

CITY OF DARIEN TEMPORARY AMENDMENT TO CITY COUNCIL MEETING RULES FOR COMPLIANCE WITH ILLINOIS OPEN MEETINGS ACT:

- In person attendance at City Council meetings have resumed as of September 21, 2020. All elected officials may elect to participate in a City Council meeting by way of audio or video conferencing. The Council member's absence must be because of personal illness or disability; employment purposes; city business; or a family or other emergency. If a member of the council wishes to attend the meeting by means of a video or audio conference, the member must notify the city clerk of his or her nonattendance as soon as is reasonably possible so that the clerk may make appropriate arrangements.
- The public will be permitted to attend a City Council meeting but the meeting room will be limited to 10 members of the public at one time. The public will be required to maintain social distancing rules and are required to wear a mask while in the building.
- Members of the public physically present must be able to hear all discussion and testimony and all votes of the members of the body. This would mean that members of the public physically present, if more than 10, can be in a different room at City Hall. For example, this can be accomplished by offering a call-in telephone number, a web-based link such as YouTube presenting meeting live or viewing the meeting on cable at City Hall.
- The public is encouraged to participate in City Council meetings by submitting questions and comments via email to Mayor Marchese at [jmarchese@darienil.gov](mailto:jmarchese@darienil.gov) or City Administrator Bryon Vana at [bvana@darienil.gov](mailto:bvana@darienil.gov).
- Emails providing public comment shall be submitted prior to the start of the City Council meeting. Emails asking questions relating to an agenda item will be accepted during the Council meeting through the conclusion of Agenda Item 14- Questions and Comments

Visit the City of Darien [YouTube channel](#) to view the meeting live.

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**EXECUTIVE SESSION – 7:00 P.M. – COLLECTIVE BARGAINING SECTION 2(C)(2) OF THE OPEN MEETINGS ACT**

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**PRE-COUNCIL WORK SESSION — 7:00 P.M.**

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Agenda of the Regular Meeting

of the City Council of the

**CITY OF DARIEN**

October 19, 2020

7:30 P.M.

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Declaration of Quorum

5. Questions, Comments and Announcements — **General (This is an opportunity for the public to make comments or ask questions on any issue – 3 Minute Limit Per Person, Additional Public Comment Period - Agenda Item 18)**
6. Approval of Minutes — [October 5, 2020](#)
7. Receiving of Communications
8. Mayor's Report
9. City Clerk's Report
  - A. [2021 Vehicle Sticker Lottery](#)
10. City Administrator's Report
11. Department Head Information/Questions
  - A. Police Department
  - B. Municipal Services
12. Treasurer's Report
  - A. Warrant Number — [20-21-12](#)
  - B. Monthly Report — [September 2020](#)
13. Standing Committee Reports
14. Questions and Comments — **Agenda Related (This is an opportunity for the public to make comments or ask questions on any item on the Council's Agenda – 3 Minute Limit Per Person)**
15. Old Business
16. Consent Agenda
  - A. Consideration of a Motion to Grant a Waiver of the Raffle License Bond Requirement for the [Darien Chamber of Commerce](#)
  - B. Consideration of a Motion to Approve the [Tax Levy Determination for General and Special Purposes for Fiscal Year 2020-2021](#)
  - C. Consideration of a Motion to Approve [a Transfer from the General Fund to the Capital Projects Fund in the Amount of \\$1,200,000](#)
  - D. Consideration of a Motion a Resolution Approving a Contract Extension, Year 3, with Clean Slate, Inc. to Provide [Janitorial Services for the City of Darien](#) Beginning November 1, 2020
17. New Business
  - A. Consideration of a Motion to Approve an Ordinance Approving Variations from Section 5A-7-2-6(A) of the Darien Zoning Ordinance (PZC 2020-08 [338 Janet Avenue](#), PIN 09-26-103-020)

- B. Consideration of a Motion to Approve [an Ordinance Amending Title VII, Chapter 5 of the Darien City Code, “Animals,” by Adding a New Subsection 3 to Section 7-5-1](#)
- 18. Questions, Comments and Announcements — **General (This is an opportunity for the public to [make comments or ask questions on any issue](#) – 3 Minute Limit Per Person)**
- 19. Adjournment

A WORK SESSION WAS CALLED TO ORDER AT 7:00 P.M. BY MAYOR MARCHESE FOR THE PURPOSE OF REVIEWING ITEMS ON THE OCTOBER 5, 2020 AGENDA WITH THE CITY COUNCIL. THE WORK SESSION ADJOURNED AT 7:12 P.M.

**Minutes of the Regular Meeting**

**of the City Council of the**

**CITY OF DARIEN**

**October 5, 2020**

**7:30 P.M.**

1. **CALL TO ORDER**

The regular meeting of the City Council of the City of Darien was called to order at 7:30 P.M. by Mayor Marchese.

2. **PLEDGE OF ALLEGIANCE**

Austin Kruczek and Jayden Villa, Boy Scout Troop 101, led the Council and audience in the Pledge of Allegiance.

3. **ROLL CALL** — The Roll Call of Aldermen by Clerk Ragona was as follows:

Present:	Thomas J. Belczak	Ted V. Schauer
	Thomas M. Chlystek	Mary Coyle Sullivan
	Eric K. Gustafson	Lester Vaughan (Phone)
	Joseph A. Kenny	

Absent: None

Also in Attendance: Joseph Marchese, Mayor  
JoAnne E. Ragona, City Clerk  
Michael J. Coren, City Treasurer  
Bryon D. Vana, City Administrator  
Gregory Thomas, Police Chief  
Daniel Gombac, Director of Municipal Services

4. **DECLARATION OF A QUORUM** — There being seven aldermen present, Mayor Marchese declared a quorum.

5. **QUESTIONS, COMMENTS AND ANNOUNCEMENTS – GENERAL**

Elisabeth Monahan shared her feedback regarding backyard chickens; she was in favor of being able to continue raising and enjoying chickens in her backyard.

6. **APPROVAL OF MINUTES** – September 21, 2020 City Council Meeting

It was moved by Alderman Kenny and seconded by Alderman Schauer to approve the minutes of the City Council Meeting of September 21, 2020.

Roll Call: Ayes: Belczak, Chlystek, Kenny, Schauer, Sullivan, Vaughan

Abstain: Gustafson

Nays: None

Absent: None

Results: Ayes 7, Nays 0, Absent 0

**MOTION DULY CARRIED**

7. **RECEIVING OF COMMUNICATIONS**

Alderman Gustafson received communication from Charlotte Perry, 7700 block of Wakefield, in opposition of chickens.

Alderman Chlystek ...

...received many emails for and against chickens.

...read communication from Athena, 900 block of Hickory Lane, expressing her reasons for favoring the raising of chickens. She agreed with having a fence requirement and prohibiting of roosters.

Alderman Kenny received communication for and against chickens from: Jim Freidag, Liz Hayes, Patti Mocerino, Bonnie Bucholz, Cindy Keeling (Villa Park), Carol Jablonski, Ron Mocerino, Athena Flores, Heather Conroy, Breanne Stromberg, Steve Leopoldo, Stan Niemiec, and Jenny Johnson.

Alderwoman Sullivan...

...commented regarding inclusion on emails for and against chickens.

...received invitations from residents to visit their chicken coops.  
...received emails regarding pros and cons for having chickens in Darien.

Alderman Belczak forwarded emails pertaining to chickens to staff.

Mayor Marchese...

...stated receipt of many emails pertaining to chickens.  
...provided an updated from Illinois Department of Public Health regarding Halloween. Mayor Marchese stated the City of Darien has put the decision of participation in the event as a parental decision as communicated in Direct Connect eNews. He reminded parents to make sure children wear medical face masks and gloves; those passing out treats should also wear face masks. He noted the best time to trick-or-treat is late morning and early afternoon.

8. **MAYORS REPORT**

**A. HEART OF DARIEN AWARD – PATRICIA EVANS**

Mayor Marchese awarded the Heart of Darien Award to Patricia Evans, a retired teacher, who unselfishly donated a kidney to Nancy Zicarelli. Nancy's husband, Aldo, went public with his need for a kidney donor by advertising on his front lawn and on his car. The answer to his need and his prayers came from his next-door neighbor, Patricia Evans. The surgery was successfully performed in October 2019, and today, both Nancy and Patricia are doing well.

Mayor Marchese stated, "While Patricia gave Nancy one of her own kidneys, she also gave a piece of her heart to the Zicarelli's, and for that reason, we honor her by giving her a part of our heart by honoring her as our 'Heart of Darien Award' recipient."

Mr. Zicarelli was beyond words and commented Patricia was unbelievable, an angel from heaven who answered their prayers.

**B. MAYORAL PROCLAMATION "ARTS DUPAGE MONTH" (OCTOBER 2020)**

Mayor Marchese read into record the proclamation declaring October 2020 as Arts DuPage Month.

**C. DARIEN CHAMBER OF COMMERCE REPORT – BUSINESS UPDATE**

April Padalik, Chamber of Commerce, introduced James Burke, Chamber Chairman of the Board, and newest Chamber member, Ms. Kelly Ford, Marketing Director, with Edgewood Clinical Services. Ms. Padalik stated an outdoor ribbon cutting ceremony was

held on September 18, 2020 to welcome Edgewood Clinical Services located in the 7900 Building on Cass Avenue.

Ms. Ford stated she is pleased to be part of the Darien community and a Darien resident. She noted Edgewood Clinical Services offers full psychiatry, psychological testing, including autism counseling and therapy services. Complimentary de-escalation training is also available.

Mayor Marchese noted he is pleased to have an agency in our community to assist with mental health and COVID fatigue. He thanked and welcomed Ms. Ford to the Darien community.

Ms. Padalik announced First Merchants Bank is sponsoring a free lunch & learn on identity theft and fraud on October 15, 2020 in the Police Department Training Room. All are welcome to attend; reservations can be made by calling the Chamber office.

James Burke announced Chamber of Commerce Golf Outing on October 24, 2020 at Carriage Greens Country Club.

#### **D. ANNUAL FINANCIAL REPORT**

Treasurer Coren introduced Jim Savio, Partner, with Sikich LLP. Mr. Savio thanked Treasurer Coren, Accountant Julie Saenz and Staff for their assistance through the audit process, which was handled remotely due to COVID-19. Mr. Savio reviewed the audit results and highlights from the Annual Financial Report, Auditor's Communication document, Management Letter and Consolidated Year End Financial Report in accordance with Illinois Grant Accountability and Transparency Act (GATA). Mr. Savio addressed Council question.

Administrator Vana noted Mr. Savio presented budget draft at the Administrative Finance Committee Meeting in September.

Alderswoman Sullivan thanked Mr. Savio, Treasurer Coren and Accountant Julie Saenz as Chairperson for the Administrative/Finance Committee for their level of professionalism and accuracy.

Mayor Marchese noted pink ribbons were placed on the Clock Tower to commemorate Breast Cancer Awareness Month. He stressed the importance of early detection.

Alderswoman Sullivan announced Darien Woman's Club is hosting fundraiser, "Bingo for Breast Cancer" at Carriage Greens Country Club on October 7, 2020 at 6:00 P.M.; a donation of \$20 is suggested.

9. **CITY CLERK'S REPORT**

There was no report.

10. **CITY ADMINISTRATOR'S REPORT**

Administrator Vana stated City Hall and Police Department phones are not in service; emergency "911" service is working. AT&T has been notified and is working on the issue. Staff emails will be provided in Direct Connect eNews to assist residents with communication.

11. **DEPARTMENT HEAD INFORMATION/QUESTIONS**

**A. POLICE DEPARTMENT – NO REPORT**

**B. MUNICIPAL SERVICES – NO REPORT**

Alderman Chlystek stated he emailed Director Gombac a request for non-idling sign near warehouse.

Alderman Kenny stated he received an inquiry regarding political signage in parkways of Darien Club subdivision. Direct Gombac responded political signs are not allowed in any Darien right-of-way (R-O-W) with the exception of Cass Avenue, Plainfield Road and 75<sup>th</sup> Street, which are DuPage County right-of ways. He noted Public Works removes signs in R-O-W every 3-4 days.

Administrator Vana commented on the challenges of areas with no sidewalks and rural cross sections. If no sidewalks, signs must be 10-15 feet off the street.

12. **TREASURER'S REPORT**

**A. WARRANT NUMBER 20-21-11**

It was moved by Alderwoman Sullivan and seconded by Alderman Belczak to approve payment of Warrant Number 20-21-11 in the amount of \$86,626.86 from the enumerated funds, and \$274,727.90 from payroll funds for the period ending 09/24/20 for a total to be approved of \$361,354.76.



Roll Call: Ayes: Belczak, Chlystek, Gustafson, Kenny, Schauer, Sullivan, Vaughan

Nays: None

Absent: None

Results: Ayes 7, Nays 0, Absent 0

**MOTION DULY CARRIED**

13. **STANDING COMMITTEE REPORTS**

**Administrative/Finance Committee** – Alderwoman Sullivan announced the next meeting of the Administrative/Finance Committee is scheduled for November 2, 2020 at 6:00 P.M. in the City Hall Conference Room. She noted the Economic Development Committee will be meeting on October 14, 2020 at 7:00 P.M in Council Chambers.

**Municipal Services Committee** – Chairman Belczak announced the next meeting of the Municipal Services Committee is scheduled for October 26, 2020 at 7:00 P.M.

**Police Committee** – Chairman Kenny announced the next meeting of the Police Committee is scheduled for October 19, 2020 at 6:00 P.M. in the Police Department Training Room.

14. **QUESTIONS AND COMMENTS – AGENDA RELATED**

Scouts, Austin Krucek and Jayden Villa, expressed their concerns with banning chickens and the need to pass an ordinance in favor of chickens.

Marie Freidag expressed her concerns with chickens and the need to ban in Darien.

Heather Conroy expressed her concerns with proposed changes to Darien City Code regarding chickens.

Mr. Swevia shared the importance of chickens to his family. He hopes the chicken proposal does not get overly regulated or too expensive; he would like to see a middle-ground compromise.

Jim Freidag provided highlights from Illinois Department of Public Health website and a number of “pro-chicken” websites regarding issue with backyard chickens attracting rodents.

Jeannie Krucek commented she has never had issues with chickens attracting rats. She stressed the importance of keeping chicken feed in a metal container. She noted chickens have provided therapy for her mother who has dementia.

Elisabeth Monahan commented rats and rodents can be prevented by keeping food in metal garbage cans. Hardware cloth will keep chickens safe from predators and from other animals getting in the coop.

15. **OLD BUSINESS**

There was no Old Business.

16. **CONSENT AGENDA**

There was no Consent Agenda.

17. **NEW BUSINESS**

**A. CONSIDERATION OF A MOTION TO APPROVE A RESOLUTION AUTHORIZING THE PURCHASE OF THE DEICING AND ANTI-ICING PRODUCT THERMAPOINT R AT THE UNIT PRICE OF \$1.09 PER GALLON FROM INDUSTRIAL SYSTEMS LTD IN AN AMOUNT NOT TO EXCEED \$32,000, (29,358 GALLONS X \$1.09/GALLON)**

It was moved by Alderman Schauer and seconded by Alderman Kenny to approve the motion as presented.

Alderman Gustafson inquired about product consumption and product benefits; Director Gombac responded.

**RESOLUTION NO. R-47-20**

**A RESOLUTION AUTHORIZING THE PURCHASE OF THE DEICING AND ANTI-ICING PRODUCT THERMAPOINT R AT THE UNIT PRICE OF \$1.09 PER GALLON FROM INDUSTRIAL SYSTEMS LTD IN AN AMOUNT NOT TO EXCEED \$32,000, (29,358 GALLONS X \$1.09/GALLON)**

Roll Call: Ayes: Belczak, Chlystek, Gustafson, Kenny, Schauer, Sullivan, Vaughan

Nays: None

Absent: None

Results: Ayes 7, Nays 0, Absent 0

**MOTION DULY CARRIED**

**B. CONSIDERATION OF A MOTION TO APPROVE A RESOLUTION APPROVING A BUSINESS ASSISTANCE REBATE UNDER THE CARES ACT FOR CERTAIN LOCAL BUSINESSES THAT EXPERIENCED ADDITIONAL EXPENSES TO CREATE OUTDOOR SERVICES DURING THE COVID PANDEMIC**

It was moved by Alderman Belczak and seconded by Alderman Schauer to approve the motion as presented.

Administrator Vana stated a correction was made to the Agenda Memo. Dry Dock was added to the list of businesses, which increased the total rebate expenditure to \$108,500.

Mayor Marchese provided history of prior rebate and the justification for additional business assistance.

Administrator Vana provided details of CARES Act funding and our Intergovernmental Agreement with DuPage County.

Mayor Marchese addressed questions from Alderman Belczak and Alderman Chylstek.

**RESOLUTION NO. R-48-20**

**A RESOLUTION APPROVING A BUSINESS ASSISTANCE REBATE UNDER THE CARES ACT FOR CERTAIN LOCAL BUSINESSES THAT EXPERIENCED ADDITIONAL EXPENSES TO CREATE OUTDOOR SERVICES DURING THE COVID PANDEMIC**

Roll Call: Ayes: Belczak, Chlystek, Gustafson, Kenny, Schauer, Sullivan, Vaughan

Nays: None

Absent: None

Results: Ayes 7, Nays 0, Absent 0

**MOTION DULY CARRIED**

**C. CONSIDERATION OF A MOTION TO APPROVE AN ORDINANCE AMENDING TITLE VII OF THE DARIEN CITY CODE, “HEALTH AND SANITATION” (BEEKEEPING)**

It was moved by Alderman Belczak and seconded by Alderman Schauer to approve the motion as presented.

Alderman Belczak noted item was on the Municipal Services agenda last week and passed with a vote of 2 to 1.

Alderman Chylstek inquired about initial concerns that led to regulating the keeping of bees. Mayor Marchese and Alderman Vaughan responded.

Alderwoman Sullivan asked Alderman Vaughan if beekeeping ordinance would help residents in his neighborhood. Alderman Vaughan agreed; he felt enforcement would be easier with guidelines and restrictions in place.

Director Gombac addressed Council question.

**ORDINANCE NO. O-18-20**

**AN ORDINANCE AMENDING TITLE VII OF THE DARIEN CITY CODE, “HEALTH AND SANITATION” (BEEKEEPING)**

Roll Call: Ayes: Belczak, Chylstek, Gustafson, Schauer, Sullivan, Vaughan

Nays: Kenny

Absent: None

Results: Ayes 6, Nays 1, Absent 0

**MOTION DULY CARRIED**

**D. CONSIDERATION OF A MOTION TO APPROVE AN ORDINANCE AMENDING TITLE VII OF THE DARIEN CITY CODE, “HEALTH AND SANITATION” (DOMESTIC FOWL)**

It was moved by Alderman Belczak and seconded by Alderman Chylstek to approve the motion as presented.

Mayor Marchese provided background information regarding the domestic fowl proposed ordinance that was under consideration by Municipal Services Committee last week. He noted that since the motion was not seconded by the committee at the Municipal Services Meeting, the proposed ordinance is being presented without endorsement from the Committee.

Alderman Belczak shared highlights from Municipal Services Committee meeting; he noted a middle ground must be determined that takes into account the needs of all residents. Council discussion ensued.

Council reviewed all proposed ordinance amendments under Item 2, Sections a through q and made language changes to Item 2, Sections b, g, h, o, and q.

**MOTION TO AMEND**

Alderman Chylstek motioned and Alderman Gustafson seconded to accept amendments to Section 1, Title 7, Chapter 5, 7-5-1 Chickens Item 2 to read:

b. “A maximum of **six (6)** hens shall be permitted.”

g. “All areas where hens are kept shall be clean and well maintained on a daily basis, with little to no accumulation of waste. In addition, all areas where hens are kept shall not produce or cause odors that are detectable on adjacent properties. **All feed shall be kept in a sealed metal container.** All electrical appurtenances shall be UL listed and clearly labeled.”

h. "Perimeter fencing six foot high, privacy/solid fencing shall be required around the entire rear yard."

o. "A hen permit issued under this article shall be revoked upon the commission of three (3) violations within a period of twelve (12) months. If the permit is revoked, the property shall not be eligible for a permit or one year after revocation. **Any enclosure/structure shall be required to be removed within 15 days of revocation.**"

q. "On or prior to May 1, 2021 all nonconforming properties must be brought into conformance with the keeping of hens regulations of this article. **On or prior to March 1, 2021 residents with chickens and no existing privacy fence, will be required to show proof of contract for privacy fence.** This period is for all purposes deemed an appropriate amortization period for each and every nonconforming property presently located within the corporate limits of the City or hereinafter located within the City by reason of annexation into the City of the lot or parcel on which the uses are located."

There was a call for the question on the amendment.

Roll Call: Ayes: Belczak, Chlystek, Gustafson, Kenny, Schauer, Sullivan, Vaughan

Nays: None

Absent: None

Results: Ayes 7, Nays 0, Absent 0

**AMENDING MOTION CARRIED**

There was a call for the question on the original motion.

**ORDINANCE NO. O-19-20**

**AN ORDINANCE AMENDING TITLE VII OF THE DARIEN CITY CODE, "HEALTH AND SANITATION" (DOMESTIC FOWL)**

as amended.

Roll Call: Ayes: Belczak, Chlystek, Gustafson, Kenny, Schauer, Sullivan, Vaughan

Nays: None

Absent: None

Results: Ayes 7, Nays 0, Absent 0

**MOTION DULY CARRIED**

**E. CONSIDERATION OF A MOTION TO APPROVE AN ORDINANCE AMENDING THE DARIEN CITY CODE BY ADDING A CHAPTER TO TITLE VII, "HEALTH AND SANITATION" (DOMESTIC FOWL)**

**MOTION FAILED**

18. **QUESTIONS, COMMENTS AND ANNOUNCEMENTS – GENERAL**

Alderman Belczak announced Darien Lion Club Halloween Party will not be held at the Sportsplex. A "Trunk or Treat" is planned from 1-4 P.M. at the Darien Swim & Recreation Club parking lot.

Alderwoman Sullivan announced...

...Darien Rotary Club Food-for-Kids back-pack event will be held on October 6, 2020 from 4-5 P.M. and 5-6 P.M. at Lace School. Volunteers 12 years and older are encouraged to sign-up; face masks are mandatory.

...Hinsdale South High School Drama Department will be broadcasting "The Wizard of Oz" Radio Show on October 30, 2020.

Scout Krucek inquired about the effective date of the chicken ordinance. Mayor Marchese stated residents with more than six chickens will need to conform by May 1, 2021.

19. **ADJOURNMENT**

There being no further business to come before the City Council, it was moved by Alderman Schauer and seconded by Alderman Kenny to adjourn the City Council meeting.

**VIA VOICE VOTE – MOTION DULY CARRIED**

The City Council meeting adjourned at 9:42 P.M.

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Mayor

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City Clerk

All supporting documentation and report originals of these minutes are on file in the Office of the City Clerk under File Number 10-05-20. Minutes of 10-05-20 CCM.

DRAFT



# CITY OF DARIEN

## MEMO

**TO:** Mayor and City Council

**FROM:** JoAnne E. Ragona, City Clerk

**DATE:** October 15, 2020

**SUBJECT:** 2021 VEHICLE STICKER LOTTERY

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In 1992 the City Council decided to offer the Darien Identification Vehicle Sticker to Darien community organizations through the lottery process. The following organizations were offered the opportunity to participate in the 2021 Vehicle Sticker Lottery:

Darien Chamber of Commerce	Darien Rotary Club
Darien Woman's Club	Darien Youth Club
Safety Village of Darien	The Active Seniors Club
VFW Darien Memorial Post 2838	Young At Heart Seniors
Younger Than Ever Seniors	

There are three (3) provisions that must be followed:

- The funds from the vehicle sticker donations be used for community related functions.
- The winner in one year will not be eligible for the lottery for a two-year period after winning.
- The City reserves the right to withdraw this lottery due to budget constraints.

The successful lottery winner will be responsible for purchasing identification stickers (Mayor and City Clerk to approve design) and offering the same to residents on a donation basis to be available by January 1, 2021.

The eligible Darien community organization that expressed an interest in selling the vehicle sticker is:

**DARIEN ROTARY CLUB**

mg

**CITY OF DARIEN**

**EXPENDITURE APPROVAL LIST  
FOR CITY COUNCIL MEETING ON  
October 19, 2020**

Approval is hereby given to have the City Treasurer of Darien, Illinois pay to the officers, employees, independent contractors, vendors, and other providers of goods and services in the indicated amounts as set forth.

A summary indicating the source of funds used to pay the above is as follows:

General Fund				<b>\$170,505.30</b>
Water Fund				<b>\$460,022.76</b>
Motor Fuel Tax Fund				<b>\$301.27</b>
Water Depreciation Fund				
Special Service Area Tax Fund				
E-Citation Fund				
Capital Improvement Fund				<b>108,255.75</b>
State Drug Forfeiture Fund				
Federal Equitable Sharing Fund				<b>\$1,351.57</b>
DUI Technology Fund				
			<b>Subtotal:</b>	<b><u>\$740,436.65</u></b>
General Fund Payroll	10/08/20	\$		235,255.28
Water Fund Payroll	10/08/20	\$		26,514.60
			<b>Subtotal:</b>	<b><u>\$ 261,769.88</u></b>
<b>Total to be Approved by City Council:</b>				<b><u>\$ 1,002,206.53</u></b>

**Approvals:**

\_\_\_\_\_  
Joseph A. Marchese, Mayor

\_\_\_\_\_  
JoAnne E. Ragona, City Clerk

\_\_\_\_\_  
Michael J. Coren, Treasurer

\_\_\_\_\_  
Bryon D. Vana, City Administrator

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Administration**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
CHASE CARD SERVICES	ONLINE TRIBUNE SUBSCRIPTION	AP101920	4213	Dues and Subscriptions	15.96
CHASE CARD SERVICES	MEETINGS	AP101920	4213	Dues and Subscriptions	14.99
CLEAN SLATE INC	ADDL CLEANING (COVID 19) -SEPT 2020	AP101920	4345	Janitorial Service	207.00
CLEAN SLATE INC	JANITORIAL SERVICES- AUG 2020	AP101920	4345	Janitorial Service	1,456.86
CLEAN SLATE INC	WINDOW CLEANING AT CITY HALL	AP101920	4345	Janitorial Service	475.00
GOVTEMPSUSA LLC	VANA (9-27-20)	AP101920	4325	Consulting/Professional	3,415.38
GOVTEMPSUSA LLC	VANA (10-4-20)	AP101920	4325	Consulting/Professional	3,415.38
ODELSON,STERK,MURPHY,FRAZIER & OFFICE DEPOT	LEGAL FEES - AUG 2020	AP101920	4219	Liability Insurance	220.00
OFFICE DEPOT	OFFICE SUPPLIES	AP101920	4253	Supplies - Office	105.65
OFFICE DEPOT	BINDERS FOR CLERKS OFFICE	AP101920	4253	Supplies - Office	104.94
QUADIENT LEASING USA INC	POSTAGE MACHINE LEASE- (JULY 2020 thru SEPT 2020)	AP101920	4243	Rent - Equipment	375.00
VERIZON WIRELESS	VERIZON WIRELESS BILL	AP101920	4267	Telephone	1,161.45
				Total Administration	10,967.61

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**City Council**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
ALKAYE MEDIA GROUP	VIDEO SERVICE FOR MEETINGS (APRIL thru SEPT 2020)	AP101920	4206	Cable Operations	1,225.00
				Total City Council	1,225.00

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Community Development**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
DON MORRIS ARCHITECTS P.C.	INSPECTIONS - SEPT 2020	AP101920	4325	Consulting/Professional	5,645.00
DON MORRIS ARCHITECTS P.C.	PLAN REVIEWS- SEPT 2020	AP101920	4328	Const/Prof Reimbursable	2,482.40
ELEVATOR INSPECTION SERVICE CO	ELEVATOR RE-INSPECTION - 805 PLAINFIELD RD	AP101920	4328	Const/Prof Reimbursable	25.00
OELSON,STERK,MURPHY,FRAZIER &	LEGAL FEES - AUG 2020	AP101920	4219	Liability Insurance	<u>495.00</u>
				Total Community Development	8,647.40

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Public Works, Streets**  
**From 10/19/2020 Through 10/19/2020**

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
A&W TRAILER LLC	TRAILER HITCH	AP101920	4229	Maintenance - Vehicles	49.98
ALTORFER INDUSTRIES INC	STOCK PARTS	AP101920	4229	Maintenance - Vehicles	175.37
CARROLL CONSTRUCTION SUPPLY	ASPHALT ADHESIVE	AP101920	4257	Supplies - Other	21.17
CHASE CARD SERVICES	DISINFECTANT WIPES	AP101920	4223	Maintenance - Building	35.94
CHASE CARD SERVICES	DISINFECTANT WIPES	AP101920	4223	Maintenance - Building	71.88
CHASE CARD SERVICES	DISINFECTANT WIPES	AP101920	4223	Maintenance - Building	3.19
CHASE CARD SERVICES	DISINFECTANT WIPES	AP101920	4223	Maintenance - Building	3.19
CHASE CARD SERVICES	ROAD DE-ICING WEBINAR - DAVE FELL	AP101920	4263	Training and Education	40.00
CHASE CARD SERVICES	ROAD DE-ICING WEBINAR - KRIS THROM	AP101920	4263	Training and Education	40.00
CHASE CARD SERVICES	ARBORIST CERTIFICATION- PAUL DEVINE	AP101920	4263	Training and Education	170.00
CHASE CARD SERVICES	PUBLIC WORKS INTERNET	AP101920	4267	Telephone	113.35
CLEAN SLATE INC	ADDL CLEANING (COVID 19) -SEPT 2020	AP101920	4223	Maintenance - Building	900.00
ETERNALLY GREEN	LANDSCAPE FERTILIZATION	AP101920	4350	Forestry	2,075.00
ETERNALLY GREEN	LANDSCAPE FERTILIZATION	AP101920	4350	Forestry	63.75
ETERNALLY GREEN	LANDSCAPE FERTILIZATION	AP101920	4350	Forestry	1,300.00
ETERNALLY GREEN	LANDSCAPE FERTILIZATION	AP101920	4350	Forestry	35.00
FACTORY CLEANING EQUIPMENT INC	FLOOR CLEANER REPAIR	AP101920	4225	Maintenance - Equipment	303.20
FREEWAY FORD-STERLING TRUCK	STOCK PART	AP101920	4229	Maintenance - Vehicles	237.08
GREAT LAKES CONCRETE LLC	STORM SEWER REPAIR COUPLING	AP101920	4257	Supplies - Other	269.88
HOME DEPOT	BASE MAINTENANCE AND OTHER SUPPLIES	AP101920	4223	Maintenance - Building	237.88
HOME DEPOT	BASE MAINTENANCE AND OTHER SUPPLIES	AP101920	4257	Supplies - Other	227.26

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Public Works, Streets**  
**From 10/19/2020 Through 10/19/2020**

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
I.R.M.A.	DEDUCTIBLE - SEPT 2020	AP101920	4219	Liability Insurance	135.48
IL CENTRAL SWEEPING SERVICE	STREET SWEEPING- SEPT 2020	AP101920	4373	Street Sweeping	6,980.25
JX ENTERPRISES INC	TRUCK REPAIR FOR 101	AP101920	4229	Maintenance - Vehicles	175.19
McMASTER-CARR	MAINTENANCE SUPPLIES	AP101920	4223	Maintenance - Building	111.42
RAGS ELECTRIC	STREET LIGHT INSTALL - 7202 TENNESSEE	AP101920	4359	Street Light Oper & Maint.	6,249.25
RICMAR INDUSTRIES, INC.	CLEANING WIPES	AP101920	4225	Maintenance - Equipment	49.25
SEBERT LANDSCAPING	LANDSCAPE MAINTENANCE	AP101920	4350	Forestry	4,741.66
SEBERT LANDSCAPING	LANDSCAPE MAINTENANCE	AP101920	4350	Forestry	985.00
SEBERT LANDSCAPING	LANDSCAPE MAINTENANCE	AP101920	4350	Forestry	2,635.66
SEBERT LANDSCAPING	LANDSCAPE MAINTENANCE	AP101920	4350	Forestry	2,612.33
SHREVE SERVICES INC	TOPSOIL	AP101920	4257	Supplies - Other	480.00
SHREVE SERVICES INC	TOPSOIL FOR LANDSCAPE RESTORATIONS	AP101920	4374	Drainage Projects	864.00
STATE INDUSTRIAL PRODUCTS	PRIMEZYME	AP101920	4223	Maintenance - Building	271.09
STENSTROM PETROLEUM SERVICES	GAS PUMP MAINTENANCE	AP101920	4223	Maintenance - Building	1,354.50
STENSTROM PETROLEUM SERVICES	ANNUAL COMPLIANCE TEST FOR GAS PUMP	AP101920	4223	Maintenance - Building	287.50
STENSTROM PETROLEUM SERVICES	GAS PUMP MAINTENANCE	AP101920	4223	Maintenance - Building	960.79
TRI-K INC	MAINTENANCE SUPPLIES	AP101920	4225	Maintenance - Equipment	416.40
UNIQUE PRODUCTS & SERVICE CORP	JANITORIAL SUPPLIES	AP101920	4223	Maintenance - Building	42.55
UNIQUE PRODUCTS & SERVICE CORP	JANITORIAL SUPPLIES FOR POLICE DEPT	AP101920	4223	Maintenance - Building	42.74
US GAS	GAS CYLINDER RENTAL	AP101920	4257	Supplies - Other	50.40

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Public Works, Streets**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
VERMEER-ILLINOIS, INC	BLADE SHARPENER	AP101920	4225	Maintenance - Equipment	60.00
WESTOWN AUTO SUPPLY COMPANY	REFLECTORS	AP101920	4257	Supplies - Other	39.84
WILLOWBROOK FORD, INC.	INSPECTION FOR #104	AP101920	4229	Maintenance - Vehicles	<u>67.50</u>
				Total Public Works, Streets	35,985.92



**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Police Department**  
**From 10/19/2020 Through 10/19/2020**

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
BAZOS FREEMAN LLC	ADMIN TOW JUDGE - SEPT 2020	AP101920	4219	Liability Insurance	200.00
CHASE CARD SERVICES	BLU RAY DISCS	AP101920	4217	Investigation and Equipment	85.45
CHASE CARD SERVICES	BATTERIES	AP101920	4217	Investigation and Equipment	16.24
CHASE CARD SERVICES	3 MONITORS FOR EVIDENCE /RECORDS	AP101920	4225	Maintenance - Equipment	207.87
CHASE CARD SERVICES	2 MONITOR STANDS FOR RECORDS DEPT	AP101920	4225	Maintenance - Equipment	155.14
CHASE CARD SERVICES	RETURN FOR MILAZZO01	AP101920	4233	Postage/Mailings	7.75
CHASE CARD SERVICES	DVD's and VIDEO DISCS FOR RECORDS DEPT	AP101920	4253	Supplies - Office	97.64
CHASE CARD SERVICES	COLORED TONER	AP101920	4253	Supplies - Office	319.99
CHASE CARD SERVICES	FLASH DRIVES FOR POLICE DEPT	AP101920	4253	Supplies - Office	60.69
CHASE CARD SERVICES	RETURNED CABLE	AP101920	4253	Supplies - Office	(8.40)
CHASE CARD SERVICES	HDMI CABLE FOR TRAINING RM	AP101920	4253	Supplies - Office	11.99
CHASE CARD SERVICES	2 OTTERBOXES FOR PATROL	AP101920	4253	Supplies - Office	34.90
CHASE CARD SERVICES	CURRENCY ENVELOPES	AP101920	4253	Supplies - Office	45.09
CHASE CARD SERVICES	K9 TRAINING IN MICHIGAN - HRUBY	AP101920	4265	Travel/Meetings	85.32
CHASE CARD SERVICES	K9 TRAINING IN MICHIGAN - MILAZZO	AP101920	4265	Travel/Meetings	341.28
CHASE CARD SERVICES	K9 TRAINING IN MICHIGAN -MILAZZO	AP101920	4265	Travel/Meetings	341.28
CHASE CARD SERVICES	MEETING SUPPLIES	AP101920	4265	Travel/Meetings	18.54
CHASE CARD SERVICES	K9 TRAINING IN MICHIGAN- MILAZZO	AP101920	4265	Travel/Meetings	255.96
CHASE CARD SERVICES	POLICE DEPT INTERNET	AP101920	4267	Telephone	268.35
CHRISTINE CHARKEWYCZ	PROSECUTION FEES- SEPT 2020	AP101920	4219	Liability Insurance	1,040.00
CLEAN SLATE INC	ADDL CLEANING (COVID 19) -SEPT 2020	AP101920	4225	Maintenance - Equipment	952.00

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Police Department**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
CURRENT TECHNOLOGIES CORP	SURVEILLANCE FEE- RESET CAMERAS /BOOKING AREA	AP101920	4225	Maintenance - Equipment	310.00
DAVID MILAZZO	K9 TRAINING IN CLAIRE, MI- REIMBURSEMENT FOR MEALS (3 Weeks)	AP101920	4265	Travel/Meetings	114.31
DAVID MILAZZO	K9 TRAINING IN CLAIRE, MI- REIMBURSEMENT FOR MEALS (3 Weeks)	AP101920	4273	Vehicle (Gas and Oil)	56.01
DU-COMM	FACILITY LEASING COSTS (Nov 1, 2020 thru Jan 31, 2021)	AP101920	4325	Consulting/Professional	4,853.34
DU-COMM	QUARTERLY SHARES (Nov 1 2020 thru Jan 31, 2021)	AP101920	4325	Consulting/Professional	99,144.75
EMERGENCY VEHICLE TECHNOLOGIES	REMOVED EQUIPMENT FROM D21 / INSTALL COMP CRADLE IN D26	AP101920	4229	Maintenance - Vehicles	770.00
FIRE TOWING INC	TOWING FEE FOR STOLEN VEHICLE (20-1255)	AP101920	4217	Investigation and Equipment	191.00
IL ASSOC CHIEFS OF POLICE	MEMBERSHIP RENEWAL- CHIEF THOMAS	AP101920	4213	Dues and Subscriptions	220.00
IL FIRE & POLICE COMMISSION	FPC MEMBERSHIP RENEWAL	AP101920	4205	Boards and Commissions	375.00
KING CAR WASH	CAR WASHES- SEPT 2020	AP101920	4229	Maintenance - Vehicles	282.50
NICOR GAS	NICOR 82800010009 1710 PLAINFIELD RD	AP101920	4271	Utilities (Elec,Gas,Wtr,Sewer)	309.94
ODELSON,STERK,MURPHY,FRAZIER & RAY O'HERRON CO. INC.	LEGAL FEES - AUG 2020	AP101920	4219	Liability Insurance	110.00
	BOZEK- RETIREMENT BADGE	AP101920	4269	Uniforms	77.53
RAY O'HERRON CO. INC.	CACHRO- BOOTS	AP101920	4269	Uniforms	130.00

**CITY OF DARIEN**  
**Expenditure Journal**  
**General Fund**  
**Police Department**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
SPRINT	GPS TRACKER (20-01191) SPRINT 2020-178348	AP101920	4217	Investigation and Equipment	100.00
SPRINT	GPS TRACKER (20-01191) SPRINT 2020-180144	AP101920	4217	Investigation and Equipment	100.00
THEODORE POLYGRAPH SERVICE	POLY FEE FOR CSO ESPARZA	AP101920	4205	Boards and Commissions	200.00
THOMSON REUTERS -	CLEAR LE INVESTIGATIVE SERVICES	AP101920	4217	Investigation and Equipment	338.32
TRI-TECH FORENSICS	LATENT PRINT KIT	AP101920	4217	Investigation and Equipment	208.01
VERIZON WIRELESS	VERIZON WIRELESS BILL	AP101920	4267	Telephone	769.66
WEX BANK	GAS FOR POLICE DEPT	AP101920	4273	Vehicle (Gas and Oil)	<u>481.92</u>
				Total Police Department	<u>113,679.37</u>
				Total General Fund	<u>170,505.30</u>

**CITY OF DARIEN**  
**Expenditure Journal**  
**Water Fund**  
**Public Works, Water**  
**From 10/19/2020 Through 10/19/2020**

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
ALLIED GARAGE DOOR INC.	GARAGE DOOR FOR PLANT 3	AP101920	4223	Maintenance - Building	947.50
CENTRAL SOD FARMS	SOD	AP101920	4231	Maintenance - Water System	288.00
CENTRAL SOD FARMS	SOD (PALLET RETURNED)	AP101920	4231	Maintenance - Water System	288.00
CENTRAL SOD FARMS	SOD (PALLET RETURNED)	AP101920	4231	Maintenance - Water System	268.00
CENTRAL SOD FARMS	SOD (PALLET RETURNED)	AP101920-2	4231	Maintenance - Water System	216.00
CENTRAL SOD FARMS	SOD	AP101920-3	4231	Maintenance - Water System	288.00
CLEAN SLATE INC	JANITORIAL SERVICES-AUG 2020	AP101920	4223	Maintenance - Building	485.62
CLEAN SLATE INC	WINDOW CLEANING AT POLICE DEPT	AP101920	4223	Maintenance - Building	575.00
CLEAN SLATE INC	ADDL CLEANING (COVID 19) -SEPT 2020	AP101920	4223	Maintenance - Building	900.00
DUPAGE WATER COMMISSION	WATER PURCHASE	AP101920	4340	DuPage Water Commission	443,010.89
EDEN BROTHERS	CORRELATOR SENSOR	AP101920	4225	Maintenance - Equipment	895.00
ETERNALLY GREEN	LANDSCAPE FERTILIZATION	AP101920	4223	Maintenance - Building	154.75
ETERNALLY GREEN	LANDSCAPE FERTILIZATION	AP101920	4223	Maintenance - Building	231.50
HAWKINS INC	CHLORINE	AP101920	4255	Supplies - Operation	666.96
HINSDALE NURSERIES INC.	TREE REPLACED FROM MAIN BREAK	AP101920	4231	Maintenance - Water System	298.00
HOME DEPOT	BASE MAINTENANCE AND OTHER SUPPLIES	AP101920	4225	Maintenance - Equipment	31.24
HOME DEPOT	BASE MAINTENANCE AND OTHER SUPPLIES	AP101920	4231	Maintenance - Water System	540.42
HOME DEPOT	BASE MAINTENANCE AND OTHER SUPPLIES	AP101920	4231	Maintenance - Water System	540.41
INDUSTRIAL ELECTRICAL SUPPLY	ELECTRICAL PARTS FOR CASS/PLAINFIELD SIGN	AP101920	4231	Maintenance - Water System	187.70
MID AMERICAN TECHNOLOGY	LINE LOCATOR REPAIR	AP101920	4225	Maintenance - Equipment	1,130.00

**CITY OF DARIEN**  
**Expenditure Journal**  
**Water Fund**  
**Public Works, Water**  
**From 10/19/2020 Through 10/19/2020**

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
NICOR GAS	NICOR GAS FOR PLANT 5 23644110001 8600 LEMONT RD	AP101920	4271	Utilities (Elec,Gas,Wtr,Sewer)	45.24
NICOR GAS	NICOR GAS FOR PLANT 4 12344110007 1897 MANNING	AP101920	4271	Utilities (Elec,Gas,Wtr,Sewer)	38.89
SERVICE INDUSTRIAL SUPPLY INC.	SUCTION HOSES	AP101920	4231	Maintenance - Water System	283.38
SHREVE SERVICES INC	TOPSOIL	AP101920	4231	Maintenance - Water System	480.00
STENSTROM PETROLEUM SERVICES	GAS PUMP MAINTENANCE	AP101920	4223	Maintenance - Building	1,354.50
STENSTROM PETROLEUM SERVICES	GAS PUMP MAINTENANCE	AP101920	4223	Maintenance - Building	960.79
STENSTROM PETROLEUM SERVICES	ANNUAL COMPLIANCE TEST FOR GAS PUMP	AP101920	4223	Maintenance - Building	287.50
SUBURBAN LABORATORIES	WATER SAMPLES	AP101920	4241	Quality Control	823.50
TITAN IMAGE GROUP INC	STANKO - UNIFORM	AP101920	4269	Uniforms	474.50
US GAS	GAS CYLINDER RENTAL	AP101920	4231	Maintenance - Water System	50.40
VERIZON WIRELESS	VERIZON WIRELESS BILL	AP101920	4267	Telephone	489.36
VULCAN CONSTRUCTION MATERIALS	STONE	AP101920	4231	Maintenance - Water System	2,720.34
WILLOWBROOK FORD, INC.	VEHICLE REPAIR	AP101920	4225	Maintenance - Equipment	71.37
				Total Public Works, Water	460,022.76
				Total Water Fund	460,022.76

**CITY OF DARIEN**  
**Expenditure Journal**  
**Motor Fuel Tax**  
**MFT Expenses**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
CONSTELLATION NEW ENERGY, INC.	SW CORNER 75th ST PLAINFIELD RD	AP101920	4840	Street Lights	301.27
				Total MFT Expenses	301.27
				Total Motor Fuel Tax	301.27

**CITY OF DARIEN**  
**Expenditure Journal**  
**FESA - Justice - 1**  
**Drug Forfeiture Expenditures**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
ELEMENT GRAPHICS & DESIGN	DETAILING NEW K9 TAHOE	AP101920	4213	Dues and Subscriptions	1,351.57
				Total Drug Forfeiture Expenditures	1,351.57
				Total FESA - Justice - 1	1,351.57

**CITY OF DARIEN**  
**Expenditure Journal**  
**Capital Improvement Fund**  
**Capital Fund Expenditures**  
**From 10/19/2020 Through 10/19/2020**

Vendor Name	Invoice Description	Session ID	Acct Code	Acct Title	Dept Amount
AL CHILE MEXICAN GRILL	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	2,745.89
BLUEBERRY HILL PANCAKE HOUSE	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	7,232.00
BROOSTERS CHICKEN	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	1,277.19
CHUCK'S SOUTHERN COMFORTS CAFE	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	24,477.75
CHUCK'S SOUTHERN COMFORTS CAFE	FOOD & BEVERAGE TAX REBATE #2	AP101920-3	4400	Economic Incentive	24,477.15
CHUCK'S SOUTHERN COMFORTS CAFE	FOOD & BEVERAGE TAX REBATE #2	APVOID101920	4400	Economic Incentive	(24,477.75)
DRY DOCK	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	2,387.21
JAM N JELLY PANCAKE HOUSE	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	5,891.00
MI HACIENDA	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	3,424.59
Q-BAR (Action Billiards)	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	7,349.07
TGI FRIDAYS #2670	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	13,415.21
THE PATIO RESTAURANT	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	30,397.00
VLADAS KITCHENETTE /CAFE SMILG	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	666.00
ZAZZOS PIZZERIA	FOOD & BEVERAGE TAX REBATE #2	AP101920	4400	Economic Incentive	8,993.44
				Total Capital Fund Expenditures	108,255.75
				Total Capital Improvement Fund	108,255.75



**CITY OF DARIEN**  
**Expenditure Journal**  
**Capital Improvement Fund**  
**Capital Fund Expenditures**  
**From 10/19/2020 Through 10/19/2020**

<u>Vendor Name</u>	<u>Invoice Description</u>	<u>Session ID</u>	<u>Acct Code</u>	<u>Acct Title</u>	<u>Dept Amount</u>
Report Total					740,436.65



**CITY OF DARIEN  
REVENUE AND EXPENDITURE REPORT SUMMARY  
September 30, 2020**

**GENERAL FUND - (01)**

	Current Month <u>Actual</u>	Year To Date <u>Actual</u>	Total <u>Budget</u>
Revenue	\$ 1,905,282	\$ 7,523,431	\$ 15,255,973
Expenditures	\$ 1,323,930	\$ 5,809,913	\$ 12,538,921
Audited 5/1/20 Opening Fund Balance:			\$ 4,565,536
Transfer to Capital Fund			\$ (2,400,000)
Current Fund Balance:			\$ 3,879,054

**WATER FUND - (02)**

	Current Month <u>Actual</u>	Year To Date <u>Actual</u>	Total <u>Budget</u>
Revenue	\$ 1,317,085	\$ 2,532,370	\$ 7,546,346
Expenditures	\$ 809,153	\$ 2,674,510	\$ 7,050,417
Audited 5/1/20 Cash Balance			\$ 4,259,524
Transfer to Water Depreciation Fund			\$ (800,000)
Current Modified Cash Balance:			\$ 3,317,385

**MOTOR FUEL TAX FUND - (03)**

	Current Month <u>Actual</u>	Year To Date <u>Actual</u>	Total <u>Budget</u>
Revenue	\$ 76,526	\$ 799,115	\$ 913,026
Expenditures	\$ 34,875	\$ 171,716	\$ 676,105
Audited 5/1/20 Opening Fund Balance:			\$ 558,970
Current Fund Balance:			\$ 1,186,369

**WATER DEPRECIATION FUND (12)**

	Current Month <u>Actual</u>	Year To Date <u>Actual</u>	Total <u>Budget</u>
Revenue	\$ 737	\$ 4,583	\$ 15,000
Expenditures	\$ -	\$ 15,604	\$ 2,028,300
Audited 5/1/20 Cash Balance			\$ 1,638,993
Transfer from Water Fund			\$ 800,000
Current Modified Cash Balance:			\$ 2,427,972

**CAPITAL IMPROVEMENT FUND (25)**

	Current Month <u>Actual</u>	Year To Date <u>Actual</u>	Total <u>Budget</u>
Revenue	\$ 53,577	\$ 191,287	\$ 348,440
Expenditures	\$ (255)	\$ 195,213	\$ 281,915
Audited 5/1/20 Opening Fund Balance:			\$ 3,042,527
Transfer from General Fund			\$ 2,400,000
Current Fund Balance:			\$ 5,438,601

	Current Actual Year to Date	Current Budgeted F.Y.E. '21	Prior Year Actual Through September 19
Property Tax Collections	\$ 2,344,951	\$ 2,451,222	\$ 2,346,221
Sales Tax Collections	\$ 2,118,020	\$ 5,609,332	\$ 2,299,037
<b>Drug forfeiture Receipts</b>	\$ -	\$ -	\$ 196,055

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**General Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue								
Taxes								
Real Estate Taxes - Current	3110	749,154.92	550,000.00	2,175,456.53	2,160,382.00	2,252,782.00	(77,325.47)	3.43%
Road and Bridge Tax	3120	73,327.73	54,000.00	215,320.63	202,000.00	210,000.00	5,320.63	(2.53)%
Municipal Utility Tax	3130	99,982.82	95,000.00	380,479.91	372,000.00	1,015,000.00	(634,520.09)	62.51%
Amusement Tax	3140	10,676.59	8,000.00	20,875.12	24,500.00	82,000.00	(61,124.88)	74.54%
Hotel/Motel Tax	3150	5,706.74	7,000.00	19,182.00	23,000.00	68,000.00	(48,818.00)	71.79%
Local Gas Tax	3151	22,390.16	28,000.00	95,339.54	127,000.00	310,000.00	(214,660.46)	69.24%
Food and Beverage Tax	3152	52,304.48	52,000.00	213,981.08	234,000.00	580,000.00	(366,018.92)	63.10%
Personal Property Tax	3425	0.00	0.00	2,916.30	2,400.00	6,000.00	(3,083.70)	51.39%
Total Taxes		1,013,543.44	794,000.00	3,123,551.11	3,145,282.00	4,523,782.00	(1,400,230.89)	30.95%
License, Permits, Fees								
Business Licenses	3210	2,047.50	500.00	14,897.00	13,500.00	38,000.00	(23,103.00)	60.79%
Liquor License	3212	0.00	0.00	70,275.00	66,500.00	66,500.00	3,775.00	(5.67)%
Contractor Licenses	3214	1,860.00	1,000.00	11,100.00	10,000.00	18,000.00	(6,900.00)	38.33%
Court Fines	3216	10,716.03	10,000.00	44,204.62	40,000.00	100,000.00	(55,795.38)	55.79%
Towing Fees	3217	7,500.00	4,500.00	26,500.00	20,000.00	55,000.00	(28,500.00)	51.81%
Ordinance Fines	3230	2,575.00	2,000.00	11,165.00	8,000.00	20,000.00	(8,835.00)	44.17%
Building Permits and Fees	3240	11,339.40	4,000.00	64,407.80	24,000.00	35,000.00	29,407.80	(84.02)%
Telecommunication Taxes	3242	41,941.37	41,000.00	170,410.22	194,000.00	444,000.00	(273,589.78)	61.61%
Cable T.V. Franchise Fee	3244	0.00	0.00	108,077.96	119,200.00	452,800.00	(344,722.04)	76.13%
PEG - Fees - AT&T	3245	0.00	0.00	2,316.25	0.00	0.00	2,316.25	0.00%
NICOR Franchise Fee	3246	0.00	0.00	0.00	0.00	25,000.00	(25,000.00)	100.00%
Public Hearing Fees	3250	360.00	0.00	1,545.00	0.00	2,000.00	(455.00)	22.75%
Elevator Inspections	3255	2,000.00	3,000.00	3,325.00	3,000.00	4,500.00	(1,175.00)	26.11%
Engineering/Prof Fee Reimb	3265	4,178.30	11,000.00	27,570.60	33,500.00	74,000.00	(46,429.40)	62.74%
Police Special Service	3268	0.00	0.00	9,198.32	32,000.00	99,597.00	(90,398.68)	90.76%
Total License, Permits, Fees		84,517.60	77,000.00	564,992.77	563,700.00	1,434,397.00	(869,404.23)	60.61%
Intergovernmental								

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**General Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
State Income Tax	3410	169,670.83	180,000.00	1,048,735.56	848,170.00	2,048,170.00	(999,434.44)	48.79%
Local Use Tax	3420	83,009.76	56,000.00	363,905.14	255,000.00	682,845.00	(318,939.86)	46.70%
Sales Taxes	3430	475,635.85	490,000.00	2,118,019.70	2,208,000.00	5,609,332.00	(3,491,312.30)	62.24%
Video Gaming Revenue	3432	20,758.41	18,000.00	30,529.14	77,000.00	208,000.00	(177,470.86)	85.32%
Total Intergovernmental		749,074.85	744,000.00	3,561,189.54	3,388,170.00	8,548,347.00	(4,987,157.46)	58.34%
Other Revenue								
Interest Income	3510	196.52	6,000.00	6,805.90	23,000.00	65,000.00	(58,194.10)	89.52%
Gain/Loss on Investment	3515	4.65	0.00	27.45	0.00	0.00	27.45	0.00%
Water Share Expense	3520	20,833.34	20,833.33	104,166.70	104,166.69	250,000.00	(145,833.30)	58.33%
Police Report/Prints	3534	70.00	400.00	1,830.00	2,100.00	5,000.00	(3,170.00)	63.40%
Reimbursement-Rear Yard Drain	3541	0.00	0.00	(34,563.23)	0.00	0.00	(34,563.23)	0.00%
Grants	3560	0.00	0.00	4,004.30	0.00	0.00	4,004.30	0.00%
Rents	3561	34,897.99	26,338.56	166,844.96	131,692.80	324,447.00	(157,602.04)	48.57%
Other Reimbursements	3562	367.08	3,750.00	14,644.34	18,750.00	45,000.00	(30,355.66)	67.45%
Mail Box Reimbursement Program	3569	381.52	0.00	1,348.29	0.00	0.00	1,348.29	0.00%
Impact Fee Revenue	3570	125.00	0.00	125.00	0.00	0.00	125.00	0.00%
Sales of Wood Chips	3572	345.00	0.00	2,320.00	1,750.00	3,000.00	(680.00)	22.66%
Sale of Equipment	3575	0.00	5,000.00	2,365.00	17,500.00	35,000.00	(32,635.00)	93.24%
Miscellaneous Revenue	3580	925.09	1,750.00	3,778.58	8,250.00	20,000.00	(16,221.42)	81.10%
Total Other Revenue		58,146.19	64,071.89	273,697.29	307,209.49	747,447.00	(473,749.71)	63.38%
Total Revenue		1,905,282.08	1,679,071.89	7,523,430.71	7,404,361.49	15,253,973.00	(7,730,542.29)	50.68%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**Water Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Charges for Services							
Water Sales	3310 1,312,033.58	1,250,000.00	2,515,414.81	3,564,000.00	7,512,846.00	(4,997,431.19)	66.51%
Inspections/Tap on/Permits	3320 3,025.00	2,500.00	3,050.00	7,500.00	10,000.00	(6,950.00)	69.50%
Sale of Meters	3325 1,302.00	75.00	3,860.00	375.00	1,000.00	2,860.00	(286.00)%
Other Water Sales	3390 0.00	300.00	56.80	1,400.00	3,500.00	(3,443.20)	98.37%
Total Charges for Services	1,316,360.58	1,252,875.00	2,522,381.61	3,573,275.00	7,527,346.00	(5,004,964.39)	66.49%
Other Revenue							
Interest Income	3510 724.86	1,575.00	9,988.78	7,875.00	19,000.00	(9,011.22)	47.42%
Total Other Revenue	724.86	1,575.00	9,988.78	7,875.00	19,000.00	(9,011.22)	47.43%
Total Revenue	1,317,085.44	1,254,450.00	2,532,370.39	3,581,150.00	7,546,346.00	(5,013,975.61)	66.44%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**Motor Fuel Tax**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Intergovernmental							
MFT Allotment	3440 76,198.94	75,460.50	312,229.84	377,302.50	905,526.00	(593,296.16)	65.51%
Total Intergovernmental	76,198.94	75,460.50	312,229.84	377,302.50	905,526.00	(593,296.16)	65.52%
Other Revenue							
Interest Income	3510 327.51	625.00	1,700.64	3,125.00	7,500.00	(5,799.36)	77.32%
Grants	3560 0.00	0.00	485,184.76	0.00	0.00	485,184.76	0.00%
Total Other Revenue	327.51	625.00	486,885.40	3,125.00	7,500.00	479,385.40	(6,391.81)%
Total Revenue	76,526.45	76,085.50	799,115.24	380,427.50	913,026.00	(113,910.76)	12.48%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**Stormwater Management Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Other Revenue							
Interest Income	3510 24.51	0.00	213.74	0.00	0.00	213.74	0.00%
Total Other Revenue	24.51	0.00	213.74	0.00	0.00	213.74	0.00%
Total Revenue	24.51	0.00	213.74	0.00	0.00	213.74	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**Special Service Area Tax Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Taxes							
Real Estate Taxes - Current	3110 1,784.35	1,450.00	4,730.06	4,675.00	5,000.00	(269.94)	5.39%
Total Taxes	1,784.35	1,450.00	4,730.06	4,675.00	5,000.00	(269.94)	5.40%
Other Revenue							
Interest Income	3510 5.77	7.50	51.99	37.50	100.00	(48.01)	48.01%
Total Other Revenue	5.77	7.50	51.99	37.50	100.00	(48.01)	48.01%
Total Revenue	1,790.12	1,457.50	4,782.05	4,712.50	5,100.00	(317.95)	6.23%



**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**State Drug Forfeiture Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Other Revenue							
Interest Income	3510 0.30	0.00	9.23	0.00	0.00	9.23	0.00%
Total Other Revenue	0.30	0.00	9.23	0.00	0.00	9.23	0.00%
Total Revenue	0.30	0.00	9.23	0.00	0.00	9.23	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**Water Depreciation Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining	
Revenue								
Other Revenue								
Interest Income	3510	736.57	1,250.00	4,582.58	6,250.00	15,000.00	(10,417.42)	69.44%
Transfer from Water Fund	3610	0.00	0.00	800,000.00	800,000.00	800,000.00	0.00	0.00%
Total Other Revenue	<u>736.57</u>	<u>1,250.00</u>	<u>804,582.58</u>	<u>806,250.00</u>	<u>815,000.00</u>	<u>(10,417.42)</u>	<u>1.28%</u>	
Total Revenue	736.57	1,250.00	804,582.58	806,250.00	815,000.00	(10,417.42)	1.28%	

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**FESA - Justice - 1**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Other Revenue							
Interest Income	3510 59.17	0.00	445.91	0.00	0.00	445.91	0.00%
Total Other Revenue	59.17	0.00	445.91	0.00	0.00	445.91	0.00%
Total Revenue	59.17	0.00	445.91	0.00	0.00	445.91	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**FESA - Treasury - 2**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Other Revenue							
Interest Income	3510 3.21	0.00	23.24	0.00	0.00	23.24	0.00%
Total Other Revenue	3.21	0.00	23.24	0.00	0.00	23.24	0.00%
Total Revenue	3.21	0.00	23.24	0.00	0.00	23.24	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**DUI Technology Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
License, Permits, Fees							
D.U.I. Technology Fines	3267	848.95	0.00	4,889.12	0.00	4,889.12	0.00%
Total License, Permits, Fees	848.95	0.00	4,889.12	0.00	0.00	4,889.12	0.00%
Other Revenue							
Interest Income	3510	5.04	0.00	33.56	0.00	33.56	0.00%
Total Other Revenue	5.04	0.00	33.56	0.00	0.00	33.56	0.00%
Total Revenue	853.99	0.00	4,922.68	0.00	0.00	4,922.68	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**E-Citation Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue							
Other Revenue							
Interest Income	3510 0.71	0.00	4.68	0.00	0.00	4.68	0.00%
Total Other Revenue	0.71	0.00	4.68	0.00	0.00	4.68	0.00%
Total Revenue	0.71	0.00	4.68	0.00	0.00	4.68	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Revenue**  
**Capital Improvement Fund**  
**Revenue**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Revenue								
Taxes								
Real Estate Taxes - Current	3110	47,767.93	47,775.00	164,763.99	185,490.00	193,440.00	(28,676.01)	14.82%
Total Taxes		47,767.93	47,775.00	164,763.99	185,490.00	193,440.00	(28,676.01)	14.82%
Other Revenue								
Interest Income	3510	1,642.51	2,125.00	9,855.36	10,125.00	25,000.00	(15,144.64)	60.57%
Grants	3560	4,167.00	0.00	16,668.00	50,000.00	50,000.00	(33,332.00)	66.66%
Transfer from Other Funds	3612	0.00	0.00	2,400,000.00	2,480,000.00	2,480,000.00	(80,000.00)	3.22%
Total Other Revenue		5,809.51	2,125.00	2,426,523.36	2,540,125.00	2,555,000.00	(128,476.64)	5.03%
Total Revenue		53,577.44	49,900.00	2,591,287.35	2,725,615.00	2,748,440.00	(157,152.65)	5.72%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Administration**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
<b>Expenditures</b>								
<b>Salaries</b>								
Salaries	4010	25,566.46	26,002.50	124,099.78	143,013.50	338,032.00	213,932.22	63.28%
Overtime	4030	45.21	0.00	391.28	0.00	0.00	(391.28)	0.00%
<b>Total Salaries</b>		<u>25,611.67</u>	<u>26,002.50</u>	<u>124,491.06</u>	<u>143,013.50</u>	<u>338,032.00</u>	<u>213,540.94</u>	<u>63.17%</u>
<b>Benefits</b>								
Social Security	4110	1,484.87	1,751.85	7,889.27	9,635.15	22,774.00	14,884.73	65.35%
Medicare	4111	347.26	377.00	1,845.04	2,073.50	4,901.00	3,055.96	62.35%
I.M.R.F.	4115	3,291.09	3,341.31	17,407.62	18,377.19	43,437.00	26,029.38	59.92%
Medical/Life Insurance	4120	6,520.25	6,211.17	33,126.44	31,055.81	74,534.00	41,407.56	55.55%
Supplemental Pensions	4135	369.20	400.00	2,030.60	2,000.00	4,800.00	2,769.40	57.69%
<b>Total Benefits</b>		<u>12,012.67</u>	<u>12,081.33</u>	<u>62,298.97</u>	<u>63,141.65</u>	<u>150,446.00</u>	<u>88,147.03</u>	<u>58.59%</u>
<b>Materials and Supplies</b>								
Dues and Subscriptions	4213	636.95	305.00	690.81	890.00	1,190.00	499.19	41.94%
Liability Insurance	4219	185.28	2,920.00	2,453.78	14,600.00	35,000.00	32,546.22	92.98%
Legal Notices	4221	137.00	165.00	884.00	845.00	2,000.00	1,116.00	55.80%
Maintenance - Equipment	4225	150.00	675.00	665.00	3,375.00	8,100.00	7,435.00	91.79%
Miscellaneous Expenditures	4232	0.00	0.00	25.88	0.00	0.00	(25.88)	0.00%
Postage/Mailings	4233	500.00	280.00	549.98	1,400.00	3,350.00	2,800.02	83.58%
Printing and Forms	4235	311.47	375.00	932.02	1,875.00	4,500.00	3,567.98	79.28%
Public Relations	4239	4,000.00	4,875.00	20,878.00	24,375.00	58,500.00	37,622.00	64.31%
Rent - Equipment	4243	0.00	0.00	375.00	0.00	2,500.00	2,125.00	85.00%
Supplies - Office	4253	219.33	665.00	2,413.25	3,345.00	8,000.00	5,586.75	69.83%
Supplies - Other	4257	0.00	40.00	0.00	220.00	500.00	500.00	100.00%
Training and Education	4263	0.00	125.00	0.00	625.00	1,500.00	1,500.00	100.00%
Travel/Meetings	4265	0.00	45.00	0.00	235.00	550.00	550.00	100.00%
Telephone	4267	2,829.58	4,032.00	12,206.77	20,176.00	48,400.00	36,193.23	74.77%
Utilities (Elec,Gas,Wtr,Sewer)	4271	155.14	208.00	760.65	1,044.00	2,500.00	1,739.35	69.57%
Vehicle (Gas and Oil)	4273	82.82	95.00	412.25	485.00	1,150.00	737.75	64.15%
<b>Total Materials and Supplies</b>		<u>9,207.57</u>	<u>14,805.00</u>	<u>43,247.39</u>	<u>73,490.00</u>	<u>177,740.00</u>	<u>134,492.61</u>	<u>75.67%</u>
<b>Contractual</b>								
Audit	4320	1,487.00	0.00	13,087.00	14,000.00	14,000.00	913.00	6.52%



**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Administration**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Consulting/Professional	4325 27,193.54	28,547.27	123,804.33	149,571.11	363,233.00	239,428.67	65.91%
Contingency	4330 0.00	833.00	0.00	4,169.00	10,000.00	10,000.00	100.00%
Janitorial Service	4345 1,790.86	1,708.00	6,759.44	8,544.00	20,500.00	13,740.56	67.02%
Total Contractual	30,471.40	31,088.27	143,650.77	176,284.11	407,733.00	264,082.23	64.77%
Other Charges							
Transfer to Other Funds	4605 0.00	0.00	2,400,000.00	0.00	0.00	(2,400,000.00)	0.00%
Total Other Charges	0.00	0.00	2,400,000.00	0.00	0.00	(2,400,000.00)	0.00%
Capital Outlay							
Equipment	4815 0.00	416.00	217.50	2,088.00	5,000.00	4,782.50	95.65%
Total Capital Outlay	0.00	416.00	217.50	2,088.00	5,000.00	4,782.50	95.65%
Total Expenditures	77,303.31	84,393.10	2,773,905.69	458,017.26	1,078,951.00	(1,694,954.69)	(157.09)%
Total	(77,303.31)	(84,393.10)	(2,773,905.69)	(458,017.26)	(1,078,951.00)	1,694,954.69	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**City Council**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Expenditures								
Salaries								
Salaries	4010	3,562.50	3,562.50	17,812.50	17,812.50	42,750.00	24,937.50	58.33%
Total Salaries		<u>3,562.50</u>	<u>3,562.50</u>	<u>17,812.50</u>	<u>17,812.50</u>	<u>42,750.00</u>	<u>24,937.50</u>	<u>58.33%</u>
Benefits								
Social Security	4110	220.88	220.91	1,104.38	1,104.63	2,651.00	1,546.62	58.34%
Medicare	4111	51.67	51.66	258.35	258.38	620.00	361.65	58.33%
Total Benefits		<u>272.55</u>	<u>272.57</u>	<u>1,362.73</u>	<u>1,363.01</u>	<u>3,271.00</u>	<u>1,908.27</u>	<u>58.34%</u>
Materials and Supplies								
Boards and Commissions	4205	0.00	125.00	0.00	625.00	2,000.00	2,000.00	100.00%
Cable Operations	4206	100.00	0.00	100.00	2,000.00	6,000.00	5,900.00	98.33%
Dues and Subscriptions	4213	993.87	0.00	10,741.45	11,895.00	26,440.00	15,698.55	59.37%
Public Relations	4239	0.00	0.00	150.00	1,300.00	1,300.00	1,150.00	88.46%
Training and Education	4263	0.00	0.00	0.00	500.00	1,000.00	1,000.00	100.00%
Travel/Meetings	4265	0.00	0.00	0.00	50.00	50.00	50.00	100.00%
Total Materials and Supplies		<u>1,093.87</u>	<u>125.00</u>	<u>10,991.45</u>	<u>16,370.00</u>	<u>36,790.00</u>	<u>25,798.55</u>	<u>70.12%</u>
Contractual								
Consulting/Professional	4325	0.00	250.00	0.00	1,250.00	3,000.00	3,000.00	100.00%
Trolley Contracts	4366	0.00	0.00	0.00	0.00	600.00	600.00	100.00%
Total Contractual		<u>0.00</u>	<u>250.00</u>	<u>0.00</u>	<u>1,250.00</u>	<u>3,600.00</u>	<u>3,600.00</u>	<u>100.00%</u>
Total Expenditures		<u>4,928.92</u>	<u>4,210.07</u>	<u>30,166.68</u>	<u>36,795.51</u>	<u>86,411.00</u>	<u>56,244.32</u>	<u>65.09%</u>
Total		<u>(4,928.92)</u>	<u>(4,210.07)</u>	<u>(30,166.68)</u>	<u>(36,795.51)</u>	<u>(86,411.00)</u>	<u>(56,244.32)</u>	<u>0.00%</u>

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Community Development**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
<b>Expenditures</b>								
<b>Salaries</b>								
Salaries	4010	23,047.06	24,376.92	121,852.51	134,073.08	316,900.00	195,047.49	61.54%
Overtime	4030	75.36	250.00	331.57	500.00	1,000.00	668.43	66.84%
<b>Total Salaries</b>		<u>23,122.42</u>	<u>24,626.92</u>	<u>122,184.08</u>	<u>134,573.08</u>	<u>317,900.00</u>	<u>195,715.92</u>	<u>61.57%</u>
<b>Benefits</b>								
Social Security	4110	1,386.12	1,359.07	7,976.70	7,474.93	17,668.00	9,691.30	54.85%
Medicare	4111	324.16	354.61	1,865.48	1,950.39	4,610.00	2,744.52	59.53%
I.M.R.F.	4115	2,928.75	2,922.23	16,774.00	16,072.27	37,989.00	21,215.00	55.84%
Medical/Life Insurance	4120	2,845.98	4,658.25	14,229.90	23,291.25	55,899.00	41,669.10	74.54%
Supplemental Pensions	4135	184.60	184.60	1,015.30	1,015.30	2,400.00	1,384.70	57.69%
<b>Total Benefits</b>		<u>7,669.61</u>	<u>9,478.76</u>	<u>41,861.38</u>	<u>49,804.14</u>	<u>118,566.00</u>	<u>76,704.62</u>	<u>64.69%</u>
<b>Materials and Supplies</b>								
Boards and Commissions	4205	0.00	0.00	790.00	600.00	1,200.00	410.00	34.16%
Dues and Subscriptions	4213	0.00	0.00	0.00	0.00	500.00	500.00	100.00%
Liability Insurance	4219	2,466.70	1,915.00	7,138.70	9,595.00	23,000.00	15,861.30	68.96%
Maintenance - Vehicles	4229	0.00	0.00	0.00	500.00	500.00	500.00	100.00%
Printing and Forms	4235	190.00	130.00	190.00	655.00	1,565.00	1,375.00	87.85%
Economic Development	4240	0.00	0.00	354,546.93	518,000.00	518,000.00	163,453.07	31.55%
Supplies - Office	4253	0.00	75.00	191.30	375.00	900.00	708.70	78.74%
Training and Education	4263	127.38	200.00	127.38	400.00	600.00	472.62	78.77%
Travel/Meetings	4265	0.00	0.00	0.00	200.00	200.00	200.00	100.00%
Vehicle (Gas and Oil)	4273	84.00	112.50	397.84	562.50	1,350.00	952.16	70.53%
<b>Total Materials and Supplies</b>		<u>2,868.08</u>	<u>2,432.50</u>	<u>363,382.15</u>	<u>530,887.50</u>	<u>547,815.00</u>	<u>184,432.85</u>	<u>33.67%</u>
<b>Contractual</b>								
Consulting/Professional	4325	4,265.00	3,135.00	22,110.00	15,695.00	37,640.00	15,530.00	41.25%
Const/Prof Reimbursable	4328	7,193.86	6,166.00	26,903.72	30,838.00	68,000.00	41,096.28	60.43%
<b>Total Contractual</b>		<u>11,458.86</u>	<u>9,301.00</u>	<u>49,013.72</u>	<u>46,533.00</u>	<u>105,640.00</u>	<u>56,626.28</u>	<u>53.60%</u>
<b>Total Expenditures</b>		<u>45,118.97</u>	<u>45,839.18</u>	<u>576,441.33</u>	<u>761,797.72</u>	<u>1,089,921.00</u>	<u>513,479.67</u>	<u>47.11%</u>
<b>Total</b>		(45,118.97)	(45,839.18)	(576,441.33)	(761,797.72)	(1,089,921.00)	(513,479.67)	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Public Works, Streets**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
<b>Expenditures</b>								
<b>Salaries</b>								
Salaries	4010	47,761.76	49,130.77	230,606.93	270,219.23	638,700.00	408,093.07	63.89%
Overtime	4030	2,757.53	6,000.00	11,849.98	33,000.00	78,000.00	66,150.02	84.80%
State Unemployment Insurance	4050	480.00	0.00	480.00	0.00	0.00	(480.00)	0.00%
<b>Total Salaries</b>		<b>50,999.29</b>	<b>55,130.77</b>	<b>242,936.91</b>	<b>303,219.23</b>	<b>716,700.00</b>	<b>473,763.09</b>	<b>66.10%</b>
<b>Benefits</b>								
Social Security	4110	2,915.02	3,717.77	16,092.23	20,447.73	48,331.00	32,238.77	66.70%
Medicare	4111	681.77	687.07	3,763.54	3,778.93	8,932.00	5,168.46	57.86%
I.M.R.F.	4115	5,470.56	9,748.69	30,254.12	53,617.81	126,733.00	96,478.88	76.12%
Medical/Life Insurance	4120	11,398.04	12,479.00	56,990.20	62,396.00	149,749.00	92,758.80	61.94%
Supplemental Pensions	4135	184.60	200.00	1,015.30	1,000.00	2,400.00	1,384.70	57.69%
<b>Total Benefits</b>		<b>20,649.99</b>	<b>26,832.53</b>	<b>108,115.39</b>	<b>141,240.47</b>	<b>336,145.00</b>	<b>228,029.61</b>	<b>67.84%</b>
<b>Materials and Supplies</b>								
Liability Insurance	4219	1,692.97	1,520.00	4,738.15	19,889.00	30,529.00	25,790.85	84.47%
Maintenance - Building	4223	8,580.13	6,303.00	40,769.50	31,565.00	75,686.00	34,916.50	46.13%
Maintenance - Equipment	4225	1,621.33	3,250.00	6,412.17	16,350.00	39,100.00	32,687.83	83.60%
Maintenance - Vehicles	4229	2,708.68	5,000.00	15,772.89	25,000.00	60,000.00	44,227.11	73.71%
Postage/Mailings	4233	70.00	75.00	70.00	475.00	1,000.00	930.00	93.00%
Rent - Equipment	4243	0.00	3,500.00	3,555.00	14,200.00	23,700.00	20,145.00	85.00%
Supplies - Office	4253	0.00	425.00	9.00	2,178.00	5,153.00	5,144.00	99.82%
Supplies - Other	4257	2,849.88	12,450.00	13,454.08	65,265.00	113,165.00	99,710.92	88.11%
Small Tools & Equipment	4259	0.00	625.00	928.03	58,575.00	62,850.00	61,921.97	98.52%
Training and Education	4263	430.00	650.00	1,434.33	3,250.00	7,800.00	6,365.67	81.61%
Uniforms	4269	13.97	0.00	1,075.71	5,946.00	5,946.00	4,870.29	81.90%
Utilities (Elec,Gas,Wtr,Sewer)	4271	2,871.19	525.00	3,418.18	2,725.00	6,400.00	2,981.82	46.59%
Vehicle (Gas and Oil)	4273	16,401.90	5,025.00	25,233.31	25,125.00	60,300.00	35,066.69	58.15%
<b>Total Materials and Supplies</b>		<b>37,240.05</b>	<b>39,348.00</b>	<b>116,870.35</b>	<b>270,543.00</b>	<b>491,629.00</b>	<b>374,758.65</b>	<b>76.23%</b>
<b>Contractual</b>								
Consulting/Professional	4325	220.00	900.00	4,552.68	4,500.00	10,750.00	6,197.32	57.64%
Forestry	4350	25,455.65	1,250.00	74,543.75	97,339.00	106,014.00	31,470.25	29.68%
Street Light Oper & Maint.	4359	7,374.68	3,000.00	7,656.24	15,000.00	32,000.00	24,343.76	76.07%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Public Works, Streets**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Mosquito Abatement	4365 0.00	0.00	41,700.00	41,700.00	41,700.00	0.00	0.00%
Street Sweeping	4373 0.00	0.00	4,795.38	10,144.50	40,578.00	35,782.62	88.18%
Drainage Projects	4374 269.14	4,000.00	3,537.75	20,000.00	20,000.00	16,462.25	82.31%
Tree Trim/Removal	4375 0.00	36,500.00	127,890.37	182,500.00	187,500.00	59,609.63	31.79%
Total Contractual	33,319.47	45,650.00	264,676.17	371,183.50	438,542.00	173,865.83	39.65%
Capital Outlay							
Equipment	4815 0.00	0.00	5,323.00	4,500.00	4,500.00	(823.00)	(18.28)%
Total Capital Outlay	0.00	0.00	5,323.00	4,500.00	4,500.00	(823.00)	(18.29)%
Total Expenditures	142,208.80	166,961.30	737,921.82	1,090,686.20	1,987,516.00	1,249,594.18	62.87%
Total	(142,208.80)	(166,961.30)	(737,921.82)	(1,090,686.20)	(1,987,516.00)	(1,249,594.18)	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Capital Fund Expenditures**  
**Capital Improvement Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining	
Expenditures								
Capital Outlay								
Ditch Projects	4376	0.00	0.00	119,321.03	0.00	0.00	(119,321.03)	0.00%
Capital Improv-Infrastructure	4390	0.00	0.00	0.00	87,475.00	87,475.00	87,475.00	100.00%
Economic Incentive	4400	(254.96)	0.00	67,547.35	0.00	0.00	(67,547.35)	0.00%
Street Reconstruction/Rehab	4855	0.00	0.00	1,625.00	0.00	0.00	(1,625.00)	0.00%
Total Capital Outlay	(254.96)	0.00	188,493.38	87,475.00	87,475.00	(101,018.38)	(115.48)%	
Debt Service								
Debt Retire - Property	4945	0.00	0.00	6,720.00	8,120.00	194,440.00	187,720.00	96.54%
Total Debt Service	0.00	0.00	6,720.00	8,120.00	194,440.00	187,720.00	96.54%	
Total Expenditures	(254.96)	0.00	195,213.38	95,595.00	281,915.00	86,701.62	30.75%	
Total	254.96	0.00	(195,213.38)	(95,595.00)	(281,915.00)	(86,701.62)	0.00%	

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Police Department**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
<b>Expenditures</b>								
<b>Salaries</b>								
Salaries	4010	36,131.97	34,768.92	181,015.74	191,229.08	451,996.00	270,980.26	59.95%
Salaries - Officers	4020	276,866.25	294,434.15	1,418,965.36	1,619,387.85	3,827,644.00	2,408,678.64	62.92%
Overtime	4030	39,334.44	38,101.85	147,032.20	209,560.15	495,324.00	348,291.80	70.31%
<b>Total Salaries</b>		<u>352,332.66</u>	<u>367,304.92</u>	<u>1,747,013.30</u>	<u>2,020,177.08</u>	<u>4,774,964.00</u>	<u>3,027,950.70</u>	<u>63.41%</u>
<b>Benefits</b>								
Social Security	4110	2,120.67	2,063.69	11,577.92	11,350.31	26,828.00	15,250.08	56.84%
Medicare	4111	4,653.24	5,304.38	25,362.15	29,174.12	68,957.00	43,594.85	63.22%
I.M.R.F.	4115	4,234.26	4,277.23	21,537.06	23,524.77	55,604.00	34,066.94	61.26%
Medical/Life Insurance	4120	41,355.34	42,720.00	197,415.18	213,600.00	512,644.00	315,228.82	61.49%
Police Pension	4130	620,531.95	425,149.00	1,822,236.11	1,825,149.00	1,905,149.00	82,912.89	4.35%
Supplemental Pensions	4135	3,368.95	3,600.00	18,506.15	19,800.00	46,800.00	28,293.85	60.45%
<b>Total Benefits</b>		<u>676,264.41</u>	<u>483,114.30</u>	<u>2,096,634.57</u>	<u>2,122,598.20</u>	<u>2,615,982.00</u>	<u>519,347.43</u>	<u>19.85%</u>
<b>Materials and Supplies</b>								
Animal Control	4201	0.00	125.00	0.00	625.00	1,500.00	1,500.00	100.00%
Auxiliary Police	4203	0.00	350.00	0.00	1,950.00	4,000.00	4,000.00	100.00%
Boards and Commissions	4205	1,596.00	1,000.00	6,437.00	24,800.00	32,300.00	25,863.00	80.07%
Dues and Subscriptions	4213	400.00	0.00	856.50	1,250.00	3,150.00	2,293.50	72.80%
Investigation and Equipment	4217	3,766.66	3,740.00	8,799.40	19,600.00	44,480.00	35,680.60	80.21%
Liability Insurance	4219	4,531.17	6,775.00	16,519.13	27,595.00	67,770.00	51,250.87	75.62%
Maintenance - Equipment	4225	3,208.75	2,505.00	12,511.34	15,725.00	21,600.00	9,088.66	42.07%
Maintenance - Vehicles	4229	1,658.45	2,825.00	8,872.73	14,500.00	29,600.00	20,727.27	70.02%
Postage/Mailings	4233	240.00	358.00	264.32	1,794.00	4,300.00	4,035.68	93.85%
Printing and Forms	4235	0.00	125.00	93.00	625.00	1,500.00	1,407.00	93.80%
Public Relations	4239	0.00	1,750.00	0.00	3,500.00	3,500.00	3,500.00	100.00%
Rent - Equipment	4243	300.00	475.00	600.00	2,475.00	5,800.00	5,200.00	89.65%
Supplies - Office	4253	338.26	550.00	784.75	2,750.00	6,500.00	5,715.25	87.92%
Training and Education	4263	1,063.00	3,300.00	7,091.00	16,500.00	39,475.00	32,384.00	82.03%
Travel/Meetings	4265	0.00	1,150.00	11.28	7,350.00	14,400.00	14,388.72	99.92%
Telephone	4267	1,024.56	1,165.00	4,098.24	5,945.00	14,000.00	9,901.76	70.72%
Uniforms	4269	2,592.94	2,000.00	33,523.01	39,100.00	53,200.00	19,676.99	36.98%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Police Department**  
**General Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Utilities (Elec,Gas,Wtr,Sewer)	4271 290.08	450.00	1,788.00	3,025.00	7,500.00	5,712.00	76.16%
Vehicle (Gas and Oil)	4273 4,762.61	6,250.00	21,444.19	31,250.00	75,000.00	53,555.81	71.40%
Total Materials and Supplies	25,772.48	34,893.00	123,693.89	220,359.00	429,575.00	305,881.11	71.21%
Contractual							
Consulting/Professional	4325 0.00	625.00	116,635.75	135,475.00	468,100.00	351,464.25	75.08%
Dumeg/Fiat/Child Center	4337 0.00	3,500.00	7,500.00	7,500.00	7,500.00	0.00	0.00%
Total Contractual	0.00	4,125.00	124,135.75	142,975.00	475,600.00	351,464.25	73.90%
Total Expenditures	1,054,369.55	889,437.22	4,091,477.51	4,506,109.28	8,296,121.00	4,204,643.49	50.68%
Total	(1,054,369.55)	(889,437.22)	(4,091,477.51)	(4,506,109.28)	(8,296,121.00)	(4,204,643.49)	0.00%



**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Drug Forfeiture Expenditures**  
**State Drug Forfeiture Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Expenditures							
Materials and Supplies							
Vehicle (Gas and Oil)	4273	0.00	18,224.50	0.00	0.00	(18,224.50)	0.00%
Total Materials and Supplies	<u>0.00</u>	<u>0.00</u>	<u>18,224.50</u>	<u>0.00</u>	<u>0.00</u>	<u>(18,224.50)</u>	<u>0.00%</u>
Total Expenditures	0.00	0.00	18,224.50	0.00	0.00	(18,224.50)	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Drug Forfeiture Expenditures**  
**FESA - Justice - 1**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Expenditures							
Materials and Supplies							
Dues and Subscriptions	4213      0.00	0.00	16,495.00	0.00	0.00	(16,495.00)	0.00%
Maintenance - Building	4223    39,198.00	0.00	39,198.00	0.00	0.00	(39,198.00)	0.00%
Total Materials and Supplies	<u>39,198.00</u>	<u>0.00</u>	<u>55,693.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(55,693.00)</u>	<u>0.00%</u>
Total Expenditures	<u>39,198.00</u>	<u>0.00</u>	<u>55,693.00</u>	<u>0.00</u>	<u>0.00</u>	<u>(55,693.00)</u>	<u>0.00%</u>
Total	(39,198.00)	0.00	(73,917.50)	0.00	0.00	73,917.50	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Public Works, Water**  
**Water Fund**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
<b>Expenditures</b>								
<b>Salaries</b>								
Salaries	4010	32,982.51	42,830.62	182,215.23	235,568.38	556,798.00	374,582.77	67.27%
Overtime	4030	11,561.67	6,923.08	38,614.58	38,076.92	90,000.00	51,385.42	57.09%
<b>Total Salaries</b>		<b>44,544.18</b>	<b>49,753.70</b>	<b>220,829.81</b>	<b>273,645.30</b>	<b>646,798.00</b>	<b>425,968.19</b>	<b>65.86%</b>
<b>Benefits</b>								
Social Security	4110	2,606.82	2,655.46	13,815.11	14,605.04	34,521.00	20,705.89	59.98%
Medicare	4111	609.63	621.08	3,230.87	3,415.92	8,074.00	4,843.13	59.98%
I.M.R.F.	4115	6,745.09	5,561.85	35,448.37	30,590.15	72,304.00	36,855.63	50.97%
Medical/Life Insurance	4120	8,552.06	10,859.00	42,760.30	54,299.00	130,312.00	87,551.70	67.18%
Supplemental Pensions	4135	184.60	184.60	1,015.30	1,015.30	2,400.00	1,384.70	57.69%
<b>Total Benefits</b>		<b>18,698.20</b>	<b>19,881.99</b>	<b>96,269.95</b>	<b>103,925.41</b>	<b>247,611.00</b>	<b>151,341.05</b>	<b>61.12%</b>
<b>Materials and Supplies</b>								
Liability Insurance	4219	358.54	1,415.00	3,488.36	17,235.00	211,720.00	208,231.64	98.35%
Maintenance - Building	4223	3,929.58	1,646.00	13,659.02	8,824.00	20,340.00	6,680.98	32.84%
Maintenance - Equipment	4225	861.98	1,387.50	8,162.46	6,937.50	16,650.00	8,487.54	50.97%
Maintenance - Water System	4231	9,578.33	18,482.00	54,604.22	91,910.00	189,700.00	135,095.78	71.21%
Postage/Mailings	4233	0.00	115.00	1,400.00	595.00	1,400.00	0.00	0.00%
Quality Control	4241	0.00	905.00	3,052.90	4,525.00	10,850.00	7,797.10	71.86%
Service Charge	4251	20,833.34	20,833.33	104,166.70	104,166.69	250,000.00	145,833.30	58.33%
Supplies - Operation	4255	420.00	355.00	2,582.21	1,775.00	4,250.00	1,667.79	39.24%
Training and Education	4263	96.00	450.00	307.00	2,250.00	5,400.00	5,093.00	94.31%
Telephone	4267	484.08	920.00	2,096.77	4,600.00	11,000.00	8,903.23	80.93%
Uniforms	4269	0.00	0.00	1,436.67	3,825.00	3,825.00	2,388.33	62.44%
Utilities (Elec,Gas,Wtr,Sewer)	4271	2,807.14	4,290.00	10,787.27	21,470.00	51,500.00	40,712.73	79.05%
Vehicle (Gas and Oil)	4273	1,476.97	1,331.25	6,264.63	6,656.25	15,975.00	9,710.37	60.78%
<b>Total Materials and Supplies</b>		<b>40,845.96</b>	<b>52,130.08</b>	<b>212,008.21</b>	<b>274,769.44</b>	<b>792,610.00</b>	<b>580,601.79</b>	<b>73.25%</b>
<b>Contractual</b>								
Audit	4320	1,313.00	0.00	11,513.00	2,100.00	11,513.00	0.00	0.00%
Consulting/Professional	4325	0.00	4,900.00	0.00	9,800.00	14,950.00	14,950.00	100.00%
Leak Detection	4326	0.00	4,500.00	0.00	9,000.00	21,600.00	21,600.00	100.00%
Data Processing	4336	50,181.00	25,420.00	76,877.75	76,260.00	152,500.00	75,622.25	49.58%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Public Works, Water**  
**Water Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
DuPage Water Commission	4340 648,530.33	370,500.00	1,974,630.70	1,852,500.00	4,445,960.00	2,471,329.30	55.58%
Total Contractual	700,024.33	405,320.00	2,063,021.45	1,949,660.00	4,646,523.00	2,583,501.55	55.60%
Other Charges							
Transfer to Other Funds	4605 0.00	0.00	800,000.00	0.00	0.00	(800,000.00)	0.00%
Total Other Charges	0.00	0.00	800,000.00	0.00	0.00	(800,000.00)	0.00%
Capital Outlay							
Equipment	4815 0.00	0.00	0.00	2,500.00	5,000.00	5,000.00	100.00%
Water Meter Purchases	4880 5,040.00	2,250.00	5,040.00	11,250.00	27,000.00	21,960.00	81.33%
Total Capital Outlay	5,040.00	2,250.00	5,040.00	13,750.00	32,000.00	26,960.00	84.25%
Debt Service							
Debt Retire-Water Refunding	4950 0.00	0.00	77,340.50	150,000.00	684,875.00	607,534.50	88.70%
Total Debt Service	0.00	0.00	77,340.50	150,000.00	684,875.00	607,534.50	88.71%
Total Expenditures	809,152.67	529,335.77	3,474,509.92	2,765,750.15	7,050,417.00	3,575,907.08	50.72%
Total	(809,152.67)	(529,335.77)	(3,474,509.92)	(2,765,750.15)	(7,050,417.00)	(3,575,907.08)	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**Depreciation Expenses**  
**Water Depreciation Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining	
Expenditures								
Capital Outlay								
Capital Improv-Infrastructure	4390	0.00	187,500.00	15,604.00	940,800.00	2,028,300.00	2,012,696.00	99.23%
Total Capital Outlay	0.00	187,500.00	15,604.00	940,800.00	2,028,300.00	2,012,696.00	99.23%	
Total Expenditures	0.00	187,500.00	15,604.00	940,800.00	2,028,300.00	2,012,696.00	99.23%	
Total	0.00	(187,500.00)	(15,604.00)	(940,800.00)	(2,028,300.00)	(2,012,696.00)	0.00%	

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**MFT Expenses**  
**Motor Fuel Tax**  
**From 9/1/2020 Through 9/30/2020**

		Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
<b>Expenditures</b>								
<b>Salaries</b>								
Salaries	4010	25,673.75	18,846.15	119,174.26	103,653.85	245,000.00	125,825.74	51.35%
Overtime	4030	359.60	0.00	2,749.38	0.00	0.00	(2,749.38)	0.00%
<b>Total Salaries</b>		<u>26,033.35</u>	<u>18,846.15</u>	<u>121,923.64</u>	<u>103,653.85</u>	<u>245,000.00</u>	<u>123,076.36</u>	<u>50.24%</u>
<b>Benefits</b>								
Social Security	4110	1,614.07	1,168.46	7,559.27	6,426.54	15,190.00	7,630.73	50.23%
Medicare	4111	377.48	273.30	1,767.90	1,503.20	3,553.00	1,785.10	50.24%
I.M.R.F.	4115	3,345.29	2,555.53	15,667.19	14,055.47	33,222.00	17,554.81	52.84%
<b>Total Benefits</b>		<u>5,336.84</u>	<u>3,997.29</u>	<u>24,994.36</u>	<u>21,985.21</u>	<u>51,965.00</u>	<u>26,970.64</u>	<u>51.90%</u>
<b>Materials and Supplies</b>								
Road Material	4245	0.00	3,279.00	11,271.46	16,397.00	39,350.00	28,078.54	71.35%
Salt	4249	0.00	0.00	0.00	0.00	246,790.00	246,790.00	100.00%
Supplies - Other	4257	0.00	0.00	5,835.03	18,500.00	18,500.00	12,664.97	68.45%
Pavement Striping	4261	0.00	0.00	0.00	34,500.00	34,500.00	34,500.00	100.00%
<b>Total Materials and Supplies</b>		<u>0.00</u>	<u>3,279.00</u>	<u>17,106.49</u>	<u>69,397.00</u>	<u>339,140.00</u>	<u>322,033.51</u>	<u>94.96%</u>
<b>Contractual</b>								
Tree Trim/Removal	4375	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00	100.00%
<b>Total Contractual</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>5,000.00</u>	<u>100.00%</u>
<b>Capital Outlay</b>								
Street Lights	4840	3,505.27	2,925.00	7,691.59	14,625.00	35,000.00	27,308.41	78.02%
<b>Total Capital Outlay</b>		<u>3,505.27</u>	<u>2,925.00</u>	<u>7,691.59</u>	<u>14,625.00</u>	<u>35,000.00</u>	<u>27,308.41</u>	<u>78.02%</u>
<b>Total Expenditures</b>		<u>34,875.46</u>	<u>29,047.44</u>	<u>171,716.08</u>	<u>214,661.06</u>	<u>676,105.00</u>	<u>504,388.92</u>	<u>74.60%</u>
<b>Total</b>		(34,875.46)	(29,047.44)	(171,716.08)	(214,661.06)	(676,105.00)	(504,388.92)	0.00%

**CITY OF DARIEN**  
**Statement of Revenues and Expenditures - Expenditures**  
**SSA Expenditures**  
**Special Service Area Tax Fund**  
**From 9/1/2020 Through 9/30/2020**

	Current Period Actual	Current Period Budget	Current Year Actual	YTD Budget - Original	Total Budget	Total Budget Variance	Percent Total Budget Remaining
Expenditures							
Materials and Supplies							
Maintenance - Equipment	4225 0.00	125.00	0.00	625.00	1,500.00	1,500.00	100.00%
Total Materials and Supplies	0.00	125.00	0.00	625.00	1,500.00	1,500.00	100.00%
Contractual							
Consulting/Professional	4325 0.00	0.00	3,764.00	2,500.00	5,000.00	1,236.00	24.72%
Contingency	4330 0.00	400.00	0.00	2,200.00	5,000.00	5,000.00	100.00%
Total Contractual	0.00	400.00	3,764.00	4,700.00	10,000.00	6,236.00	62.36%
Total Expenditures	0.00	525.00	3,764.00	5,325.00	11,500.00	7,736.00	67.27%
Total	0.00	(525.00)	(3,764.00)	(5,325.00)	(11,500.00)	(7,736.00)	0.00%

**CITY OF DARIEN -- CASH RESERVES**  
**September 30, 2020**

<b>FUND</b>	<b>FUND NAME</b>	<b>TOTAL</b>
01	General Fund	\$ 2,002,400.69
02	Water Fund	\$ 2,898,413.06
03	MFT Fund	\$ 1,123,717.78
05	Impact Fees Fund	\$ 5,380.00
07	Stormwater Management Fund	\$ 80,773.55
10	Special Service Area Tax Fund	\$ 20,814.81
11	State Drug Forfeiture Fund	\$ 40.73
12	Water Depreciation Fund	\$ 2,427,972.02
17	Federal Equitable Sharing Acct	\$ 307,032.74
18	Seized Asset Funds	\$ 1,599.00
19	DOT - Federal Equitable Sharing	\$ 18,762.88
23	DUI Technology Fund	\$ 27,913.51
24	E-Citation Fund	\$ 4,005.30
25	Capital Improvement Fund	\$ 5,466,403.51
	<b>TOTAL</b>	<b>\$ 14,385,229.58</b>

*Prior Month Cash Balance*

**\$ 13,241,474.34**

<b>Bank Accounts and Interest Rates</b>	<b>Account Balances</b>
Republic Bank Drug Forfeiture Account - 0.23% *	\$ 33,558.54
Republic Bank Equitable Federal Sharing Acct - 0.23% *	\$ 325,795.62
Republic Bank Now Account - 0.23% *	\$ 11,023,045.95
Republic Bank Operating Account	\$ 103,170.28
Republic Bank Payroll Account - Zero Balance Acct	\$ (23,168.39)
Illinois Funds Money Market Account - 0.127%	\$ 1,881,540.11
IMET Investment Fund 0.34%	\$ 17,127.05
Republic Bank 24 Month CD - 2.00% - MAT - 7/19/2021	\$ 1,024,160.42
	<b>TOTAL</b>
	<b>\$ 14,385,229.58</b>

**Market Value**

Letter of Credit 8/7/2020 - 03/31/2021

**\$ 15,000,000**

\* Republic Bank interest rate is Annual Percentage Rate



**AGENDA MEMO**  
**CITY COUNCIL**  
**Meeting Date: October 19, 2020**

**Issue Statement**

Consideration of a motion to grant a waiver of the raffle license bond requirement for the Darien Chamber of Commerce.

**BACKUP**

**Background/History**

The Darien Chamber of Commerce has applied for a raffle license; the raffle will be held on October 24, 2020. They have also requested a waiver of the bond requirement. The City regularly waives this requirement for qualified charitable, non-profit organizations.

**Staff/Committee Recommendation**

It is recommended that the raffle license bond requirement for the Darien Chamber of Commerce raffle be waived.

**Alternate Consideration**

Do not waive the bond requirement.

**Decision Mode**

This item will be placed on the October 19, 2020 City Council Agenda for formal consideration.



October 5, 2020

Mayor Joseph Marchese  
City of Darien  
1702 Plainfield Road  
Darien, IL. 60561

Re: Raffle License

Dear Mayor Marchese,

The Darien Chamber of Commerce is requesting a Temporary Raffle License for the Darien Chamber Golf Outing to be held on Saturday, October 24<sup>th</sup>, 2020 at the Carriage Greens Country Club, 8700 Carriage Greens Drive in Darien. The Darien Chamber respectfully requests a waiver of the raffle license bond.

Thank you for your consideration!

Sincerely,

*April Padalik*

Executive Director  
Darien Chamber of Commerce  
*Your Connection to Business Success!*

# CITY OF DARIEN

## APPLICATION FOR RAFFLE LICENSE

Class A License

Class B License

NAME OF ORGANIZATION: DARIEN CHAMBER of Commerce

ADDRESS: 1702 PLAINFIELDS ROAD

TELEPHONE NUMBER: (630) 968-0004 FAX NUMBER: \_\_\_\_\_

TYPE OF ORGANIZATION: NFP  
(Charitable, Educational, Religious, Fraternal, Veterans or Labor)

LIST THE AREA (S) WITHIN THE CITY IN WHICH RAFFLE CHANCES WILL BE SOLD OR ISSUED:  
CARRIAGE GREENS COUNTRY CLUB  
8700 CARRIAGE GREENS DR. - DARIEN, IL.

LIST THE TIME (S) OF DAY DURING WHICH RAFFLE CHANCES WILL BE SOLD OR ISSUED:  
STARTING AT 9:00 AM ON SAT. 10/24/20 - (\* 1 DAY ONLY)

LIST THE DATE AND TIME OF THE DETERMINATION OF WINNING CHANCES:  
10/24/20 By APPROX. 4:00 PM

LIST THE LOCATION (S) AT WHICH WINNING CHANCES WILL BE DETERMINED:  
CARRIAGE GREENS COUNTRY CLUB

I, APRIL PADALIK, being the first duly sworn, state on oath that the foregoing organization is a not-for-profit organization.

April Padalik  
Presiding Officer

ATTEST:

\_\_\_\_\_  
Secretary

\*\*\*\*\*

APPROVED BY: \_\_\_\_\_  
Mayor

DATE: \_\_\_\_\_

MAILED ON: \_\_\_\_\_  
Date

BY: \_\_\_\_\_

**AGENDA MEMO**  
**City Council**  
**Meeting Date: October 19, 2020**

**Issue Statement**

Motion to approve the tax levy determination for general and special purposes for Fiscal Year 2020-2021.

**DRAFT ORDINANCE**

**Background/History**

The process for setting a tax levy is to determine how much revenue to collect from the property tax, and request that the County levy a tax to generate that amount of money. The first approval required is the tax levy determination, which takes place prior to the approval of the tax levy ordinance. Not less than 20 days prior to the adoption of the aggregate levy, the Council shall determine the amounts of money to be levied. There are also special requirements if the aggregate amount of the Corporate and Special Purpose levy is more than 105% or of the preceding year's extension and abatements.

Unfortunately, we are still subject to a timing constraint that requires us to make our initial request by the end of December, a few months before we are far enough into the budget process to make a final judgment on what we will need. In previous years the City has approached the process with an underlying assumption that the Council will not increase property taxes for the combined general corporate purpose (general fund) and special corporate levy (police pension fund).

At the same time, the Council can approve additional abatements up to the end of March. This gives the Council the ability to request a "ceiling" amount, while allowing us to review the budget early next year and consider abatements to the original request.

The attached ordinance requests a general corporate purpose (general fund=\$178,888) and special corporate levy (police pension fund=\$2,097,211) total of \$2,276,099 which represents a 0.00% increase over this year's non-bond extension \$2,276,099. I determined the levy for the police pension fund based on the actuary report conducted on the Police Pension Fund.

With respect to the tax levy for Special Service Area #1, we have a plan for maintenance expenses for these wetlands and storm water infrastructure, and the recommended revenue from this levy is proposed to be maintained at \$5,000.

Additionally, a levy for any outstanding bonds has been filed upon the adoption of the bond ordinances. The 2020 levy amount to pay for the principal and interest on these bonds totals

\$887,535. Lastly, any bond abatement will be presented in conjunction with our budget review.

### **Staff/Committee Recommendation**

The Administrative/Finance Committee and Staff recommend approval of the levy determination and ordinances which:

- Set the City's 2020 general property tax levy and special corporate tax levy (police pension fund) at \$2,276,099.
- Set the City's 2020 Special Service Area I property tax levy at \$5,000.

### **Alternate Consideration**

Levy different amounts.

### **Decision Mode**

The tax levy determination will be on the October 19, 2020, Council meeting for formal consideration. This final tax levy ordinance will be on the November 16, 2020, City Council agenda for formal consideration.



# DRAFT FOR TAX LEVY DETERMINATION

CITY OF DARIEN

DU PAGE COUNTY, ILLINOIS

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

AN ORDINANCE LEVYING TAXES FOR  
GENERAL AND SPECIAL CORPORATE PURPOSES  
FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF MAY, 2020,  
AND ENDING ON THE THIRTIETH DAY OF APRIL, 2021,  
FOR THE CITY OF DARIEN, ILLINOIS

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ADOPTED BY THE

MAYOR AND CITY COUNCIL

OF THE

CITY OF DARIEN

THIS \_\_\_\_\_ DAY OF NOVEMBER, 2020

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Published in pamphlet form by authority of  
the Mayor and City Council of the City of  
Darien, DuPage County, Illinois, this  
\_\_\_\_\_ day of November, 2020.

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

**AN ORDINANCE LEVYING TAXES FOR  
GENERAL AND SPECIAL CORPORATE PURPOSES  
FOR THE FISCAL YEAR COMMENCING ON THE FIRST DAY OF MAY, 2020,  
AND ENDING ON THE THIRTIETH DAY OF APRIL, 2021,  
FOR THE CITY OF DARIEN, ILLINOIS**

**WHEREAS**, the City of Darien is a home rule unit of local government pursuant to the provisions of Article VII, Section 6 of the Illinois Constitution of 1970; and

**WHEREAS**, as a home rule unit of local government, the City may exercise any power and perform any function pertaining to its government except as limited by Article VII, Section 6; and

**WHEREAS**, the City Council of the City of Darien, Illinois, adopted the Annual Budget for the City of Darien, Illinois, for the Fiscal Year beginning on May 1, 2020, and ending on April 30, 2021, and which has been duly published.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS**, as follows:

**SECTION 1:** A tax for the following sums of money or so much thereof as may be authorized by law to defray all expenses and liabilities of the City of Darien be, and the same is hereby levied, for the purposes specified against all taxable property in said City for the Fiscal Year commencing on the First day of May, 2020, and ending on the Thirtieth day of April, 2021.

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

<u>Purpose</u>	<u>Amount Budgeted</u>	<u>Derived From Other Sources</u>	<u>Amount Levied</u>
<u>For Department of Administration:</u>			
Total	1,078,952	1,078,952	0
<u>For Police Department:</u>			
Total	8,296,121	8,117,233	178,888
<u>For Community Development Department:</u>			
Total	1,089,921	1,089,921	0
<u>For Municipal Services Department:</u>			
Total	1,987,516	1,987,516	0
<b>Total Amount Levied for General Corporate Purposes</b>			<b><u>178,888</u></b>
Police Pension Fund.....			2,097,211
2012 G.O. Refunding Bond- Water System....			306,825
2015 G.O. Refunding Bond- Capital Projects			195,560
2018G.O. Bond- Water System			385,150
<b>Total Amount Levied for Special Corporate Purposes &amp; Debt</b>			<b><u>2,984,746</u></b>
<b>TOTAL TAX LEVY FOR ALL FUNDS</b>			<b><u>\$3,163,634</u></b>

**SECTION 2:** The City Clerk of the City of Darien is hereby directed to file with the County Clerk of the County of DuPage, a certified copy of this Ordinance as provided by law.

**SECTION 3:** If any item or portion of this Ordinance is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Ordinance.

**SECTION 4:** This ordinance and each of its terms shall be the effective legislative act of a home rule municipality without regard to whether such ordinance should (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law, or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the corporate authorities of the City of Darien that to the extent that the terms of this ordinance should be inconsistent with any non-preemptive state law, that this ordinance shall supersede state law in that



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

regard within its jurisdiction.

**SECTION 5:** This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form, as required by law, and shall be known as Ordinance Number \_\_\_\_\_ of the City of Darien, Illinois.

**PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 16<sup>th</sup> day of November, 2020.

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

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

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

**APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 16<sup>th</sup> day of November, 2020.

\_\_\_\_\_  
JOSEPH A. MARCHESE, MAYOR

ATTEST:

\_\_\_\_\_  
JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

**AGENDA MEMO**  
**City Council**  
**October 19, 2020**

**ISSUE STATEMENT**

A motion approving a transfer from the General Fund to the Capital Projects Fund of \$1,200,000.

**BACKUP**

**BACKGROUND/HISTORY**

Upon completion of the yearly financial audit, the Administrative/Finance Committee reviews a comparison between the FYE 4-30-20 audited numbers and the FYE 4-30-20 estimated numbers included in the FYE 4-30-21 budget. This year's review includes the attached document containing a detailed sheet on the General and Capital Projects Funds. The details sheets include the following columns:

- 1 budget line item title
- 2 the 4-30-20 original budget
- 3 the 4-30-20 audited revenues and expenditure line items
- 4 the 4-30-20 estimated actual numbers used for the FYE 4-30-21 budget
- 5 the difference between numbers 3 and 4 above

The General Fund audited fund balance exceeded the estimated balance used in the 4-30-21 budget by \$1,291, 820. The City Council previously approved the *Capital Improvements Plan Guidelines*. Section 3 of the guidelines includes the following:

- Surplus from the general fund, in excess of 3 months operating reserve, will be transferred to the capital projects fund annually

Based on these guidelines I am recommending that the City Council approve a transfer of \$1,200,000 to the Capital Projects Fund from the General Fund. This item will be scheduled for the October 19 City Council meeting.

The transfer of this money into the Capital Projects Fund does not authorize the use of the funds at this time.

**STAFF/COMMITTEE RECOMMENDATION**

The Administrative/Finance Committee recommends approval of a motion approving a transfer from the General Fund to the Capital Projects Fund for \$1,200,000.

**ALTERNATE CONSIDERATION**

As directed by council.

**DECISION MODE**

This item will be on the October 19, 2020, City Council Agenda for approval.

City of Darien  
 Comparison of Estimated Actual  
 Fund Balance to Audited Fund Balance  
 as of 4/30/20

Working Session Report

General Fund  
 Fund Balance

<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Difference between Estimated Actual and Audited</u>
\$ 3,038,303	\$ 4,565,536	\$ 3,273,716	\$ 1,291,820.00

Water Fund  
 Cash Balance

<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Difference between Estimated Actual and Audited</u>
\$ 1,928,541	\$ 4,259,524	\$ 2,470,653	\$ 1,788,871.18

Motor Fuel Tax Fund  
 Fund Balance

<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Difference between Estimated Actual and Audited</u>
\$ 307,699	\$ 558,970	\$ 501,517	\$ 57,453.00

Water Depreciation Fund  
 Cash Balance

<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Difference between Estimated Actual and Audited</u>
\$ (912,850)	\$ 1,638,993	\$ 2,208,560	\$ (569,567.00)

Capital Improvement Fund  
 Fund Balance

<u>Original Budget</u>	<u>Audited</u>	<u>Estimated Actual</u>	<u>Difference between Estimated Actual and Audited</u>
\$ 2,355,178	\$ 3,042,527	\$ 3,498,458	\$ (455,931.00)

1		2		3		4		5	
City of Darien Fund Reconciliation FYE 4/30/20		General For the		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited	FYE 4/30/20 Estimated Actual	Difference		
Beginning Fund Balance				3,785,054.00	4,614,249.00	4,614,249.00	0.00		
Prior Period Adjustment				0.00	0.00	0.00	0.00		
Total Revenue				15,234,160.00	15,816,283.00	15,177,881.00	638,402.00		
Total Expenses				12,980,911.00	12,116,784.00	12,718,414.00	(601,630.00)		
Transfer In from Debt Fund/Sale of Equipment				0.00	51,788.00	0.00	51,788.00		
Transfer out				3,000,000.00	3,800,000.00	3,800,000.00	0.00		
<b>Ending Fund Balance</b>				<b>3,038,303.00</b>	<b>4,565,536.00</b>	<b>3,273,716.00</b>	<b>1,291,820.00</b>		
				FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Revenue	FYE 4/30/20 Estimated Revenue	Difference		
<b>Taxes</b>									
Real Estate Taxes - Current	3110			2,229,295.00	2,247,964.00	2,248,000.00	(36.00)		
Real Estate Taxes - Prior	3111			0.00	0.00	0.00	0.00		
Road and Bridge Tax	3120			205,000.00	219,532.00	219,532.00	0.00		
Municipal Utility Tax	3130			1,015,000.00	978,940.00	1,024,647.00	(45,707.00)		
Amusement Tax	3140			82,000.00	93,915.00	82,504.00	11,411.00		
Hotel/Motel Tax	3150			68,000.00	67,593.00	61,262.00	6,331.00		
Auto Rental Tax	3421			2,000.00	423.00	2,000.00	(1,577.00)		
Personal Property Tax	3425			6,500.00	8,468.00	7,500.00	968.00		
Local Gas Tax	3151			310,000.00	291,234.00	310,000.00	(18,766.00)		
Food & Beverage Tax	3152			580,000.00	577,109.00	527,027.00	50,082.00		
Cannabis Use Tax	3435			0.00	3,614.00	0.00	3,614.00		
<b>Total Taxes</b>				<b>4,497,795.00</b>	<b>4,488,792.00</b>	<b>4,482,472.00</b>	<b>6,320.00</b>		
<b>License, Permits, Fees</b>									
Business Licenses	3210			38,000.00	30,593.00	40,000.00	(9,407.00)		
Liquor License	3212			67,000.00	71,325.00	69,225.00	2,100.00		
Contractor Licenses	3214			18,000.00	18,030.00	18,000.00	30.00		
Court Fines	3216			100,000.00	131,690.00	114,508.00	17,182.00		
Towing Fees	3217			55,000.00	56,000.00	67,000.00	(11,000.00)		
Ordinance Fines	3230			20,000.00	48,645.00	46,000.00	2,645.00		
Building Permits and Fees	3240			35,000.00	160,577.00	142,000.00	18,577.00		
Telecommunication Taxes	3242			520,000.00	417,249.00	453,687.00	(36,438.00)		
Cable T.V. Franchise Fee	3244			452,800.00	433,978.00	450,000.00	(16,022.00)		
PEG - Fees - AT&T	3245			0.00	9,644.00	0.00	9,644.00		
NICOR Franchise Fee	3246			25,000.00	31,108.00	31,107.00	1.00		
Public Hearing Fees	3250			3,000.00	2,510.00	4,165.00	(1,655.00)		
Elevator Inspections	3255			4,500.00	3,580.00	4,000.00	(420.00)		
Public Improvement Permit	3260			0.00	0.00	0.00	0.00		
Engineering/Prof Fee Reimb	3265			74,000.00	77,483.00	65,000.00	12,483.00		
Legal Fee Reimb.	3266			0.00	0.00	0.00	0.00		
Police Special Service	3268			99,597.00	121,330.00	100,000.00	21,330.00		
D.U.I. Technology Fines	3267			6,500.00	16,249.00	0.00	16,249.00		
Stormwater Management Fees	3270			0.00	4,307.00	0.00	4,307.00		
Dev. Contib./Impact	3275			0.00	0.00	0.00	0.00		
<b>Total License, Permits, Fees</b>				<b>1,518,397.00</b>	<b>1,634,298.00</b>	<b>1,604,692.00</b>	<b>29,606.00</b>		
<b>Charges for Services</b>									
Inspections/Tap on/Permits	3320			0.00	0.00	0.00	0.00		
<b>Total Charges for Services</b>				<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		
<b>Intergovernmental</b>									
State Income Tax	3410			2,053,998.00	2,393,776.00	2,100,000.00	293,776.00		
Local Use Tax	3420			574,236.00	718,742.00	682,845.00	35,897.00		
Sales Taxes	3430			5,726,881.00	5,547,921.00	5,137,771.00	410,150.00		
Video Gaming Revenue	3432			140,000.00	218,914.00	194,746.00	24,168.00		
<b>Total Intergovernmental</b>				<b>8,495,115.00</b>	<b>8,879,353.00</b>	<b>8,115,362.00</b>	<b>763,991.00</b>		

City of Darien Fund Reconciliation FYE 4/30/20		General For the	FYE 4/30/20 Original Budget	FYE 4/30/20 Audited	FYE 4/30/20 Estimated Actual	Difference
<b>Other Revenue</b>						
Interest Income	3510	40,000.00	93,125.00	86,000.00	7,125.00	
Gain/Loss on Investment	3515	0.00	0.00	0.00	0.00	
Water Share Expense	3520	0.00	0.00	250,000.00	(250,000.00)	
NSF Check Fee	3261	0.00	70.00	0.00	70.00	
Police Report/Prints	3534	5,000.00	6,028.00	5,000.00	1,028.00	
Impact Fee Revenue	3570	0.00	375.00	500.00	(125.00)	
Grants	3560	0.00	1,962.00	1,027.00	935.00	
Rents	3561	324,853.00	353,303.00	324,000.00	29,303.00	
Reimbursement - Work Comp	3577	0.00	861.00	861.00	0.00	
Other Reimbursements	3562	45,000.00	89,773.00	94,000.00	(4,227.00)	
Reimbursement - Rear Yard	3541	0.00	82,015.00	46,166.00	35,849.00	
Residential Concrete Reimb	3563	0.00	27,045.00	27,045.00	0.00	
Maintenance - Reimbursement	3567	0.00	0.00	0.00	0.00	
Mail Box Reimbursement	3569	0.00	4,617.00	3,949.00	668.00	
Drug Seizures	3537	0.00	0.00	0.00	0.00	
Drug Forfeiture Receipts	3538	0.00	1,621.00	0.00	1,621.00	
E-Citation Fees	3219	0.00	1,714.00	0.00	1,714.00	
Sales of Wood Chips	3572	3,000.00	3,930.00	3,050.00	880.00	
Miscellaneous Revenue	3580	20,000.00	19,969.00	16,000.00	3,969.00	
Transfer from Other Funds	3612	0.00	0.00	50,757.00	(50,757.00)	
Sale of Equipment	3575	35,000.00	127,432.00	67,000.00	60,432.00	
Miscellaneous Refund	3700	0.00	0.00	0.00	0.00	
<b>Total Other Income</b>		<b>472,853.00</b>	<b>813,840.00</b>	<b>975,355.00</b>	<b>(161,515.00)</b>	
<b>Total General Fund Revenue</b>		<b>14,984,160.00</b>	<b>15,816,283.00</b>	<b>15,177,881.00</b>	<b>638,402.00</b>	
<b>Total Revenue per Audit</b>		<b>14,984,160.00</b>	<b>15,816,283.00</b>	<b>15,177,881.00</b>	<b>638,402.00</b>	

1	2	3	4	5	
City of Darien General Fund Expenditures For the FYE 4/30/20	FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Expenditures	FYE 4/30/20 Estimated Expenditures	Difference	
<b>Administrative Department</b>					
<b>Salaries</b>					
Salaries	4010	318,742.00	327,314.00	324,456.00	(2,858.00)
Overtime	4030	0.00	2,602.00	0.00	(2,602.00)
<b>Total Salaries</b>		<b>318,742.00</b>	<b>329,916.00</b>	<b>324,456.00</b>	<b>(5,460.00)</b>
<b>Benefits</b>					
Social Security	4110	21,913.00	18,920.00	19,648.00	728.00
Medicare	4111	4,622.00	4,425.00	4,595.00	170.00
I.M.R.F.	4115	28,751.00	33,011.00	40,721.00	7,710.00
Medical/Life Insurance	4120	69,080.00	68,500.00	69,962.00	1,462.00
State Unemployment Benefits	4050	0.00	0.00	0.00	0.00
Supplemental Pensions	4135	4,800.00	4,800.00	4,800.00	0.00
<b>Total Benefits</b>		<b>129,166.00</b>	<b>129,656.00</b>	<b>139,726.00</b>	<b>10,070.00</b>
<b>Materials and Supplies</b>					
Dues and Subscriptions	4213	1,490.00	539.00	750.00	211.00
Liability Insurance	4219	280,000.00	270,345.00	276,528.00	6,183.00
Legal Notices	4221	2,000.00	2,133.00	2,000.00	(133.00)
Maintenance - Building	4223	0.00	0.00	0.00	0.00
Maintenance - Equipment	4225	8,100.00	7,630.00	7,200.00	(430.00)
Maintenance - Vehicles	4229	0.00	0.00	0.00	0.00
Misc. Expenditures	4232	0.00	0.00	0.00	0.00
Postage/Mailings	4233	3,350.00	2,684.00	2,000.00	(684.00)
Printing and Forms	4235	4,200.00	5,850.00	4,500.00	(1,350.00)
Public Relations	4239	39,170.00	56,285.00	56,021.00	(264.00)
Rent - Equipment	4243	2,019.00	1,500.00	2,019.00	519.00
Supplies - Office	4253	8,000.00	7,154.00	6,000.00	(1,154.00)
Supplies - Other	4257	500.00	385.00	500.00	115.00
Training and Education	4263	1,500.00	0.00	500.00	500.00
Travel/Meetings	4265	550.00	111.00	250.00	139.00
Telephone	4267	48,200.00	34,824.00	39,000.00	4,176.00
Utilities (Elec,Gas,Wtr,Sewer)	4271	2,500.00	2,470.00	1,800.00	(670.00)
Vehicle (Gas and Oil)	4273	650.00	872.00	300.00	(572.00)
Vehicle		0.00	0.00	0.00	0.00
ESDA	4279	0.00	0.00	0.00	0.00
<b>Total Materials and Supplies</b>		<b>402,229.00</b>	<b>392,782.00</b>	<b>399,368.00</b>	<b>6,586.00</b>
<b>Contractual</b>					
Audit	4320	13,200.00	15,537.00	15,537.00	0.00
Consulting/Professional	4325	541,575.00	316,153.00	333,000.00	16,847.00
Const/Prof Reimbursable	4328	0.00	0.00	0.00	0.00
Contingency	4330	10,000.00	11,137.00	10,000.00	(1,137.00)
Janitorial Service	4345	20,500.00	18,558.00	19,500.00	942.00
<b>Total Contractual</b>		<b>585,275.00</b>	<b>361,385.00</b>	<b>378,037.00</b>	<b>16,652.00</b>
<b>Other Charges</b>					
Equipment	4815	5,000.00	261.00	1,000.00	739.00
<b>Total Other Charges</b>		<b>5,000.00</b>	<b>261.00</b>	<b>1,000.00</b>	<b>739.00</b>
<b>Total Expenditures - Administrative</b>		<b>1,440,412.00</b>	<b>1,214,000.00</b>	<b>1,242,587.00</b>	<b>28,587.00</b>
<b>City Council Department</b>					
<b>Salaries</b>					
Salaries	4010	42,750.00	42,750.00	42,750.00	0.00
<b>Total Salaries</b>		<b>42,750.00</b>	<b>42,750.00</b>	<b>42,750.00</b>	<b>0.00</b>
<b>Benefits</b>					
Social Security	4110	2,651.00	2,651.00	2,651.00	0.00
Medicare	4111	620.00	620.00	620.00	0.00
<b>Total Benefits</b>		<b>3,271.00</b>	<b>3,271.00</b>	<b>3,271.00</b>	<b>0.00</b>
<b>Materials and Supplies</b>					
Boards and Commissions	4205	2,000.00	866.00	1,000.00	134.00
Cable Operations	4206	6,000.00	3,825.00	4,500.00	675.00
Dues and Subscriptions	4213	2,850.00	13,134.00	15,945.00	2,811.00
Liability Insurance	4219	0.00	0.00	0.00	0.00

City of Darien General Fund Expenditures For the FYE 4/30/20		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Expenditures	FYE 4/30/20 Estimated Expenditures	Difference
Printing and Forms	4235	0.00	0.00	0.00	0.00
Public Relations	4239	10,500.00	10,500.00	10,500.00	0.00
Supplies - Other	4257	0.00	0.00	0.00	0.00
Training and Education	4263	1,000.00	250.00	300.00	50.00
Travel/Meetings	4265	50.00	0.00	50.00	50.00
<b>Total Materials and Supplies</b>		<b>22,400.00</b>	<b>28,575.00</b>	<b>32,295.00</b>	<b>3,720.00</b>
<b>Contractual</b>					
Consulting/Professional	4325	5,000.00	5,855.00	6,500.00	645.00
Trolley Contracts	4366	600.00	233.00	450.00	217.00
Rear Yard Drainage Proj Reimburse		0.00	0.00	0.00	0.00
<b>Total Contractual</b>		<b>5,600.00</b>	<b>6,088.00</b>	<b>6,950.00</b>	<b>862.00</b>
<b>Capital Outlay</b>					
Equipment	4815	0.00	0.00	0.00	0.00
<b>Total Capital Outlay</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures - City Council</b>		<b>74,021.00</b>	<b>80,684.00</b>	<b>85,266.00</b>	<b>4,582.00</b>
<b>Community Development Department</b>					
<b>Salaries</b>					
Salaries	4010	309,192.00	296,690.00	298,892.00	2,202.00
Overtime		500.00	2,630.00	500.00	(2,130.00)
<b>Total Salaries</b>		<b>309,692.00</b>	<b>299,320.00</b>	<b>299,392.00</b>	<b>72.00</b>
<b>Benefits</b>					
Social Security	4110	19,277.00	17,072.00	17,668.00	596.00
Medicare	4111	4,483.00	4,174.00	4,610.00	436.00
I.M.R.F.	4115	36,931.00	30,094.00	37,989.00	7,895.00
Medical/Life Insurance	4120	49,362.00	29,052.00	48,971.00	19,919.00
Supplemental Pensions	4135	2,400.00	2,354.00	3,600.00	1,246.00
<b>Total Benefits</b>		<b>112,453.00</b>	<b>82,746.00</b>	<b>112,838.00</b>	<b>30,092.00</b>
<b>Materials and Supplies</b>					
Boards and Commissions	4205	1,200.00	1,770.00	1,200.00	(570.00)
Dues and Subscriptions	4213	500.00	533.00	500.00	(33.00)
Liability Insurance	4219	23,000.00	33,669.00	28,000.00	(5,669.00)
Maintenance - Vehicles	4229	500.00	0.00	500.00	500.00
Miscellaneous Expenditures	4232	0.00	150.00	0.00	(150.00)
Printing and Forms	4235	1,565.00	1,880.00	1,800.00	(80.00)
Economic Incentive	4240	338,000.00	354,547.00	351,500.00	(3,047.00)
Supplies - Office	4253	900.00	798.00	900.00	102.00
Training and Education	4263	600.00	0.00	600.00	600.00
Travel/Meetings	4265	200.00	0.00	200.00	200.00
Vehicle (Gas and Oil)	4273	1,350.00	1,282.00	1,350.00	68.00
<b>Total Materials and Supplies</b>		<b>367,815.00</b>	<b>394,629.00</b>	<b>386,550.00</b>	<b>(8,079.00)</b>
<b>Contractual</b>					
Consulting/Professional	4325	37,640.00	60,267.00	45,000.00	(15,267.00)
Const/Prof Reimbursable	4328	68,000.00	99,641.00	68,000.00	(31,641.00)
<b>Total Contractual</b>		<b>105,640.00</b>	<b>159,908.00</b>	<b>113,000.00</b>	<b>(46,908.00)</b>
<b>Capital Outlay</b>					
Equipment	4815	0.00	0.00	0.00	0.00
<b>Total Capital Outlay</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures - Community Development</b>		<b>895,600.00</b>	<b>936,603.00</b>	<b>911,780.00</b>	<b>(24,823.00)</b>

City of Darien General Fund Expenditures For the FYE 4/30/20		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Expenditures	FYE 4/30/20 Estimated Expenditures	Difference
<b>Streets Department</b>					
<b>Salaries</b>					
Salaries	4010	660,415.00	708,292.00	619,723.00	(88,569.00)
Overtime	4030	78,000.00	54,138.00	78,000.00	23,862.00
<b>Total Salaries</b>		<b>738,415.00</b>	<b>762,430.00</b>	<b>697,723.00</b>	<b>(64,707.00)</b>
<b>Benefits</b>					
Social Security	4110	47,018.00	44,172.00	42,329.00	(1,843.00)
Medicare	4111	8,932.00	10,337.00	9,899.00	(438.00)
I.M.R.F.	4115	88,059.00	65,400.00	86,501.00	21,101.00
Medical/Life Insurance	4120	125,161.00	122,038.00	125,789.00	3,751.00
Supplemental Pensions	4135	2,400.00	2,400.00	2,400.00	0.00
<b>Total Benefits</b>		<b>271,570.00</b>	<b>244,347.00</b>	<b>266,918.00</b>	<b>22,571.00</b>
<b>Materials and Supplies</b>					
Liability Insurance	4219	23,029.00	21,499.00	23,000.00	1,501.00
Maintenance - Building	4223	246,196.00	166,457.00	190,000.00	23,543.00
Maintenance - Equipment	4225	46,250.00	37,717.00	44,000.00	6,283.00
Maintenance - Vehicles	4229	60,000.00	68,477.00	60,000.00	(8,477.00)
Maintenance - Landromat Exp	4230	0.00	0.00	0.00	0.00
Postage/Mailings	4233	1,000.00	427.00	890.00	463.00
Rent - Equipment	4243	23,700.00	15,055.00	22,000.00	6,945.00
Supplies - Office	4253	4,903.00	5,913.00	4,903.00	(1,010.00)
Supplies - Operations	4255	0.00	0.00	0.00	0.00
Supplies - Other	4257	114,165.00	74,870.00	100,000.00	25,130.00
Small Tools & Equipment	4259	11,300.00	12,443.00	63,000.00	50,557.00
Training and Education	4263	3,600.00	1,799.00	3,600.00	1,801.00
Travel	4265	0.00	0.00	0.00	0.00
Telephone	4267	0.00	113.00	0.00	(113.00)
Uniforms	4269	6,446.00	4,076.00	6,000.00	1,924.00
Utilities (Elec,Gas,Wtr,Sewer)	4271	6,400.00	7,570.00	5,900.00	(1,670.00)
Vehicle (Gas and Oil)	4273	60,300.00	56,295.00	59,000.00	2,705.00
<b>Total Materials and Supplies</b>		<b>607,289.00</b>	<b>472,711.00</b>	<b>582,293.00</b>	<b>109,582.00</b>
<b>Contractual</b>					
Consulting/Professional	4325	10,750.00	7,789.00	16,250.00	8,461.00
Consulting/Professional Reimb	4328	0.00	0.00	0.00	0.00
Janitorial Service	4345	0.00	0.00	0.00	0.00
Forestry	4350	72,711.00	59,489.00	60,415.00	926.00
Street Light Oper & Maint.	4359	43,000.00	11,521.00	39,000.00	27,479.00
Residential Concrete Program	4381	0.00	25,795.00	27,045.00	1,250.00
Mosquito Abatement	4365	41,700.00	40,887.00	41,700.00	813.00
Street Sweeping	4373	37,975.00	31,298.00	37,000.00	5,702.00
Drainage Projects	4374	107,000.00	172,446.00	165,537.00	(6,909.00)
Tree Trim/Removal	4375	221,715.00	114,181.00	221,000.00	106,819.00
<b>Total Contractual</b>		<b>534,851.00</b>	<b>463,406.00</b>	<b>607,947.00</b>	<b>144,541.00</b>
<b>Capital Outlay</b>					
Rear Yard Drain Proj-Reimb	4378	0.00	0.00	0.00	0.00
Residential Concrete Program	4381	0.00	0.00	0.00	0.00
Capital Improvements	4810	0.00	0.00	0.00	0.00
Equipment	4815	541,750.00	504,913.00	526,900.00	21,987.00
Debt Retire	4905	0.00	0.00	0.00	0.00
<b>Total Capital Outlay</b>		<b>541,750.00</b>	<b>504,913.00</b>	<b>526,900.00</b>	<b>21,987.00</b>
<b>Total Expenditures - Streets</b>		<b>2,693,875.00</b>	<b>2,447,807.00</b>	<b>2,681,781.00</b>	<b>233,974.00</b>



City of Darien General Fund Expenditures For the FYE 4/30/20		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Expenditures	FYE 4/30/20 Estimated Expenditures	Difference
<b>Police Department</b>					
<b>Salaries</b>					
Salaries	4010	436,846.00	431,502.00	414,078.00	(17,424.00)
Salaries - Officers	4020	3,736,294.00	3,661,947.00	3,631,173.00	(30,774.00)
Overtime	4030	519,883.00	475,037.00	550,507.00	75,470.00
<b>Total Salaries</b>		<b>4,693,023.00</b>	<b>4,568,486.00</b>	<b>4,595,758.00</b>	<b>27,272.00</b>
<b>Benefits</b>					
Social Security	4110	27,084.00	27,274.00	27,365.00	91.00
Medicare	4111	68,046.00	60,797.00	63,344.00	2,547.00
I.M.R.F.	4115	35,964.00	41,645.00	39,354.00	(2,291.00)
Medical/Life Insurance	4120	425,681.00	400,043.00	453,000.00	52,957.00
Police Pension	4130	1,714,350.00	1,728,465.00	1,728,468.00	3.00
Supplemental Pensions	4135	44,400.00	43,431.00	47,121.00	3,690.00
<b>Total Benefits</b>		<b>2,315,525.00</b>	<b>2,301,655.00</b>	<b>2,358,652.00</b>	<b>56,997.00</b>
<b>Materials and Supplies</b>					
Animal Control	4201	1,500.00	735.00	1,380.00	645.00
Auxiliary Police	4203	4,000.00	248.00	2,000.00	1,752.00
Boards and Commissions	4205	12,300.00	17,144.00	19,785.00	2,641.00
Dues and Subscriptions	4213	3,150.00	1,872.00	2,607.00	735.00
Investigation and Equipment	4217	42,980.00	29,631.00	35,794.00	6,163.00
Liability Insurance	4219	65,520.00	54,837.00	69,466.00	14,629.00
Maintenance - Building	4223	0.00	412.00	0.00	(412.00)
Maintenance - Equipment	4225	17,205.00	16,349.00	16,128.00	(221.00)
Maintenance - Vehicles	4229	29,600.00	31,945.00	33,071.00	1,126.00
Postage/Mailings	4233	4,300.00	3,163.00	2,289.00	(874.00)
Printing and Forms	4235	1,500.00	5,345.00	3,155.00	(2,190.00)
Public Relations	4239	3,500.00	2,961.00	3,442.00	481.00
Rent - Equipment	4243	5,500.00	1,500.00	4,000.00	2,500.00
Supplies - Office	4253	6,500.00	6,872.00	5,217.00	(1,655.00)
Supplies - Other	4257	0.00	0.00	0.00	0.00
Training and Education	4263	32,850.00	16,456.00	32,283.00	15,827.00
Travel/Meetings	4265	13,250.00	3,400.00	8,000.00	4,600.00
Telephone	4267	14,000.00	12,844.00	13,724.00	880.00
Uniforms	4269	55,100.00	51,853.00	52,041.00	188.00
Utilities (Elec,Gas,Wtr,Sewer)	4271	7,500.00	7,764.00	7,373.00	(391.00)
Vehicle (Gas and Oil)	4273	75,000.00	69,753.00	52,981.00	(16,772.00)
<b>Total Materials and Supplies</b>		<b>395,255.00</b>	<b>335,084.00</b>	<b>364,736.00</b>	<b>29,652.00</b>
<b>Contractual</b>					
Bad Debt Expense	4400	0.00	14,837.00	0.00	(14,837.00)
Consulting/Professional	4325	448,500.00	442,448.00	452,674.00	10,226.00
Contractual Services	4335	0.00	0.00	0.00	0.00
Dumeg/Fiat/Child Center	4337	24,700.00	25,180.00	25,180.00	0.00
<b>Total Contractual</b>		<b>473,200.00</b>	<b>482,465.00</b>	<b>477,854.00</b>	<b>(4,611.00)</b>
<b>Capital Outlay</b>					
Equipment	4815	0.00	0.00	0.00	0.00
<b>Total Capital Outlay</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>363.06</b>
<b>Interest</b>					
Interest	4244	0.00	0.00	0.00	0.00
<b>Total Interest</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expenditures - Police</b>		<b>7,877,003.00</b>	<b>7,687,690.00</b>	<b>7,797,000.00</b>	<b>109,310.00</b>

City of Darien General Fund Expenditures For the FYE 4/30/20		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Expenditures	FYE 4/30/20 Estimated Expenditures	Difference
<b>Debt Service</b>					
Principal	4906	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Total Debt Service</b>		<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>Reduction in expenditures for Water Share</b>		<u>0.00</u>	<u>(250,000.00)</u>	<u>0.00</u>	<u>250,000.00</u>
<b>Total General Fund Expenditures</b>		<u>12,980,911.00</u>	<u>12,116,784.00</u>	<u>12,718,414.00</u>	<u>601,630.00</u>

1		2		3		4		5	
City of Darien Water Fund Reconciliation For the FYE 4/30/20		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited	FYE 4/30/20 Estimated Actual	Difference				
Beginning Cash Balance		2,049,912.00	4,321,006.18	2,437,246.00	1,883,760.18				
Total Revenue		7,904,895.00	7,746,722.00	7,821,789.00	(75,067.00)				
Total Expenses		8,026,266.00	7,808,204.00	7,788,382.00	19,822.00				
<b>Ending Cash Balance</b>		<b>1,928,541.00</b>	<b>4,259,524.18</b>	<b>2,470,653.00</b>	<b>1,788,871.18</b>				
		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Revenue	FYE 4/30/20 Estimated Revenue	Difference				
<b>Charges for Services</b>									
Water Sales	3310	7,865,395.00	7,608,884.00	7,753,892.00	(145,008.00)				
Inspections/Tap on/Permits	3320	10,000.00	18,203.00	19,000.00	(797.00)				
Front Footage Fees	3322	0.00	0.00	0.00	0.00				
Sale of Meters	3325	1,000.00	5,375.00	6,855.00	(1,480.00)				
Other Water Sales	3390	3,500.00	72.00	21,042.00	(20,970.00)				
<b>Total Charges for Services</b>		<b>7,879,895.00</b>	<b>7,632,534.00</b>	<b>7,800,789.00</b>	<b>(168,255.00)</b>				
<b>Other Revenue</b>									
Interest Income	3510	25,000.00	29,323.00	21,000.00	8,323.00				
Other Reimbursements	3562	0.00	0.00	0.00	0.00				
Misc Revenue	3580	0.00	84,865.00	0.00	84,865.00				
<b>Total Other Revenue</b>		<b>25,000.00</b>	<b>114,188.00</b>	<b>21,000.00</b>	<b>93,188.00</b>				
<b>Total Water Fund Revenue</b>		<b>7,904,895.00</b>	<b>7,746,722.00</b>	<b>7,821,789.00</b>	<b>(75,067.00)</b>				
		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited Expenditures	FYE 4/30/20 Estimated Expenditures	Difference				
<b>Water Department</b>									
<b>Salaries</b>									
Salaries	4010	473,210.00	459,101.00	500,160.00	41,059.00				
Overtime	4030	90,000.00	92,659.00	90,000.00	(2,659.00)				
<b>Total Salaries</b>		<b>563,210.00</b>	<b>551,760.00</b>	<b>590,160.00</b>	<b>38,400.00</b>				
<b>Benefits</b>									
Social Security	4110	38,771.00	32,602.00	35,754.00	3,152.00				
Medicare	4111	9,067.00	7,673.00	8,362.00	689.00				
I.M.R.F.	4115	64,586.00	66,304.00	76,584.00	10,280.00				
Chang in I.M.R.F. Pension	4116 & 4117	0.00	(88,291.00)	0.00	88,291.00				
Medical/Life Insurance	4120	107,404.00	93,853.00	105,000.00	11,147.00				
Supplemental Pensions	4135	2,400.00	2,400.00	2,400.00	0.00				
<b>Total Benefits</b>		<b>222,228.00</b>	<b>114,541.00</b>	<b>228,100.00</b>	<b>113,559.00</b>				
<b>Materials and Supplies</b>									
Liability Insurance	4219	204,520.00	169,641.00	204,000.00	34,359.00				
Maintenance - Building	4223	45,590.00	53,666.00	44,000.00	(9,666.00)				
Maintenance - Equipment	4225	16,650.00	18,280.00	16,000.00	(2,280.00)				
Maintenance - Water System	4231	208,950.00	149,776.00	208,000.00	58,224.00				
Postage/Mailings	4233	1,400.00	70.00	1,400.00	1,330.00				
Printing and Forms	4235	0.00	0.00	0.00	0.00				
Quality Control	4241	10,850.00	8,494.00	10,850.00	2,356.00				
Rent - Equipment	4243	0.00	0.00	0.00	0.00				
Water Charge	4251	250,000.00	250,000.00	250,000.00	0.00				
Supplies - Office	4253	0.00	0.00	0.00	0.00				
Supplies - Operation	4255	3,000.00	5,472.00	3,500.00	(1,972.00)				

City of Darien Water Fund Reconciliation For the FYE 4/30/20		FYE 4/30/20 Original Budget	FYE 4/30/20 Audited	FYE 4/30/20 Estimated Actual	Difference
Training and Education	4263	2,900.00	1,552.00	2,900.00	1,348.00
Telephone	4267	11,000.00	6,953.00	10,450.00	3,497.00
Uniforms	4269	3,825.00	3,620.00	3,800.00	180.00
Utilities (Elec,Gas,Wtr,Sewer)	4271	51,500.00	43,842.00	49,500.00	5,658.00
Vehicle (Gas and Oil)	4273	15,975.00	16,435.00	15,500.00	(935.00)
<b>Total Materials and Supplies</b>		<b>826,161.00</b>	<b>727,801.00</b>	<b>819,900.00</b>	<b>92,099.00</b>
<b>Contractual</b>					
Audit	4320	11,513.00	11,513.00	11,513.00	0.00
Consulting/Professional	4325	14,950.00	5,006.00	14,950.00	9,944.00
Leak Detection	4326	21,600.00	12,844.00	21,600.00	8,756.00
Data Processing	4336	152,500.00	133,333.00	152,500.00	19,167.00
DuPage Water Commission	4340	4,682,480.00	4,359,117.00	4,419,284.00	60,167.00
<b>Total Contractual</b>		<b>4,883,043.00</b>	<b>4,521,813.00</b>	<b>4,619,847.00</b>	<b>98,034.00</b>
<b>Other Charges</b>					
Transfer to Other Funds	4605	800,000.00	800,000.00	800,000.00	0.00
Depreciation	4620	0.00	341,455.00	0.00	(341,455.00)
<b>Total Other Charges</b>		<b>800,000.00</b>	<b>1,141,455.00</b>	<b>800,000.00</b>	<b>(341,455.00)</b>
<b>Capital Outlay</b>					
Equipment	4815	16,250.00	66,793.00	15,000.00	(51,793.00)
Street Reconstruction	4855	0.00	0.00	0.00	0.00
Water Meter Purchases	4880	27,000.00	47,936.00	27,000.00	(20,936.00)
Pumping Station	4940	-	0.00	0.00	0.00
<b>Total Capital Outlay</b>		<b>43,250.00</b>	<b>114,729.00</b>	<b>42,000.00</b>	<b>(72,729.00)</b>
<b>Debt Service</b>					
Debt Retire	4905	688,375.00	450,000.00	688,375.00	238,375.00
Debt Retire-Water Refunding	4950	0.00	186,105.00	0.00	(186,105.00)
Purchases	5600	0.00	0.00	0.00	0.00
<b>Total Debt Service</b>		<b>688,375.00</b>	<b>636,105.00</b>	<b>688,375.00</b>	<b>52,270.00</b>
<b>Total Expenditures - Water</b>		<b>8,026,267.00</b>	<b>7,808,204.00</b>	<b>7,788,382.00</b>	<b>(19,822.00)</b>

1	2	3	4	5	
<b>City of Darien Water Depr Fund Reconciliation For the FYE 4/30/20</b>		<b>FYE 4/30/20 Original Budget</b>	<b>FYE 4/30/20 Audited</b>	<b>FYE 4/30/20 Estimated Actual</b>	<b>Difference</b>
<b>Beginning Cash Balance</b>		<b>(220,850.00)</b>	<b>1,193,805.00</b>	<b>1,761,560.00</b>	<b>(567,755.00)</b>
<b>Total Revenue</b>		<b>815,000.00</b>	<b>821,669.00</b>	<b>815,000.00</b>	<b>6,669.00</b>
<b>Total Expenses</b>		<b>1,507,000.00</b>	<b>376,481.00</b>	<b>368,000.00</b>	<b>8,481.00</b>
<b>Ending Cash Balance</b>		<b>(912,850.00)</b>	<b>1,638,993.00</b>	<b>2,208,560.00</b>	<b>(569,567.00)</b>
		<b>FYE 4/30/20 Original Budget</b>	<b>FYE 4/30/20 Audited Revenue</b>	<b>FYE 4/30/20 Estimated Revenue</b>	<b>Difference</b>
<b>Other Revenue</b>					
Interest Income	3510	15,000.00	21,669.00	15,000.00	6,669.00
Gain/Loss on Investment	3515	0.00	0.00	0.00	0.00
Bond Issuance	3559	0.00	0.00	0.00	0.00
Transfer from Other Fund	3610	800,000.00	800,000.00	800,000.00	0.00
<b>Total Other Revenue</b>		<b>815,000.00</b>	<b>821,669.00</b>	<b>815,000.00</b>	<b>6,669.00</b>
<b>Total Water Depr Fund Revenue</b>		<b>815,000.00</b>	<b>821,669.00</b>	<b>815,000.00</b>	<b>6,669.00</b>
		<b>FYE 4/30/20 Original Budget</b>	<b>FYE 4/30/20 Audited Expenditures</b>	<b>FYE 4/30/20 Estimated Expenditures</b>	<b>Difference</b>
<b>Water Depreciation Expenditures</b>					
<b>Materials and Supplies</b>					
Maintenance and Water System	4231	0.00	0.00	0.00	0.00
<b>Total Materials and Supplies</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Capital Outlay</b>					
Capital Impro-Infra	4390	1,440,000.00	257,617.00	300,000.00	42,383.00
Hydrant Painting	4391	0.00	0.00	0.00	0.00
Transfer out	4605	0.00	51,788.00	0.00	(51,788.00)
Capital Improvements	4810	0.00	0.00	0.00	0.00
Equipment	4815	67,000.00	63,856.00	68,000.00	4,144.00
<b>Total Capital Outlay</b>		<b>1,507,000.00</b>	<b>373,261.00</b>	<b>368,000.00</b>	<b>(5,261.00)</b>
<b>Debt Service</b>					
Debt Issuance Costs	4900	0.00	0.00	0.00	0.00
Amortization Expense	4947	0.00	3,220.00	0.00	(3,220.00)
Bond Interest Expense	4946	0.00	0.00	0.00	0.00
<b>Total Debt Service</b>		<b>0.00</b>	<b>3,220.00</b>	<b>0.00</b>	<b>(3,220.00)</b>
<b>Total Expenditures - Water Depr.</b>		<b>1,507,000.00</b>	<b>376,481.00</b>	<b>368,000.00</b>	<b>(8,481.00)</b>

**AGENDA MEMO**  
**City Council**  
**October 19, 2020**

**ISSUE STATEMENT**

A resolution approving a contract extension, year 3, with Clean Slate, Inc. to provide janitorial services for the City of Darien.

**RESOLUTION**

**BACKGROUND/HISTORY**

In 2018, the City of Darien requested bids which included optional contract extensions ([Attachment A](#)). For the past 2 years, Clean Slate has provided janitorial services for the City, including Public Works, Police Department and City Hall. Clean Slate has kept the three facilities clean and free from garbage.

The FYE 21 budget for Cleaning/Janitorial Services is split as follows:

<b>ACCOUNT NUMBER</b>	<b>ACCOUNT DESCRIPTION</b>	<b>BUDGET FY 20/21</b>	<b>YEARLY COST</b>
10-4345	Janitorial Services (75% split)	\$19,000.00	\$18,023.04
50-4223	Janitorial Services (25% split)	7,750.00	\$ 6,007.68
	TOTAL	\$26,750.00	\$24,030.72

**STAFF/COMMITTEE RECOMMENDATION**

Admin/Finance Committee recommends approval of a resolution authorizing a contract extension with Clean Slate, Inc.

**ALTERNATE CONSIDERATION**

As directed.

**DECISION MODE**

This item will be placed on the October 19, 2020 City Council Agenda for approval.

**BID TAB - CLEANING/JANITORIAL SERVICES  
OPTIONAL EXTENSIONS  
YEAR 3**

DESCRIPTION	UNIT	TOTAL	Service Master		Eco Clean		Clean Slate	
			Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual
City Hall - 3x per week	Monthly	12	668.47	\$8,021.64	890.00	\$10,680.00	546.32	\$6,555.84
Police Department - 5x per week	Monthly	12	1,993.05	\$23,916.60	1,280.00	\$15,360.00	910.54	\$10,926.48
Public Works - 5x per week	Monthly	12	1,107.25	\$13,287.00	690.00	\$8,280.00	485.62	\$5,827.44
<b>TOTALS</b>			<b>3,768.77</b>	<b>\$45,225.24</b>	<b>2,860.00</b>	<b>\$34,320.00</b>	<b>1,942.48</b>	<b>\$23,309.76</b>

**BID TAB - CLEANING/JANITORIAL SERVICES  
YEAR 3**

DESCRIPTION	UNIT	TOTAL	Service Master		Eco Clean		Clean Slate	
			Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual
City Hall - 3x per week	Monthly	12	688.52	\$8,262.24	890.00	\$10,680.00	563.22	\$6,758.64
Police Department - 5x per week	Monthly	12	2,052.84	\$24,634.08	1,280.00	\$15,360.00	938.70	\$11,264.40
Public Works - 5x per week	Monthly	12	1,140.57	\$13,686.84	690.00	\$8,280.00	500.64	\$6,007.68
<b>TOTALS</b>			<b>3,881.93</b>	<b>\$46,583.16</b>	<b>2,860.00</b>	<b>\$34,320.00</b>	<b>2,002.56</b>	<b>\$24,030.72</b>

**BID TAB - CLEANING/JANITORIAL SERVICES  
YEAR 4**

DESCRIPTION	UNIT	TOTAL	Service Master		Eco Clean		Clean Slate	
			Unit Price	Total Annual	Unit Price	Total Annual	Unit Price	Total Annual
City Hall - 3x per week	Monthly	12	709.17	\$8,510.04	890.00	\$10,680.00	580.64	\$6,967.68
Police Department - 5x per week	Monthly	12	2,114.42	\$25,373.04	1,280.00	\$15,360.00	967.73	\$11,612.76
Public Works - 5x per week	Monthly	12	1,174.78	\$14,097.36	690.00	\$8,280.00	516.12	\$6,193.44
<b>TOTALS</b>			<b>3,998.37</b>	<b>\$47,980.44</b>	<b>2,860.00</b>	<b>\$34,320.00</b>	<b>2,064.49</b>	<b>\$24,773.88</b>



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING A CONTRACT EXTENSION, YEAR 3, WITH CLEAN SLATE, INC. TO PROVIDE JANITORIAL SERVICES FOR THE CITY OF DARIEN BEGINNING NOVEMBER 1, 2020**

**BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, as follows:

**SECTION 1:** The City Council of the City of Darien hereby approves a contract extension, year 3, with Clean Slate, Inc. to provide janitorial services for the City of Darien, a copy of which is attached hereto as "**Exhibit A**".

**SECTION 2:** This Resolution shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 19<sup>th</sup> day of October 2020.

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

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

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

**APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 19<sup>th</sup> day of October 2020.

\_\_\_\_\_  
JOSEPH A. MARCHESE, MAYOR

ATTEST:

\_\_\_\_\_  
JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY





## Commercial Cleaning Services

Facility Cleaning Proposal

*for*

**CITY OF DARIEN**

1702 Plainfield Rd., Darien, IL 60561

**REQUEST FOR PROPOSAL (RFP)  
FOR  
MUNICIPAL FACILITY CLEANING SERVICES  
FOR  
THE CITY OF DARIEN**

**City Facilities Included in Request:**

**City Hall – 1702 Plainfield Road**

**Police Department – 1710 Plainfield Road**

**Public Works – 1041 S. Frontage Road**

**Pre-Proposal Meeting, Tuesday, August 7, 2018 – 10:00 a.m.**

**Proposal Due Tuesday, August 14, 2018 – 10:00 a.m.**

## **PART 1 – GENERAL TERMS AND CONDITIONS**

### **1. INTENT**

It is the intent of the City of Darien, to solicit bids from qualified vendors to furnish all supervision, labor, janitorial supplies, consumable materials, tools, and equipment necessary to complete all cleaning and janitorial services in a workmanlike and acceptable manner at three (3) City-owned facilities, which locations are in DuPage County, within the corporate limits of the City of Darien, Illinois.

### **2. MANDATORY PRE-BID MEETING:**

Failure to attend the pre-bid meeting will result in disqualification from the bid process. The pre-proposal meeting will be held in the City Hall Conference Room, 1702 Plainfield Road (630) 852-5000, on the date and time shown on the cover page of these Specifications and Proposal Documents.

### **3. AWARD**

Award shall be made to the lowest responsive and responsible bidder who best meets the specifications including financial capacity to perform, experience and qualifications performing similar work, and scheduling based upon the evaluation criteria specified herein.

The City of Darien reserves the right to reject any or all bids, waive technicalities, and to award in part or in whole or not award any portion of the bid, whatever is deemed to be in the best interest of the City.

This contract is a non-exclusive contract with the City of Darien. The City reserves the right to use other contractors or its own employees to perform work similar to that being performed under the terms of this contract. Performance of work by others shall be considered consistent with the terms of this contract and shall not be construed as cause for the Contractor to cease performance of work as directed.

### **4. FAMILIARITY**

Bidders are responsible to verify and become familiar with all conditions, instructions and specifications governing this contract. Before submission of a bid, Bidders are advised to 1) Inspect the site(s) of the proposed work and become familiarized with all the site conditions that may affect the performance of the work; and 2) Review all General Conditions, Specifications, and details provided with these bid documents.

### **5. BIDDER QUALIFICATIONS AND EVALUATION CRITERIA**

To be considered for award of a contract, Bidders must demonstrate the capability to provide services required in accordance with these bid specifications. This includes:

- A. Attendance at Mandatory Pre-Proposal Meeting
- B. Bid pricing
- C. Compliance with specifications
- D. References
- E. Not currently suspended from participation in any Local, State or Federal Projects

### **6. ADDENDA AND REQUESTS FOR INFORMATION**

Any and all changes to these specifications are valid only if they are included by written Addendum to All Bidders. No interpretation of the meaning of the plans, specifications or other contract documents will be made orally. Failure of any bidder to receive any such addendum or interpretation shall not relieve the bidder from obligation under this bid as submitted. All addenda so issued shall become part of the bid documents. Failure to request an interpretation constitutes a waiver to later claim that ambiguities or misunderstandings caused a bidder to improperly submit a bid.

**7. PREVAILING WAGE/CERTIFIED PAYROLL REQUIREMENTS (Public Act 94-0515)**

N/A

**8. EMPLOYMENT OF ILLINOIS WORKERS ON PUBLIC WORKS ACT (30 ILCS 570/)**

N/A

**9. ILLINOIS HUMAN RIGHTS ACT (775 ILCS 5/)**

In the event the Contractor's non-compliance with the provision of the Equal Employment Opportunity Clause, the Illinois Human Rights Act or the Applicable Rules and Regulations of the Illinois Department of Human Rights ("Department"), the Contractor may be declared ineligible for future contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations, and the contract may be cancelled or voided in whole or part, and such other sanctions or penalties may be imposed or remedies invoked as provided by statute or regulation.

**10. WAIVER OF WORKERS COMPENSATION/OCCUPATIONAL DISEASE EXPENSE REIMBURSEMENT**

The Contractor agrees to waive any and all rights to reimbursement of workers' compensation expenses under Section 1(a)(4) of the Illinois Workers' Compensation Act (820 ILCS 305), and as amended; and the Contractor agrees to waive any and all rights to reimbursement of occupational disease expenses under Section 1(a)(3) of the Illinois Occupational Diseases Act (820 ILCS 310), and as amended.

**11. SUBCONTRACTORS**

If any Bidder intends on subcontracting out all or any portion of the engagement, that fact, and the name of the proposed subcontracting firm(s) must be clearly disclosed on the form provided herein (use additional sheets if necessary). Failure to identify subcontractors could result in disqualification.

In the event the Contractor requires a change of the subcontractor(s) identified, a written request from the Contractor and a written approval from the City of Darien is required.

Notwithstanding written consent to subcontract, the Contractor shall perform with the Contractor's own organization, work amounting to not less than fifty (50%) percent of the total contract cost, and with materials purchased or produced by the Contractor. A subcontractor shall be bound by the conditions of this contract and shall perform in accordance with all terms and specifications of the contract.

**12. CHANGE IN STATUS**

The Contractor shall notify the City immediately of any change in its status resulting from any of the following: (a) Contractor is acquired by another party; (b) change in greater than 5% ownership interest; (c) Contractor becomes insolvent; (d) Contractor, voluntarily or by operation law, becomes subject to the provisions of any chapter of the Bankruptcy Act; (e) Contractor ceases to conduct its operations in the normal course of business. The City shall have the option to terminate its agreement with the Contractor immediately on written notice based on any such change in status.

**13. INVOICES, PAYMENTS, AND QUANTITIES**

Payment will be made by the City of Darien thirty (30) days after receipts of statement or invoice from Contractor for services rendered.

**14. INDEPENDENT CONTRACTOR**

The Contractor is an independent contractor and no employee or agent of the Contractor shall be deemed for any reason to be an employee or agent of the City.

**15. TERMINATION**

The City of Darien reserves the right to terminate this contract, or any part of this contract, upon ten (10) days written notice. In case of such termination, the Contractor(s) shall be entitled to receive payment for work completed to date in accordance with the terms and conditions of this contract. In the event that this contract is terminated due to Contractor's default, the City shall be entitled to purchase substitute items and/or services elsewhere and to charge the Contractor with any or all losses incurred, including attorney's fees and expenses.

**16. INSURANCE REQUIREMENTS**

The successful bidder ("Contractor") shall furnish, separately to the City of Darien, within ten (10) calendar days after being notified of the acceptance of bid, and shall maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors.

**MINIMUM SCOPE OF INSURANCE – Coverage shall be at least as broad as:**

Insurance Services Office Commercial General Liability occurrence form CG 0001 with the City of Darien named as additional insured on a primary and non-contributory basis. This primary, non-contributory additional insured coverage shall be confirmed through the following required policy endorsements:

- A. ISO Additional Insured Endorsement CG 20 10; and
- B. Owners and Contractors Protective Liability (OCP) policy with the City of Darien as insured; and
- C. Insurance Service Office Business Auto Liability coverage form number CA 0001, Symbol 01 "Any Auto."; and
- D. Workers' Compensation as required by the Workers' Compensation Act of the State of Illinois and Employers' Liability insurance.

**MINIMUM LIMITS OF INSURANCE – Contractor shall maintain limits no less than the following:**

- A. Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, and property damage and \$1,000,000 per occurrence for personal injury. The general aggregate shall be twice the required occurrence limit. Minimum General Aggregate shall be no less than \$2,000,000 or a project/contract specific aggregate of \$1,000,000.
- B. Owners and Contractors Protective Liability (OCP): \$1,000,000 combined single limit per occurrence for bodily injury and property damage.
- C. Business Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage.
- D. Workers' Compensation and Employers' Liability: Workers' Compensation coverage with statutory limits and Employers' Liability limits of \$500,000 per accident.

**DEDUCTIBLES AND SELF-INSURED RETENTIONS – Any deductibles or self-insured retentions must be declared to and approved by the City of Darien. At the option of the City of Darien, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the City of Darien, its officials, employees, agents and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigation, claim administration and defense expenses.**

**OTHER INSURANCE PROVISIONS – The policies are to contain, or be endorsed to contain, the following provisions:**

**A. General Liability and Automobile Liability Coverages**

- a. The City of Darien, its officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of the Contractor's work, including activities performed by or on behalf of the Contractor; products and completed operations of the Contractor; premises owned, leased or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protection afforded to the City of Darien, its officials, agents, employees and volunteers.
- b. The Contractor's insurance coverage shall be primary and non-contributory as respects the City of Darien, its officials, employees, agents and volunteers. Any insurance or self-insurance maintained by the City of Darien, its officials, employees, agents and volunteers shall be excess of Contractor's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage

provided to the City of Darien, its officials, employees, agents and volunteers.

- d. The Contractor's insurance shall contain a Severability of Interests/Cross Liability clause or language stating that Contractor's insurance shall apply separately to each insured against who claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- e. If any commercial general liability insurance is being provided under an excess or umbrella liability policy that does not "follow form," then the Contractor shall be required to name the City of Darien, its officials, employees, agents and volunteers as additional insureds.
- f. All general liability coverages shall be provided on an occurrence policy form. Claims-made general liability policies will not be accepted.
- g. The contractor and all subcontractors hereby agree to waive any limitation as to the amount of contribution recoverable against them by City of Darien. This specifically includes any limitation imposed by any state statute, regulation, or case law including any Workers' Compensation Act provision that applies a limitation to the amount recoverable in contribution such as *Kotecki v. Cyclops Welding*.

**B. Workers' Compensation and Employers' Liability Coverage**

- a. The insurer shall agree to waive all rights of subrogation against the City of Darien, its officials, employees, agents and volunteers for losses arising from work performed by Contractor for the municipality.

**C. All Coverages**

- a. No Waiver. Under no circumstances shall the City of Darien be deemed to have waived any of the insurance requirements of this Contract by any act or omission, including, but not limited to
  - i. Allowing work by Contractor or any subcontractor to start before receipt of Certificates of Insurance and Additional Insured Endorsements.
  - ii. Failure to examine, or to demand correction of any deficiency, of any Certificate of Insurance and Additional Insured Endorsement received.
- b. Each insurance policy required shall have the City of Darien expressly endorsed onto the policy as a Cancellation Notice Recipient. Should any of the policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.

**ACCEPTABILITY OF INSURERS** – Insurance is to be placed with insurers with a Best's rating of no less than A-, VII and licensed to do business in the State of Illinois.

**VERIFICATION OF COVERAGE** – Contractor shall furnish the City of Darien with certificates of insurance naming the City of Darien, its officials, employees, agents and volunteers as additional insureds, and with original endorsements affecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be received and approved by the City of Darien before any work commences. The City of Darien reserves the right to request full certified copies of the insurance policies and endorsements.

**SUBCONTRACTORS** – Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

**ASSUMPTION OF LIABILITY** – The contractor assumes liability for all injury to or death of any person or persons including employees of the contractor, any sub-contractor, any supplier or any other person and assumes liability for all damage to property sustained by any person or persons occasioned by or in any way arising out of any work performed pursuant to this agreement.

**17. REGULATORY REQUIREMENTS**

Successful bidder must comply with all applicable laws, regulations, and rules promulgated by any Federal, State, County, Municipal and/or other governmental unit or regulatory body now in effect or which may be in effect during the performance of the work. Included within the scope of the laws, regulations, and rules referred to in this paragraph but in no way to operate as a limitation, are Occupational Safety & Health Act (OSHA), Illinois Department of Labor (IDOL), Department of Transportation, all forms of traffic regulations, public utility, Intrastate and Interstate Commerce Commission regulations, Workers' Compensation Laws, Prevailing Wage Laws, the Social Security Act of the Federal Government and any of its titles, the Illinois Department of Human Rights, Human Rights Commission, or EEOC statutory provisions and rules and regulations.



## **PART 2 – TECHNICAL TERMS AND SPECIAL PROVISIONS**

### **1. SCOPE OF WORK**

- 1.1. The successful bidder ('Contractor') shall furnish the necessary labor, equipment and materials required to provide a high level of janitorial services and cleaning in accordance with these contract terms, conditions and special provision. The bid shall include all costs associated with furnishing supervision, lead workers, labor, contractor-supplied materials, tools, consumable materials, and equipment necessary meet or exceed the quality standards described herein.
- 1.2. The Contractor shall become fully acquainted with the nature of the work, all sites at which work is to be accomplished, and the conditions affecting the cost and performance of work at these locations within the corporate limits of the City of Darien, which locations are in DuPage Counties, Illinois, and to be serviced as follows:
  - 1) City Hall, 1702 Plainfield Road – three (3) alternating days cleanings/week: Monday, Wednesday, Friday
  - 2) Police Station, 1710 Plainfield Road – five (5) consecutive days cleanings/week: Monday-Friday.
  - 3) Public Works, 1041 S. Frontage Road – five (5) consecutive cleanings/week: Monday-Friday.
- 1.3. A list of tasks by location and frequency is included in Appendix A - Cleaning and Janitorial Task Schedule. A separate description of facility use is included in these special provisions to familiarize bidders with the extent of cleaning expected at each.
- 1.4. The Contractor will provide professional cleaning and janitorial services in accordance with safety data sheets (SDS, formerly MSDS), equipment manufacturer recommendations, applicable industry safety codes, and the Occupational Safety and Health Administration (OSHA) regulations.
- 1.5. Damage to Property: Contractor shall exercise caution to avoid damaging equipment, buildings, walls, flooring, and especially the finished workspaces. The Contractor shall be responsible for damage caused by their actions or failure to protect appropriately, and shall immediately notify the Police Department of any such damage. The City reserves the right to repair or replace that which was damaged or assess the Contractor such cost as may be reasonable and related to damage caused by the Contractor, and deduct these costs from any payment due the Contractor.

### **2. CONTRACT TERM AND RENEWAL**

- 2.1. The initial term of this contract will be for the period of September 1, 2018 through August 30, 2019 with the option for three (3) annual renewals. There shall be no pricing adjustments for the initial contract term.
- 2.2. The City may, at its option and with the concurrence of the Contractor, extend the period of this agreement an additional three (3) years in one (1) year increments through December 31, 2021. All renewals shall commence on September 1st and terminate on August 31st of any calendar year.
- 2.3. The Contractor shall be notified in writing of the City's intention to renew the contract period not less than sixty (60) calendar days prior to the expiration of the contract. The optional annual renewals will be based on performance and rating of services provided.
- 2.4. Unit price adjustments may be made at the time of any renewal of the contract. The unit price adjustments cannot exceed the percentage increase of the Chicago Area Consumer Price Index

(Chicago-Gary-Kenosha) for the most recent twelve (12) month period preceding the renewal notification, as published by the Labor Department, and in no case can increase more than 5 percent in any one year. Expenditure category used shall be "All Items".

- 2.5. The Contractor shall accept or decline the renewal in writing no later than fifteen (15) business days after the date contained in the City's renewal request.

### **3. NOTIFICATION OF WORK AND FACILITY SCHEDULES**

- 3.1. Supervision: This contract will be under the direct supervision of the assigned designee and detailed supervision provided by the Public Works Superintendent or their authorized representative(s). Any alterations, modifications, or claims for any extra work to be performed under this contract shall be made only by written agreement between the Contractor and the Director and shall be made prior to commencement of such changes.
- 3.2. The Contractor will meet once per month with the assigned designee during the first 90 days of the contract, and once per 3-months (quarter) thereafter.
- 3.3. The Contractor shall have at least one telephone number for calls 24 hours per day, seven (7) days per week including holidays.
- 3.4. The Contractor shall establish a routine normal schedule for the completion of the work. The schedule shall be submitted for approval to the assigned designee at the commencement of the contract and shall be re-submitted anytime revisions in the schedule occur. It shall be the Contractor's responsibility to provide sufficient manpower to complete the schedule each day regardless of sickness, leaves, or other personnel matters.
- 3.5. The Contractor may have to occasionally revise the normal cleaning and janitorial work schedule in various meeting rooms and nearby common areas so as to not interfere with scheduled meetings or events. The City will provide advance notice of meetings and events. Such meeting room use is considered a normal activity of the facility and shall in no way diminish the Contractor's responsibility for cleaning the meeting rooms and common areas following the meeting.
- 3.6. The facilities' uses, hours of operation and normal times at which cleaning and janitorial services could be completed, has been generalized herein and is not intended to be all-inclusive:
  - 3.6.1. City Hall – upper and lower levels, includes administrative offices, conference room, bathrooms, and coffee station. The lower level includes council chambers, bathrooms and breakroom. Permanent file storage and computer network equipment rooms are also located on the lower level.
    - 3.6.1.1. Normal use hours are 8:30 AM to 5:00 PM.
    - 3.6.1.2. The Contractor will have access normally Monday through Friday 6:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
    - 3.6.1.3. The Contractor shall be responsible for cleaning all offices, common areas, stairways, meeting rooms, break rooms, and restrooms.
  - 3.6.2. Police Station – upper and lower, includes administrative offices of the Police Department, secured offices of the Police Chief and Commanders, as well as criminal evidence and prisoner processing rooms. The meeting room is frequently scheduled for daytime and evening meetings. Break rooms are used daily for employees' preparation and consumption of snacks and meals as well as public use associated with the meeting rooms. Locker rooms are used daily and its showers used occasionally. *This contract does not include the temporary prisoner detention areas.*

- 3.6.2.1. This building is operating 24-hours each day with law enforcement staff; however administrative normal use hours are 8:00 AM to 5:00 PM.
  - 3.6.2.2. The Contractor will have access normally Monday through Friday 6:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
  - 3.6.2.3. The Contractor will be restricted occasionally from the offices of the Police Chief and Commanders, and the Evidence Processing Room when doors are locked; however, unlocked doors shall indicate a request for routine cleaning and janitorial services.
  - 3.6.2.4. The Contractor shall be responsible for cleaning all offices, common areas, meeting rooms, break rooms, restrooms, and locker rooms.
- 3.6.3. Public Works – two levels, includes administrative offices, restrooms, work spaces and meeting rooms. The conference room is used occasionally for daytime and evening meetings. The break room is used daily for employees' preparation and consumption of snacks and meals, and occasionally for daytime meetings. This contract does not include the garage areas or locker room.
- 3.6.3.1. Normal use hours are 7:00 AM to 3:30 PM.
  - 3.6.3.2. The Contractor will have access normally Monday through Friday 4:00 P.M. through 6:00 A.M., and all times on weekends and holidays.
  - 3.6.3.3. This building may occasionally operate with personnel all hours each day; for example, emergency repairs or wintertime snow and ice control operations.
  - 3.6.3.4. Personnel can have on their boots and clothing a great deal of grease, dust, dirt, mud, salt, and asphalt. Extra effort may be required to maintain floors.
  - 3.6.3.5. The Contractor shall be responsible for cleaning all offices, work spaces, common areas, meeting rooms, break rooms, and restrooms.

#### **4. CONTRACTOR'S PERSONNEL**

- 4.1. The Contractor shall provide to the City a designated contact person on all work performed by the Contractor's crew(s). At all times that crews are working in any City facility the designated contact person shall be available by telephone and be able to contact crews working in those facilities. The designated contact person shall be responsible for the instruction and training of personnel in the proper work methods and procedures. The designated contact person will schedule and coordinate all services and functions as required by the contract and as specified in the task schedules. It is not necessary for the designated contact person to be on site.
- 4.2. **Employee Work List and Background Check:** The Contractor shall confidentially submit a current list of the names, addresses, date of births, and photo identification of all employees who will perform work under this contract. All employees on this list shall be first required to submit to a fingerprint-based background check conducted by the City's Police Department prior to being allowed access to City facilities. Changes in this employment list shall be reported to the City Administrator within 48 hours. No employee shall be allowed on the job site until the documentation has been provided and the City has had sufficient time to conduct its background checks to approve each employee. The City shall have and shall exercise full and complete control over clearance for Contractor's employees, or to request changes to the employee list.
- 4.3. All Contractors' employees will display photo identification badges while working on City premises. No employees will be allowed access to any area without displaying the required identification badge.

- 4.4. Keys and access cards issued by the City to the Contractor's personnel shall be in the possession of a single employee at all times when in City facilities. In the event that a card is lost or damaged, Contractor shall IMMEDIATELY NOTIFY THE POLICE DEPARTMENT so that access for that card may be halted. The Contractor shall reimburse the City for the cost of keys and access cards, including all costs associated with replacement keys and changing of locks if deemed necessary by the City.
- 4.5. All employees and representatives of the Contractor's company must be able to read and understand all chemical labels, building signs, and warning signs.
- 4.6. To ensure competent and safe performance of the work, all employees shall be bonded under the Contractor's company, and the Contractor shall provide appropriate training to employees prior to the beginning of service under this Contract. The Contractor is responsible for any theft or tampering by his workers or during the period the workers are in the building.
- 4.7. The Contractor's employees will be working in areas which are under secured access and other areas which will be generally open to the public during reasonable hours for meetings and other uses. All secured areas shall be maintained in a secured condition and these areas shall be locked immediately upon completing the required work. The Contractor, upon completion of the public use, will secure access to the public meeting areas of the buildings. All areas shall be secured when the Contractor has completed his daily operations.
- 4.8. Any employee(s) of the Contractor whom the City deems careless, discourteous, or otherwise objectionable or who cannot meet standards required for security or other reasons will be prohibited from entering the buildings to perform work. The Contractor shall be required to provide alternate employee(s) to complete the work required.

## **6. CLEANING AND JANITORIAL SERVICES SPECIFICATIONS**

- 5.1. The Contractor shall provide all equipment, labor, and supplies for the services described in this section. The Contractor shall provide, at no additional cost to the City, all equipment and janitorial supplies required to support these work activities with the exception of consumable materials as may be optioned herein.
- 5.2. The Contractor shall provide a high level of cleaning and janitorial services with the care and expectations as described herein and at the frequency specified in Appendix A - Cleaning and Janitorial Task Schedule. These descriptions are not all-inclusive, as the Contractor's exceptional work practices should be the standard when conducting cleaning activities.
- 5.2.1. **DUSTING:** Satisfactory and acceptable dusting will present a surface free from all dust and other loose material and shall be completed using appropriate means such as treated cloths or micro-fiber cloths.
- 5.2.2. **CLEANING (Non-Floor Surfaces):** A satisfactory and acceptable clean surface shall be completely free of all loose and adhering dirt or other foreign material down to the original finish of the surface. A clean surface will appear both physically and visually clean, free from streaks or other residue. If a cleaning agent is required, an approved agent for the surface to be cleaned shall be used in accordance with the manufacturer's use recommendations.
- 5.2.3. **RESTROOMS AND LOCKER ROOMS:** All porcelain fixtures, chrome and metal work, and glass shall be cleaned and free from streaks, dirt or grime using approved cleaners. Bowls, urinals and sinks shall be free from water stains, rings and biological stains. Floors, walls, and partitions shall be cleaned and free from stains, dirt, grime or streaks. Sanitizing shall be completed with an approved disinfectant. Restrooms shall be free of objectionable odors.
- 5.2.4. **KITCHENS AND LUNCHROOMS:** All fixtures, appliances, chrome and metal work, and glass shall be cleaned and polished to a shiny appearance free from streaks, dirt, grease and grime. Sinks shall be free from rings and stains and free from objectionable odor. Floors, walls, cabinets, tables, chairs and garbage receptacles shall be free from stains, dirt, grime, odors, grease and streaks. Microwave ovens shall be clean and free from "cooked on" foodstuffs.
- 5.2.5. **FLOORS AND CARPETS:** A satisfactory and acceptable floor or carpet will not have dust, streaks, marks or dirt in corners behind doors or under furniture. All paper clips, staples, etc. shall be picked up. The use of vacuuming equipment and/or treated dust mops will be used to keep the floors clean and free of all dust, dirt and loose foreign material, including all corners, crevices and other hard to reach areas, regardless of the surface. Waxed floors will show a "wet look" gloss and shall not be yellowed, streaked, cloudy, foggy, hazy, or otherwise show signs of films. Heavy use carpet areas will be spot cleaned as needed to maintain a dirt-free appearance between contractual cleanings. Baseboard shall be cleaned periodically to remove dirt, dust, and scuff marks.
- 5.2.6. **WET MOPPING:** Satisfactory and acceptable wet mopping will present a clean floor free from streaks, smears and dried dirt. Safe, all-purpose detergents will be used on all resilient and hard floor surfaces. During winter months when snow & ice control chemicals may be in use Contractor shall use an approved neutralizing product. Water will be changed daily at a minimum, between cleaning processes, or when the level of soil is such that more frequent water changes are required to maintain satisfactory cleaning. These same standards shall apply to cleaning of stairways and chairmats.
- 5.2.7. **SPOT CLEANING:** When a spot or stain is detected in the carpet, effort shall be made to identify the stain and use an appropriate spot cleaner to eliminate the stain. If the stain

cannot be cleaned, the City Administrator shall be notified of the approximate location of the stain and methods attempted to remove it.

5.2.8. **GLASS:** A satisfactory and acceptable glass, mirror or vitreous surface will be free from streaks, smears, and spots. All interior glass and at entrances shall be cleaned.

5.2.9. **MISCELLANEOUS CLEAN UP, RESTRICTIONS AND REQUESTS:**

5.2.9.1. Use wet floor warning signs whenever floors are mopped and dampened.

5.2.9.2. Pick up swept dirt.

5.2.9.3. Empty mop bucket and rinse out mop in designated sinks or basins.

5.2.9.4. Clear all sink drains of debris.

5.2.9.5. Restore any materials to proper storage location.

5.2.9.6. Turn-off all lights.

5.2.9.7. Keep clean and orderly the dumpster sites.

5.2.9.8. Keep storage areas and janitor's closets clean, safe and organized.

5.2.9.9. Never leave keys or access cards off your person. Lost or stolen keys or access cards shall be **REPORTED TO THE POLICE DEPARTMENT IMMEDIATELY**. Do not go into cabinets, closets, or storage areas that you have not been authorized to access.

5.2.9.10. Do not remove paper, boxes, or other items from the floor that are not in wastebaskets.

5.2.9.11. Place all "found" valuables on desk in the Clerk's Office at the City Hall.

5.2.9.12. Place a sign on both the front and rear windshield of your car if you drive to a work location showing "JANITOR".

5.2.9.13. Do not use office telephones for personal calls.

5.2.9.14. Do not allow anyone except Contractor's personnel or authorized City employees to enter the building if the building has been locked or secured.

5.2.9.15. Note immediately if anything was broken or damaged when Contractor's personnel entered a work location, and **NOTIFY THE POLICE DEPARTMENT** within one (1) hour.

5.2.9.16. If Contractor's personnel feel harassed or witness a crime, **CALL THE POLICE DEPARTMENT IMMEDIATELY**

5.3. The City will provide at each facility the secure locations for storage of Contractor's equipment, cleaning supplies, and consumable materials, as well as all containers for refuse disposal both inside and outside the facilities, including recycling containers when applicable.

5.4. If for any reason the City objects to the use of a cleaning or janitorial product, the Contractor shall discontinue use and find a substitute acceptable to the City. All products supplied or used under this Contract shall be new in their original containers and within product expiration dates.

5.5. **SAFETY, LABELING & COMPLIANCE:** All supplies of the Contractor and stored at the City facilities shall meet all applicable standards for product safety, and which shall be deemed stored safely in the City facilities without modifications. Any items determined not to be in compliance

shall be corrected or removed. Contractor shall furnish the City copies of Safety Data Sheets (SDS, formerly MSDS), for all products used, prior to beginning service, and shall update copies of the SDS annually and at any time a new chemical or cleaning product is to be used.

- 5.6. **Building Alarms:** Contractor's personnel are responsible for arming and disarming alarm systems at the City facilities. For each false alarm that occurs due to the action of the Contractor's personnel, the Contractor shall be charged the fines assessed by the Fire Protection District.
- 5.7. **Inspections & Corrections:** Periodic inspections shall assess the Contractor's performance in meeting these standards. The Contractor and the City shall jointly establish a system whereby the City can give notice to the Contractor indicating problems, complaints and other discrepancies. The Contractor shall formally respond to these requests and notices. Any deficiencies noted in any inspection shall be corrected within twenty-four (24) hours, or by such time mutually agreed to by the City.
- 5.8. The Contractor shall accept the facilities and appurtenances in their current condition. No compensation will be allowed for modifications or repairs to meet Contractor's requirements. Under no circumstances will any facility's components be upgraded, enhanced, or improved, after the bid has been awarded, to the Contractor's specifications or for the benefit of the Contractor.

## **6. CONSUMABLE MATERIALS – OPTION BID**

- 6.1. All bidders shall provide with this bid the annual costs to furnish consumable products for City facility use which will be replenished as part of routine cleaning and janitorial services including hand soap, shower soap and urinal blocks. The City has previously provided consumable materials through other purchasing contracts; however, it may be in the best interest of the City for the Contractor to purchase and replenish these consumable supplies as part of the Cleaning and Janitorial Services Contract.
- 6.2. All products furnished shall be compatible with existing dispensing units or containers, and replenished during the course of routine services under this Contract. This item does not include facial tissues.
- 6.3. Contractor's selected products for consumable supplies shall be of the highest quality. The selected bidder (Contractor) may be requested to make available at no cost to the City sufficient samples of the proposed paper towels, liquid hand soap, and deodorant urinal blocks to assess product quality.
- 6.4. The total contract award of this Cleaning and Janitorial Services Contract may include the Consumable Materials–Option Bid if bid prices for this Option are within the City budget and pricing is most advantageous to the City.

The City is exempt from paying Illinois Sales Tax and Federal Excise Taxes. Prices submitted shall not include any of these taxes. Prices bid must include all applicable costs to the City including shipping costs to City facilities if necessary.

## **7. SPECIAL CLEANING – OPTION BIDS**

7.1. All bidders shall provide on the Bid Proposal Form the one-time costs per each special cleaning service at City facilities, which services are not specified as part of routine services of this contract, including washing exterior windows, stripping and refinishing vinyl tile floors, hot-water extraction cleaning of carpeted areas, and hot-water extraction cleaning of cloth office furniture during the carpet cleaning.

7.1.1. The City will move and replace furniture as may be requested by the Contractor.

7.1.2. Costs for special cleaning services shall include all labor, equipment, materials, and supplies. No additional mark-up or cost increases may be later requested for mobilization, transportation, fuel, unique equipment, overhead, profit, etc. for completing this work as may be scheduled outside of normal facility hours including on weekends.

7.2. Payment will be made based on the prices provided by the selected bidder (Contractor) of this Cleaning and Janitorial Services Contract, at such time these special services are needed.

## **8. PAYMENT**

8.1. Payment for all work completed and accepted will be made on the basis of the contract prices unless other agreements have been authorized in writing as specified herein. The Contractor shall submit the invoice to the City for all work completed during the month.

8.2. If scheduled work has not been completed in accordance with the approved schedule, payment will be withheld for the appropriate value of uncompleted work. At such time that the work is completed and accepted, payment will be made with the next scheduled monthly payment.

8.3. Any liquidated damages accrued and assessed as specified herein will be deducted from any monies due or to become due to the Contractor from the City.



REFERENCES

The Contractor must provide four (4) references, including at least one (1) municipality, listing firm, name, address, telephone number and contact person, for whom the Contractor has supplied janitorial services similar to those provided in these specifications for a period no less than six (6) months.

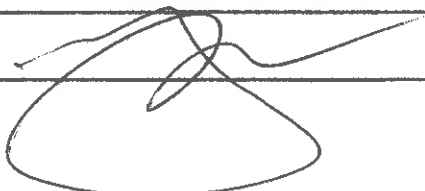
COMPANY NAME: CROWNE PLAZA CHICAGO O'HARE HOTEL & CONF.  
ADDRESS: 5440 N RIVER RD.  
CITY, STATE, ZIP: ROSEMONT, IL 60018  
PHONE NUMBER: 847.671.6350 FAX:  
CONTACT PERSON: CHEF MICHAEL GROVE  
DATE OF SERVICE(S): FEB 2017 TO PRESENT

COMPANY NAME: TRP MANAGEMENT COMPANY  
ADDRESS: 7630 PLAZA COURT, SUITE 100  
CITY, STATE, ZIP: WILLOWBROOK, IL 60527  
PHONE NUMBER: 630.455.9151 FAX:  
CONTACT PERSON: JILL BONFIGLIO - PROPERTY MANAGER  
DATE OF SERVICE(S): JANUARY 2017 TO PRESENT

COMPANY NAME: HUNTINGTON SQUARE APARTMENTS  
ADDRESS: 1300 ELMHURST RD.  
CITY, STATE, ZIP: MT. PROSPECT, IL 60056  
PHONE NUMBER: 847.364.4444 FAX:  
CONTACT PERSON: MICHELLE CHAVEZ - PROPERTY MANAGER  
DATE OF SERVICE(S): APRIL 2015 TO PRESENT

COMPANY NAME: GOOSEHEAD INSURANCE  
ADDRESS: 612 EXECUTIVE DR.  
CITY, STATE, ZIP: WILLOWBROOK, IL 60527  
PHONE NUMBER: FAX:  
CONTACT PERSON: JOHN DeVAE  
DATE OF SERVICE(S): DEC. 2016 TO PRESENT

Bidder's Name: JOHN BON B. CHIONG. - CLEANSLATE, INC.


Signature & Date: 

**CITY OF DARIEN  
CLEANING/JANITORIAL SERVICES  
BID SHEET**

September 1, 2018 – August 31, 2019

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 529.93	12	\$ 6,359.16
Police Department – 5x week	\$ 883.22	12	\$ 10,598.64
Public Works – 5x week	\$ 471.05	12	\$ 5,652.60
<b>TOTAL</b>	<b>\$ 1,884.20</b>		<b>\$ 22,610.40</b>

Name: JOHN BOY B. CHIONG  
(print)

Signature: 

Company Name: CLEAN SLATE, INC.

Address: 510 PLAINFIELD RD., DARIEN, IL 60561

Office Phone: 312-927-4858

Cell Phone: 312-927-4858

Email: john.cleanslateinc@outlook.com

**CITY OF DARIEN  
CLEANING/JANITORIAL SERVICES  
BID SHEET**

Optional Contract Extension – Year 2

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 546.32	12	\$ 6,555.84
Police Department – 5x week	\$ 910.54	12	\$ 10,926.48
Public Works – 5x week	\$ 485.62	12	\$ 5,827.44
<b>TOTAL</b>	<b>\$ 1,942.48</b>		<b>\$ 23,309.76</b>

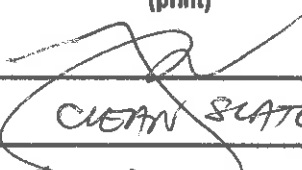
Optional Contract Extension – Year 3

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 563.22	12	\$ 6,758.64
Police Department – 5x week	\$ 938.70	12	\$ 11,264.40
Public Works – 5x week	\$ 500.64	12	\$ 6,007.68
<b>TOTAL</b>	<b>\$ 2,002.56</b>		<b>\$ 24,030.72</b>

Optional Contract Extension – Year 4

APPENDIX A DUTIES/ LOCATION	MONTHLY COST	TOTAL MONTHS	ANNUAL COST
City Hall – 3x week	\$ 580.64	12	\$ 6,967.68
Police Department – 5x week	\$ 967.73	12	\$ 11,612.76
Public Works – 5x week	\$ 576.12	12	\$ 6,913.44
<b>TOTAL</b>	<b>\$ 2,064.49</b>		<b>\$ 24,793.88</b>

Name: JOHN BON A. CHIONG  
(print)

Signature: 

Company Name: CLEAN SLATE, INC.

Address: 570 PLAINFIELD RD, DAMEN, IL 60501

Office Phone: 312.927.4858

Cell Phone: 312.927.4858

Email: john.cleanslateinc@outlook.com

In witness whereof, the said parties have executed these provisions on the date below mentioned

CITY OF DARIEN

FOR: THE CONTRACTOR

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

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

Print Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: Mayor

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

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

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

APPENDIX A

**CLEANING AND JANITORIAL TASK SCHEDULE**

	City Hall				Police Station				Public Works			
	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October
<b>GENERAL HOUSEKEEPING</b>												
Gather all waste paper, insert liners, and remove to proper disposal or recycling area. Paper and other recyclable materials shall be collected, and stored for removal as designated.	•				•				•			
Dust as necessary exposed area of tables, countertops, file cabinets, bookcases and shelves, and return vents.	•				•				•			
Spot clean soiled areas	•				•				•			
Wipe clean working areas of tables, other work surfaces. Papers on these surfaces should not be disturbed.	•				•				•			
Clean, scour, and sanitize drinking fountains	•				•				•			
Spot clean interior door glass, glass partitions, office windows, and light switches.	•				•				•			
Damp clean top handrail on all stairways	•				•				•			
Wipe clean all desktops, if free of clutter		•				•				•		
Dust as necessary all horizontal blinds in offices and common areas		•				•				•		
Empty exterior waste containers and insert new liners if required		•				•				•		
Clean and sanitize telephones		•				•				•		
Dust all horizontal surfaces including sills, ledges, moldings, picture frames, wall hangings, and radiators (including washrooms and lunchrooms)		•				•				•		
Dust tops of all room divider partitions, including attached cabinets		•				•				•		
Dust tops of all lockers						•						
Clean & Polish Kickplates		•				•				•		
Clean and polish all railings with approved cleaner		•				•						
Clean all entrance door glass & interior glass surfaces (not exterior windows)		•				•				•		
Remove fingerprints from doors, moldings and from around light switch plates (including washrooms and lunchrooms)		•				•				•		
Damp wipe complete railings of all stairways		•				•				•		
Vacuum upholstered chairs and furniture			•				•				•	
Damp wipe and mop clean the elevator			•				•					
Clean all entrance door glass & interior glass surfaces (not exterior windows)			•				•				•	
Dust HVAC vents & returns for cobwebs, dust & dirt, up to 10 feet			•				•				•	
Dust exterior of all lighting fixtures			•				•				•	
Clean or vacuum all vertical surfaces of room dividers and partitions, including attached cabinets			•				•				•	
Vacuum dust from all window blinds				•				•				•

**CLEANING AND JANITORIAL TASK SCHEDULE**

	City Hall				Police Station				Public Works			
	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October	Each Visit	Weekly	Monthly	April & October
<b>RESTROOMS, SINKS, KITCHENS/BREAKROOMS</b>												
Clean, sanitize and polish all metal and vitreous fixtures including toilet bowls, urinals, hand basins, and sinks	•				•				•			
Clean and sanitize toilet seats (both sides) and all counter areas	•				•				•			
Clean mirrors	•				•				•			
Empty all waste containers and insert liners	•				•				•			
Dust tops of partitions as necessary	•				•				•			
Spot clean partition doors as necessary	•				•				•			
Spot clean walls around sinks and walls around and under towel cabinets and urinals	•				•				•			
Clean and refill all dispensers	•				•				•			
Clean interior and exterior of microwaves	•				•				•			
Empty and clean coffee makers and coffee pots	•				•				•			
Spot clean exterior of refrigerators and dishwashers	•				•				•			
Damp clean exterior of waste containers		•				•						
Damp clean seats and backs of plastic chairs in breakrooms		•				•						
Damp clean partitions and partition doors and remove all writing where possible		•				•						
Spot clean all walls		•				•						
Damp clean seats and handles of exercise equipment in wellness room						•						
Change urinal blocks			•				•				•	
Thoroughly clean all washroom, locker room partitions and walls			•				•				•	
Clean exterior of all lockers							•					
<b>FLOOR CARE: RESILIENT AND HARD</b>												
Dust mop with treated mop, or sweep all open hard floor surfaces including stairways	•				•				•			
Mop all hard floor surfaces & entryways (mats to be picked up).	•				•				•			
Clean floor mats with vacuum	•				•				•			
Detergent mop and rinse and disinfect all washroom floor and locker room floors	•				•				•			
Damp clean all stair steps		•				•				•		
Machine spray buff all resilient tile areas			•				•				•	
Machine scrub and refinish all washroom floors (no wax). Scrub and clean all baseboards with appropriate mark remover if necessary			•				•				•	
<b>FLOOR CARE: CARPETS</b>												
Remove any spots with cleaner as needed	•				•				•			
Vacuum traffic areas and all meeting rooms	•				•				•			
Detail vacuum all corners and under chairs and tables		•				•				•		
Lift and vacuum under all plastic chair mats, damp wipe mat			•				•				•	
Damp clean all baseboards. Scrub and clean all baseboards with a City approved mark remover			•				•				•	



Commercial Cleaning Services

License & Insurance



Clean Slate Inc.  
Attn: Mr. John Bon B. Chiong  
510 Plainfield Rd  
Darien, IL 60561

June 22, 2018

Dear Mr. Chiong,

Enclosed is the 2018-19 Home Occupation License decal for **Clean Slate Inc.**, please affix the decal to the glass of your front door or window so that it is visible from the street. According to the manufacturer, the decal should peel off in one piece for easy removal at the next renewal period.

Thank you for locating your business in Darien and your continued efforts to make "Darien a Nice Place to Live."

Sincerely,

City of Darien

  
JoAnne E. Ragona,  
City Clerk

mg

Enclosure



# Taxpayer Notification

## Business Authorization



#BWNKMGV  
#CNXX XX4X 9749 8X88#  
CLEAN SLATE INC  
510 PLAINFIELD RD  
DARIEN IL 60561-4210

August 6, 2018



Letter ID: CNXXXX4X97498X88

Account ID: 4282-8260

## We have enclosed your Illinois Business Authorization.

We have enclosed your Illinois Business Authorization. Verify that all of the information is correct. If any corrections are needed you must contact us immediately at the telephone number listed below.

If all of the information is correct, your authorization must be visibly displayed at the address listed.

**Do not discard.** Your Illinois Business Authorization is an important tax document that provides you the authorization to legally do business in Illinois.

If you wish to be registered for any other taxes or fees, you must complete a new application. For questions, visit our website at [tax.illinois.gov](http://tax.illinois.gov) or call us weekdays between 8:00 a.m. and 4:30 p.m. at the telephone number below.

CENTRAL REGISTRATION DIVISION  
ILLINOIS DEPARTMENT OF REVENUE  
PO BOX 19030  
SPRINGFIELD IL 62794-9030

217 785-3707

Enclosure(s)

Verify that all of your Illinois Business Authorization information is correct.

- ✓ **If not**, contact us immediately.
- ✓ **If yes**, cut along the dotted line (fits a standard 5 x 7" frame). Your authorization must be visibly displayed at the address listed. **Do not discard**- your Illinois Business Authorization is an important tax document that provides you the authorization to legally do business in Illinois.

OFFICIAL DOCUMENT

State of Illinois - Department of Revenue

**Illinois Business Authorization**

**CLEAN SLATE INC**

**510 PLAINFIELD RD  
DARIEN IL 60561-4210**

**Loc. Code: 022-0062-7-001**

**Darien  
DuPage County**

**Expiration Date:  
5/1/2019**

**Certificate of Registration**


**Sales and use taxes and fees (4252-8260)**

ILLINOIS REVENUE

*Christine Beard*  
Director

OFFICIAL DOCUMENT - DO NOT DESTROY

**Issued Date: 08/06/2018**







# DARIEN CHAMBER OF COMMERCE

---

**2018**

Membership Certificate

## CLEAN SLATE

is recognized as a "Member in Good Standing"

by having fulfilled the requirements and honoring the mission statement of the

**Darien Chamber of Commerce**

*a corporation not for pecuniary profit, with all the rights, but subject to all the conditions granted or imposed  
by the By-Laws of said corporation now or at any time hereafter in force and effect.*

*IN WITNESS WHEREOF, the said Corporation has caused this Certificate to be signed  
By its duly authorized officers and to be sealed with the Official Seal in Darien, Illinois.*



  
Gail Sablick, Chairman of the Board

  
April Padalik, Executive Director

**Member  
Since  
2016**



**Darien Chamber  
of Commerce**

YOUR CONNECTION TO BUSINESS SUCCESS

# Taxpayer Notification

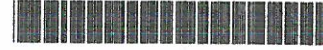
## Business Authorization



---

#BWNKMGV  
#CNXX X2X7 X8X9 4564#  
CLEAN SLATE INC  
510 PLAINFIELD RD  
DARIEN IL 60561-4210

March 2, 2020



Letter ID: CNXXX2X7X8X94564

Account ID: 4282-8260

## We have enclosed your Certificate of Registration.

We have enclosed your Illinois Business Authorization. Please verify that all of the information on the attached Business Authorization is correct. In particular, be sure to verify that the information correctly represents whether you are within or outside of a municipality. If you are registered for Sales and Use Tax and the retail sales location listed is incorrect, contact our Local Tax Allocation Division at 217 785-6518.

If all of the information is correct, your authorization must be visibly displayed at the address listed.

***Do not discard the attached Illinois Business Authorization unless the information displayed is incorrect or until it expires.*** Your Illinois Business Authorization is an important tax document that indicates that you are registered or licensed with the Illinois Department of Revenue to legally do business in Illinois.

If you wish to be registered for any other taxes or fees, you must complete a new application. For questions, visit our website at [tax.illinois.gov](http://tax.illinois.gov) or call us weekdays between 8:00 a.m. and 4:30 p.m. at the telephone number below.

CENTRAL REGISTRATION DIVISION  
ILLINOIS DEPARTMENT OF REVENUE  
PO BOX 19030  
SPRINGFIELD IL 62794-9030

217 785-3707

**Verify that all of your Illinois Business Authorization information is correct.**

Verify that the information below correctly represents your business location. In particular, be sure to verify that the information correctly represents whether you are within or outside of a municipality. If you have registered for Sales and Use Tax and the retail sales location listed is incorrect, contact our Local Tax Allocation Division at 217 785-6518.

**Darien  
DuPage County**

For all other corrections, contact our Central Registration Division at 217 785-3707.

If all of the information is correct, cut along the dotted line (fits a standard 5" x 7" frame). Your authorization must be visibly displayed at the address listed. **Do not discard the attached Illinois Business Authorization unless the information displayed is incorrect or until it expires.** Your Illinois Business Authorization is an important tax document that indicates that you are registered or licensed with the Illinois Department of Revenue to legally do business in Illinois.

OFFICIAL DOCUMENT

State of Illinois - Department of Revenue

**Illinois Business Authorization**

OFFICIAL DOCUMENT

**CLEAN SLATE INC**

**510 PLAINFIELD RD  
DARIEN IL 60561-4210**

**Loc. Code: 022-0062-7-001**

**Darien  
DuPage County**

**Certificate of Registration**

Sales and use taxes and fees

(4282-8260)

Expiration Date:  
**5/1/2021**

**ILLINOIS REVENUE**  
*[Signature]*  
Director

OFFICIAL DOCUMENT

Issued Date: **03/02/2020**

**AGENDA MEMO**  
**CITY COUNCIL**  
**October 19, 2020**

**Case**

PZC 2020-08      338 Janet Avenue      (Piazza)

**Ordinance**

**Issue Statement**

Petitioner Sean Piazza seeks approval to vary Section 5A-7-2-6(A) of the City Zoning Code, that otherwise requires both a 35 foot front yard setback and a 10 foot interior side yard setback, for a garage and second story addition to the existing house at 338 Janet Avenue in Darien, Illinois.

**General Information**

Petitioner / Property Owner:	Sean Piazza
Property Location / PIN#:	338 Janet Avenue / 09-26-103-020
Zoning / Land Use:	Site: R-2 / single-family residence North, South, East, West: R-2 / single-family residence
Comprehensive Plan:	Future Land Use: Low Density Residential
Size of Subject Lot:	75' x 163' = 12,225 square feet
Natural Features:	Relatively flat with eastern portion in floodplain
Transportation:	Frontage to Janet with single drive to carport

**Zoning Provisions**

Section 5A-7-2-6(A); required minimum yards for single-family detached dwellings;

Front Yard:	35 feet
Interior Side Yard:	10 feet

**Development History and Proposal**

Platted in 1946 as a portion of the Tri-State Village subdivision, this neighborhood was developed with a permitted 27' front yard setback to the street. Subsequently becoming incorporated as a part of Darien, the R-2 zoning district amended this to a 35' front yard setback, and added a side yard setback requirement of 10'.

The lot is improved with a single-story ranch with an attached carport, and does not currently conform to either required setback. The petitioner proposes a substantial rehabilitation, including the conversion of the carport to a 2-car garage with a second-story addition above. The home sits between 34.20' and 35' to the front property line and 9' to the eastern side yard where the construction is proposed. The proposed enclosed garage dictates a minimum size for construction, which also intends to utilize some in-ground foundation improvements that were previously constructed. As proposed, the new construction would have a setback of 33.44' to the front yard (1.56' encroachment) and 7.17' to the interior side yard (2.83' encroachment). The petitioner indicates that the rehabilitation will fit the character of the neighborhood as many homes were built with similar encroachments. The adjacent home to the east is 14.34' from the property line. Although the eastern property line is in the floodplain, no construction will occur in the zone.



**Petitioner Documents** (attached to this memo)

1. [Application](#), including narrative and variation justification
2. [Plat of Survey](#)
3. [Proposed Front Elevation](#)
4. [Proposed Site Plan and Floodplain Illustration](#)



**Staff Documents** (attached to this memo)

5. [Location Map](#)
6. [Location Map w/floodplain](#)
7. [Zoning Variation Decision Criteria](#)

**Staff Plan Review**

The petitioner is proposing a remodel of an existing home with an established setback encroachments. While the side yard encroachment is essential for the useable width of the garage, the front yard encroachment is preferred for aesthetic reasons. The requested variations will not substantially alter the neighborhood or existing conditions.

**Findings of Fact**

The Petitioners were asked to provide evidence or finding-of-fact that would support their requested variation, especially in terms of the pertinent variation criteria. Staff notes relevant criteria below:

- Unique Circumstances – zoning setbacks became more stringent over time.
- Character of the Locality – other homes on the street currently have similar encroachments.
- Essential Need – an attached and enclosed garage is not an atypical request.

**PZC 10/7/2020**

The Planning and Zoning Commission reviewed this petition at their public hearing on October 7. The petitioner and his architect presented the variation requests and answered questions on neighborhood conditions. No residents were in attendance regarding the petition. The PZC made findings that the petition satisfied variation justifications and voted 8-0 to recommend approval of the request.

**MSC**

This item has been forwarded directly to the City Council.

**Decision Mode**

The City Council will consider these this variations at its meeting on October 19, 2020.



# ZONING APPLICATION

**CITY OF DARIEN**  
1702 Plainfield Road, Darien, IL 60561  
[www.darienil.us](http://www.darienil.us) 630-852-5000

### CONTACT INFORMATION

Sean Piazza  
Applicant's Name

Sean Piazza  
Owner's Name

338 Janet Ave, Darien, IL 60561  
Address, City, State, Zip Code

338 Janet Ave, Darien, IL 60561  
Address, City, State, Zip Code

815-530-0247  
Telephone

815-530-0247  
Telephone

piazza.mannerino@yahoo.com  
Email

piazza.mannerino@yahoo.com  
Email

### PROPERTY INFORMATION

338 Janet Ave, Darien, IL 60561  
Property address

09-26-103-020  
PIN Number(s)

R-2  
Zoning District

Residential  
Current Land Use(s)

(Attach additional information per the Submittal Checklist.)

### REQUEST

Brief description of the zoning approval requested. (Contact the City Planner for guidance.)

The owner would like to replace his partially covered carport with a new attached 2 car garage with a 2<sup>nd</sup> floor addition above it.

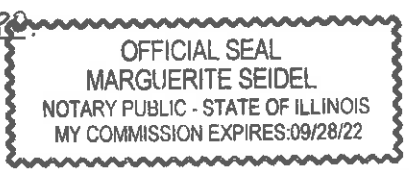
*Sean Piazza*  
Applicant Signature

As Notary Public, in and for DuPage County in Illinois, I do hereby certify that SEAN PIAZZA is personally known by me to be the same person whose name is subscribed above and has appeared before me this day in person and acknowledged that they have signed this document as their own free and voluntary act, for the purposes therein set forth.

Given under my hand and seal, this 2 day of Sept. 2020.

*Marguerite Seidel*  
Notary Public

For office use only	
Date Received:	<u>9/4/20</u>
Case Number:	<u>PZC 2020-08</u>
Fee Paid:	<u>300.00</u>
Hearing Date:	<u>10/7/20</u>



**Narrative: Justification for zoning of property at 338 Janet Avenue, Darien, Illinois**

**The footprint where the owner is building does not allow the owner to meet the zoning requirement.**

**The garage cannot be built back further to meet the requirements because there is an existing covered patio off the side of the home. The garage is needed because it will replace the car port that is presently in the space. It will allow the owners to store the cars and all family bicycles and yard equipment. There is no problem with the slope or shape of the property.**

**There is no negative impact to the neighbors or the community. The new garage will be an appealing sight vs. the car port that is presently in the space. The positive impacts to the community outweigh the negative impacts.**

**Conclusion: The homeowner requests permission to exceed the front set-back by 18" and the side set-back by 2'-10". It will be a two car garage, 26.88' x 19.78' (532 square feet) with a second floor living space, 26.88' x 19.78' (532 square feet).**

## **JUSTIFICATION NARRATIVE**

338 Janet Avenue, Darien, IL

We are requesting permission to exceed the front set back by 18" and the east side set back by 2'-10". We are proposing to construct an attached two car garage, 26.88' x 19.78' (532 square feet) with a second floor living space, 26.88' x 19.78' (532 square feet).

We are requesting these variances so that we may build an attached two car garage in place of the current carport. The existing carport is cluttered with vehicles, family bicycles and yard equipment which is visible from the street. By building a two car garage we will be able to store these items out of site from the neighbors. This would be an improvement to the neighborhood, without impacting the neighbors.

Without these variances we would only be allowed to build a one car garage.

**2a. Variance for east side set back:**

By extending the proposed addition east 19.78' we will be able to create a two car garage where we can keep our two vehicles, family bicycles and yard equipment.

**Variance for front set back:**

By extending the proposed addition forward 18" from the existing house we will be able to create a more aesthetically pleasing front façade.

**2b. Plight of the owner:**

How to provide a garage large enough to store two vehicles, family bicycles and yard equipment and make it aesthetically pleasing to the neighborhood?

**2c. Essential character of the locality:**

The variances, if granted, will not alter the essential character of the locality, it will improve it.

**3a. Essential Need:**

We currently have a partially roofed carport. The need for storage is great.

# WOLF PACK CONSULTING, LLC PLAT OF SURVEY



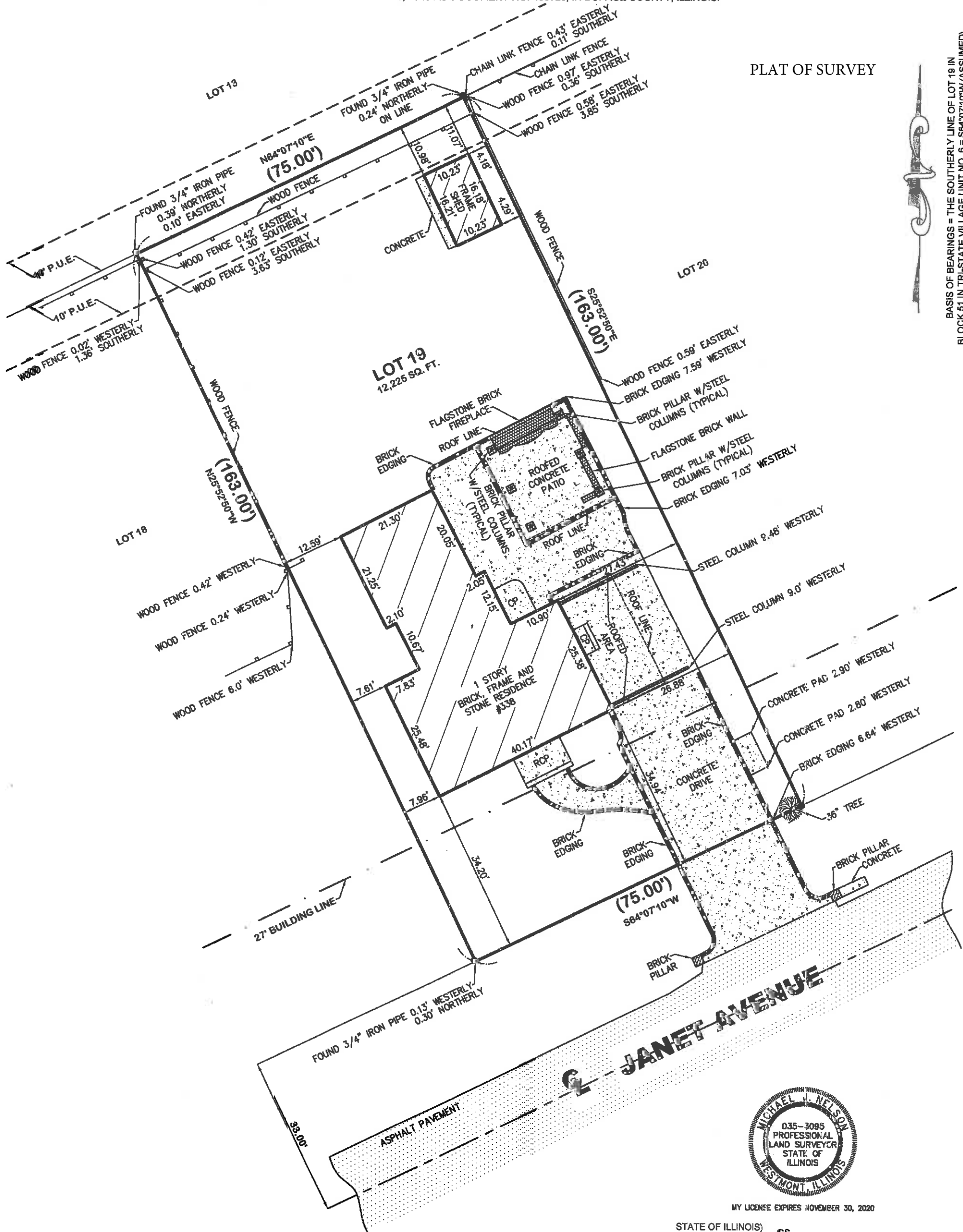
**Wolf Pack CONSULTING, LLC**  
418 South Cass Avenue  
Westmont, Illinois 60559  
Office (815) 436-8520  
wolfpackdj.com

T FOUND/SET  
DIMENSION  
P.U. & D.E. PUBLIC UTILITY EASEMENT  
RCP. ROOFED CONCRETE PORCH  
CP. CONCRETE PORCH

LOT 19 IN BLOCK 51 IN TRI-STATE VILLAGE UNIT NO. 6, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 23, AND PART OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED ON JUNE 10, 1946 AS DOCUMENT NO. 499725, IN DUPAGE COUNTY, ILLINOIS.

COMMON ADDRESS:  
338 JANET AVENUE  
DARIEN, ILLINOIS 60561

## PLAT OF SURVEY



BASIS OF BEARINGS = THE SOUTHERLY LINE OF LOT 19 IN BLOCK 51 IN TRI-STATE VILLAGE UNIT NO. 6 = S84°07'10"W (ASSUMED)

### NOTES:

THIS COPY NOT VALID WITHOUT EMBOSSED SEAL.  
ALL DISTANCES ARE IN FEET AND DECIMAL PARTS THEREOF.  
BUILDING LINES AND EASEMENTS ARE SHOWN ONLY WHERE THEY ARE SO RECORDED IN THE MAPS. COMPARE THE LEGAL DESCRIPTION, BUILDING LINES, AND EASEMENTS AS SHOWN HEREON WITH YOUR DEED OR TITLE POLICY.  
CONSULT THE LOCAL AUTHORITIES FOR ADDITIONAL SETBACK LINES AND RESTRICTIONS NOT SHOWN HEREON. COMPARE ALL POINTS PRIOR TO CONSTRUCTION AND REPORT ANY DISCREPANCIES AT ONCE.  
DO NOT ASSUME DISTANCES FROM SCALED MEASUREMENTS MADE HEREON.



MY LICENSE EXPIRES NOVEMBER 30, 2020

STATE OF ILLINOIS) SS.  
COUNTY OF DUPAGE)

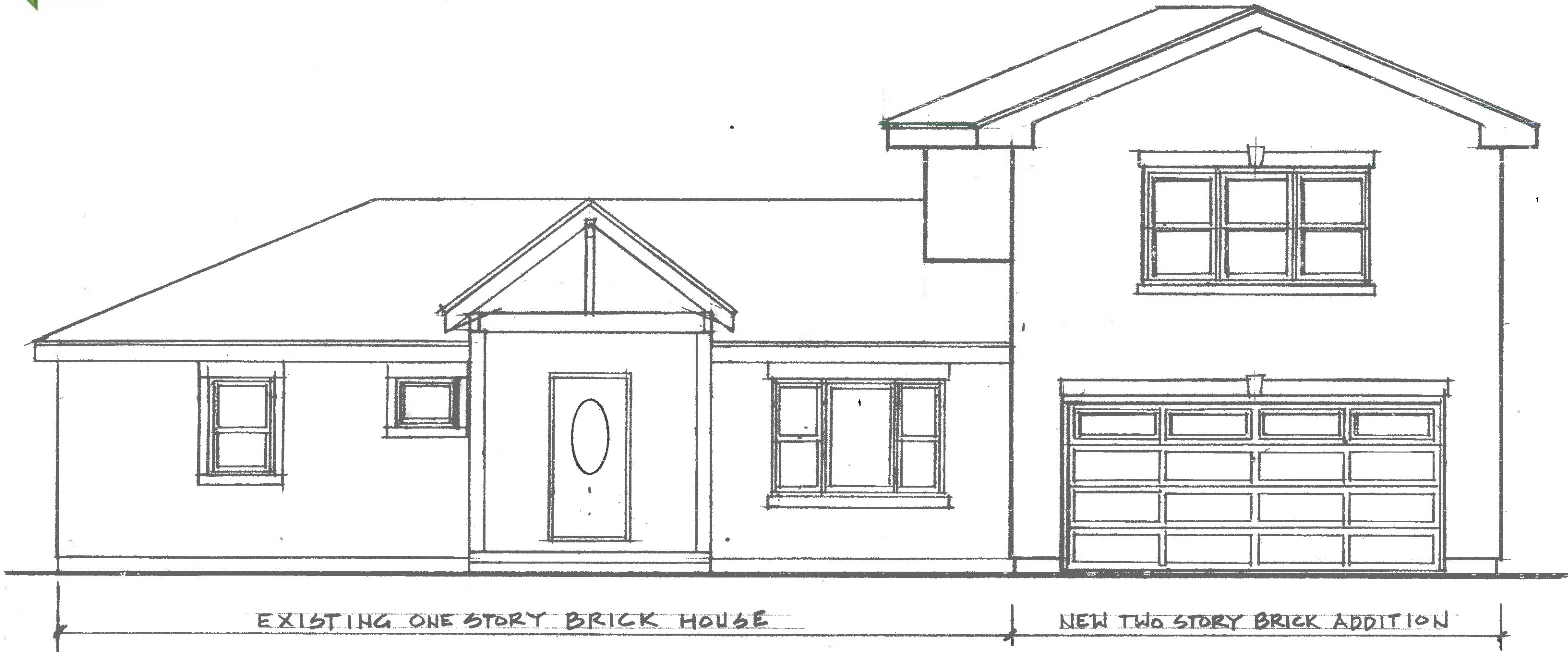
I, MICHAEL J. NELSON, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY DESCRIBED ABOVE, AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

WESTMONT, ILLINOIS, APRIL 6, 2020

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3095  
PROFESSIONAL DESIGN FIRM LICENSE NO. 184.007246-0010  
EXPIRES 04/30/2021  
FIELD WORK COMPLETED ON APRIL 6, 2020

PREPARED FOR:	SEAN PIAZZA		
DATE:	APRIL 6, 2020		
SCALE:	1"=20'	DRAWN BY:	MJN.
JOB#	20-43	FLD. BK/PG:	105/50



**PROPOSED FRONT ELEVATION**

SCALE: 1/4" = 1'-0"

SEAN PIAZZA RESIDENCE  
338 Janet Avenue, Darien, IL

WENDLING DESIGNS  
(708)528-4718



- ZONEX - AREA OF MINIMAL FLOOD HAZARD
- 0.2% ANNUAL CHANCE OF FLOOD HAZARD
- ZONE AE - 1% ANNUAL CHANCE OF FLOOD HAZARD
- REGULATORY FLOODWAY

**FLOODPLAIN SITE PLAN**

SCALE: 1" = 20'-0"

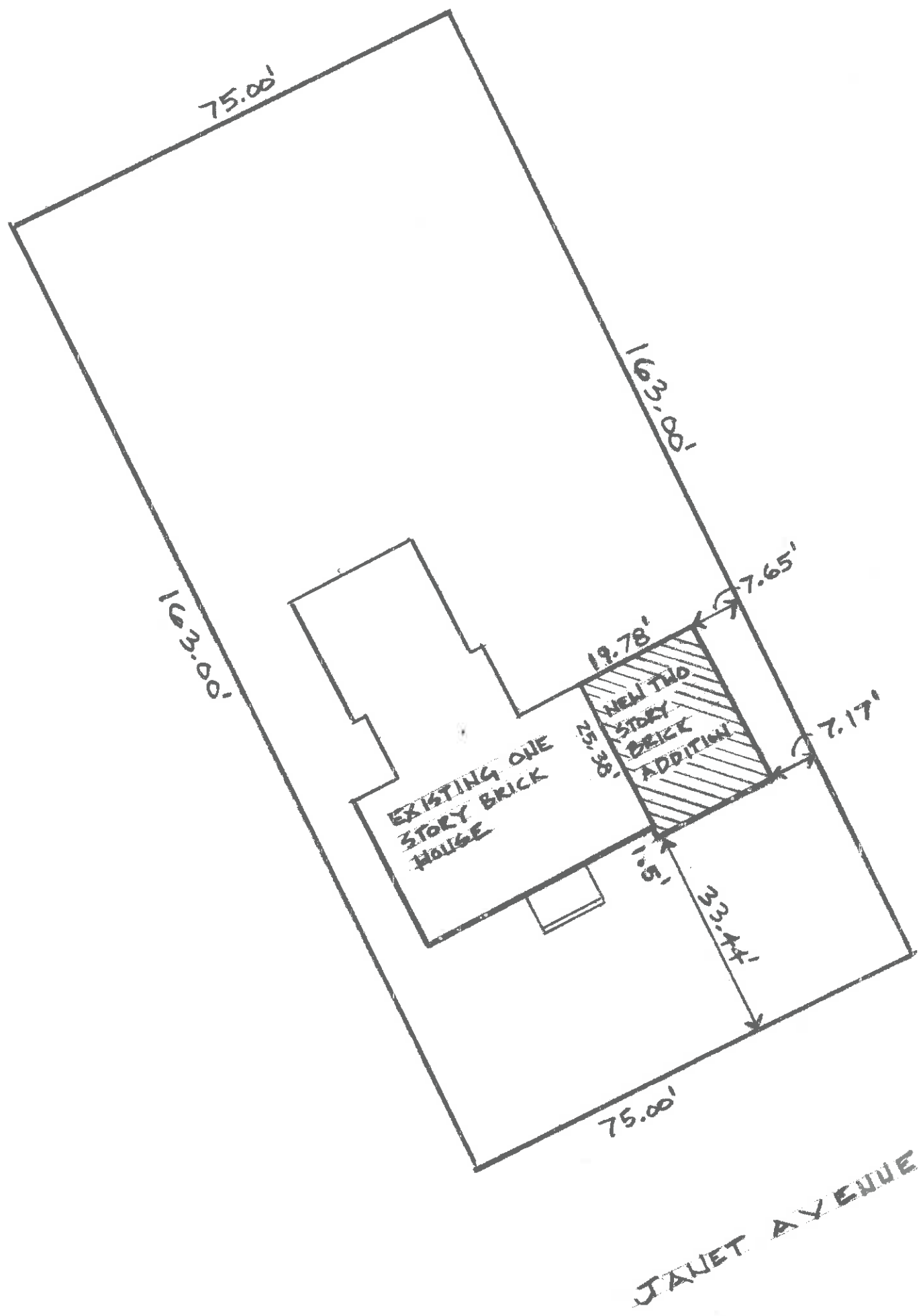
SEAN PIAZZA RESIDENCE

WENDLING DESIGNS

338 Janet Avenue, Darien, IL

(708)528-4718





**PROPOSED SITE PLAN**

**SCALE: 1" = 20'-0"**

SEAN PIAZZA RESIDENCE

WENDLING DESIGNS

338 Janet Avenue, Darien, IL

(708)528-4718



PZC2020-08

DuPage Web Mapping Application - DuPage County, Illinois

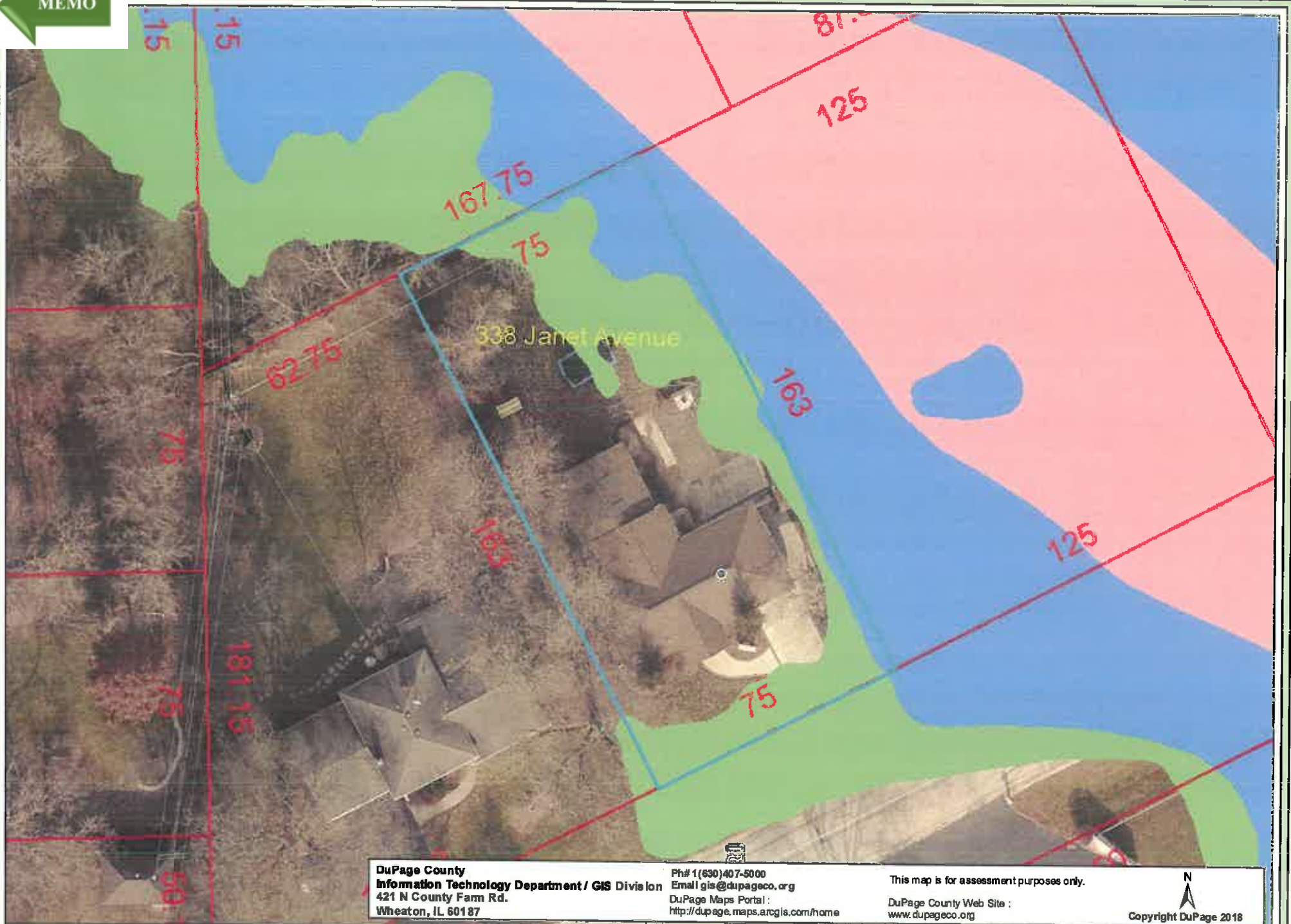


DuPage County  
 Information Technology Department / GIS Division  
 421 N County Farm Rd.  
 Wheaton, IL 60187

Ph#: 1(830)407-6000  
 Email: [gis@dupageco.org](mailto:gis@dupageco.org)  
 DuPage Maps Portal:  
<http://dupage.maps.arcgis.com/home>

This map is for assessment purposes only.  
 DuPage County Web Site:  
[www.dupageco.org](http://www.dupageco.org)

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**CITY OF DARIEN**  
**ZONING VARIATIONS**  
**JUSTIFICATION NARRATIVE**

**Purpose**

To be consistent and fair, the City is obligated to make decisions on zoning variation requests based on findings-of-fact. The Applicant should write a justification narrative that contains evidence (facts) that support a conclusion (finding) that the variation is necessary and would not cause problems. It should include: a) explanation of why the variation is being requested, b) describe the 'hardship condition' of the property that makes it difficult to conform, c) estimate the impact on neighbors , and d) respond to each of the decision criteria below.

**Decision Criteria** (See City Code Section 5A-2-2-3)

2a. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in the zone.

---

2b. The plight of the owner is due to unique circumstances.

---

2c. The variation if granted will not alter the essential character of the locality.

---

3a. Essential Need? The owner would suffer substantial difficulty or hardship and not mere inconvenience or a decrease in financial gain if the variation is not granted.

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3b. Problem with Property? There is a feature of the property such as slope or shape or change made to the property, which does not exist on neighboring properties, which makes it unreasonable for the owner to make the proposed improvement in compliance with the Zoning Code. Such feature or change was not made by the current owner and was not known to the current buyer at the time of purchase.

---

3c. Smallest Solution? There is no suitable or reasonable way to redesign the proposed improvements without incurring substantial difficulty or hardship or reduce the amount of variation required to make such improvements.

---

3d. Create Neighbor Problem? The variation, if granted, will not cause a substantial difficulty, undue hardship, unreasonable burden, or loss of value to the neighboring properties.

---

3e. Create Community Problem? The variation, if granted, may result in the same or similar requests from other property owners within the community, but will not cause an unreasonable burden or undesirable result within the community.

---

3f. Net Benefit? The positive impacts to the community outweigh the negative impacts.

---

3g. Sacrifice Basic Protections? The variation, if granted, will comply with the purposes and intent of the Zoning Code set forth in Section 5A-1-2(A) and summarized as follows; to lessen congestion, to avoid overcrowding, to prevent blight, to facilitate public services, to conserve land values, to protect from incompatible uses, to avoid nuisances, to enhance aesthetic values, to ensure an adequate supply of light and air, and to protect public health, safety, and welfare.

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**CITY OF DARIEN**

**DU PAGE COUNTY, ILLINOIS**

---

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

**AN ORDINANCE APPROVING VARIATIONS FROM SECTION 5A-7-2-6(A) OF THE  
DARIEN ZONING ORDINANCE**

**(PZC 2020-08 338 Janet Avenue, PIN 09-26-103-020)**

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**ADOPTED BY THE**

**MAYOR AND CITY COUNCIL**

**OF THE**

**CITY OF DARIEN**

**THIS 19<sup>th</sup> DAY OF OCTOBER, 2020**

---

**Published in pamphlet form by authority of  
the Mayor and City Council of the City of  
Darien, DuPage County, Illinois, this  
\_\_\_\_\_ day of October, 2020.**

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

**AN ORDINANCE APPROVING VARIATIONS FROM SECTION 5A-7-2-6(A) OF THE  
DARIEN ZONING ORDINANCE**

**(PZC 2020-08 338 Janet Avenue, PIN 09-26-103-020)**

**WHEREAS**, the City of Darien is a home rule unit of local government pursuant to the provisions of Article VII, Section 6 of the Illinois Constitution of 1970; and

**WHEREAS**, as a home rule unit of local government, the City may exercise any power and perform any function pertaining to its government except as limited by Article VII, Section 6; and

**WHEREAS**, the property legally described in Section 1 (the “Subject Property”), is zoned R-2 Single-Family Residence District pursuant to the Darien Zoning Ordinance; and

**WHEREAS**, the petitioner has requested approval of variations from the terms of the Darien Zoning Ordinance, Section 5A-7-2-6(A) of the City Code, that otherwise requires a front yard setback of 35 feet and an interior side yard setback of 10 feet, to allow for construction of a garage and second story addition on the Subject Property, which has a front yard setback of 33.4 feet and an interior side yard setback of 7.17 feet, and

**WHEREAS**, pursuant to proper legal notice, a Public Hearing on said petition for variation was held before the Planning and Zoning Commission on October 7, 2020; and

**WHEREAS**, the Planning and Zoning Commission at its regular meeting of October 7, 2020, recommended approval of the petition herein described and has forwarded its findings and recommendation of approval to the City Council; and

**WHEREAS**, on October 19, 2020, the Municipal Services Committee of the City Council reviewed the petition and has forwarded its recommendation of approval of said petition to the City Council; and

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

**WHEREAS**, the City Council has reviewed the findings and recommendations described above and now determines to grant the petition subject to the terms, conditions and limitations described below.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS**, as follows:

**SECTION 1: Subject Property.** This Ordinance is limited and restricted to the property generally located at 338 Janet Avenue, Darien, Illinois, and legally described as follows:

LOT 19 IN BLOCK 51 IN TRI-STATE VILLAGE UNIT NO. 6, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 23, AND PART OF THE NORTHWEST QUARTER OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED ON JUNE 10, 1946 AS DOCUMENT NO. 499725, IN DUPAGE COUNTY, ILLINOIS.

PIN: 09-26-103-020

**SECTION 2: Variations from Zoning Ordinance Granted.** Variations are hereby granted from Section 5A-7-2-6(A) of the City Code, that otherwise requires a front yard setback of 35 feet and an interior side yard setback of 10 feet, to allow for construction of a garage and second story addition on the Subject Property, which has a front yard setback of 33.4 feet and an interior side yard setback of 7.17 feet.

**SECTION 3: Home Rule.** This ordinance and each of its terms shall be the effective legislative act of a home rule municipality without regard to whether such ordinance should (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law, or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent

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

of the corporate authorities of the City of Darien that to the extent of the terms of this ordinance should be inconsistent with any non-preemptive state law, that this ordinance shall supercede state law in that regard within its jurisdiction.

**SECTION 4: Effective Date.** This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

**PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 19<sup>th</sup> day of October, 2020.

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

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

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

**APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 19<sup>th</sup> day of October, 2020.

\_\_\_\_\_  
JOSEPH A. MARCHESE, MAYOR

ATTEST:

\_\_\_\_\_  
JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY



**AGENDA MEMO**  
**City Council**  
**October 19, 2020**

**ISSUE STATEMENT**

Approval of an ordinance amending Title VII of the Darien City Code, “Health and Sanitation” for Chicken Fostering-Variance Process

**ORDINANCE**

**BACKGROUND/HISTORY**

On October 5, 2020, the City Council approved ordinance #O-19-20 which provided regulations for keeping chickens on private property. During the meeting, the Council discussed a variation process to this ordinance, including waiving the variance fees through December 31, 2020. Ordinance #O-19-20 is not part of the zoning ordinance but a general city code. Therefore, no variance process for ordinance #O-19-20 exists since it is not part of the zoning code. Based on staff’s understanding of the Council’s discussion the staff prepared an amendment to ordinance #O-19-20, which added a variation process specific to this ordinance and is listed as section 3-(a) through (e).

In summary, the ordinance:

- Requires a variance application and notification of all properties within one hundred twenty five feet (125')
- Allows the City Council to impose such conditions and restrictions upon the premises benefited by a variation
- Allows for variance consideration only for sections:
  - d. An outdoor area a minimum of ten (10) square feet per hen will be required and a maximum of one hundred fifty (150) total square feet will be permitted for both the covered enclosure/structure and outdoor area. The total height of a coop may not exceed seven (7) feet.
  - e. All enclosures/structures shall be located a minimum of twenty feet (20) from all lot lines.
- Does not require a variance application fee

**RECOMMENDATION**

As directed by the City Council.

**ALTERNATE CONSIDERATION**

As directed by the City Council.

**DECISION MODE**

This item will be placed on the October 19, 2020 City Council Meeting for formal consideration.

**CITY OF DARIEN  
DU PAGE COUNTY, ILLINOIS**

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

**AN ORDINANCE AMENDING TITLE VII, CHAPTER 5  
OF THE DARIEN CITY CODE, "ANIMALS,"  
BY ADDING A NEW SUBSECTION 3 TO SECTION 7-5-1**

---

**ADOPTED BY THE  
MAYOR AND CITY COUNCIL  
OF THE  
CITY OF DARIEN**

**THIS 19<sup>th</sup> DAY OF OCTOBER, 2020**

---

**Published in pamphlet form by authority of  
the Mayor and City Council of the City of  
Darien, DuPage County, Illinois, and this  
\_\_\_ day of October, 2020.**

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

**AN ORDINANCE AMENDING TITLE VII, CHAPTER 5  
OF THE DARIEN CITY CODE, “ANIMALS,”  
BY ADDING A NEW SUBSECTION 3 TO SECTION 7-5-1**

**WHEREAS**, on October 5, 2020, the Mayor and City Council adopted Ordinance No. O-19-20, “An Ordinance Amending Title VII of the Darien City Code, ‘Health and Sanitation;’” and

**WHEREAS**, the Mayor and City Council have concluded that it is reasonable and appropriate to provide for potential relief from certain of the requirements of said Ordinance upon the appropriate showing;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS** as follows:

**SECTION 1: Section 7-5-1 of the Darien City Code, “Chickens,” Amended.** Section 7-5-1 of the Darien City Code, “Chickens,” is hereby amended by adding the following new Section 3, “Relief from Certain Requirements,” as follows [New language underlined]:

**TITLE 7: HEALTH AND SANITATION**

**Chapter 5: ANIMALS**

**7-5-1 Chickens**

**1. DEFINITIONS:**

*CHICKEN(S)*: the common domestic fowl.

*COOP*: Shall mean and include a coop, building, pen or other enclosure, with or without an enclosed pen or hen yard that is designed, constructed and maintained to confine fowl within the coop and to prevent access by predators and trespassers.

*FOWL*: Any domesticated egg-laying chicken hen and shall exclude all roosters and chicken hens that have ceased laying eggs.

*HEN*: a female chicken.

*POULTRY*: domestic fowl, such as chickens, turkeys, ducks, and geese.

*ROOSTER*: a male chicken.

**2. REQUIREMENTS; PERMITS, FEES & PENALTIES**

- a. The raising/keeping of hens shall be permitted on all single-family detached single family residential zoning lots containing a minimum of six thousand (6,000) square feet as an accessory use.
- b. A maximum of six (6) hens shall be permitted.
- c. All hens shall be kept within a coop consisting of a covered enclosure/structure with an attached covered/enclosed outdoor area to prevent hens from encroaching onto neighboring properties.
- d. An outdoor area a minimum of ten (10) square feet per hen will be required and a maximum of one hundred fifty (150) total square feet will be permitted for both the covered enclosure/structure and outdoor area. The total height of a coop may not exceed seven (7) feet.
- e. All enclosures/structures shall be located a minimum of twenty feet (20) from all lot lines.
- f. All hens and enclosures/structures shall be kept/located in the rear yard only.
- g. All areas where hens are kept shall be clean and well maintained on a daily basis, with little to no accumulation of waste. In addition, all areas where hens are kept shall not produce or cause odors that are detectable on adjacent properties. All feed shall be kept in a sealed metal container. All electrical appurtenances shall be UL listed and clearly labeled.
- h. Perimeter fencing six foot high, privacy/solid fencing shall be required around the entire rear yard.
- i. Humane conditions are to be maintained year round.
- j. Roosters are prohibited.
- k. Slaughtering is prohibited.
- l. No other poultry, including but not limited to geese, ducks and turkeys shall be kept on the property.
- m. An initial hen permit shall be required for approval of hens, coops, and required fencing. Permit application shall be authorized by owner of property. Permit authorizes City staff to inspect property for compliance when deemed necessary. Permit approval is required prior to obtaining hens. The perimeter fence required by subsection (h) shall be installed prior to construction of the coop.

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

- n. A hen permit issued by the City with a one-time fee of twenty five dollars (\$25.00) shall be required. A renewal permit/registration shall be required each year thereafter, with an additional fee of \$10.00.
- o. A hen permit issued under this article shall be revoked upon the commission of three (3) violations within a period of twelve (12) months. If the permit is revoked, the property shall not be eligible for a permit or one year after revocation. Any enclosure/structure shall be required to be removed within 15 days of revocation.
- p. Sales of egg(s) or hen(s) or anything related to chicken keeping is not allowed.
- q. On or prior to May 1, 2021 all nonconforming properties must be brought into conformance with the keeping of hens regulations of this article. On or prior to March 1, 2021 residents with chickens and no existing privacy fence, will be required to show proof of contract for privacy fence. This period is for all purposes deemed an appropriate amortization period for each and every nonconforming property presently located within the corporate limits of the City or hereinafter located within the City by reason of annexation into the City of the lot or parcel on which the uses are located.

**3. RELIEF FROM CERTAIN REQUIREMENTS.**

- a. A party may obtain relief from one or more of the requirements of Sections 2(d) and 2(e) if the City Council determines:
  - (i) That there are practical difficulties preventing the applicant from complying with such requirement(s). Additional expense associated with complying with Sections 2(d) and 2(e) shall not be considered a practical difficulty justifying relief; and
  - (ii) Granting the relief will not interfere with nearby owners' use and enjoyment of their properties.
- b. Any party seeking such relief shall file a request in writing, setting forth the relief requested and the basis for the request. If practicable, the request should include a drawing or photograph of the proposed improvement. No particular form is required. If the applicant is a tenant, the owner of the property must consent to the request in writing.
- c. The matter will be referred to the Municipal Services Committee for review and recommendation to the City Council.
- d. Upon receipt of the request, City staff will notify the applicant and all property owners within 125 feet of the property for which relief is sought, as measured property line to property line, of the date that the request will be considered by the Committee. The notification shall be either by personal delivery or first class mail and shall include a copy of the request.

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

- e. Following receipt of the Committee’s recommendation, the Council will then by motion either grant the request (with or without conditions) or deny the request. The decision of the Council is final.

**SECTION 2: Effective Date.** This Ordinance shall be in full force and effect from and after its passage and approval as provided by law and following attorney review.

**PASSED BY THE CITY COUNCIL OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 19<sup>th</sup> day of October, 2020.

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

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

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

**APPROVED BY THE MAYOR OF THE CITY OF DARIEN, DU PAGE COUNTY, ILLINOIS**, this 19<sup>th</sup> day of October, 2020.

\_\_\_\_\_  
JOSEPH A. MARCHESE, MAYOR

ATTEST:

\_\_\_\_\_  
JOANNE E. RAGONA, CITY CLERK

APPROVED AS TO FORM:

\_\_\_\_\_  
CITY ATTORNEY

## **CITY OF DARIEN**

### **RULES FOR COMPLIANCE WITH PUBLIC COMMENT REQUIREMENTS OF THE ILLINOIS OPEN MEETINGS ACT**

#### **I. PURPOSE OF RULES.**

The purpose of these Rules is to comply with the requirement of Section 2.06 of the Illinois Open Meetings Act that a public comment section be provided at each meeting subject to the Open Meetings Act.

#### **II. DEFINITION OF “PUBLIC BODY” or “BODY.”**

For purposes of these Rules, the term “Public Body” or “Body” shall mean the City Council, any Committee of the City Council, and any Board and Commission established by the City Council.

#### **III. RULES GOVERNING PUBLIC COMMENT.**

A. Unless otherwise allowed by a majority vote of the Body, the public comment periods shall be as follows:

1. For the City Council, as set forth on the attached **Agenda template**.
2. For Council committees and advisory committees, at the conclusion of the meeting immediately before adjournment. At the direction of the Body, the floor may be opened for public comment in conjunction with specific agenda items.

B. Individuals seeking to make public comment to the Body shall be formally recognized by the Chair.

C. Individuals addressing the Body shall identify themselves by name, but need not provide their home address.

D. Individuals addressing the Body shall do so by addressing their comments to the Body

itself and shall not turn to address the audience.

E. Public comment time shall be limited to three (3) minutes per person.

F. An individual will be allowed a second opportunity to address the Body only after all other interested persons have addressed the Body and only upon the majority vote of the Body.

G. In the case of a special meeting, public comment will be limited to subject matters germane to the agenda of the special meeting.

#### **IV. PUBLIC HEARING REQUIREMENTS.**

Additional public comments periods will be allowed as required by law in the case of public hearing, subject to the same time constraints.

**Approved by a Motion on November 17, 2014**