemed necessary by the Village Board of Trustees.

**Submit All COMPLETED Applications to:**

Village of North Aurora  
Attn: Natalie Stevens  
25 E. State St.  
North Aurora, IL 60542  
Phone: (630) 897-8228, ext. 224  
Fax: (630) 897-8258  
[nstevens@northaurora.org](mailto:nstevens@northaurora.org)

The person(s) having executed this application states the information set forth herein is true and correct to the best of his/her/their knowledge and belief.

The undersigned hereby makes application for a Special Events Permit pursuant to the provisions of the North Aurora Village Code in the Village of North Aurora, County of Kane, Illinois and all amendments thereto now in force and effect. The undersigned further acknowledges that he/she/they have read, understand, and will obey the provisions of the North Aurora Village Code as pertaining to this application and subsequent applications.

Dated this 10th day of March, 20 23

Kimberly A. Marzavos  
Signature of Organizer / Applicant



25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
www.northaurora.org

### HOLD HARMLESS RELEASE

The Village of North Aurora is not responsible for any accidents or damages to persons or property resulting from a special event; the event coordinator for the sponsoring organization is responsible for ensuring that the organization, event participants and spectators abide by all above conditions, ordinances, village codes and requirements.

The applicant agrees that it will indemnify, hold harmless and defend the Village of North Aurora, its agents, officials, and employees, for and against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, including reasonable attorney fees, arising from or in any way related to the organizer's event.

I have the authority from my organization to sign and submit this application on their behalf. I agree to inform the Village of North Aurora of any changes in the application at least 10 days prior to the event. I agree to the terms and conditions listed above.

Kimberly A. Marzavas, PTO Co-President

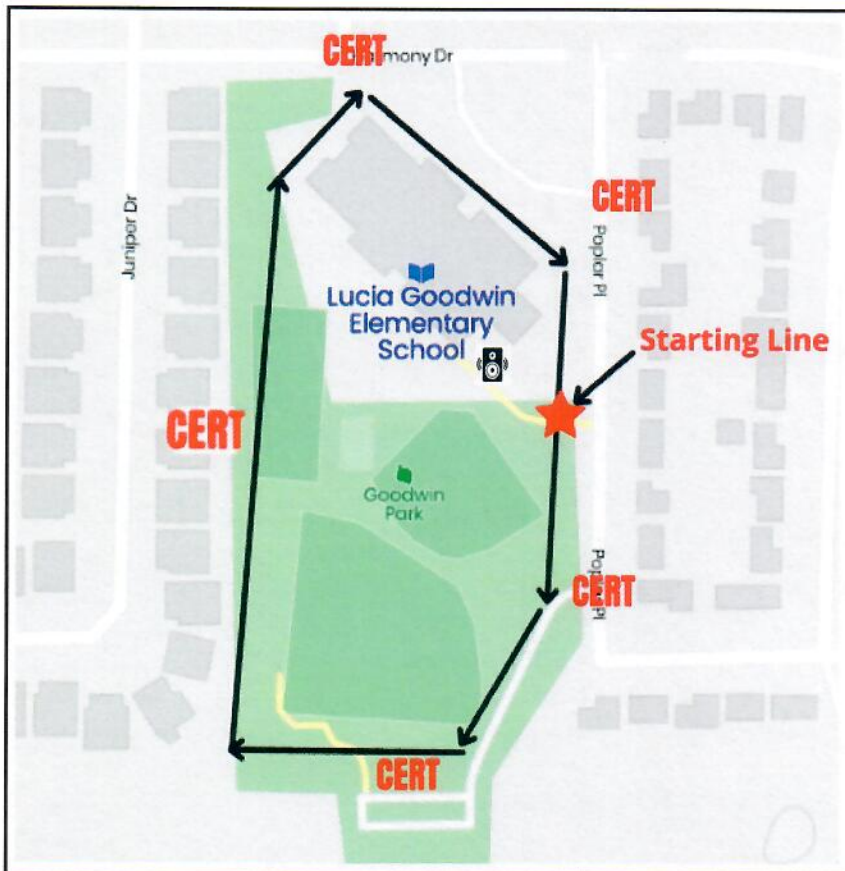
Name of Organizer / Applicant (please print)

Kimberly A. Marzavas  
Signature of Organizer / Applicant

March 10, 2023

Date

**Goodwin Glow Run/Walk 2023**  
**Friday, April 28**



Map illustrates proposed route for the Goodwin Glow Run/Walk. The distance is approximately 1 mile around school grounds and Goodwin. The Run/Walk will not take place on village streets.

Also, we have listed the proposed location for CERT officers and our speaker.

If you have any questions, please contact Kim Marzavas (773) 653-7427.





# Memorandum

**To:** Village President and Village Board of Trustees  
**Cc:** Steve Bosco, Village Administrator  
**From:** Natalie Stevens, Executive Assistant  
**Date:** March 8, 2023  
**Re:** ABD Cycling Bike Race Special Event

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Attached is a Special Event Permit application submitted by Ryan White on behalf of Athletes By Design (ABD) Cycling seeking a special events permit from the Village of North Aurora.

ABD Cycling is looking to host a two-part bicycling event that will take place on Saturday, May 27, 2023 and Saturday, September 23, 2023, with both events occurring from 8:00 am to 3:00 pm on the Village streets of Breton Avenue, Patterson Avenue and Fair Meadow Street (please see attached map). ABD Cycling has previously held this same event in the same location three separate times.

The event requires a Special Events permit due to the fact the event is taking place on Village streets, but like previous events no road closures are needed.

A certificate of insurance will be supplied pending the approval of the event from the Board.





**VILLAGE OF  
NORTH  
AURORA**  
Crossroads on the Fox

25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
www.northaurora.org

## SPECIAL EVENT PERMIT APPLICATION

**THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED ONE WEEK PRIOR TO THE NEXT SCHEDULED VILLAGE BOARD MEETING TO THE ATTENTION OF THE VILLAGE ADMINISTRATOR**

**Please note:** Block Parties require a separate Block Party Permit be obtained through the North Aurora Police Department. Parades or carnivals require a separate permit be obtained through the Village Administrator's office

Application Date: Feb 7, 2023

Name of Event: NORTH Aurora Criticism

Type of Event:      Festival      Grand Opening      Backyard Party X Other BIKE RACE

Location of Event: Loop of Breton Ave, Patterson Ave, and Fair Meadow Street

Date(s) of Event: MAY 27, + Sept. 23, 2023 Hours of Event: 8AM to 3pm

Event / Organization Website (if applicable): ABDCycling.com

Purpose of the event: Several Bike races to provide a safe/secure space for bike riders

Name of sponsoring organization (if applicable): ABD Cycling  
(List the organization's legal status, i.e. Partnership, Corporation, LLC, etc.) Non-for-profit: Yes      No     

Contact person: Ryan White

Contact person address: [REDACTED]

Home Phone:      Cell Phone      E-mail:     

Organization address: 27 W 181 Geneva Rd

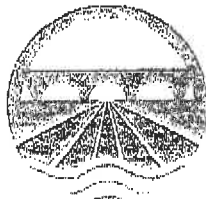
City: Winfield State: IL Zip: 60190 Phone: 630 690 9749

Will you be using speakers and/or sound equipment at your event? X YES      NO

If yes, you must adhere to the Village of North Aurora Noise Ordinance (the North Aurora Noise Ordinance, Title 8, Chapter 8.2 of the Municipal Code is available on-line at [www.vil.north-aurora.il.us](http://www.vil.north-aurora.il.us))

Will alcohol be sold at your event?      YES X NO

If yes, you must submit a completed **Special Event Liquor License Application** prior to the event for approval. Please contact the Village Administrator for details on obtaining a Special Events Liquor License.



VILLAGE OF  
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[www.northaurora.org](http://www.northaurora.org)

Will you serve food at your event? ☐ YES ☒ NO

*If yes, Kane County Health Dept. requirements must be met. Kane County Health Dept. 1240 N Highland Ave, Aurora, IL 60506 - (630) 208-3801 [www.kanehealth.com](http://www.kanehealth.com)*

Does your event include the use of a tent or an inflatable device over 400 square feet? ☐ YES ☐ NO

*If yes, approval from the North Aurora Fire Protection District may be required for non-residential events North Aurora Fire District, 2 Monroe St, North Aurora, IL 60542 - (630) 897-9698 <http://www.nafid.org>*

Upon submitting a completed and signed application along with all required documentation, Village staff will review the application. The Village Administrator will notify you if the event has been approved. **Please do not assume that all aspects of the event will be approved; you may be asked to make some changes to your plan based on the availability of services and scheduling of other events.**

The Village of North Aurora reserves the right to cancel any event at any time for reasons deemed necessary by the Village Board of Trustees.

**Submit All COMPLETED Applications to:**

Village of North Aurora  
Attn: Steve Bosco, Village Administrator  
25 E. State St.  
North Aurora, IL 60542  
Phone: (630) 897-8228, ext. 233  
Fax: (630) 897-8258  
[sbosco@northaurora.org](mailto:sbosco@northaurora.org)

The person(s) having executed this application states the information set forth herein is true and correct to the best of his/her/their knowledge and belief.

The undersigned hereby makes application for a Special Events Permit pursuant to the provisions of the North Aurora Village Code in the Village of North Aurora, County of Kane, Illinois and all amendments thereto now in force and effect. The undersigned further acknowledges that he/she/they have read, understand, and will obey the provisions of the North Aurora Village Code as pertaining to this application and subsequent applications.

Dated this 07 <sup>(7)</sup> Feb day of 07 <sup>(Feb)</sup>, 20 22

Signature of Organizer / Applicant



VILLAGE OF  
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Crossroads on the Fox

25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
www.northaurora.org

### HOLD HARMLESS RELEASE

The Village of North Aurora is not responsible for any accidents or damages to persons or property resulting from a special event; the event coordinator for the sponsoring organization is responsible for ensuring that the organization, event participants and spectators abide by all above conditions, ordinances, village codes and requirements.

The applicant agrees that it will indemnify, hold harmless and defend the Village of North Aurora, its agents, officials, and employees, for and against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, including reasonable attorney fees, arising from or in any way related to the organizer's event.

I have the authority from my organization to sign and submit this application on their behalf. I agree to inform the Village of North Aurora of any changes in the application at least 10 days prior to the event. I agree to the terms and conditions listed above.

Robert M. White

Name of Organizer / Applicant (please print)

[Signature]

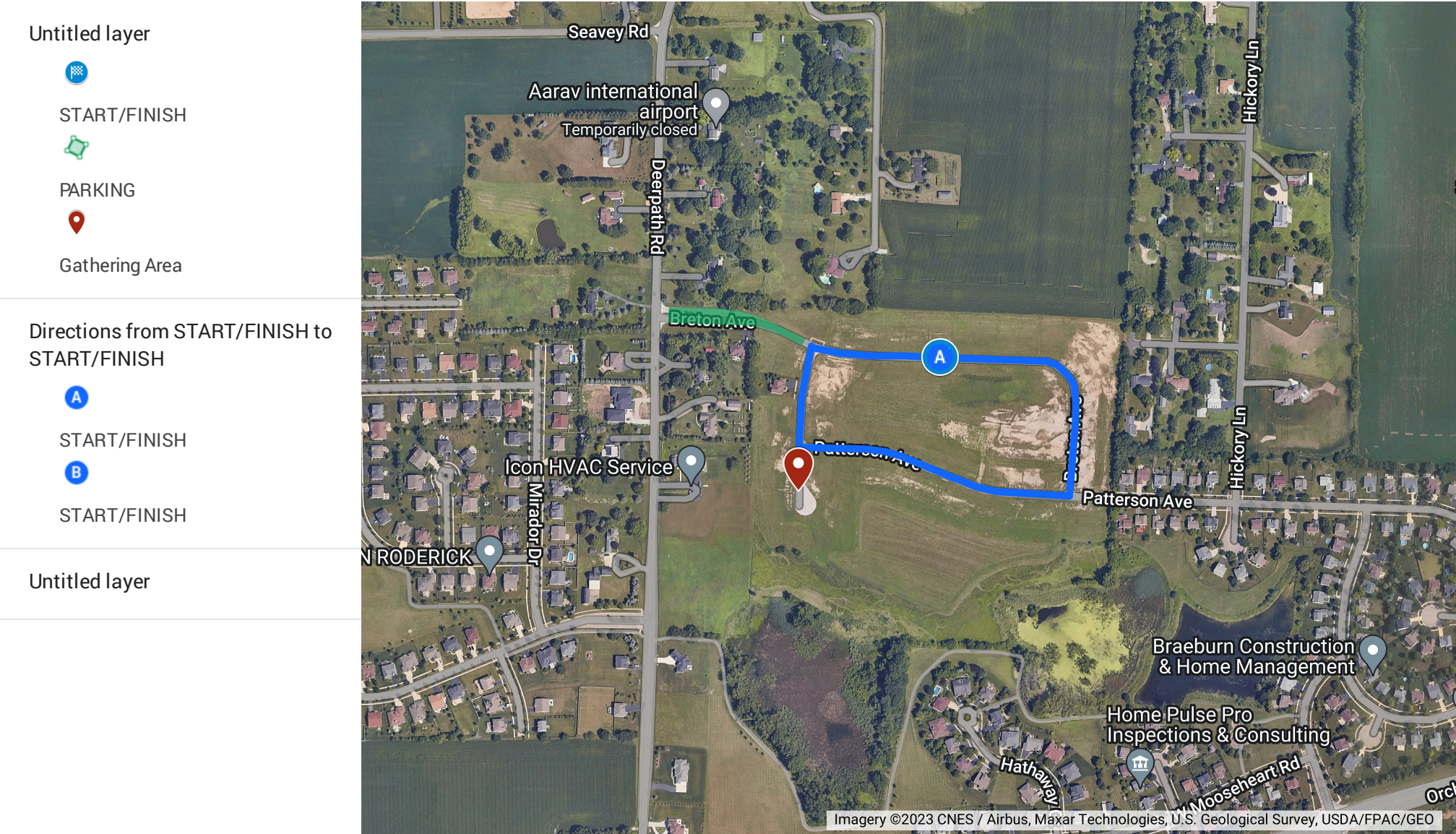
Signature of Organizer / Applicant

2-7-2023

Date



# North Aurora Criterium





# Memorandum

**To:** Village President and Village Board of Trustees

**Cc:** Steve Bosco, Village Administrator

**From:** Natalie Stevens, Executive Assistant

**Date:** March 8, 2023

**Re:** The Rustic Fox Farmer's Market

---

Attached is a Special Event Permit application submitted by Lisa Asturrizaga on behalf of The Rustic Fox seeking a special events permit from the Village of North Aurora for a farmer's market event spanning multiple non-consecutive days.

The Rustic Fox is looking to host a farmer's market at their location, 1790 Towne Center Drive, from 10am to 4pm on the weekends of Saturdays and Sundays dated:

- May 6 – May 7, 2023
- June 3 – 4, 2023
- July 1-2, 2023
- August 5-6, 2023
- September 2-3, 2023

The event will feature over 90 local vendors selling art, clothing, home décor, garden décor, jewelry, desserts, bakery items, beverages, spices and food trucks.

The event requires a Special Event permit due to the fact there will be multiple food trucks / food vendors at the event for a duration of more than two hours and Village Code only allows for one food vendor a day for a two-hour window without a Special Event Permit as well as some vendors will be selling liquor and also based on the large amount of parking space that will be utilized for the event. Please see the attached layout map for the event that includes parking set aside for ADA compliance.





## SPECIAL EVENT PERMIT APPLICATION

**THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED ONE WEEK PRIOR TO THE NEXT SCHEDULED VILLAGE BOARD MEETING TO THE ATTENTION OF THE VILLAGE ADMINISTRATOR**

**Please note:** Block Parties require a separate Block Party Permit be obtained through the North Aurora Police Department. Parades or carnivals require a separate permit be obtained through the Village Administrator's office

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

Name of Event: Farmers Market

Type of Event: ☒ Festival ☐ Grand Opening ☐ Backyard Party ☐ Other

Location of Event: 1790 Towne Center Dr North Aurora 60542

Date(s) of Event: May 6-7, June 3-4, July 1-2, Aug 5-6, Sept 2-3, 2023 Hours of Event: 10 to 4 PM

Event / Organization Website (if applicable): \_\_\_\_\_

Purpose of the event: To feature locale artisans, makers, curators and sell

Description of the event: 90 vendors including clothing, home decor, garden decor, jewelry, desserts, food trucks, beverages, bakery items, spices

Map Included (check here): ☒

(Map must include location of event and applicable marked items (i.e. tents, direction of sound, barriers, etc.)

Name of sponsoring organization (if applicable): The Rustic Fox  
(List the organization's legal status, i.e. Partnership, Corporation, LLC, etc.) Non-for-profit: Yes ☐ No ☐

Contact person: Nicole Kolosowski

Contact person address: 1790 Towne Center Dr

City: North Aurora State: IL Zip: 60542

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Organization address: 1790 Towne Center Dr

City: North Aurora State: IL Zip: 60542 Phone: 630-907-9218



**VILLAGE OF  
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25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
[www.northaurora.org](http://www.northaurora.org)

Will you be using speakers and/or sound equipment at your event? ☒ YES ☐ NO

*If yes, you must adhere to the Village of North Aurora Noise Ordinance (the North Aurora Noise Ordinance, Title 8, Chapter 8.2 of the Municipal Code is available on-line at [www.northaurora.org](http://www.northaurora.org))*

Will alcohol be sold at your event? ☐ YES ☒ NO

*If yes, you must submit a completed **Special Event Liquor License Application** prior to the event for approval. Please contact the Village Administrator for details on obtaining a Special Events Liquor License.*

Will you serve food at your event? ☒ YES ☐ NO

*If yes, Kane County Health Dept. requirements must be met. Kane County Health Dept. 1240 N Highland Ave, Aurora, IL 60506 - (630) 208-3801 [www.kanehealth.com](http://www.kanehealth.com)*

Does your event include the use of a tent or an inflatable device over 400 square feet? ☐ YES ☒ NO

*If yes, approval from the North Aurora Fire Protection District may be required  
North Aurora Fire District, 2 Monroe St, North Aurora, IL 60542 - (630) 897-9698 <http://www.nafid.org>*

Upon submitting a completed and signed application along with all required documentation, Village staff will review the application. The Village Administrator will notify you if the event has been approved. **Please do not assume that all aspects of the event will be approved; you may be asked to make some changes to your plan based on the availability of services and scheduling of other events.**

The Village of North Aurora reserves the right to cancel any event at any time for reasons deemed necessary by the Village Board of Trustees.

**Submit All COMPLETED Applications to:**

Village of North Aurora  
Attn: Natalie Stevens  
25 E. State St.  
North Aurora, IL 60542  
Phone: (630) 897-8228, ext. 224  
Fax: (630) 897-8258  
[nstevens@northaurora.org](mailto:nstevens@northaurora.org)

The person(s) having executed this application states the information set forth herein is true and correct to the best of his/her/their knowledge and belief.

The undersigned hereby makes application for a Special Events Permit pursuant to the provisions of the North Aurora Village Code in the Village of North Aurora, County of Kane, Illinois and all amendments thereto now in force and effect. The undersigned further acknowledges that he/she/they have read, understand, and will obey the provisions of the North Aurora Village Code as pertaining to this application and subsequent applications.

Dated this March day of 1, 20 23

  
Signature of Organizer / Applicant



**VILLAGE OF  
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www.northaurora.org

### **HOLD HARMLESS RELEASE**

The Village of North Aurora is not responsible for any accidents or damages to persons or property resulting from a special event; the event coordinator for the sponsoring organization is responsible for ensuring that the organization, event participants and spectators abide by all above conditions, ordinances, village codes and requirements.

The applicant agrees that it will indemnify, hold harmless and defend the Village of North Aurora, its agents, officials, and employees, for and against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, including reasonable attorney fees, arising from or in any way related to the organizer's event.

I have the authority from my organization to sign and submit this application on their behalf. I agree to inform the Village of North Aurora of any changes in the application at least 10 days prior to the event. I agree to the terms and conditions listed above.

Lisa Asturrizaga

Name of Organizer / Applicant (please print)

Lisa Asturrizaga

Signature of Organizer / Applicant

3-1-23

Date



# The Rustic Fox

## FURNITURE & DECOR

REAR EXIT

Large Item Pick  
UP

Handicap  
Parking

Handicap  
Parking

Dumpster

BATHROOMS

Store  
Entrance

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# Memorandum

**To:** Village President and Village Board of Trustees

**Cc:** Steve Bosco, Village Administrator

**From:** Natalie Stevens, Executive Assistant

**Date:** March 8, 2023

**Re:** The Rustic Fox Golden Egg Hunt

---

Attached is a Special Event Permit application submitted by Lisa Asturrizaga on behalf of The Rustic Fox seeking a Special Event Permit from the Village of North Aurora for an in-store special event called "Golden Egg Hunt."

The event will take place on Saturday, April 1, 2023, from 10 am – 6 pm at The Rustic Fox, 1790 Towne Center Drive. The event is a promotional event for new spring-themed merchandise geared towards adults where golden eggs will be hidden throughout the store with various prizes. Drinks will be available from a licensed liquor vendor for attendees to partake in during the event. Please see the attached flyer for further details of the event.

The event requires a Special Event permit due to the fact there will be alcohol served on premise. The organizer said alcohol would be sold from behind the front register, notated on the map, and will be sold by an approved vendor who has been working with Village staff to obtain the proper special event liquor license. The Rustic Fox previously had an L-2 Liquor License, but opted not to renew it when it expired on February 28, 2023, and as such all events involving alcohol now require a Special Event Permit.



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## SPECIAL EVENT PERMIT APPLICATION

**THIS FORM MUST BE COMPLETED IN FULL & SUBMITTED ONE WEEK PRIOR TO THE NEXT SCHEDULED VILLAGE BOARD MEETING TO THE ATTENTION OF THE VILLAGE ADMINISTRATOR**

**Please note:** Block Parties require a separate Block Party Permit be obtained through the North Aurora Police Department. Parades or carnivals require a separate permit be obtained through the Village Administrator's office

Application Date: 3-1-23

Name of Event: Golden Egg Hunt

Type of Event: ☒ Festival ☐ Grand Opening ☐ Backyard Party ☐ Other

Location of Event: 1790 Towne Center Dr

Date(s) of Event: 4-1-23 Hours of Event: 10 AM to 6 PM

Event / Organization Website (if applicable): \_\_\_\_\_

Purpose of the event: Host a promotional event to increase sales and showcase new Spring merchandise

Description of the event: The event is geared towards adults. Throughout the store we will be hiding golden eggs filled with various prizes. We will be offering wine for sale by a licensed alcohol provider

Map Included (check here): ☒

(Map must include location of event and applicable marked items (i.e. tents, direction of sound, barriers, etc.)

Name of sponsoring organization (if applicable): The Rustic Fox  
(List the organization's legal status, i.e. Partnership, Corporation, LLC, etc.) Non-for-profit: Yes ☐ No ☐

Contact person: Nicole Kolosowski

Contact person address: 1790 Towne Center Dr

City: North Aurora State: IL Zip: 60541

Home Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Organization address: 1790 Towne Center Dr home.com

City: North Aurora State: IL Zip: 60542 Phone: 630-907-9218



**VILLAGE OF  
NORTH  
AURORA**  
Crossroads on the Fox

25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
[www.northaurora.org](http://www.northaurora.org)

Will you be using speakers and/or sound equipment at your event? \_\_\_\_\_ YES ☒ NO

*If yes, you must adhere to the Village of North Aurora Noise Ordinance (the North Aurora Noise Ordinance, Title 8, Chapter 8.2 of the Municipal Code is available on-line at [www.northaurora.org](http://www.northaurora.org))*

Will alcohol be sold at your event? ☒ YES \_\_\_\_\_ NO

*If yes, you must submit a completed **Special Event Liquor License Application** prior to the event for approval. Please contact the Village Administrator for details on obtaining a Special Events Liquor License.*

Will you serve food at your event? \_\_\_\_\_ YES ☒ NO

*If yes, Kane County Health Dept. requirements must be met. Kane County Health Dept. 1240 N Highland Ave, Aurora, IL 60506 - (630) 208-3801 [www.kanehealth.com](http://www.kanehealth.com)*

Does your event include the use of a tent or an inflatable device over 400 square feet? \_\_\_\_\_ YES ☒ NO

*If yes, approval from the North Aurora Fire Protection District may be required  
North Aurora Fire District, 2 Monroe St, North Aurora, IL 60542 - (630) 897-9698 <http://www.nafd.org>*

Upon submitting a completed and signed application along with all required documentation, Village staff will review the application. The Village Administrator will notify you if the event has been approved. **Please do not assume that all aspects of the event will be approved; you may be asked to make some changes to your plan based on the availability of services and scheduling of other events.**

The Village of North Aurora reserves the right to cancel any event at any time for reasons deemed necessary by the Village Board of Trustees.

**Submit All COMPLETED Applications to:**

**Village of North Aurora  
Attn: Natalie Stevens  
25 E. State St.  
North Aurora, IL 60542  
Phone: (630) 897-8228, ext. 224  
Fax: (630) 897-8258  
[nstevens@northaurora.org](mailto:nstevens@northaurora.org)**

The person(s) having executed this application states the information set forth herein is true and correct to the best of his/her/their knowledge and belief.

The undersigned hereby makes application for a Special Events Permit pursuant to the provisions of the North Aurora Village Code in the Village of North Aurora, County of Kane, Illinois and all amendments thereto now in force and effect. The undersigned further acknowledges that he/she/they have read, understand, and will obey the provisions of the North Aurora Village Code as pertaining to this application and subsequent applications.

Dated this 1 day of March, 2023

*Sisa Astumizaga*  
Signature of Organizer / Applicant



25 East State Street, North Aurora, IL 60542  
P: 630.897.8228 F: 630.897.8258  
www.northaurora.org

### HOLD HARMLESS RELEASE

The Village of North Aurora is not responsible for any accidents or damages to persons or property resulting from a special event; the event coordinator for the sponsoring organization is responsible for ensuring that the organization, event participants and spectators abide by all above conditions, ordinances, village codes and requirements.

The applicant agrees that it will indemnify, hold harmless and defend the Village of North Aurora, its agents, officials, and employees, for and against all injuries, deaths, losses, damages, claims, suits, liabilities, judgments, costs and expenses, including reasonable attorney fees, arising from or in any way related to the organizer's event.

I have the authority from my organization to sign and submit this application on their behalf. I agree to inform the Village of North Aurora of any changes in the application at least 10 days prior to the event. I agree to the terms and conditions listed above.

Lisa Asturrizaga

Name of Organizer / Applicant (please print)

Lisa Asturrizaga

Signature of Organizer / Applicant

3-1-23

Date



# APRIL EVENT

## *The Rustic Fox* GOLDEN EGG HUNT

SAVE THE DATE

Join us for an egg hunt made for adults!

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*Saturday April 1st*  
*10am - 6pm*

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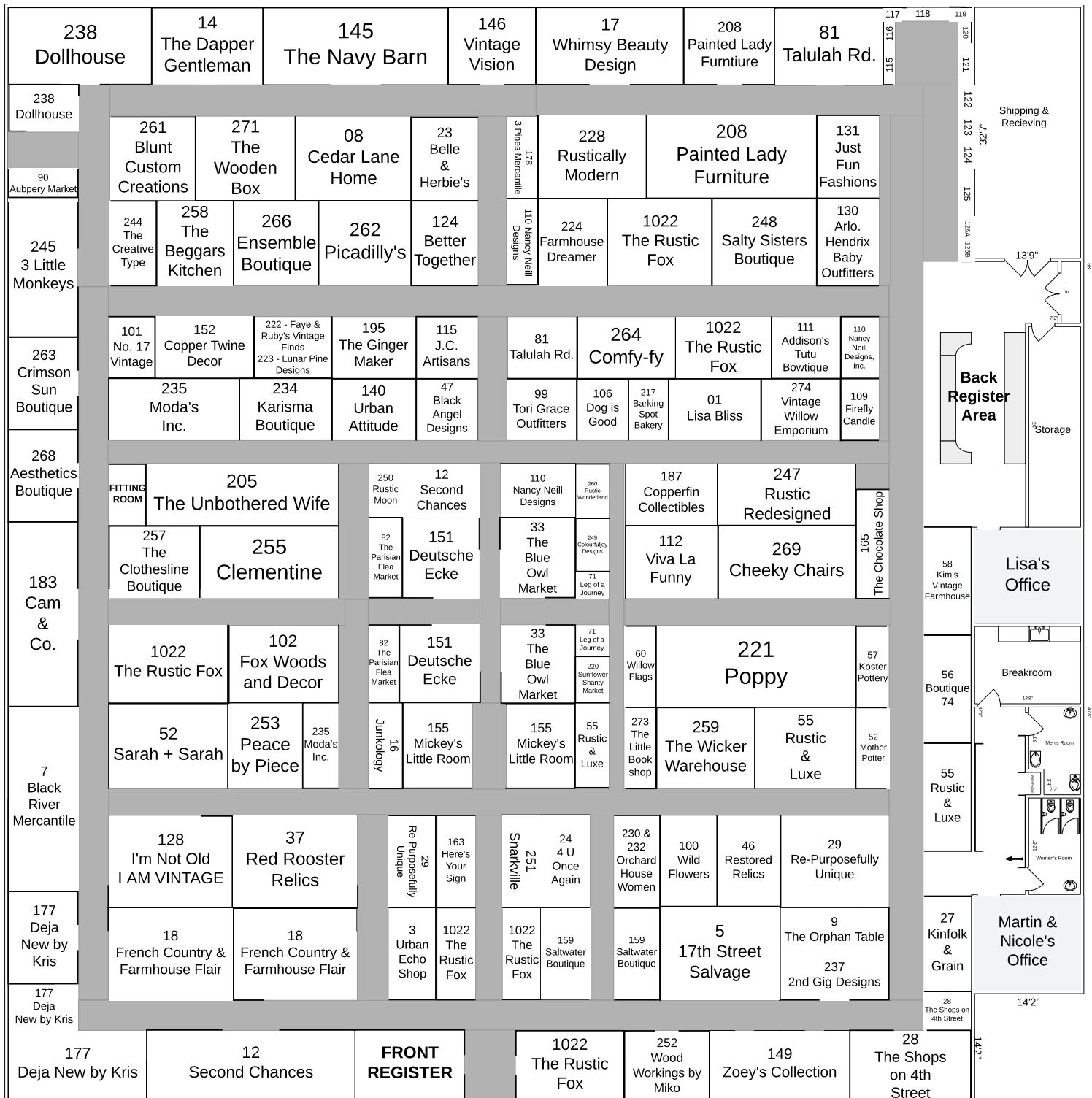
Leave the kids at home and enjoy a fun day out with friends! Grab a drink from Wine & Cheese Co. and do some shopping while you try and find a golden egg! Dozens of eggs will be hidden around the store! If you find an egg bring it to the prize station to see what you won. Prizes will include gift cards, gift bags, sweet treats, and even free drinks!

LIMIT 1 EGG PER GUEST

CASH BAR AVAILABLE

1790 TOWNE CENTER DR. | NORTH AURORA, IL 60542

WALL 126A - #267 Willow Creek Honey | WALL 126B - #1022 The Rustic Fox | WALL 125 - #209 - Cocoa Mona  
 WALL 124 - #243 Spice Route | WALL 123 - #140 Urban Attitude | WALL 122 - #219 Langes Cookies  
 WALL 121 - #210 The Crystal Collective | WALL 119 & 120 - #186 Stand Tall  
 WALL 118 - #257 Girl and Dog Coffee Emporium | WALL 117 - #265 Ginger's Boujee Bakery  
 WALL 116 - #73 Ursulas Naturals | WALL 115 - #158 Midnight Rose Designs by Jenny



# Memorandum



**To:** Steve Bosco  
**From:** David Arndt, IT Manager  
**Date:** 3/13/2023  
**Re:** Access Control System for Police Facilities

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The hardware and software for the door access control system has reached end of life. Staff reviewed the current system and determined it would be beneficial if both the internal camera system and the access control system were integrated. Additionally, staff has budgeted to replace Village Hall's access control system in 23-24 with the intentions of having a single system for all Village run facilities.

Staff worked with Avigilon technical and sales staff to determine what upgrades are necessary to fully integrate the camera and door systems. Staff used the specifications recommended by Avigilon to create a request for proposal. Staff received four proposals.

After review staff recommend awarding a contract to Midwest Integrated Solutions in the amount of \$58,294.00. The RFP amount does exceed the budgeted amount of \$50,000. The additional cost is partially due to additional requirements including incorporating the four sally port doors, the firing range technician office and the network closet which were not part of the initial discussion with Avigilon staff. The project is also being affected by the ongoing supply chain issues, causing increased prices on individual components.

Attached is the Village's request for proposal and Midwest Integrated Solutions proposal and contract.





## Village of North Aurora

### REQUEST FOR PROPOSAL

## Upgrade and Replace Police Facility Access Control System.

1. The Village of North Aurora is soliciting vendors to replace the Police Department facilities door control system in developing an implementation plan and executing the approved plan.

### OVERVIEW

The scope of the project includes but is not limited to:

1. Acquire necessary hardware.
2. Assess current wiring and installation of additional wiring and access hardware.
3. Initial configuration of software, database, users, cards, and fobs.
4. Integrate current Avigilon video system with door access system.
5. Document system configuration.
6. Train staff on client installation, general usage, user creation, deletion, reporting.

### RFP QUESTIONS AND PRE-BID MEETINGS

There will be a walkthrough at the police station 200 S. Lincolnway, North Aurora IL 60542 **on 02/09/2023 at 10:00 AM (CST)**. All questions concerning this solicitation must be submitted via email to the designated Village contact. The official responses to questions or requests for interpretation to this solicitation will be posted on the RFP section of the Village's website (<https://northaurora.org/government/rfp-rfq-bidding/>). The deadline for submission of questions or deviations shall be **4:30 PM (CST) on 02/16/2023**. Any information resulting from questions that causes a material change in the solicitation will be posted on the RFP section of the Village's website as an addendum. Proposal close date is **2:00 PM (CST) on 03/02/2023**. Late submission will not be considered. The Village will not be responsible for late submissions of any kind.

## ACQUIRE NECESSARY HARDWARE

1. The Village has selected Avigilon as the control access platform.  
No substitutes will be considered.

AVIGILON PARTS NEEDED		
AVIGILON PART NUMBERS	PRODUCT DESCRIPTION	QTY
AC-APP-32R-ENT2-6	Avigilon Access Control Enterprise Appliance	1
AC-SW-LIC-BDGE-6-P	Avigilon Access Control Manager Badging Software	1
AC-MER-CON-MR52-S3B	Series 3 Two-Reader Interface Module	10
AC-MER-CONT-LP1502	Intelligent Controller	4
AC-LSP-8DR-MER-LCK	Eight Door Mercury Dual Voltage Power System	3
AC-LSP-4DR-MER-LCK	Four Door Mercury Dual Voltage Power System	1
AC-HID-READER-SIGNO-40NKS-T2-000000	Avigilon HID iClass SE-R40 Card Reader	30
AC-HID-CARD-ICLASS-SE-3000-AVG-NL	Avigilon HID iClass Smart Card	200
NON-AVIGILON PARTS NEEDED		
NON-AVIGILON PART NUMBERS	PRODUCT DESCRIPTION	QTY
TBD By Vendor	Badge Printer	1
Cabling & Door Contacts	For B108, B109A and B109B Card Reader Doors	3

2. Notwithstanding the above, the Village expects all supplies, materials equipment or products proposed by a Bidder to meet or exceed the Specifications set forth in this RFP. Further, it is the Village intent that this RFP permit competition. Accordingly, the use of any patent, proprietary name or manufacturer's name is for demonstrative purposes only and is not intended to curtail competition.
3. Whenever any supplies, material, equipment, or products requested in this RFP are specified by patent, proprietary name or by the name of the manufacturer, unless stated differently, such specification shall be considered as if followed by the words "or comparable equivalent," whether such words appear. The Village, in its sole and absolute discretion, shall have the right to determine if the proposed equivalent products/brands submitted by the bidder meet the specifications of this RFP and possess equivalent and/or better qualities.
4. It shall be the bidder's responsibility to notify the Village in writing if any specifications or suggested comparable equivalent model numbers require clarification by the Village prior to the due date for bid proposals.

## ASSESS CURRENT WIRING AND INSTALLATION OF NEW WIRING AND HARDWARE

1. Inspect current wiring ensuring compatibility with new hardware.
2. Replace wiring where necessary.
3. Install new wiring where required.

4. Replace existing hardware where required.
5. Install new hardware where required.
6. Remove old hardware, repair drywall surfaces for painting.

#### **INITIAL CONFIGURATION OF DATABASE, USERS AND FOBS**

1. Perform necessary initial configuration of software.
2. Setup up database if required.
3. Setup Administrative users.
4. Setup user templates (if applicable)
5. Setup users, integration with Microsoft Active Directory services is preferred.

#### **INTERGRATE WITH CURRENT AVIGILON VIDEO SERVER**

1. Configure door access control software to fully integrate with camera system.

#### **DOCUMENTATION SYSTEM CONFIGURATION**

1. Supply digital copies of system configurations.
2. Supply digital copies of wiring diagrams.
3. Supply a copy of all manufacturer manuals.

#### **TRAIN STAFF**

1. Train IT staff on system administration duties.
2. Train IT staff on client installation.
3. Train Administrative staff on user account management and general reporting.
4. Train the training on general usage.

#### **PROJECT MANAGEMENT**

The proposed solution must provide the Village with the following project management services:

1. Assignment of a dedicated Program or Project Manager to the Village's engagement. This person will be the single point of contact for overall communications, project coordination with the Village and vendor accountability issues.
2. Provision of a project schedule organized by phase, with milestone deliverables clearly identified.
3. Attendance by the vendor Project Manager at project status meetings and other meetings as requested by the Village's designated Project Manager to facilitate and coordinate planning, implementation, testing and training activities.
4. Preparation and/or maintenance of other project records as requested by the Village's designated Project Manager.
5. Coordination with the Village's designated Project Manager for management of the project budget.

## **CHANGE MANAGEMENT**

Any additional work identified during the project that is deemed necessary, but outside the original scope of work, must be recorded as a change order and approved by the Village Project Manager before work is started.

## **SUBCONTRACTING**

All proposed subcontracting must be detailed in the firm's proposal. No subcontracting will be allowed without the express written consent of the Village of North Aurora.

## **TECHNICAL ENVIRONMENT**

The North Aurora Police Department is currently wired for 29 HID door readers, strike plates are model W/N 11666. The wiring is centralized in the department server room.

The police department currently has deployed Avigilon Control Center Enterprise 7.6.4.6 running on a Dell Windows server 2012R2. The server is joined to the domain and currently integrated with active directory for local and Avigilon access.

## **ADDITIONALL READERS/HARDWARE INTERGRATION**

Additional reader installation and wiring for the server room, integration with main south gate, and four sallyport garage doors. Village staff may identify more locations as the project evolves.

## **CONTENTS OF PROPSOAL**

Proposals must include, but need not be limited to, the content identified below and should be organized according to the following sections. All pages should be numbered. Marketing information will not be accepted in lieu of direct response to all requirements and questions.

### **SECTION1 – EXECUTIVE SUMMARY**

Provide a letter of introduction signed by an authorized representative of the firm (2 pages maximum) that provides an executive summary of the firm's experience relevant to the scope of work described in the RFP and describes why the firm would be of service to the Village of North Aurora on this project.

### **SECTION 2 – TABLE OF CONTENTS**

### **SECTION 3 – STATE OF QUALIFICATIONS**

A statement of qualifications shall summarize key elements of the proposal and highlight your firm's qualifications as they relate to this project and these services requested. The statement of qualifications should demonstrate to the Village that your firm fully understands the scope of services, has industry knowledge, and possesses the qualifications to provide the services requested.

#### **SECTION 4 – ORGANIZATIONAL INFORMATION**

Identify key personnel from your firm, including specific personnel that would be assigned to this project, if any. All prime contractor and subcontractor relationships and responsibilities must be detailed. Identify the Village's primary point(s) of contact for service requests if your firm is retained for this project. Identify how many potential different people will the Village have to contact for service.

#### **SECTION 5 - VENDOR REQUIREMENTS/REFERENCES**

Responses will only be accepted from firms who are Avigilon authorized resellers and certified to install and configure Avigilon.

Respondents shall have at least three (3) years' experience in security system installations and configuration

Provide at least three (3) references for which your firm has performed similar services. Provide a brief synopsis of the services performed and contact information. References shall include the name of the company, the name and contact info for company lead person and a brief description of the services rendered along with the date(s) of service.

All work performed remotely must be conducted by individuals physically located within the continental United States. Background checks may be required.

#### **SECTION 6 – PROJECT APPROACH/METHODOLOGY**

What is your firm's process leading to service delivery? How much time does it take your firm to mobilize and deploy after a request is received? Provide a description of the equipment, software, and personnel your firm possesses that can adequately address this project.

#### **SECTION 7 – COST OF PROPOSAL**

Provide a cost breakdown of the proposed solution (hardware, software, licensing, services, hosting, support, training, etc.), showing the cost for each part of the scope of work and any additional costs. This information shall be followed by narrative which shall describe and justify the proposed costs, and include an estimate of staff allocations, estimated hours, rates per assigned staff and an estimate of total billable hours. Also

identify any assumptions you have built into your costs (e.g., Village performance of any work elements, availability, etc.). The cost proposal must provide a guarantee that no additional fees beyond those proposed will be charged to the Village of North Aurora without the Village's prior written consent. The Village cannot accept contract clauses that include payment terms within 30 days of the invoice issuance. The Village cannot accept contract clauses where the Village would be required to pay any late fees, interest charges or penalties.

## **SECTION 8 – ACKNOWLEDGEMENTS, ADDITIONS AND EXCEPTIONS**

- a) Acknowledge your ability to meet or not meet all the requirements as stated in the scope of work
- b) Compile and include all other information you deem pertinent, but not specifically requested elsewhere (5 pages maximum).
- c) Indicate any exceptions to the terms and conditions of this request for proposal, or any qualifications/clarifications regarding the proposal response.

## **SECTION 9 – CERTIFICATE OF INSURANCE**

Proof of insurance is not required to be submitted with your proposal but will be required prior to the Village's award of the contract.

## **PROCEDURES AND CRITERIA**

The selection of a proposal will not be based solely on a monetary evaluation. There will also be an evaluation of each proposer's understanding of the work required and approach to this project with considerable weight being given to experience in the areas required and the track record of the proposer.

Additionally, an independent checking of references may be used to assist in selecting the finalist(s). Finalists will make a presentation of their proposal to the Village. Contract negotiations will take place with the finalist.

Award will be made to the firm offering the most advantageous proposal after consideration of all evaluation criteria set forth in this RFP. The Village shall not be obligated to accept the lowest priced proposal but will make an award in the best interest of the Village after all factors have been evaluated.

Firms selected as the finalists will be required to make a presentation of their proposal to the Village during the RFP evaluation period. This presentation will provide firms the

opportunity to clarify their proposals to ensure thorough and mutual understanding. The presentations may either be done remotely or at Village of North Aurora Village Hall.

A Notification of Intent to Award may be sent to any firm selected. Award is contingent upon the successful negotiation of final contract terms. Negotiations shall be confidential and not subject to disclosure to competing Firms unless an agreement is reached. If contract negotiations cannot be concluded successfully, the Village may negotiate a contract with the next highest scoring Firm or withdraw the RFP.

## **TIMELINE**

Event	Date
Release of RFP	01/26/2023
On site walkthrough	02/09/2023 @ 10:00 AM
Deadline to submit inquiries	02/16/2023 @ 4:30 PM
Proposal due date	03/03/2023 @ 2:00 PM
Contract submission to Village Board for approval	TBD

## **PAYMENT AND DELIVERABLES**

The Village requires a payment schedule based on defined and measurable deliverables as outlined below. Under no circumstances will payments be made in advance of work performed.

Deliverable	Payments
Scope of Work and all Project Plans Delivered (Contract Execution).	20% of Total Cost
Hardware and Software Installation, System Configuration, Service and Data Migration, Operational Testing and Acceptance Testing Successfully Completed.	30% of Total Cost
100% of users and 100% of functionality has been migrated to new system and tested.	30% of Total Cost
Reliable Performance for 45 Days after Complete Migration (Performance or availability of the solution must continue	20% of Total Cost

at the baseline established at conclusion of Acceptance Testing. No significant loss in performance, availability or reliability should occur).	
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No payment for extra services (items not included in the total cost) shall be made unless such services and their costs have been previously authorized in writing and approved by the Village.

## **DEFINITIONS**

The words (A) "Village", (B) "Department", or (C) "Contractor, Firm, Vendor ", as used in this RFP, shall be understood to refer respectively to (A) the Village of North Aurora, Illinois; (B) the several departments therein; and (C) the person, firm or corporation with whom the contract is made by said Village or the agent or legal representative who may be appointed to represent such person, firm or corporation in the signing and performance of said contract.

## **INSTRUCTIONS AND QUESTIONS**

Village representative from whom the proposer will receive instructions:

David J. Arndt  
Information Technology Manager  
Administration Department  
25 E. State Street  
North Aurora, IL 60542  
Email: [darndt@northaurora.org](mailto:darndt@northaurora.org)

Questions regarding this Request for Proposals should be directed only to the person designated above. All questions need to be submitted as described under RFP QUESTIONS and PRE-BID MEETINGS

## **SUBMISSIONS**

Proposals may be emailed to David Arndt IT Manager at [darndt@northaurora.org](mailto:darndt@northaurora.org). The subject line of the email shall read "Police Facility Access Control System Proposal"

Or Sealed proposals can be dropped off or mailed\* to

"Police Facility Access Control System Proposal"

Attn: David Arndt  
North Aurora Village Hall  
25 E. State Street  
North Aurora, IL 60542.



\*Proposals must be received prior to 2:00PM CST 03/03/2023.

### **RFP AMENDMENTS**

The Village reserves the right to change the RFP schedule or issue amendments to the RFP at any time. In the event the Village amends the RFP, the Village will extend the Proposal Due Date commensurately. The Village also reserves the right to cancel or reissue the RFP.

### **WITHDRAWAL OF PROPOSAL**

Firms may withdraw their proposals, without prejudice, prior to the date and time specified for proposal submission, by sending a written request or email to David Arndt, Information Technology Manager.

### **RESERVATIONS**

The Village reserves the right to reject any or all proposals, to waive technicalities or formalities, and to accept any proposal deemed to be in the best interest of the Village. Where two or more firms are deemed equal, the Village reserves the right to make the award to one of the two firms.

### **ERRORS AND OMISSIONS**

Proposer and/or the Contractor shall not be allowed to take advantage of any errors in or omissions from the Request for Proposals. Full instructions will be given if such error or omission is discovered and timely called to the attention of the Village.

### **RFP NOT CONTRACTUAL**

Nothing contained in this Request for Proposals (RFP) shall create any contractual relationship between the proposer and the Village. The Village accepts no financial responsibility for costs incurred by any proposer regarding this RFP. Each proposal prepared in response to this RFP shall be done at the sole cost and expense of each proposing firm and with the express understanding that no claims against the Village for reimbursement will be accepted.

### **TAXES**

The Village of North Aurora is a tax-exempt entity

# 1. Executive Summary

## Company History

Founded in February 2006, Midwest Integrated Solutions (MIS) is a security systems integrator with offices in Bradley, IL. MIS is part of a larger LLC, CITCA.

As a systems integrator in the Midwest, MIS will continue to provide technology-based solutions for Security, Access Control, Digital Video, Visitor Management, and Construction. We realize our customers have many choices for their security and technology needs. MIS has quickly established a reputation for excellence by:

- Providing customers with the best service and training in the industry. While MIS represents some of the world's leading technologies, we are defined by our ability to understand and meet our customers' needs.
- Providing one of the best warranties in the industry. Not only does MIS provide a full one-year parts and labor warranty, but we also include free preventive maintenance during the warranty period, which is unheard of in the industry.
- Providing engineers and installers who are trained and certified on the products we sell and maintain.
- Providing quality products, system integration, professional installation and service, and an experienced sales staff.

Midwest Integrated Solutions has worked with some of the largest and most respected businesses in the Midwest, designing access control, CCTV, intercom, parking control, and other security equipment. In addition, MIS has consulted to hospitals, nursing homes, government agencies, schools, law enforcement, fire service, EMS, retailing, and industry in areas of safety and security management.

Midwest Integrated Solutions believes that every customer deserves a safe place to live and work. Our expert team of professionals is qualified to assist with initial security assessments to complex technological solutions. The MIS Standard sets us apart. We deliver the best, most value-added solution in the industry while setting new standards for quality, integrity, and reliability.

## 2. Table of Contents

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### 3. Statement of Qualifications

**Chris Sorensen** has spent over 40 years in healthcare safety and security management, including administrative positions in some of the largest, most prestigious healthcare organizations in the country. A recognized expert in system design build, Mr. Sorensen has worked with some of the largest and most respected businesses in the Midwest, designing access control, CCTV, infant/child protection, and resident elopement prevention systems. In addition, he has consulted to hospitals, nursing homes, government agencies, schools, law enforcement, fire service, EMS, retailing, and industry in areas of safety and security management.

**Monica Watson** is our Sales Manager and a Motivated Team Leader, practiced in customer relations, sales and inventory control. Monica has demonstrated skills in operations improvement, increasing sales and reducing costs. Personable leader dedicated to providing the highest level of customer service.

**Randy Little** is our project manager specializing in integrated security systems for business and industry. During his career, Randy has designed integrated systems for businesses ranging from small, rural facilities to large corporate systems. Randy has also designed and engineered infant and child protection systems, access control systems, staff safety alarm systems, utility monitoring systems, CCTV / DVR / NVR systems, and IT security systems.

**Justin Mathes** is responsible for field installation and coordination. He is responsible for field device installation, testing and commissioning of all system components and future system maintenance.

**Paige Nyland** is responsible for all incoming service requests, scheduling service calls and support service agreement scheduled site visits. She is also responsible for ordering all equipment requests from the project managers, tracking all inbound and outbound equipment orders, and setting up returns of defective or broken equipment to the manufacturer for repair.

Midwest Integrated Solutions has been designing and installing Avigilon systems for a number of years. Our staff is factory trained and certified on the systems we install.



Signature

February 28, 2023

Date

## 4. Organizational Information



### Midwest Integrated Solutions Support Numbers 2023 Support Information

Technical Support	(815) 933-8376
Available 24/7	
Sales	(815) 933-8376
Monica Watson	<a href="mailto:mwatson@midwestintegrated.com">mwatson@midwestintegrated.com</a>
8:00 AM - 5:00 PM	Monday - Friday
Purchasing	(815) 933-8376
Jessica Miller	<a href="mailto:jmiller@midwestintegrated.com">jmiller@midwestintegrated.com</a>
8:00 AM - 5:00 PM	Monday - Friday
Finance	(815) 933-8376
Paige Nyland	<a href="mailto:panyland@midwestintegrated.com">panyland@midwestintegrated.com</a>
8:00 AM - 5:00 PM	Monday - Friday
Service	(815) 933-8376
Randy Little	<a href="mailto:rlittle@midwestintegrated.com">rlittle@midwestintegrated.com</a>
24/7	24/7/365

The service department dispatches our service techs from 8:00 AM - 5:00 PM. After hours, our answering service will contact our on-call technician and he will contact you within one (1) hour for emergencies. Non emergency calls will be answered next day or placed on a schedule.

#### Notes:

##### Average Service Call Response Times:

Average Initial Response - 16 minutes

Average Onsite Response - 90 minutes

Average Time to Completion - 2 hours 48 minutes

## 5. Vendor Requirements/References

Midwest Integrated Solutions is an authorized reseller of Avigilon products, and we employ low voltage technicians that are certified to install and configure Avigilon products.

Midwest Integrated Solutions has been installing and configuring security systems since February 2006.

References:

**Bradley University Police Department** – MIS began working with BUPD to install access control and Avigilon CCTV systems in 2019, and they continue to add to the system every year. We are currently working with them on numerous projects.

Contact: Melinda Yepsen

Phone: 309-397-2215

E-Mail: [mry@fsmail.bradley.edu](mailto:mry@fsmail.bradley.edu)

**Hinsdale School District 86** – Midwest Integrated Solutions installed Avigilon access control and CCTV at Hinsdale schools in 2021. We added to that system in 2022 and again in 2023.

Contact: Jason Oskorep

Phone: (630) 655-6100

E-Mail: [joskorep@hinsdale86.org](mailto:joskorep@hinsdale86.org)

**Lansing School District 158** – Midwest Integrated Solutions began installing access control in 2019. We then replaced their existing burglar alarm system and we currently work with them on access control and CCTV. MIS also designed an emergency blue-light system for their entire school district in 2022. We are now listed as the only security company that can provide parts and programming for the district.

Contact: Ryan Fortin

Phone: (708) 546-9285

E-Mail: [rfortin@d158.net](mailto:rfortin@d158.net)

## 6. Project Approach/Methodology

Support from MIS is beyond comparison. From custom design and professional installation to industry-leading training, we are there for you. We are your security partner. Our years of experience become your years of experience.

Upon receipt of a contract or purchase order, MIS will place the order for parts. Our project manager will contact your designee with the estimated date of arrival on the parts. Upon arrival of the parts, our project manager will contact your designee to schedule the installation. The installation is typically within two weeks after the parts arrive. Listed below is our typical approach:

### Project Management

- Organization of work to be completed.
- Schedules equipment and labor
- Provides timeline of activities
- Supervision of Installation
- Interaction with end-user and/or General Contractor
- Commissioning
- Submits final punch lists.
- Training\*

### Installation

- Installing Cable and Devices
- Termination
- Testing
- Commissioning
- Service

### Sales Force

- Review sites
- Discuss Sequence of Operations with the end-user
- Design a system to accommodate the sequence of operations.
- Provide quotations.
- Remain a viable contact with the customer.

### Service Coordinator

- Receives service calls.
- Dispatches service personnel
- Follows up with the end user after completion of service call.



\*We believe training is an essential part of any security system. MIS will do initial training on completion of the installation, then we will follow up to see if additional training is needed after staff have started using the systems. We realize that staff may not have questions during initial training, but after using the system for a month or two, may have some questions, or need some additional training. We provide that training at no additional cost.

## 7. Cost of Proposal

### Equipment

Qty	Part Number	Description	Manufacturer	Unit Cost	Total Cost
1	AC-APP-32R-ENT2-6	Access Control Manager Enterprise 6 – Enterprise Appliance for 32 Readers	Avigilon	\$5,427.00	\$5,427.00
1	AC-SW-LIC-BDGE-6-P	Access Control Manager 6 Badging Software Licenses	Avigilon	\$793.00	\$793.00
13	AC-MER-CON-MR52-S3B	Series 3B Two-Reader Interface Module (Mercury Part #: MR52-S3B)	Avigilon	\$822.20	\$10,688.00
2	AC-MER-CONT-LP1502	Intelligent Controller (Mercury Part #: LP1502	Avigilon	\$1,448.00	\$2,896.00
30	AC-HID-READER-SIGNO-40NKS-T2-000000	HID 40NKS-T2-000000	Avigilon	\$325.30	\$9,758.00
200	AC-HID-CARD-ICLASS-SE-3000-AVG-NL	HID 3000PGGMN AVIGILON FORMAT	Avigilon	\$6.30	\$1,253.00
1	CMP-02524SUP-3-09	25 pair 24 gauge for console buttons	Essex	\$2,618.00	\$2,618.00
2	DTC-M2-K-8-A-R-V2	Console	DTC	\$533.00	\$1,066.00
4	SM-4201-LQ	Overhead Door Contacts	Secolarm	\$22.00	\$88.00
1	442360	18 AWG 2 Conductor Bare Copper, Non-Shielded Plenum UL Listed C(UL)US CMP - White Jacket	Windy City Wire	\$187.00	\$187.00
12	947-75WH	947-75WH Door Contacts	Honeywell	\$8.00	\$96.00
1	DTC1250e	Fargo Badge Printer	Fargo	\$1,400.00	\$1,400.00
2	Fargo 45000 Color Ribbon - YMCKO	Color Ribbon for Badge Printer - 250 prints	Fargo	\$62.00	\$124.00
2	DuraClean® 86177	Complete Printer Cleaning Kit for Fargo Printers - Cleaning Cards & Swabs		\$46.00	\$92.00

**Total Equipment: \$36,486.00**

### Labor Hours

Engineering/Drawings	4	Project Management	20
Pre-Construction Programming	4	Testing/Commissioning	8
Cable Installation	8	Training	8
Device Mount, Trim, and Term	80	Travel/Misc. Labor	8

**Total Labor: 140**



**Total Equipment**      \$36,486.00

**Total Labor**      \$20,365.00

**Total Subcontractor**      \$0.00

**Subtotal**      \$56,851.00

**Shipping**      \$1,443.00

**Tax**      \$0.00

**Grand Total: \$58,294.00**

- MIS will reuse the existing cabinets in the server room. They will be rebuilt using new Avigilon parts. This will ensure we don't need added wall space and reduce costs for additional cabinets.
- MIS will also reuse one of the existing cabinets in the firing range building.
- MIS will replace 28 existing card readers with HID 3000PGMN Avigilon format reader.
- MIS will install 1 additional card reader, 1 door contact, and 1 request-to-exit device. In addition, MIS will install one HES 5000C electric strike on the firearms Instructor room.
- MIS will add 1 request-to-exit device on the door to the Records room.
- MIS will design and install a control counsel at the main desk and holding room to open and close the overhead doors.

## **8. Acknowledgements, Additions, and Exceptions**

### **Clarifications**

1. The Purchaser or Owner will designate a single facility representative to participate in planning and status meeting, develop project schedules, and generally be present during this project prior to ordering materials and start the of project.
2. Taxes – The prices quoted herein do not include Federal, State, County, City, Sales, Use, Excise, Import, Export, or other similar taxes, unless specifically stated in our proposal. If MIS is obligated by law to pay such tax, such tax will be billed additionally.
3. The Purchaser or Owner will provide regulated 110volt power with dedicated circuits (preferred) for the new security systems. All circuit breakers shall be properly identified and equipped with a “lock” to prevent inadvertent actuation of the breaker.
4. The Purchaser or Owner will provide free and clear access to all areas where work is to be performed and access to all available power resources.
5. City or Village submittal – In some cases, the City or Village may want engineered drawings and a complete submittal package. If this occurs, the Purchaser or Owner will incur an additional cost for this submittal.
6. The Purchaser or Owner will provide building drawings for our use for this project. We prefer AutoCAD disc drawings. This is critical to documenting the installation of the new system. Once the installation is complete, MIS will turn over the as-built drawing of the system to the Purchaser or Owner.
7. All Labor has been bid at straight time, first shift work Monday – Friday 7:00 am – 4:30pm, unless otherwise stated in this proposal.
8. Final device and panel mounting locations are to be determined prior to installation.
9. The low voltage cabling will be installed exposed within an accessible corridor (in either plenum or non-plenum rated cable) ceiling space. In the event the ceiling space is not accessible (i.e. plaster/drywall) or ceiling space is used as an air return (plenum) a complete conduit system may be required and will be provided by others.
10. All locking hardware will be provided and installed by others.
11. Unless otherwise specified in this proposal, lift rental, if needed, is not included and will be invoiced with the final payment.
12. Customer and MIS to create a definitive Critical Path Method schedule prior to commencement of the installation. This will allow MIS to manage the workforce to meet the schedule. MIS and its subcontractors retain the right to any & all compensation associated with schedule compression or acceleration after the start of project.

## **Exceptions**

1. Others to provide the following:
  - All conduit raceways and pull strings for the security systems, if required
  - Any coring between floors to provide raceway riser, if required
  - 120 VAC power hardwired to all security control panels.
  - Finished backboard plywood to mount our control panels.
  - Ethernet connections (minimum Category–6 Capability) at each of our network devices and an IP address for them
2. Any additional equipment or services (like painting or patching) that is not included in this scope, indicated on the supplied drawings, on the schedule of equipment, or otherwise not included into this proposal will be quoted separately by MIS at the request and discretion of the Purchaser or Owner.
3. MIS is unaware of any required permits or inspections normally required for work of this type and have not included any costs in our proposal. Should any Authority having Jurisdiction (AHJ) come forward and require any item that has cost; it shall be added to the project value as a change order.
4. MIS has no MBE/WEBE participation in this proposal.
5. MIS has not included the cost of a performance/labor and material bond in this proposal. If one is required, it will be at an additional cost.

## **Terms and Conditions**

1. The pricing terms set forth in this proposal shall remain firm only for a period of 60 days from the date of this proposal.
2. Net 30
3. MIS shall not be liable for any delay in the performance of the work resulting from or attributed to acts or circumstances beyond MIS's reasonable control, including, but not limited to embargo other governmental act, regulation, or request; accident; strike; slowdown; war; riot; delay in transportation; inability to obtain necessary labor, materials or manufacturing facilities; acts of God; fire; and acts or omissions of the purchaser, owner or other contractors or subcontractors, or delays caused by the suppliers or subcontractor of MIS.
4. MIS warrants each product sold by MIS to be free from defects in material and workmanship and in substantial compliance with all published specifications and other product documentation provided to Purchaser or Owner. This warranty shall begin upon Purchaser acceptance and continue for a period of one (1) year from such date. Integrator's sole responsibility under this warranty is limited to the repair or replacement of any defective part of such Hardware which repair may, in the discretion of Integrator, be performed at Integrator's or Customer's premises or at

the premises of the manufacturer of the Hardware. The cost of such repair or replacement, including labor and parts, is the responsibility of Integrator.

5. The Purchaser or Owner shall inform MIS of any special laws, regulations, or ordinances that the purchaser or owner may be aware of and which shall affect the performance of the work or the supply of the equipment.
6. Each party shall maintain insurance sufficient to cover its indemnification obligations set forth below. Upon request by either party, the other party shall promptly provide written proof of such coverage.
7. Each party agrees to indemnify, hold harmless and defend the other party against any and all losses, damages, costs and expenses, including reasonable defense costs and attorneys' fees, arising from any claim that any acts or omissions of the indemnifying party caused personal injury, property damage or economic loss.
8. This Agreement shall be interpreted in accordance with the laws of the State of Illinois. Any legal dispute arising out of this Agreement shall be settled in a court of competent jurisdiction in local County, Illinois.

## **9. Certificate of Insurance**

A certificate of insurance will be provided upon acceptance of the proposal.

Thank you for the opportunity to be of service to the North Aurora Police Department.

## **AGREEMENT**

THIS AGREEMENT ("Agreement") is entered into this 14 day of March, 2023  
by and between:

<u>Village of North Aurora</u>	(Owner)
<u>Midwest Integrated Solutions</u>	(Contractor)

1.     **CONSIDERATION.** Owner hereby agrees to pay the Contractor the sum of Fifty eight thousand two hundred ninety four Dollars (\$ 58,294.00 ) for the performance of this Agreement, subject to any additions and deductions and the provisions of this Agreement, in the following manner:

- A. 50% Deposit
- B. 50% on completion

All payments from Owner to Contractor under this agreement shall be made after inspection of the work completed and approved by Owner.

2.     **FAMILIARITY WITH SITE.** The Contractor has visited the property and is familiar with the local conditions under which the work is to be performed.

3.     **LABOR, MATERIALS AND PERMITS.** The Contractor agrees to provide all of the material and labor required for the timely performance of duties detailed in the *Plans* including equipment and tools necessary for the proper completion of the work. Unless otherwise specified, all materials shall be new and of good quality. In prosecution of the *Plans*, Contractor agrees to employ a sufficient number of workers skilled in their trades to suitably perform the work.



4.     **WARRANTY OF WORKMANSHIP.** All work will be of good quality, free from defects and faults, in accordance with the *Plans* which have been approved by Owner and Contractor and free from all materialmen's liens, mechanics liens and claims. All work not conforming to this requirement will be considered defective. Contractor agrees to re-execute any work which does not conform to the *Plans*, warrants the work performed, and agrees to remedy any defects resulting from faulty materials or workmanship which shall become evident during a period of one (1) year after completion of the work and final payment under this Agreement. Contractor agrees to provide a one-year written warranty to Owner.

5.     **BUILDING SITE.** The Contractor will, at all times and at his/her expense, keep the building site free from accumulation of waste, rubbish and debris associated with construction activities.

6.     **INSPECTION OF WORK.** The Contractor will permit and facilitate inspection of the work by Owner and its agents and public authorities at all times.

7.     **CHANGES IN THE WORK.** All changes and deviations in the construction work ordered by the Owner must be in writing; the contract sum being increased or decreased accordingly by the Contractor. Any claims for increases in the cost of the work must be presented by the Contractor to the Owner in writing, and written approval of the Owner must be obtained by the Contractor before proceeding with the ordered change or revision.

8.     **INSURANCE.** The Contractor will purchase and maintain adequate workers' compensation insurance and liability insurance and will provide copies of the insurance policies to the Owner, upon request. To the fullest extent permitted by law, Contractor will indemnify and hold Owner harmless against any claims, damages, loss and expenses, arising out of or resulting from the construction work or Contractor's acts or neglect.

9. **OWNER'S RIGHT TO TERMINATE AGREEMENT.** Should the Contractor neglect to perform its duties under this Agreement properly, or fail to perform any provision of this Agreement, Owner, after seven (7) days' written notice to the Contractor may, without prejudice to any other remedy he/she may have, correct any deficiencies and may deduct the associated cost from the payment due to the Contractor, or at Owner's option, may terminate this Agreement and take possession of all materials and appliances and finish the work. If the unpaid balance payable under this Agreement exceeds the expense of finishing the work, the excess will be paid to the Contractor, but if the expense exceeds the unpaid balance, the Contractor will refund the difference to the Owner.

10. **PAYMENT.** Payments will be made as provided in this Agreement. The making and acceptance of the final payment will constitute a waiver of all claims by Owner, other than those arising from (a) unsettled liens or from faulty work appearing within 12 months of the completion of construction as provided for under Section 4 of this Agreement; (b) claims by the Contractor except any previously made and unsettled. Payments otherwise due may be withheld due to defective work which has not been remedied, liens filed, damage by the Contractor to others which have not been settled, or failure to make payments properly to subcontractors or for material or labor.

11. **RECORD RETENTION.** For a period of not less than *five* (5) years after delivery of the final payment to Contractor, Contractor will maintain all files and records pertaining to its performance under this Agreement.

12. **COMPLIANCE.** Contractor will comply with any and all applicable state, federal and local laws, ordinances, regulations and codes.

13. **SAFETY IN CONSTRUCTION.** Midwest Integrated shall adopt stringent safety measures pursuant to the applicable regulations. Midwest Integrated shall be responsible for any accidents resulting from its failure to adopt effective safety measures and for the expenses thus incurred. As for any injuries or deaths for which Midwest Integrated is not responsible, the responsible party shall bear responsibility and the expenses thus incurred.

14. **MISCELLANEOUS.**

- (a) There will be no assignment of the rights and obligations of the Contractor under this Agreement without the prior written approval of Owner.
- (b) No variance or modification of this Agreement will be valid and enforceable, except by supplemental agreement in writing, executed and approved in the same manner as this Agreement.
- (c) This Agreement is made under and is governed by the laws of the State of Illinois, unless otherwise superceded by federal law.
- (d) The invalidity or unenforceability of a particular provision of this Agreement will not affect the other provisions of this Agreement, and this Agreement will be construed in all respects as if any invalid or unenforceable provisions were omitted.

**IN WITNESS WHEREOF**, the parties have executed this Agreement the day and year first above written.

\_\_\_\_\_  
Owner



\_\_\_\_\_  
Midwest Integrated Solutions

\_\_\_\_\_  
Owner

By: Chris Sorensen

Title: President