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**VILLAGE BOARD OF TRUSTEES
REGULAR MEETING NOTICE/AGENDA
MARCH 10, 2026, 7:00 PM**

**RICHARD T. FLICKINGER MUNICIPAL CENTER, COUNCIL CHAMBERS
6101 CAPULINA AVENUE, MORTON GROVE, IL 60053**

In accordance with the Illinois Open Meetings Act, all Village Board and Commission meetings are open to the public. This meeting can be viewed remotely via the live stream link found at: www.mortongroveil.org/stream. If an Executive Session is placed on the agenda, the meeting shall commence at 6:00 p.m. and the time between 6:00 p.m. and 7:00 p.m. shall be used for the Executive Session per 1-5-7:A of the Village of Morton Grove Municipal Code. If the Agenda does not include an Executive Session, the meeting will begin at 7:00 p.m.

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Roll Call**
4. **Approval of Minutes**
 - a. Regular Meeting – February 24, 2026
5. **Special Reports**
 - a. Swearing in of Police Department Officers Connor Solms, Cyla Dunican, and Senaid Dzeko
 - b. Swearing in of Fire Department Firefighter Eugene Hwan In
6. **Public Hearings - None**
7. **Plan Commission Reports - None**
8. **Residents' Comments (agenda items only)**
9. **President's Report – Administration, Council of Mayors, Northwest Municipal Conference, Dempster Street Corridor Steering Committee**
10. **Clerk's Report – Family & Senior Services, Advisory Commission on Aging, Condominium Association, Maine Township**

- a. **Resolution 26-22:** Approving the Destruction of Verbatim Records of Closed Session Meetings of the Village Board of Trustees

11. Staff Report

- a. **Village Administrator**
- b. **Corporation Counsel**

12. Reports by Trustees

- a. **Trustee Khan** – *Finance Department, Appearance Commission, (Trustee Travis)*
- b. **Trustee Minx** – *Fire Department, Fire Pension Board, Fire and Police Commission, Special Events Commission, RED Center, NIPSTA (Trustee Thill)*
 - 1) **Resolution 26-16:** Authorization to Execute a Repair Agreement with Midwest Air Pro, Inc. of Chicago, Illinois
- c. **Trustee Shiba** – *Building Department, Environment & Natural Resources Commission, Legal Department, IT Department, Sawmill Station TIF (Trustee White)*
- d. **Trustee Thill** – *Public Works Department, SWANCC (Solid Waste Agency of Northern Cook County), MG-Niles Water Commission, Traffic Safety Commission (Trustee Minx)*
 - 1) **Resolution 26-17:** Authorizing the Sale of Surplus Village Vehicles and Equipment
 - 2) **Resolution 26-18:** Authorizing a Contract with Dale, Inc. of New Lenox, Illinois, for the 2026 Concrete Sawcutting Program
 - 3) **Resolution 26-19:** Authorizing a Professional Service Agreement with Raftelis Financial Consultants, Inc. of Kansas City, Missouri for the 2026 Analysis of Water Utility Costs and Water Rate Analysis for the Village of Morton Grove
 - 4) **Resolution 26-20:** Authorizing an Amendment to a Contract with Ciorba Group, Inc. for Design Services for Lehigh Avenue Street Lighting Project
 - 5) **Resolution 26-21:** Appointing a Director and Alternative Director to the Solid Waste Agency of Northern Cook County
- e. **Trustee Travis** – *Police Department, Police Pension Board, Fire & Police Commission, Community Relations Commission, Niles Township Government (Trustee Khan)*
- f. **Trustee White** – *Community & Economic Development Department, Economic Development Commission, Plan Commission/ Zoning Board, Lincoln/Lehigh TIF (Trustee Shiba)*

13. Presentation of Warrants –\$990,055.21

14. Other Business

15. Residents' Comments

16. Adjournment

**MINUTES OF A REGULAR MEETING OF THE PRESIDENT
AND THE BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE
RICHARD T. FLICKINGER MUNICIPAL CENTER COUNCIL CHAMBERS
FEBRUARY 24, 2026**

CALL TO ORDER

- I. Village President Janine Witko convened the Regular Meeting of the Village Board at 7:00 p.m. in the Council Chambers of Village Hall and led the assemblage in the Pledge of Allegiance.
- II. Village Clerk Eileen Harford called the roll. Trustees Saba Khan, Rita Minx, Ashur Shiba, John Thill, Connie Travis, and Keith White were present.

III. **APPROVAL OF MINUTES**

Mayor Witko asked for a motion to approve the Minutes of the February 10, 2026 Regular Village Board Meeting as presented. Trustee Minx so moved, seconded by Trustee Travis.

Motion passed unanimously via voice vote.

IV. **SPECIAL REPORTS**

NONE

V. **PUBLIC HEARINGS**

NONE

VI. **PLAN COMMISSION REPORTS**

NONE

VII. **RESIDENTS' COMMENTS (AGENDA ITEMS ONLY)**

NONE

VIII.

PRESIDENT'S REPORT

1. Mayor Witko announced that the Village would be holding its first Senior Expo on Friday, March 13, from 9:00 am to Noon at the Civic Center. This is a free event with complementary refreshments for residents. The Expo will provide opportunities to connect with local service providers and obtain educational materials on health, wellness, transportation, housing, and more.
2. Mayor Witko reminded the assemblage that February is “Restaurant Month” in Morton Grove. Participants have a chance to win one of ten \$25 gift cards. To enter, submit a photo of you and your friends or family dining, or receipts totaling \$25 or more showing that you ate in a Morton Grove restaurant in February 2026. For more details, visit mortongroveil.org/dinmg/. Enter to win by March 10.
3. Mayor Witko invited all interested persons to attend a presentation regarding the Dempster Street Plan at the Civic Center starting at 6:00 pm. Recommendations for the Corridor will be presented and discussed. Refreshments will be served, and attendees will have the opportunity to win a \$100 gift card. For more information, please visit plandempster.org.
4. Mayor Witko congratulated the MCC Academy’s Crescents 8th Grade Basketball Team. They made it to the State championship earlier this month. They unfortunately lost in the final game, but they made their home town proud! She congratulated the Crescents on a fantastic season.
5. Mayor Witko noted that, this past weekend, the Morton Grove Fire Department participated in the Hustle Chicago stair climb (formerly Hustle up the Hancock) and brought home first place among 80 teams! Over 2,000 climbers participated in the 94-floor climb and helped raise more than \$800,000 for the Respiratory Health Association. She thanked the Fire Department personnel for their representation of our community.
6. Lastly, Mayor Witko addressed the assemblage, stating that on tonight’s Agenda were three items related to the creation of a new TIF District. This is a process that began last summer. She thanked all of the residents who have reached out during this time to share their thoughts and questions about this TIF, along with the important topic about the current Village Hall’s future.
 - a. Mayor Witko said, if the TIF District is approved tonight, that won’t signify the end of the discussion about the future of the Village Hall site, but rather the beginning of that process. She said the Village is still a year away from starting construction of the new Village Hall, and years away from being able to move into the new site. She said she’s excited for the Village to embark on this process together and anticipates that next year, the Village will be able to formally solicit the community’s feedback on potential uses for this site and what it means to the community.

IX.

CLERK'S REPORT

Clerk Harford announced that Morton Grove will again be hosting an early voting site at the American Legion Memorial Civic Center at 6140 Dempster Street. Early voting begins on Monday, March 2, and the last day for early voting is Monday, March 16. Early voting hours are 9:00 am to 5:00 pm Monday through Saturday, and from 10:00 am to 4:00 pm on Sundays.

X.

STAFF REPORTSA. Village Administrator:

Mr. Meyer had three Ordinances to present this evening; all are second readings and will require that a vote be taken.

1. **Ordinance 26-02, Approving an Ordinance of the Village of Morton Grove Approving the Redevelopment Plan and Project for the Dempster Street Redevelopment Project Area.**
 - a. He explained that Dempster Street from Central Avenue to the Forest Preserve District and School Street from Dempster Street to South Park Avenue property has not been subject to maximum growth and redevelopment through investment by private enterprise and is not reasonably anticipated to continue to produce property taxes of the same level as it previously had without certain public assistance by the Village.
 - b. The Village therefore considered designating the area as a "Redevelopment Project Area" or "TIF District" as contemplated by the TIF Act. On August 12, 2025, pursuant to Resolutions 25-57 and 25-58, the Village engaged the firm of Johnson Research Group, Inc. (JRG) to conduct an eligibility study. JRG prepared an eligibility survey and concluded that the proposed Redevelopment Project Area qualifies as a "Redevelopment Project Area" as defined in the TIF Act. JRG also prepared a Plan and Project, which have been available for public inspection since on or before November 14, 2025. The Plan and Project were considered and recommended to be approved by the Joint Review Board (JRB) on December 16, 2025, and were also considered at a public hearing on January 27, 2026, pursuant to proper notice as required by the TIF Act. The Corporate Authorities have reviewed the Plan and Project, the JRB's recommendation, and the information presented at the public hearing and concur with the findings, conclusions, and recommendations of the report prepared by JRG, including that: at least the minimum requirements for a finding of conservation area are present in the proposed Area, private investment in the proposed Area has not and will not occur without the adoption of the proposed Plan and Project; contiguous parcel in the proposed Area would be substantially benefited by the proposed Project improvements; and the proposed Plan and Project conform to the Comprehensive Plan of the Village.

Mr. Meyer said this is the first of three Ordinances required to create the Dempster Street TIF District. This Ordinance will adopt and approve the Plan and Project for the Dempster Street Redevelopment Project Area.

Trustee Minx moved to adopt Ordinance 26-02, seconded by Trustee Thill.

X. STAFF REPORTS (continued)

A. Village Administrator: (continued)

b. **Motion passes: 6 ayes, 0 nays.**

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

2. Next, Mr. Meyer presented **Ordinance 26-03, An Ordinance of the Village of Morton Grove Designating the Dempster Street Redevelopment Project Area.**

a. He said this is the second of three Ordinances required to create the Dempster Street TIF District. It designates the area legally described in Exhibit A, and generally described in Exhibit B, and depicted in the map as Exhibit C named the Dempster Street Redevelopment Project Area.

Trustee Minx moved, seconded by Trustee White, to adopt Ordinance 26-03.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

3. Mr. Meyer presented **Ordinance 26-04, An Ordinance of the Village of Morton Grove Adopting Tax Increment Allocation Financing for the Dempster Street Redevelopment Project Area.**

a. He stated that this is the third of three Ordinances required to create the Dempster Street TIF District. This Ordinance will adopt Tax Increment Allocation Financing pursuant to the TIF Act. Property taxes for property in the Redevelopment Project Area (RPA) shall be segmented by allocating taxes attributed to the lower of (i) the current equalized assessed value or (ii) the “initial” equalized assessed value of property in the RPA to the taxing districts, and allocating taxes attributable to the increase in the initial equalized assessed valuation to the “Dempster Street Redevelopment Project Area Special Tax Allocation Fund” to be used for paying redevelopment project costs and obligations pursuant to the TIF Act.

Trustee Shiba moved to adopt Ordinance 26-04, seconded by Trustee Khan.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

b. Mr. Meyer thanked the Johnson Research Group for their work and assistance. He singled out Corporation Counsel Liston and Assistant Administrator Heidorn for all their many hours working on this project.

- X. **STAFF REPORTS** (continued)
- A. Village Administrator: (continued)
4. Mr. Meyer presented **Resolution 26-10, Approving A133 and A201 Agreements and Associated Exhibits Related to a Construction Manager at Risk Agreement with Leopardo Construction, Inc. of Hoffman Estates, IL.**
- a. He explained that, in May of 2025, the Village issued a request for proposals (RFP) for construction management services to support the construction of a new Police Station and Village Hall at 6201 Dempster Street, which is currently owned by the Village but occupied and leased by a private bank. The existing 37,800 square foot facility will be renovated, and a 14,800 square foot first floor addition will be constructed. Fourteen (14) companies submitted proposals in response to the RFP. Leopardo Construction, Inc. of Hoffman Estates was selected as the finalist due to a variety of factors, including: experience related to working in construction management with municipal governments; experience with village hall and police station construction management; renovation and addition project experience; experience with projects of similar size and scope; the proposed project team; proximity and/or familiarity with the area; and price.
- b. The Village has negotiated A133 and A201 Agreements and related exhibits to facilitate the working relationship between Morton Grove and Leopardo to complete the construction project. These agreements are standard documents created by the American Institute of Architects (AIA) to guide working relationships between parties in addressing complex projects, such as the new Police Station and Village Hall. The A133 facilitates a project with a guaranteed maximum price (GMP) between an owner (the Village) and a construction manager (Leopardo). The A201 provides for the General Conditions of the Contract for Construction. These agreements lay out expectations for price, project modifications, timeframes, dispute resolution, and liability, along with several other issues that may need to be addressed.
- c. In approving these agreements, Leopardo will work with FMGA, the Village's architect, to develop budgets and timelines to complete design, engineering and construction of the new Village Hall and Police Department. It is anticipated that the Village Board will review and consider future amendments to these agreements in the form of a GMP that will create a ceiling for the total cost of this project. The GMP and accompanying revisions to the Agreement will be provided in the coming months and in advance of the anticipated construction start date of the first quarter of 2027.
- d. The anticipated cost for preconstruction and procurement, which is the first phase of this project, is expected to be \$23,000. Through this phase, the Village will receive a GMP based on complete design plans, which will be considered by the Village Board prior to the commencement of construction. The total project cost is expected to be \$30,000,000. Based on initial estimates, the cost for Leopardo's services is expected to be \$1,510,000, but this can vary based on the GMP and will be presented to the Village Board for approval.
- e. The Village is actively lobbying for financial assistance from State legislators to offset the Village's total costs. In addition to any grants received, the project is anticipated to be funded through General Fund reserves, bonds, and funds derived from Tax Increment Financing Districts.

X. **STAFF REPORTS** (continued)A. Village Administrator: (continued)

Trustee Travis moved to approve Resolution 26-10, seconded by Trustee Thill.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

B. Corporation Counsel:

Corporation Counsel Liston had no formal report this evening.

XI. **TRUSTEES' REPORTS**A. Trustee Khan:

1. Trustee Khan presented **Resolution 26-11, Authorizing the Payment of Fees to Third Millennium Associates, Inc. of Warrenville, IL, for Vehicle Sticker Fulfillment Services.**
 - a. She explained that the Village code requires all vehicles registered in Morton Grove to have a Morton Grove vehicle sticker. There are approximately 20,000 vehicles registered to Morton Grove. The Village has contracted with Third Millennium for the printing of applications as well as the software for tracking vehicle stickers since 2003.
 - b. The Village also began using Third Millennium for fulfillment services during the Covid pandemic. The Village determined it was more cost effective to continue to outsource fulfillment services. The cost for these services has increased, particularly the cost of postage. Third Millennium did not bill the Village for these fees in 2024 but is looking to collect them now, \$25,354.54. The Village also needs to pay these fees for the 2025 vehicle season, \$27,015.28. This Resolution will authorize the Village to make payment to Third Millennium for the 2024 and 2025 vehicle sticker fulfillment services.

The fiscal impact of this resolution is \$52,369. 82.

Trustee Khan moved to approve Resolution 26-11, seconded by Trustee Minx.

Trustee Shiba asked why the Village didn't get billed for these services. Finance Director Hanna Sullivan replied, "They forgot." Mayor Witko called for the vote on Resolution 26-11.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

XI. TRUSTEES' REPORTS (continued)

B. Trustee Minx:

1. Trustee Minx presented **Resolution 26-12, Authorizing a Repair Agreement with Cummins Inc. of Hodgkins, IL.**

a. She explained that the Public Works Vehicle Maintenance Division has identified the need to repair the diesel engine in Fire Engine 5, a 2015 Smeal/Spartan Chassis. Fire Department and Public Works personnel collaborated to research and obtain five (5) estimates for this repair. Cummins, Inc. of Hodgkins, IL, supplied the lowest cost alternative. They are highly qualified as the authorized service center of the diesel engine manufacturer. The Fire Department intends to maintain and utilize this 2015 Fire Engine for a minimum of 10 years of additional service.

Trustee Minx moved to approve Resolution 26-12, seconded by Trustee Shiba.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

2. Trustee Minx then presented **Resolution 26-13, Authorizing a Purchase Agreement with Stryker Sales, LLC of Chicago, IL for Cardiac Monitor/Defibrillators.**

a. She explained that the Morton Grove Fire Department provides Emergency Medical Services, including Advanced Life Support Cardiac Treatment, to the citizens and visitors of the Village. This Resolution will authorize the purchase of three (3) cardiac monitor/defibrillators to replace aging units and allow the Fire Department to continue providing these life-saving services. An extensive trial and research period identified Stryker as the lowest quote and best operational considerations of the two manufacturers approved by the Advocate Lutheran General EMS System. Stryker Sales, LLC of Chicago, Illinois is the sole source provider of this equipment. The purchase includes a trade-in value of the three (3) Zoll X-Series cardiac monitor/defibrillators that have reached the end of their usable service life. The fiscal impact of this Resolution is \$134,972.31.

Trustee Minx moved, seconded by Trustee Travis, to approve Resolution 26-13.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

3. Trustee Minx reminded the assemblage, "If you're curious about what Morton Grove Police Officers and Firefighters do, please join us for the Citizens Police and Fire Academy. The Academy runs every Wednesday from 6:30pm to 8:30pm. The Academy begins on March 18 and will end on May 20, 2026. To sign up, please visit www.mortongroveil.org."

XI. **TRUSTEES' REPORTS** (continued)

C. Trustee Shiba:

Trustee Shiba had no formal report this evening.

D. Trustee Thill:

1. Trustee Thill presented **Resolution 26-14, Authorizing a Contract with McGill Construction LLC for the 2026 Street Patching Program.**
 - a. The annual street patching program is a preventative program to maintain the quality, drainage, drivability and extend the service life of the Village's street system. This work is typically completed in two weeks. The Public Works Engineering Division developed contract documents for the street patching program and bids were solicited on the Village website for eleven business days.
 - b. Twenty-two (22) entities downloaded the contract documents and six (6) bids were received and opened on February 13, 2026. McGill Construction LLC of Frankfort, IL submitted the lowest bid in the amount of \$142,855.67. The bid amount is based on unit pricing, and the contract's final price will be based on the number of units the Village Engineer will determine is in the Village's best interest. This contract must conform to the requirements of the Prevailing Wage Act. The fiscal impact of this Resolution is \$142,855.67.

Trustee Thill moved to approve Resolution 26-14, seconded by Trustee Shiba.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

2. Trustee Thill announced that the Village is now accepting applications for the 50/50 Tree Planting Program. Participating residents with an open public parkway adjacent to their property can sign up to have a tree planted for a cost of only \$60 to the resident. To learn more, please visit the Village's website.

E. Trustee Travis:

1. Trustee Travis presented **Resolution 26-15, Authorizing the Purchase of Two Fore Police Interceptor Vehicles From Currie Motors Fleet of Frankfort, Illinois, Through the Suburban Purchasing Cooperative Bid Program.**

XI. **TRUSTEES' REPORTS** (continued)

E. Trustee Travis: (continued)

- a. Trustee Travis explained that every three years, high-mileage squad vehicles are replaced to ensure that key equipment used by Police Department officers does not fail during duties as public safety first responders. The squad vehicles are used twenty-four hours per day and must be maintained in excellent condition. The Village participates in the Northwest Municipal Conference's Suburban Purchasing Cooperative, which allows the Village to take advantage of volume and group pricing discounts. The Suburban Purchasing Cooperative awarded the bid contract to sell 2026 Ford Police Interceptors to Currie Motors Fleet of Frankfort, Illinois. This Resolution will authorize the Village to purchase two (2) Ford Police Interceptor squad cards from Currie Motors Fleet of Frankfort, IL, pursuant to the Suburban Purchasing Cooperative Contract #231. The fiscal impact of this Resolution is \$91,581.00.

Trustee Travis moved, seconded by Trustee White, to approve Resolution 26-15.

Motion passes: 6 ayes, 0 nays.

Tr. Khan aye
Tr. Thill aye

Tr. Minx aye
Tr. Travis aye

Tr. Shiba aye
Tr. White aye

F. Trustee White:

Trustee White had three (3) Ordinances to present this evening. Each is a second reading requiring action to be taken this evening:

1. **Ordinance 26-05, Approving a Minor Amendment to Ordinance 25-03 Granting an Amendment to a Special Use Permit for the Expansion of an Existing Daycare Facility at the Property Commonly Known as 5633 Dempster Street in Morton Grove, Illinois.**
 - a. The Village received correspondence from David Clatch, the authorized applicant of Poko Loko School, on January 22, 2026, requesting an additional eight month extension to September 28, 2026, to allow additional time to obtain all necessary permits and begin construction. The applicant has been working diligently with Village Staff to obtain required permits. Staff provided comments on initial permit materials as well as a revised set of material, and the applicant is working to address outstanding comments issued by the Public Works Department.
 - b. Section 12-16-4:B of the Unified Development Code allows minor amendments to existing special use permits upon review of a request by the Building Commissioner or his/her designee, the Plan Commission Chairperson, Village Administrator, and Corporation Counsel. Since the proposed amendment would not change any aspect of the approved use or site plan, the proposed request for an extension is eligible for approval as a minor amendment to Ordinance 25-03.

XI. **TRUSTEES' REPORTS** (continued)

F. Trustee White: (continued)

Trustee White moved to adopt Ordinance 26-05, seconded by Trustee Thill.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

2. **Ordinance 26-06, Approving a Special Use Permit for a Parking Variation at 9428–9438 Waukegan Road in Morton Grove, Illinois.**

- a. A complete Special Use Permit application from the owner of Cultura Persian Subs, was submitted requesting a parking variation to expand their existing restaurant into a space previously occupied by a non-restaurant space with a lower parking requirement, which requires approval of a parking variation to allow a reduction in the shared off-street parking requirement for the multi-tenant property at 9428-28 Waukegan Road.
- b. The Plan Commission reviewed this matter on January 20, 2026. Based on the application, staff report, and testimony presented at the public hearing, the Plan Commission voted unanimously to recommend approval of the Special Use Permit with conditions related to employee parking.

Trustee White moved, seconded by Trustee Minx, to adopt Ordinance 26-06.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

3. **Ordinance 26-07, Approving an Amendment to a Special Use Permit (Ord. 10-26) to Eliminate the Automotive Maintenance and Repair Use and Expand the Retail Sales Area Within an Automobile Minimart Station at 6000 Oakton Street in Morton Grove, Illinois.**

- a. Proyeckt Studio LLC on behalf of St. Mary’s Petroleum Inc. had submitted a complete Special Use Permit application requesting to amend a Special Use Permit that had been granted under Ordinance 10-26, to authorize the renovation of an existing automobile minimart station at 6000 Oakton Street. The proposed project consists of the elimination of the automotive maintenance and repair use and expansion of the retail sales area, including the addition of a walk-in cooler, a work room, two restrooms, and expanded sales area, as well as exterior façade changes. The owner has also requested to be allowed to operate twenty-four hours per day, seven days per week.

XI. TRUSTEES' REPORTS (continued)

F. Trustee White: (continued)

- b. The Plan Commission, at its January 20, 2026 meeting, reviewed this request. Based on the application, staff report, and testimony presented at the public hearing, the Plan Commission voted unanimously to recommend approval of the Special Use Permit with conditions relating to building materials, lighting, business operations, and operating hours.

Trustee White moved to adopt Ordinance 26-07, seconded by Trustee Travis.

- c. Mr. Meyer commented that the owner of this facility has indicated a desire to sell alcoholic beverages. This will require a liquor license and either another amendment to the Special Use Permit or a new Special Use Permit to allow these types of sales.

Mayor Witko called for the vote on Ordinance 26-07.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

XII. WARRANTS

Trustee Khan presented the Warrant Register for February 24, 2026 in the amount of \$1,593,114.90. She moved to approve the Warrants as presented, seconded by Trustee Travis.

Motion passes: 6 ayes, 0 nays.

Tr. Khan	<u>aye</u>	Tr. Minx	<u>aye</u>	Tr. Shiba	<u>aye</u>
Tr. Thill	<u>aye</u>	Tr. Travis	<u>aye</u>	Tr. White	<u>aye</u>

XIII. OTHER BUSINESS

NONE

XIV. RESIDENTS' COMMENTS

NONE

XV.

ADJOURNMENT

There being no further business before the Board, Trustee Minx moved to adjourn the meeting, seconded by Trustee Khan.

Motion passes unanimously via voice vote.

The meeting adjourned at 7:29 p.m.

PASSED this 10th day of March 2026.

Trustee Khan	_____
Trustee Minx	_____
Trustee Shiba	_____
Trustee Thill	_____
Trustee Travis	_____
Trustee White	_____

APPROVED by me this 10th day of March 2026.

Janine Witko, Village President
Board of Trustees, Morton Grove, Illinois

APPROVED and FILED in my office this 11th day of March 2026.

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove, Cook County, Illinois

Minutes by Teresa Cousar

Legislative Summary

Resolution 26-22

APPROVING DESTRUCTION OF VERBATIM RECORDS OF CLOSED SESSION MEETINGS OF THE VILLAGE BOARD OF TRUSTEES

Introduction:	March 10, 2026
Purpose:	To authorize the destruction of audio recordings of Closed Meetings occurring before September 10, 2024.
Background:	Pursuant to the Illinois Open Meetings Act, 5 ILCS 120/1 <i>et seq.</i> ("Act"), the Village has approved written minutes and maintains audiotaped recordings of all meetings of the Village Board of Trustees that are closed to the public (collectively, "Closed Meetings"). The Act allows the Village to destroy audio recordings of meetings which have been approved in written minutes and are over 18 months old. The President and Board of Trustees have reviewed all written minutes of Closed Meetings minutes and have determined that all Closed Meetings not previously released to the public should remain confidential and is in the best interests of the Village to destroy the audiotaped recordings of those Closed Meetings occurring prior to September 10, 2024. The Resolution authorizes the destruction of all recordings of Closed Meetings occurring prior to September 10, 2024.
Departs Affected	Village at large
Fiscal Impact:	N/A
Source of Funds:	N/A
Workload Impact:	None
Administrator Recommendation	Approval as presented
Second Reading:	Not Required
Special Requirements:	None

RESOLUTION 26-22

APPROVING THE DESTRUCTION OF VERBATIM RECORDS OF CLOSED SESSION MEETINGS OF THE VILLAGE BOARD OF TRUSTEES

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax, purchase, and incur debt; and

WHEREAS, pursuant to the Illinois Open Meetings Act, 5 ILCS 120/1 *et seq.* ("Act"), the Village maintains audiotaped verbatim records, and has approved written minutes of all meetings of the Village Board of Trustees that were closed to the public pursuant to the Act (collectively, "Closed Meetings"); and

WHEREAS, pursuant to Section 2.06(c) of the Act, the President and Board of Trustees have determined that it will serve and be in the best interests of the Village to destroy the audiotaped recordings of those Closed Meetings occurring prior to September 10, 2024; and

WHEREAS, pursuant to Section 2.06(d) of the Act, the President and Board of Trustees have reviewed of all written minutes of the Closed Meetings which have not been released to the public; and

WHEREAS, the President and Board of Trustees have determined that a need for confidentiality still exists as to the written minutes of all Closed Meetings for which the Village has not previously authorized public inspection.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing **WHEREAS** clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: Destruction of Certain Audio Recordings. The Village Clerk or her designee is authorized to destroy the audio recording of all Closed Meetings occurring before September 10, 2024.

SECTION 3: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 10th day of March 2026

Trustee Khan _____

Trustee Minx _____

Trustee Shiba _____

Trustee Thill _____

Trustee Travis _____

Trustee White _____

Approved by me this 10th day of March 2026

Janine Witko, Village President
Village of Morton Grove
Cook County, Illinois

Attested and Filed in my office this
11th day of March 2026

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

Legislative Summary

Resolution 26-16

AUTHORIZATION TO EXECUTE A REPAIR AGREEMENT WITH MIDWEST AIR PRO, INC. OF CHICAGO, ILLINOIS

Introduction:	March 10, 2026
Purpose:	This resolution will allow the Village Administrator and the Fire Chief to execute a repair agreement to refurbish the exhaust extraction systems at both fire stations.
Background:	The Morton Grove Fire Department has identified the need to refurbish the exhaust extraction systems at both fire stations. The exhaust extraction systems limit the harmful effects of diesel exhaust inside the buildings. The current systems have been in constant use since 2004, with no upgrades. The refurbishment will provide modifications for future operations and apparatus changes, as well as upgrade the systems to modern specifications and prevent costly repairs.
Departs Affected:	Fire
Fiscal Impact:	\$100,000.00
Source of Funds:	Capital Outlay Fund GL# 02-40-15-57-2040 Furniture and Fixtures
Workload Impact:	Fire Department staff, along with Public Works Building Maintenance Division staff, will execute all necessary logistics to complete this project.
Administrator Recommendation:	Approval as presented
Second Reading:	Not Required
Special Requirements:	None

RESOLUTION 26-16

AUTHORIZATION TO EXECUTE A REPAIR AGREEMENT WITH MIDWEST AIR PRO, INC. OF CHICAGO, ILLINOIS

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule government under the provision of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax and incur debt; and

WHEREAS, the Village of Morton Grove provides fire protection and emergency medical services for the residents and visitors of the Village through the Fire Department; and

WHEREAS, the Village of Morton Grove Fire Department maintains two (2) fire stations; and

WHEREAS, the Morton Grove Fire Department stations house a combination of 7 diesel powered apparatus; and

WHEREAS, diesel engines emit exhaust that is harmful and destructive inside buildings, and the Morton Grove Fire Department actively attempts to limit the harmful effects of this exhaust; and

WHEREAS, the Morton Grove Fire Department maintains Nederman diesel exhaust extraction systems, purchased and installed in 2004, in both stations; and

WHEREAS, the current diesel exhaust extraction systems were designed prior to the higher exhaust temperatures produced by modern diesel engines; and

WHEREAS, the diesel exhaust extraction systems have been in continuous service for 22 years with minimal repairs and no upgrades; and

WHEREAS, the Fire Department has identified the need to upgrade the exhaust extraction systems to meet modern specifications and prevent costly emergency repairs; and

WHEREAS, the exhaust extraction system at Fire Station 4 will be modified to be compatible with future operations and apparatus changes; and

WHEREAS, the Village has determined that the most cost-effective method to address improvements in the exhaust extraction system is to refurbish the existing system; and

WHEREAS, Nederman Exhaust extraction systems have designated Midwest Air Pro, Inc., as the sole provider to provide the needed refurbishment services; and

WHEREAS, the Morton Grove Fire Department received an estimate from Midwest Air Pro, Inc. of Chicago, Illinois to completely refurbish the exhaust extraction systems at both stations with components designed for modern diesel exhaust, for the cost of \$100,000.00; and

WHEREAS, the 2026 Village of Morton Grove adopted budget allocated funds for this project within the Capital Outlay Fund GL# 02-40-15-57-2040 Furniture and Fixtures to fund this project at the estimated cost of \$100,000.00.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing **WHEREAS** clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The Village Administrator and Fire Chief are authorized to sign an agreement with Midwest Air Pro, Inc., of Chicago, IL, to supply all materials and labor to refurbish the exhaust extraction systems at both fire stations for \$100,000.00.

SECTION 3: This resolution shall be in full force and effect upon its passage and approval.

Passed this 10th day of March 2026.

Trustee Khan _____
Trustee Minx _____
Trustee Shiba _____
Trustee Travis _____
Trustee Thill _____
Trustee White _____

Approved by me this 10th day of March 2026.

Janine Witko, Village President
Village of Morton Grove
Cook County, Illinois

Attested and Filed in my office this
11th day of March 2026.

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois



Phone 773-622-4566
Fax 773-637-2216

2054 N New England
Chicago, Illinois 60707

February 19, 2026
Morton Grove Fire Department
6250 Lincoln Avenue
Morton Grove, IL. 60053
Attn: Dan Gallagher

Proposal by: Valerie Viola

6250 Lincoln Ave Station #4

Midwest Air Pro, Inc. will provide and install 2 - 6x13' MagnaRail extraction units, 2 - 6x13' MagnaTrack extraction units, 4 - complete nozzle assemblies, 4 - transmitters, 1 receiver, 1 auto start control console, 1- 10hp/3ph/230/460v fan to accommodate 4 vehicles with related steel, duct, electrical, labor and materials to assemble, deliver and install.

Bay 1 - Leave as is

Bay 2 - Remove in place rail and relocate to other side of bay, install end stops, replace rubber profile and conductor strips. Remove and replace one complete drop on exit rear Rail to accommodate 1 resv amb and remove and replace one complete drop on the in place exit rear Rail to accommodate 1 resv eng squad.

Bay 3 - Remove and replace the horizontal hose and complete drop on the in place Track to accommodate 1 pumper squad.

Bay 4 - Remove and replace the horizontal hose and complete drop on the in place Track to accommodate 1 ambulance.

8954 Shermer Rd #5

Midwest Air Pro, Inc. will provide and install 2 - 6x13' MagnaTrack extraction units, 2 - complete nozzle assemblies, 2 - transmitters, 1 receiver to accommodate 2 vehicles with related steel, duct, electrical, labor and materials to assemble, deliver and install.

Ambulance 5 - Remove and replace horizontal hose and complete drop on the in place Track to accommodate 1 ambulance.

Engine 5 - Remove and relocate track one foot and install horizontal hose and complete drop to accommodate 1 engine.

Total Project Cost.....\$100,000.00

5 Year Warranty on Parts - 1 Year Warranty on Fan

Note: Transmitter hook up by others

Authorized Signature to Proceed

Date

PO#



Phone 773-622-4566

Fax 773-637-2216

2054 N New England
Chicago, Illinois 60707

WARRANTY

Warranty: Five years on product – One year on fans - Midwest Air Pro, Inc. warrants to the Morton Grove Fire Department that the labor and materials furnished under the Contract will be of good quality and new unless otherwise required or permitted under the Specifications, that the work and materials will be free from defects not inherent in the quality required or permitted, and that the work will conform to the requirements of the Specifications. This warranty excludes remedy for damage or defect caused by abuse, modifications not executed by the Midwest Air Pro, Inc. improper or insufficient maintenance and improper operation. Unless otherwise described in the specifications, labor and materials provided under this agreement will be guaranteed.



Date: February 20, 2026

Subject: Representation of Nederman for Products and Services in EMST (Fire Station Exhaust)

To whom it may concern,

Please let this letter serve as notification and verification that Midwest AirPro, headquartered in Chicago, Illinois, is our appointed manufacturer's representative (aka Distributor) serving Illinois for Nederman products and services in the EMST market. Midwest AirPro is factory certified in all phases of installation and service of our equipment. Our company policy recommends only those companies who are factory trained and certified by Nederman, Inc. should install and service Nederman equipment.

Feel free to contact me for any questions or concerns regarding this notification.

Respectfully,

Tom Nolan
Regional Sales Manager Midwest
734-674-2618
Tom.nolan@nederman.com
www.Nederman.Com

Legislative Summary

Resolution 26-17

AUTHORIZING THE SALE OF SURPLUS VILLAGE VEHICLES AND EQUIPMENT

Introduced:	March 10, 2026
Purpose:	This Resolution will authorize the sale of five (5) Village-owned surplus motor vehicles on March 17, 2026, at a Joint Municipal Auction organized by the Northwest Municipal Conference
Background:	<p>Ordinance 05-27 authorizes the Village to sell, by Resolution of the Village Board, obsolete or surplus vehicles and personal property with an estimated value over one thousand dollars (\$1,000.00), which, in the opinion of the Finance Director and the Village Administrator, are no longer necessary or useful to the Village. Pursuant to the Department of Public Works annual review of all Village vehicles and equipment, the Director of Public Works has identified five (5) items (see Exhibit A) that are no longer useful due to reasons such as age, maintenance costs, parts availability, and obsolescence. These items are considered surplus vehicles and equipment. The Village Administrator and Finance Director concur with this assessment.</p> <p>The Northwest Municipal Conference represents municipalities and townships within Cook, Lake, McHenry, Kane, and DuPage Counties and regularly organizes joint municipal auctions of municipal surplus vehicles and equipment. The Village has sold surplus vehicles and equipment through the Northwest Municipal Conference's joint municipal surplus vehicle auctions in the past and has found this process cost-effective. The Village Administrator has recommended that the above-referenced Village vehicles and equipment be sold at the joint municipal auction of surplus vehicles conducted by the Northwest Municipal Conference in conjunction with America's Auto Auction Chicago, which is scheduled to take place in Crestwood, Illinois, on March 17, 2026. This Resolution will approve the sale of these surplus vehicles and equipment at the joint municipal auction organized by the Northwest Municipal Conference.</p>
Departments Affected	Department of Public Works
Fiscal Impact:	Unknown
Source of Funds:	N/A
Workload Impact:	The Department of Public Works will implement this resolution as part of its normal activities
Administrator Recommendation:	Approval as presented.
Second Reading:	Not Required
Special Requirements	None

Submitted by: Charles Meyer, Village Administrator
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Prepared by: Ricardo Garcia, Management Analyst

RESOLUTION 26-17

AUTHORIZING THE SALE OF SURPLUS VILLAGE VEHICLES AND EQUIPMENT

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax, purchase, and incur debt; and

WHEREAS, the Department of Public Works staff annually reviews the condition of vehicles and equipment for all Village departments; and

WHEREAS, following this review, the Director of Public Works has determined the five (5) vehicles and equipment listed in Exhibit A are no longer useful for a variety of reasons, including but not limited to age, cost of maintenance, parts availability, and obsolescence, and are deemed to be surplus vehicles; and

WHEREAS, on or about May 23, 2005, the Corporate Authorities adopted Ordinance 05-27 which provides “obsolete or surplus personal property which is, in the opinion of the Finance Director and the Village Administrator, is no longer necessary or useful to the Village, and that has an estimated value exceeding one thousand dollars (\$1,000.00) and all motor vehicles and real property of any value of the Village of Morton Grove shall be sold subject to approval by resolution of a simple majority of the Village Board of Trustees”; and

WHEREAS, the Village Administrator and Finance Director have deemed the vehicles and equipment in Exhibit A to be no longer necessary or useful to the Village; and

WHEREAS, the Northwest Municipal Conference represents municipalities and townships within Cook, Lake, McHenry, Kane, and DuPage Counties and regularly organizes joint municipal auctions of municipal surplus vehicles; and

WHEREAS, the Village has sold surplus vehicles through the Northwest Municipal Conference’s joint municipal surplus vehicle auctions in the past, and has found this process to be a cost-efficient way to sell surplus vehicles; and

WHEREAS, the Village Administrator has recommended the above-referenced Village vehicles and equipment to be sold at the joint municipal auction of surplus vehicles conducted by the Northwest Municipal Conference in conjunction with America’s Auto Auction Chicago; and

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing WHEREAS clauses into this Resolution as though fully set forth therein, thereby making the findings as hereinabove set forth.

SECTION 2: Pursuant to Ordinance 05-27 of the Village of Morton Grove, the Village President and Board of Trustees for the Village of Morton Grove find the Village's vehicles and equipment listed in Exhibit A are no longer necessary or useful to the Village.

SECTION 3: The Village Administrator and his designees are hereby authorized to take all steps necessary to sell said vehicles and equipment at the Northwest Municipal Conference auction in conjunction with America's Auto Auction Chicago, scheduled for Tuesday, March 17, 2026, at 14001 S. Karlov Avenue, Crestwood, IL, 60418, pursuant to terms and conditions approved by the Village Administrator.

SECTION 4: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 10th day of March 2026

Trustee Khan _____

Trustee Minx _____

Trustee Shiba _____

Trustee Thill _____

Trustee Travis _____

Trustee White _____

Approved by me this 10th day of March 2026

Janine Witko, Village President
Village of Morton Grove
Cook County, Illinois

Attested and filed in my office this 11th day
of March 2026

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

EXHIBIT A

	Unit #	Year	Make	Model	Vin	Plate	Fuel	Dept./Use	Dept. Assigned
1	840	2006	Nissan	Armada	5N1AA08AX6N7052Y7	L712843	Gasoline	Police/Squad	Police Department
2	841	1999	Ford	E-280	1FTNEZYLXXHA46938	61343XB	Gasoline	Police/Squad	Police Department
3	M50	2012	Dodge	Charger	2C3CDXAT2CH260956	MZOY921	Gasoline	PW/Pool Car	Public Works
4	M61	2008	Ford	F450	1FDXF47R58EB75699	M165448	Gasoline	Water Department	Public Works
5	M78	2001	Ford	F380	1FDWW36F11ED07232	M125917	Gasoline	Water Department	Public Works

Legislative Summary

Resolution 26-18

**AUTHORIZING A CONTRACT WITH DALE, INC. OF NEW LENOX, ILLINOIS
FOR THE 2026 CONCRETE SAWCUTTING PROGRAM**

Introduction:	March 10, 2026
Purpose:	To authorize the Village Administrator to execute a contract with Dale, Inc. of, New Lenox, Illinois for the 2026 Concrete Sawcutting Program and to execute change orders to utilize the full amount of the budgeted funds.
Background:	As part of the Village’s annual Concrete Sawcutting Program, the Village hires a contractor to saw cut uneven sidewalk joints in the Village rights-of-way to eliminate trip hazards, improve public safety, and reduce liability. This contract was bid through a public process in accordance with the Village Code. Three bids were received, and the bid tabulation is attached as Exhibit “A.” This contract must conform to the requirements of the Prevailing Wage Act. Dale, Inc. was the lowest qualified bidder with a bid amount of \$52,000.00, which is \$8,000.00 less than the budgeted funding. Since the bid is based on unit pricing, the final contract price will depend on the number of units the Village determines are necessary. This Resolution will authorize a contract with Dale, Inc. for the 2026 Concrete Sawcutting Program in an amount not to exceed \$54,600.00 to capture anticipated needed and provide for a 5% contingency for potential needs of the Village.
Departs Affected	Department of Public Works
Fiscal Impact:	\$60,000
Source of Funds:	2026 General Fund Account Number 02-50-17-55-2290
Workload Impact:	The Department of Public Works will manage and implement the project as part of its normal work activities.
Administrator Recommendation	Approval as presented
Second Reading:	Not Required
Special Requirements:	None

Submitted by: Charles L. Meyer, Village Administrator
Reviewed by: Hanna Sullivan, Director of Finance
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Prepared by: Chris Tomich, Village Engineer

RESOLUTION 26-18

AUTHORIZING A CONTRACT WITH DALE, INC. OF NEW LENOX, ILLINOIS, FOR THE 2026 CONCRETE SAWCUTTING PROGRAM

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax, purchase, and incur debt; and

WHEREAS, as part of the Village's annual concrete sawcutting program, the Village hires a contractor to sawcut uneven sidewalk joints in the Village right-of-way to eliminate trip hazards, improve public safety, and reduce liability; and

WHEREAS, the Department of Public Works advertised on the Village's website beginning January 13, 2026, inviting bids on the "2026 Concrete Sawcutting Program"; and

WHEREAS, twenty-six (26) entities, contractors, or suppliers obtained the bidding materials; and

WHEREAS, three bids (3) were received, publicly opened, and read at the Public Works Facility at 10 a.m. on February 3, 2026, with the bid tabulation included in Exhibit "A"; and

WHEREAS, this contract must conform to the requirements of the Prevailing Wage Act; and

WHEREAS, Dale, Inc. submitted the lowest bid in the amount of \$52,000.00; and

WHEREAS, Dale, Inc. bid amount is \$8,000.00 less than the budgeted funding; and

WHEREAS, the bid amount is based upon unit pricing proposed by the contractor for the number of units estimated by the Village, however, the final price of the contract will be based upon the number of units the Village determines to be in the best interest of the Village

WHEREAS, funding for the above work in the amount of \$60,000.00 is available in the 2026 Adopted Budget General Fund Account Number 02-50-17-55-2290; and

WHEREAS, the Department of Public Works recommends purchasing authority of \$54,600 to provide a contingency for protentional needs.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing **WHEREAS** clauses into this Resolution as though fully set forth therein, thereby making the findings as hereinabove set forth.

SECTION 2: The Corporate Authorities accept the bid of Dale, Inc. of New Lenox, Illinois.

SECTION 3: The Village Administrator is hereby authorized to execute a contract with Dale, Inc. for 2026 Sawcutting Program consistent with its bid.

SECTION 4: The Village Administrator and Director of Public Works or their designees are authorized to take all steps necessary to implement the contract with Dale, Inc. for a contract amount not to exceed \$54,600.00.

SECTION 5: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 10th day of March 2026

Trustee Khan _____

Trustee Minx _____

Trustee Shiba _____

Trustee Thill _____

Trustee Travis _____

Trustee White _____

Approved by me this 10th day of March 2026

Janine Witko, Village President
Village of Morton Grove
Cook County, Illinois

Attested and Filed in my office this 11th day
of March 2026

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

Exhibit "A"

Village of Morton Grove, Cook County, Illinois
2026 Concrete Sawcutting Program

Bid Tabulation

Bid Opening: February 3, 2026, 10:00 a.m.

PAY ITEM	PAY ITEM DESCRIPTION	UNIT	QUANTITY	Engineer's Estimate		Dale, Inc. 12410 W. Horseshoe Drive, Unit 8 New Lenox, IL 60451		Murphy Construction Services, LLC 16W273 83rd, Suite D Burr Ridge, IL 60527		Hard Rock Concrete Cutters, Inc. 601 Chaddick Drive Wheeling, IL 60090	
				UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST	UNIT COST	ITEM COST
1	CONCRETE SIDEWALK REPAIR	EACH	1300	\$46.00	\$59,800.00	\$40.00	\$52,000.00	\$41.50	\$53,950.00	\$42.00	\$54,600.00
CORRECTED TOTAL PROPOSAL AMOUNT					\$59,800.00		\$52,000.00		\$53,950.00		\$54,600.00
AS-READ PROPOSAL AMOUNT							\$52,000.00		\$53,950.00		\$54,600.00

Apparent Low Bidder: Dale, Inc.
Apparent Low Bid Amount: \$52,000.00
Engineer's Estimate of Cost: \$59,800.00
Difference: -\$7,800.00

Legislative Summary

Resolution 26-19

**AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH
RAFTELIS FINANCIAL CONSULTANTS, INC. OF KANSAS CITY, MISSOURI
FOR THE 2026 ANALYSIS OF WATER UTILITY COSTS AND WATER RATE ANALYSIS FOR THE
VILLAGE OF MORTON GROVE**

Introduced:	March 10, 2026
Purpose:	To authorize a comprehensive water utility cost of service and water rate analysis to ensure full cost recovery, maintain reserve levels, support implementation of the Capital Improvement Program (CIP), and establish a multi-year rate structure.
Background:	<p>The Village of Morton Grove owns and operates a municipal water utility (“Utility”). The Utility is responsible for all operational, maintenance, debt service, and capital improvement costs associated with providing potable water service to Village residents and businesses.</p> <p>Given evolving operational costs, regional wholesale water considerations, infrastructure investment needs, and long-term capital planning requirements, Village staff determined that an updated 2026 analysis is necessary to:</p> <ul style="list-style-type: none">• Ensure full cost recovery within the Enterprise Fund.• Evaluate reserve policies and financial sustainability.• Align projected revenues with the Capital Improvement Program (CIP).• Develop a multi-year rate structure to promote predictability and stability.• Capture any changes that have occurred since the last water rate analysis in 2008. <p>On January 15, 2026, the Village issued a Request for Qualifications and Request for Proposals (RFQ/RFP) seeking professional consulting services for a comprehensive cost-of-service and rate analysis. Twenty-three (23) firms downloaded the solicitation, and six (6) complete proposals were received by the February 5, 2026, deadline. Proposals (Exhibits A & B) were evaluated in accordance with the published criteria, including the proposed technical approach, project team, and overall qualifications. Following the evaluation, Village staff determined that Raftelis Financial Consultants, Inc., of Kansas City, Missouri (DBA Raftelis), was the most qualified firm to perform the analysis for a total cost of \$39,978.00.</p> <p>Approval of this Resolution authorizes the Village Administrator to negotiate and execute a Professional Services Agreement with Raftelis to complete the 2026 Water Utility Cost of Service and Water Rate Analysis.</p>
Dept. Affected	Department of Public Works
Fiscal Impact:	The 2026 Budget included \$35,000 for this study. The total cost is expected to be \$39,978.00, but it is anticipated that the water enterprise fund will be able to absorb this expense.
Source of Funds:	40-50-33-55-2110
Workload Impact:	The Department of Public Works and the Finance Department will implement this Resolution as part of their normal activities
Administrator Recommendation:	Approval as presented.

Submitted by: Charles Meyer, Village Administrator
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Reviewed by: Hanna Sullivan, Director of Finance
Prepared by: Ricardo Garcia, Management Analyst

Second Reading: Not Required

Special Requirements None

Submitted by: Charles Meyer, Village Administrator
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Reviewed by: Hanna Sullivan, Director of Finance
Prepared by: Ricardo Garcia, Management Analyst

RESOLUTION 26-19

AUTHORIZING A PROFESSIONAL SERVICES AGREEMENT WITH RAFTELIS FINANCIAL CONSULTANTS, INC. OF KANSAS CITY, MISSOURI FOR THE 2026 ANALYSIS OF WATER UTILITY COSTS AND WATER RATE ANALYSIS FOR THE VILLAGE OF MORTON GROVE

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under Article 7 of the 1970 Constitution of the State of Illinois, and may exercise any power pertaining to its government and affairs; and

WHEREAS, the Village owns and operates a municipal water utility funded through the Enterprise Fund, which supports operations, maintenance, debt service, and capital improvements; and

WHEREAS, the Village will conduct a comprehensive water utility cost of service and water rate analysis to ensure full cost recovery, maintain reserve levels, support implementation of the Capital Improvement Program (CIP), and establish a multi-year rate structure; and

WHEREAS, on January 15, 2026, the Village issued a Request for Qualifications and Request for Proposals (RFQ/RFP) seeking professional consulting services; and

WHEREAS, twenty-three (23) firms downloaded the RFQ/RFP and six (6) proposals were received by February 5, 2026, and

WHEREAS, Village staff evaluated the proposals (Exhibits A & B) in accordance with the published evaluation criteria; and

WHEREAS, Raftelis Financial Consultants, Inc. (DBA Raftelis), of Kansas City, Missouri, was determined to be the most qualified firm; and

WHEREAS, funding for this work, in the amount of \$39,978.00, and will be assessed to Enterprise Fund, Account No. 40-50-33-55-2110; and

WHEREAS, the Professional Services Agreement shall be in a form approved by the Village Attorney and include standard Village insurance and indemnification provisions.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS, AS FOLLOWS:

SECTION 1: The foregoing **WHEREAS** clauses are incorporated herein as though fully set forth.

SECTION 2: The Village Administrator is authorized to negotiate and execute a Professional Services Agreement with Raftelis Financial Consultants, Inc. (DBA Raftelis) for the

2026 Analysis of Water Utility Costs and Water Rate Analysis in an amount not to exceed \$39,978.00.

SECTION 3: The Village Administrator, Director of Public Works, and Finance Director, or their designees, are authorized to take all steps necessary to implement and administer the Agreement.

SECTION 4: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 10th day of March 2026

Trustee Khan _____

Trustee Minx _____

Trustee Shiba _____

Trustee Thill _____

Trustee Travis _____

Trustee White _____

Approved by me this 10th day of March 2026

Janine Witko, Village President
Village of Morton Grove
Cook County, Illinois

Attested and filed in my office this 11th day of March 2026

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

Village of Morton Grove

Analysis of Water Utility Costs and Completion of a Water Rate Analysis

STATEMENT OF QUALIFICATIONS / FEBRUARY 5, 2026

Firm Name: Raftelis Financial Consultants, Inc. (DBA Raftelis)

Local Address: 215 W. Pershing Road, Suite 406, Kansas City, MO 64108

Branch Offices: Raftelis has 15 offices located strategically across the U.S. We've included a list of our office locations in our proposal.

Contact Person: Tom Beckley, Vice President / P: 816.682.1328 / E: tbeckley@raftelis.com

Licensed to Practice: Raftelis is fully licensed to conduct financial consulting services in the state of Illinois. There are no specific licenses required to conduct the requested services; however, we've included additional information on our qualifications in our proposal.



February 5, 2026

Mr. Michael Lukich
Director of Public Works
Village of Morton Grove
7840 Nagle Avenue
Morton Grove, IL 60053

Subject: Statement of Qualifications for Analysis of Water Utility Costs and Completion of a Water Rate Analysis

Dear Mr. Lukich:

Raftelis is pleased to submit this Statement of Qualifications to assist the Village of Morton Grove (Village) with a water utility rate study. We appreciate the opportunity to submit this proposal, which details our project approach to meet the Village's objectives as well as our qualifications and experience within the water utility industry.

Raftelis was established in 1993 to provide financial, rate, and management consulting services of the highest quality to water and wastewater utilities. Since that time, Raftelis has grown to have the largest water and wastewater utility financial and management consulting practice in the country, with more than 190 consultants. Our staff has provided rate and/or financial planning assistance to over 1,700 utilities and local governments across the United States and has conducted thousands of studies. Our mission has always been focused on assisting our clients in meeting their goals of financial viability.

Raftelis understands that the Village would like to develop a financial roadmap for its water utility that can become a decision-support tool for Village staff. One of the goals of the study is to develop a water financial plan that projects the future costs of providing water service for current and future customers. The Village wishes to develop a 5-year financial plan and rate recommendations to reflect future operating and maintenance costs and capital needs. Raftelis is uniquely qualified to serve as your expert consultant based on our extensive experience successfully completing many similar studies for utilities in Illinois and across the country.

Our approach to conducting these types of studies generally includes the following tasks:

- **Task 1: Project Initiation and Management** – Raftelis will conduct a kick-off meeting with Village staff to confirm the work plan, schedule, project requirements, and data needs.
- **Task 2: Consumption and Current Revenue Analysis** – The project team will produce a forecast of the Village's utility rate revenue under current rates and review detailed customer billing information to form a long-term forecast of water demand.
- **Task 3: Development of Financial Plans** – Raftelis will develop a financial plan for the water utility, including identifying future capital needs and ensuring the utility has the ability to adequately fund them.
- **Task 4: Rate Design** – Raftelis will develop alternative rate options based on the Village's objectives.
- **Task 5: Rate Model Development** – Our project team will develop a user-friendly rate model in Microsoft Excel, which the Village can use as a decision-support tool moving forward.

- **Task 6: Reports and Presentations** – The project team will produce a report that summarizes the study, review the results with Village staff, and present the results to the Board of Trustees.

More details on each of these tasks can be found in the Scope of Services section of this proposal.

We strongly believe our team would successfully complete the study and provide significant value to the Village of Morton Grove for several reasons, including:

- **Breadth of experience** – We have conducted thousands of financial projects for more than 1,700 utilities and local governments across the country, many of them similar to this study.
- **Knowledge of your water system** – Our team has worked with many utilities in Illinois and is knowledgeable of the challenges facing utilities in Illinois.
- **Depth of resources** – No firm that specializes in financial consulting for the water industry has the staff resources we have.
- **Drive to succeed** – Our project team will be focused on not only meeting, but exceeding, the Village's expectations.

To assist the Village with this project, we have assembled a team with extensive experience and a reputation for quality service. I will serve as Project Manager of the study, ensuring the Village's objectives are fully met. I will work closely with the Lead Consultant, Joe Collins, who will manage the day-to-day aspects of the project ensuring it is within budget and on schedule and who will serve as the Village's main point of contact for the study. Joe will also lead the consulting staff in conducting analyses and preparing deliverables for the project.

We are proud of the resources that we offer and welcome the opportunity to work with the Village of Morton Grove and its professional staff to meet the Village's objectives. If you have any questions regarding our statement of qualifications, please do not hesitate to reach out to me using the contact information below.

Sincerely,



Thomas A. Beckley

Vice President

P: 816.682.1328 / E: tbeckley@raftelis.com



Giving back

The Raftelis Charitable Gift Fund seeks to make a difference on issues that matter to our clients and employees by helping build sustainable, inclusive communities locally and worldwide. We do this by allocating company profits and employee contributions of time and money. We support organizations that:

- Promote efficient, sustainable resource use
- Advance diversity, equity, and inclusion within the public sector
- Invest in access to clean water and sanitation
- Help vulnerable communities by addressing affordability issues



Raftelis is registered with the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB) as a Municipal Advisor.

Registration as a Municipal Advisor is a requirement under the Dodd-Frank Wall Street Reform and Consumer Protection Act. All firms that provide financial forecasts that include assumptions about the size, timing, and terms for possible future debt issues, as well as debt issuance support services for specific proposed bond issues, including bond feasibility studies and coverage forecasts, must be registered with the SEC and MSRB to legally provide financial opinions and advice. Raftelis' registration as a Municipal Advisor means our clients can be confident that Raftelis is fully qualified and capable of providing financial advice related to all aspects of financial planning in compliance with the applicable regulations of the SEC and the MSRB.

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FIRM OVERVIEW

Who is Raftelis

HELPING LOCAL GOVERNMENTS AND UTILITIES THRIVE

Local government and utility leaders partner with Raftelis to transform their organizations by enhancing performance, planning for the future, identifying top talent, improving their financial condition, and telling their story. We've helped more than 700 organizations in the last year alone.

We believe that Raftelis is the *right fit* for this project. We provide several key factors that will benefit the Village and help to make this project a success.

RESOURCES & EXPERTISE: This project will require the resources necessary to effectively staff the project and the skillsets to complete all of the required components. With more than 190 consultants, Raftelis has the largest water-industry financial and management consulting practice in the nation, including many of the industry's leading rate consultants and experts in key related areas, like stakeholder engagement and data analytics. Our depth of resources will allow us to provide the Village with the technical expertise necessary to meet your objectives.

DEFENSIBLE RECOMMENDATIONS: When your elected officials and customers are considering the validity of recommended changes, they want to be confident that they were developed by experts using the latest industry standard methodology. Our staff are involved in shaping industry standards by chairing committees within the American Water Works Association (AWWA) and the Water Environment Federation (WEF) and co-authoring many industry-standard books regarding utility finance and rate setting. Being so actively involved in the industry will allow us to keep the Village informed of emerging trends and issues and to be confident that our recommendations are insightful and founded on sound industry principles. In addition, with Raftelis' registration as a Municipal Advisor, you can be confident that we are fully qualified and capable of providing financial advice related to all aspects of utility financial planning in compliance with federal regulations.



HISTORY OF SIMILAR SUCCESSES: An extensive track record of past similar work will help to avoid potential pitfalls on this project and provide the know-how to bring it across the finish line. Raftelis staff has assisted 1,700+ local governments and utilities throughout the U.S. with financial and rate consulting services with wide-ranging needs and objectives. Our extensive experience will allow us to provide innovative and insightful recommendations to the Village and will provide validation for our proposed methodology ensuring that industry best practices are incorporated.

USER-FRIENDLY MODELING: A modeling tool that your staff can use for scenario analysis and financial planning now and into the future will be key for the Village going forward. Raftelis has developed some of the most sophisticated yet user-friendly financial/rate models available in the industry. Our models are tools that allow us to examine different policy options and cost allocations and their financial/customer impacts in real time. We offer model options including Microsoft Excel-based and web-based tools that are developed with the expectation that they will be used by the client as a financial planning tool long after the project is complete.

RATES THAT ARE ADOPTED: For the study to be a success, rates must be successfully approved and implemented. Even the most comprehensive rate study is of little use if the recommendations are not approved and implemented. Raftelis has assisted numerous agencies with getting proposed rates successfully adopted. We focus on effectively communicating with elected officials about the financial consequences and rationale behind recommendations to ensure stakeholder buy-in and successful rate adoption.

Firm Information

Licensed to Practice

Raftelis is fully licensed to conduct financial consulting services in the state of Illinois. There are no specific licenses required to conduct the requested services; however, our firm is a Registered Municipal Advisor with the U.S. Securities and Exchange Commission (SEC) and the Municipal Securities Rulemaking Board (MSRB), and many of our staff members hold individual licenses, like Professional Engineer, Certified Public Accountants, Chartered Financial Analysts, Certified Government Financial Manager, and Project Management Professional.

Branch Offices

Raftelis has the following 15 offices, which are located strategically across the U.S.: Albany Metro, NY; Austin, TX; Bellingham, WA; Boston Metro, MA; Charlotte, NC; Cincinnati, OH; Denver, CO; Durham, NC; Greensboro, NC; Irving, TX; Kansas City, MO; Littleton, CO; Los Angeles, CA; Orlando Metro, FL; and Santa Barbara, CA.

32 years
serving the
public sector

How we stack up

OUR TEAM INCLUDES

190+ consultants focused on
finance/management/communication/
technology for the public sector

2 chairs & **16** members of
AWWA and WEF utility finance and
management committees and subcommittees

RAFTELIS HAS PROVIDED ASSISTANCE FOR

1,700+ public agencies
and utilities

that serve more than

25% of the
U.S. population

including the agencies serving

41 of the nation's
50 largest cities

in the past year alone, we worked on

1,300+ projects for **700+** agencies in **47** states

SCOPE OF SERVICES

Project Understanding

The Village of Morton Grove is led by a Village President and a six-member Board of Trustees. The Village currently bills for water service on a bi-monthly basis utilizing a volumetric charge of \$11.57 with a 3,000 gallon minimum bill. The Village purchases water from the Morton Grove – Niles Water Commission, which obtains treated water from the City of Evanston and delivers it to the Villages of Morton Grove and Niles. The Village is seeking a water rate study to ensure the financial stability of the water utility over the next five years. The study will include the development of a financial plan to fund the Village’s capital improvement program as well as a review of the current rate structure and evaluation of alternatives.

Raftelis also serves as financial consultant to the Northwest Water Commission, which is complimentary to the Village’s interests as the Northwest Water Commission is the largest customer of the Village’s indirect treated water supplier, the City of Evanston, and we are very familiar with the rate the City of Evanston charges its wholesale customers. The City of Evanston has recently indicated that there will be a very large increase in the O&M portion of its wholesale rates (the volumetric portion) due to a 20% increase in City O&M costs, and the City is also undertaking several large capital improvements that will impact rates in the coming years for the Village and the City’s other wholesale customers.

Technical Approach

We have developed the following proposed services based on our extensive experience in completing comprehensive water and wastewater rate studies for other utilities while taking into account the considerations identified by the Village of Morton Grove in its Request for Qualifications (RFQ). The approach has been tailored to address the specific objectives and concerns identified in the RFQ while maintaining those elements that we believe are essential for a successful project. We have used a similar project approach on many of our rate study projects for utilities throughout Illinois, the Midwest, and the U.S.

Task 1: Project Initiation, Management, and Kick-off Workshop

We believe that the execution of a productive kick-off meeting is the most effective way to begin a project of this nature. The goals for this meeting include:

- Providing a forum to finalize the scope of the project, work plan, and schedule with Village staff
- Discussing the Village’s preliminary pricing objectives
- Ensuring that we have an understanding of the overall goals of the study
- Providing an opportunity for Village staff to meet and become comfortable with the project staff from Raftelis
- Reviewing the data needs for the project

Accomplishing these objectives will help to ensure that the project progresses as smoothly as possible.

Prior to the kick-off meeting, we will prepare a detailed data request list that will identify the information needed to complete the various analyses. Information that is typically required to perform a comprehensive cost-of-service study includes recent Annual Comprehensive Financial Reports (ACFR), recent and current utility budgets, a

description of service areas, current and historical billing data, utility plant in service records, debt service schedules, water master plans, and a long-term capital improvement plan. Some of this information will be readily available, whereas other components may require more detailed analyses of operational data, customer billing information, and costs. We will also prepare a comparison of the Village's existing utility rates to comparable peers as a basis for discussion during the kick-off meeting to review the Village's existing rates and determine if additional types of fees may be appropriate to be analyzed and considered for use by the Village's utility.

Data Collection and Review

As part of this task, we will conduct interviews with Village staff to obtain a thorough understanding of the financial, operational, regulatory, master planning, and political environments. Existing rate policies and ordinances will be reviewed for consistency with current and possible future fees. Key issues, areas of concern, and pricing objectives will be reviewed and discussed. Historical information will be reviewed related to costs, customers, usage, demand patterns, capital spending, plant in service, and revenues generated to provide a better understanding of recent changes in operating characteristics and to develop appropriate trends and growth factors for creating financial forecasts. Other information reviewed will include regulatory requirements, bond covenants, contractual requirements, and capital plans for each utility. During the data collection and review, we will begin to identify assumptions used to allocate and project costs that will be integrated into our model. As these assumptions are identified, Village staff will have an opportunity to review our findings to ensure that the assumptions make sense with regard to the Village's utility.

Project Management

In order to successfully complete the project, Raftelis will be in constant communication with Village staff regarding data requests, data validation, data decisions, and reviewing preliminary and final results. Much of this can be accomplished through conference calls, emails, and demonstrations using tools such as Microsoft Teams or Zoom. These efforts provide for consistent and competent project management to ensure that all deadlines and objectives are met in a timely and efficient manner. We believe in a no-surprises approach so that the Village is always aware of the project status.

PLANNED MEETINGS:

- Virtual Kick-Off meeting

DELIVERABLES:

- Data request list
- Agenda for kick-off meeting
- Documentation summarizing the kick-off meeting

Task 2: Consumption and Current Revenue Analysis

Projecting future demand and developing realistic per capita consumption estimates is one of the single most difficult tasks that a utility faces each year. The reason for this is that there are several unforeseeable factors that can affect consumption. A particularly rainy or dry season, unforeseen population growth or decline, and commercial customers moving in and out of Village's service area or not returning after the current pandemic can and will have a dramatic effect on consumption. However, projecting consumption is also one of the most important tasks that a utility faces. These projections directly affect user rates, which, in turn, determine how much cash a utility will collect. If a utility overestimates consumption, then rates will be too low leading to revenue under recovery, a deficit, and decreasing fund balances. Yet, if a utility underestimates consumption, then revenue over recovery occurs and this can be met with public scrutiny because of unjustly high rates.

Comprehensive operation and customer billing information will be collected to classify customers and project user demand over the planning period. We will study available historical consumption of the Village's different customer types in order to arrive at a corresponding usage and growth rate for each type. As a result of these analyses, Raftelis will be able to develop projections of consumption for the forecast period under various scenarios, resulting in an optimistic projection, pessimistic projection, and most likely projection. Raftelis will also examine the Village's current customer classifications and identify any changes that may be necessary to make them more consistent with current industry practices and standards. Raftelis will then calculate the revenues under current rates at projected consumption levels (optimistic, pessimistic, and most likely) to understand the potential revenues realizable. We will then compare these revenues to the revenue requirements forecast in the financial plan developed in Task 3 to understand the magnitude of the potential shortfall under the current rates.

PLANNED MEETINGS:

- Web-based meeting to review draft consumption projections

DELIVERABLES:

- Forecast of consumption and revenues under existing rates over multi-year forecast period

Task 3: Development of Financial Plans

An important element in conducting a comprehensive rate study is to establish comprehensive short- and long-term financial plans for the Village's water utility. In preparing these plans, we will analyze the Village's current policies and practices for funding its operations, capital facilities plans, and debt service requirements. As appropriate, and as discussed with Village staff, we will consider various financing options, or a combination of options, such as operating revenue, new debt issuances, and miscellaneous fees.

We will assist the Village in achieving a suitable balance among the financing options when developing the proposed financial plans, which will accomplish the following:

- Ensure financial sufficiency to meet operating and capital costs as well as prudent reserves
- Meet the Village's service policies and objectives
- Fairly distribute financing responsibility to appropriate users
- Result in an appropriate capital structure so that the Village maintains a high rating with bond rating agencies

Maintaining detailed financial plans will ensure that the Village's water utility is operating in a revenue self-sufficient manner and meeting debt covenant requirements.

The financial plans will include a capital improvement financing component that ensures the utility can fully finance the Village's proposed capital improvement program while minimizing impacts to existing ratepayers and complying with existing revenue bond covenants.

Review and Evaluate Current Financial Information and Recommend Financial Policies and Programs

As part of this task, Raftelis will evaluate the Village's operating and capital reserve requirements as well as financial and rate policies and recommend appropriate changes to the existing policies that will allow the utility to most effectively meet its financial goals. These financial policy requirements will include identifying appropriate target reserve levels for the operating and capital programs; when these reserves can be used; infrastructure replacement funding from operations; debt funding of Capital Improvement Program (CIP), if needed; review of the level of

transfers to the general fund; and debt service coverage designed to allow the Village to meet its financial objectives and goals while achieving improved rate stability and revenue sufficiency. Raftelis will also provide recommendations on how the Village may wish to fund operating and maintenance (O&M) expenses that do not occur annually, such as tank painting and meter replacement.

Develop Revenue Requirements

This task will include the projection of budget items, such as annual costs related to labor, power, materials, capital expenditures, plant investment, O&M expenses, transfers, reserve contributions, and debt service coverage using assumptions based on different economic factors and growth trends.

We will develop forecasts of revenue requirements over the multi-year planning period. Revenue requirements will be projected over the rate-setting period based on historical results, the current budget, capital improvement plans, master planning studies, existing debt service, other obligations, and current economic trends. We will examine the effect of variations in factors that impact the utility's revenue requirements and provide comparisons of potential revenue requirement scenarios for review with the Village to identify the most appropriate revenue requirements for proposed rates. Projecting revenue adjustments over a multi-year planning horizon can illustrate future rate impacts and potential challenges to the Village's financial situation. This will allow the Village to adjust its expenses, transfers, and reserve balances or schedule capital projects to smooth rate impacts and maintain financial stability.

The financial plan will include an analysis of multiple capital funding options, including various levels of debt issuance in order to minimize the impact on ratepayers.

Develop Multi-Year Cash Flow Analysis and Recommend Reserve Balances

We will develop a multi-year cash flow analysis to determine the revenue adjustments needed to meet projected revenue requirements for the multi-year planning period while minimizing sharp rate fluctuations. The cash flow worksheet incorporates revenues generated from different sources, expenses needed to maintain the utility systems, any transfers in and out of the enterprise fund, as well as the coverage needed to meet current and proposed debt service requirements. We will also review the reserve policies to recommend appropriate reserve balances consistent with industry standards and the Village's desire to appropriately address risk associated with various factors, including emergency expenditures or revenue shortfalls.

PLANNED MEETINGS:

- Periodic web-based meetings to review multi-year financial plan

DELIVERABLES:

- Multi-year financial plan for the water utility

Task 4: Rate Design

The purpose of this task is three-fold. First, we will provide Village staff and stakeholders with a better understanding of the principles of water and wastewater rate setting. Second, Village staff, with our assistance, will identify and prioritize its rate-setting objectives, and third, the Village and Raftelis will develop the rate structure conceptual designs that will serve as the framework for the rate design phase of the project.

Rates and Charges Workshop

We have found that it is beneficial to conduct a Rates and Charges Workshop for our clients that are considering alternative rate structures in the course of their project. We anticipate that this meeting will take place early in the

project, possibly as part of the kick-off meeting. This workshop will be the first step in the conceptual design process. During the workshop, we will explain each step in the process of developing cost-of-service-based rates as well as trends in rate setting throughout the United States. We will examine the pricing objectives that drive a utility's rate-setting process, explore the various approaches to determining revenue requirements, study cost allocation methodologies, and look at the strengths and weaknesses of the Village's current rate structures as well as alternative rate structures and the effect that each has on customer demand, revenue sufficiency, and rate equity. Participants in the Rates and Charges Workshop will leave with a better understanding of the rate-setting process and will be better equipped to make the decisions they will be asked to make as the cost-of-service and rate study progresses. In addition, they will be able to communicate more effectively with policymakers and customers on matters related to rates and charges.

Identification and Prioritization of Pricing Objectives

After we have gathered and reviewed relevant background data and provided Village staff and stakeholders with an understanding of the principles of rate setting, we will work with Village staff and management to develop a set of pricing objectives.

In prior studies, objectives (listed alphabetically) have included:

- **Affordability** – Rates should be designed such that there are mechanisms in place that allow for legitimately economically disadvantaged customers to continue to receive water service
- **Conservation/Demand Management** – The rate structure should encourage water conservation as well as assist in managing system demand
- **Cost-of-service-Based Allocations** – The rate structure should ensure that each customer class is contributing equitably towards revenue requirements based upon the costs of providing service to each customer class
- **Legality** – Rates should be designed according to standard industry practice and in accordance with applicable law, such that rate disputes are avoided
- **Minimizing Rate Impacts** – Rates should be designed and implemented in an effort to avoid inordinately large increases or decreases in customers' bills during the course of a single year
- **Rate Stability** – The rate structure should minimize dramatic rate increases or decreases over the planning period
- **Revenue Sufficiency** – Rates should generate revenues sufficient to meet revenue requirements despite fluctuations in demand
- **Simplicity and Ease of Implementation** – Rates should be readily understandable by customers and be able to be implemented using existing staff and the existing billing and collection infrastructure, with only minor modifications

As part of the Rates and Charges workshop, participants will be able to contribute pricing objectives to a prepared list of common pricing objectives, discuss the relevance of each objective and then prioritize and select the objectives that they believe are most important. Our process will allow workshop participants to see the results of the prioritization process prior to the end of the workshop so that the results can be discussed and revised if so desired.

Develop Conceptual Rate Designs

Once the Village's pricing objectives have been prioritized and after our initial review of the data related to cost and usage characteristics, we will then work with the City to develop conceptual rate designs that address as many of the Village's objectives as possible for each of the rate structures being analyzed. Through recent projects for other clients, we have had the opportunity to develop and evaluate many different basic and innovative rate structures, including uniform rates, declining block rates, increasing block rates, lifeline rates, seasonal rates, individualized rates, and water budget rates, among others.

The conceptual designs will be developed based on input from Village staff and will be reviewed and discussed with Village staff to ensure that the resulting rate structures are appropriate and can be implemented effectively by the Village. We will consider all relevant ordinances that affect the way in which the Village can charge for service, and take into account the effect of a new rate structure on each customer class. The review with Village staff will consider any customer education or formal communications with the community that will be necessary as a result of the proposed changes to the rate structure. The conceptual design process provides an important opportunity to receive additional input from Village staff and to identify additional features that may be desirable in developing the rate model.

PLANNED MEETINGS:

- Virtual Rates and Charges Workshop
- Periodic web-based meetings to review rate alternatives

DELIVERABLES:

- Village’s prioritized pricing objectives and proposed conceptual designs

Task 5: Rate Model Development

At the heart of any successful cost-of-service and rate study is the computer model that is used to develop revenue requirements; perform cost functionalization, classification, and allocation; and calculate rates. The model must be sophisticated enough to perform the complex calculations involved in a comprehensive cost-of-service and rate analysis and yet still be simple enough to allow for future updates by Village staff.



Raftelis will develop a customized financial model that incorporates a dashboard to allow you to easily run scenarios and see the impacts in real time. Shown here is a sample dashboard that we developed for another project.

The model will incorporate the rate structures and rate calculation methodologies that are identified during Task 3. During the course of the project, Village staff will be provided with working copies of rate model drafts in Microsoft Excel so that they will be able to provide input into the development of the model. Once the project is complete, the Village will be provided with fully functioning copies of the model and Raftelis personnel will train members of the Village staff in its use.

PLANNED MEETINGS:

- Virtual meeting to train Village staff on the use of the rate model

DELIVERABLES:

- Functional rate model for the Village's future use and update

Task 6: Reports and Presentations**Rate Comparison**

Raftelis will prepare a comparative analysis of the Village's current and proposed water rates to comparable peer utilities. This comparison will be used in the reports and presentations of the findings of the study to provide a frame of reference for stakeholders and decision makers.

Draft Reports

Raftelis will provide draft reports in July and September. The draft reports will document the rate development process, describe any recommended changes to the existing rate structures and the reason for such changes, and present the results of the financial plan and rate study. Electronic copies of the draft report will be presented to Village staff for their review and comment before presentation to the Board of Trustees.

Final Report

Raftelis will incorporate the Board's comments of the draft report into a final report delivered in November. Upon finalization of the report, the Village will be provided an electronic copy of the report. In addition to the final report, the Village will also be provided with electronic copies of the final rate model in Microsoft Excel.

Presentations

We will prepare a PowerPoint presentation summarizing the rate study process, findings, and recommendations in a clear and concise manner. We will provide a draft of this presentation to Village staff for their review and comment prior to delivering the final version and presenting it to the Board.

PLANNED MEETINGS:

- Web-based meeting to review draft report with Village staff
- Two on-site presentations as directed by the Village

DELIVERABLES:

- Rate comparison
- Draft reports
- Final report
- PowerPoint presentations

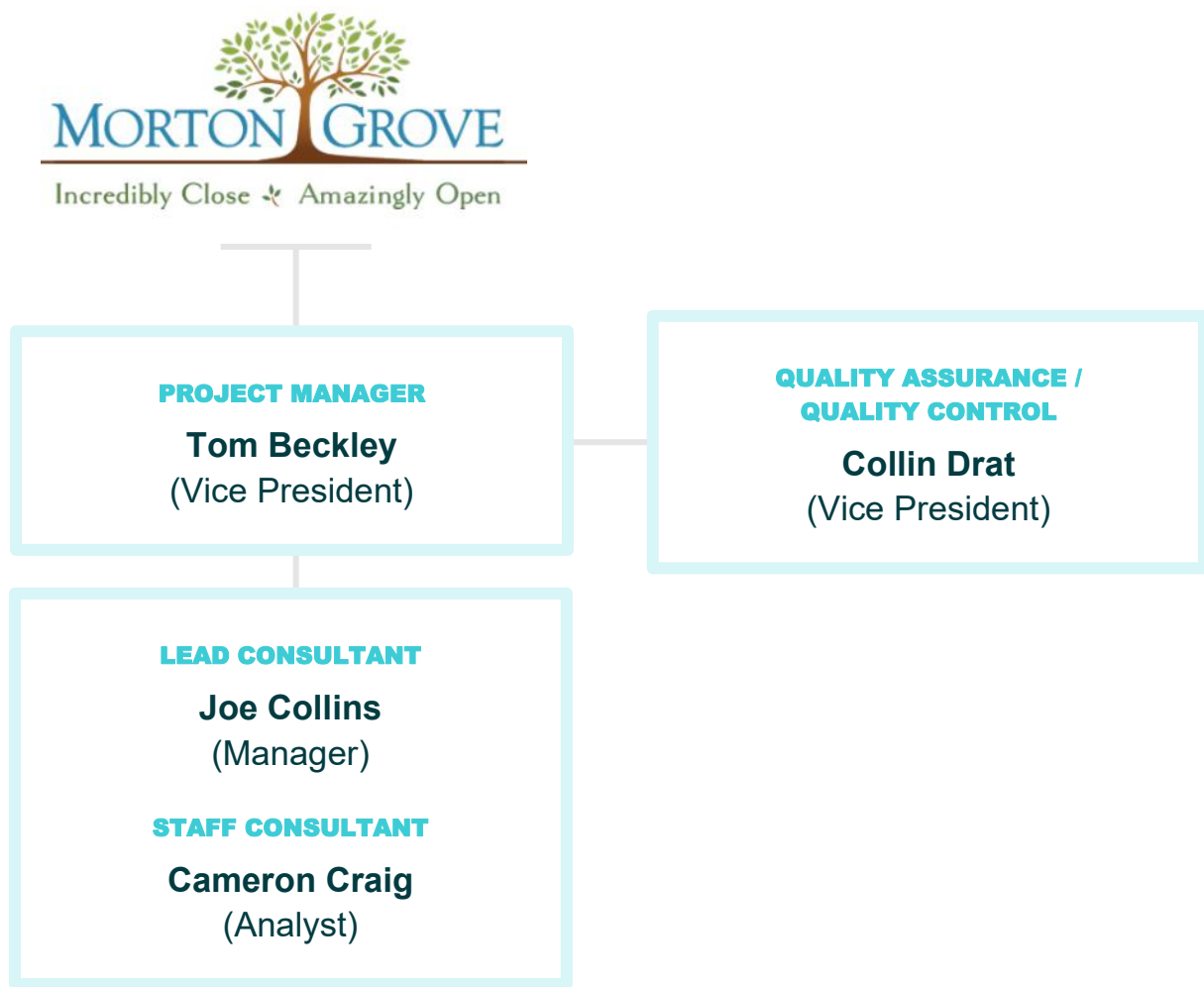
PROJECT TEAM

Project Team

WE HAVE DEVELOPED A TEAM OF CONSULTANTS WHO SPECIALIZE IN THE SPECIFIC ELEMENTS THAT WILL BE CRITICAL TO THE SUCCESS OF THE VILLAGE'S PROJECT.

Our team includes senior-level professionals to provide experienced project leadership with support from talented consultant staff. This close-knit group has frequently collaborated on similar successful projects, providing the Village with confidence in our capabilities.

Here, we have included an organizational chart showing the structure of our project team. On the following pages, we have included resumes for each of our team members as well as a description of their role on the project. Raftelis will not use any subconsultants on this project.



Tom Beckley

PROJECT MANAGER
Vice President



ROLE

Tom will be responsible for overall project accountability, ensuring the Village’s objectives are fully met, and will be available to provide quality assurance and control, industry perspective, and insights into the project. Tom will serve as main point of contact for the project.

PROFILE

Tom has 25 years of experience with Raftelis conducting financial and rate consulting related projects. His experience with hundreds of projects like this one helps ensure that the project will be on time, within budget, and meet the Village’s objectives. He has assisted a wide range of municipal water, wastewater, and stormwater utilities in conducting cost-of-service, rate setting, financial feasibility, privatization, system development fees, and other finance-related studies. Tom authored a chapter entitled, “Designing Water and Wastewater Rate Structures,” for the Fourth Edition of the industry guidebook, *Water and Wastewater Finance and Pricing: The Changing Landscape*. He is also an active member of AWWA and WEF, as well as ICMA, and has presented at various national and state conferences.

KEY PROJECT EXPERIENCE

Arkansas

- City of Bentonville
- Little Rock WRA

Arizona

- City of Peoria
- City of Phoenix

Illinois

- City of Bloomington
- City of Naperville
- Northwest Water Commission
- DuPage Water Commission
- Village of Northfield
- Village of Wilmette
- City of Westmont
- Village of Normal
- Village of Lincolnwood
- City of Edwardsville
- City of Springfield
- City of Aurora
- Village of Kewanee
- City of Washington

Iowa

- Des Moines Water Works

Kansas

- City of Junction City
- City of Atchison
- City of Edgerton
- City of Lawrence
- City of Olathe
- City of Topeka
- City of Wichita
- Johnson County Water One

Michigan

- Allendale Township
- City of Flint
- City of Grosse Pointe
- City of Macomb
- City of Marquette
- City of Rochester
- City of Saginaw
- City of Wyoming
- Detroit WSD
- Downriver Utility WW Authority
- Fort Gratiot Township

Specialties

- Utility cost-of-service & rate structure studies
- Conservation rate studies
- Bond forecasts & feasibility studies
- Economic feasibility studies
- Industrial waste charge studies
- Capital recovery fee studies

Professional History

- Raftelis: Vice President (2020-present); Senior Manager (2014-2019); Manager (2000-2013)

Education

- Master of Public Administration - University of Kansas (2008)
- Master of Business Administration (Concentration in Finance) - A.B. Freeman School of Business, Tulane University (2000)
- Bachelor of Science in Naval Architecture & Marine Engineering - Webb Institute (1995)

Certifications

- Series 50 Municipal Advisor Representative
- Series 54 Municipal Advisor Principal

Professional Memberships

- AWWA
- WEF
- ICMA
- Genesee County Drain Commission
- Grand Blanc Township
- Marquette Township
- Oakland County

Missouri

- City of Smithville
- City of Jefferson City
- City of North Kansas City
- City of Perryville
- St. Louis MSD

Nevada

- City of Boulder City
- City of Henderson

Collin Drat

QUALITY ASSURANCE / QUALITY CONTROL Vice President

ROLE

Collin will provide an independent quality assurance/quality control review of key deliverables to ensure accuracy and completeness.

PROFILE

Collin has 13 years of experience advising municipally owned water, wastewater, stormwater, electric and natural gas utilities throughout North America. Collin has conducted 80+ studies for dozens of utility clients in 20 states. This experience includes not only establishing cost justified utility rates but also critiquing and defending them in court and before state public service commissions.

KEY PROJECT EXPERIENCE

- Capital Regional Parkland Water Services Commission (AB) – Water Rate Study
- City of Calgary (AB) – Water and Wastewater Rate Study
- Regional Water Customers Group (AB) – Cost of Service Reviews (multiple), Demand Forecasting
- Strathcona County Utilities (AB) – Wastewater Rate Study
- Sturgeon County (AB) – Water and Wastewater Study
- Town of Stony Plain (AB) - Stormwater Financial Plan
- Central Arkansas Water (AR) – Water and Wastewater Rate Study
- City of Bentonville (AR) – Water Rate Study, Wastewater Rate Study
- Marana Water (AZ) – Water and Water Reclamation Rate Study, Impact Fee Study, Litigation Support
- City of San Diego (CA) – Water Rate Study
- City of Fort Morgan (CO) – Natural Gas Rate Study
- Clearwater Gas System (FL) – Natural Gas Rate Study (multiple)
- City of Bloomington (IL) – Wastewater and Stormwater Rate Study
- City of Decatur (IL) – Water Rate Study
- Northwest Water Commission (IL) – Valuation Study (multiple), Rate Analysis
- Silverleaf Resorts, Inc (IL, MO, TX) – Rate Case Support
- Village of Northfield (IL) - Water and Wastewater Rate Study
- City of Atchison (KS) - Water and Wastewater Rate Study
- City of Junction City (KS) – Water and Wastewater Rate Study (multiple)
- City of Lawrence (KS) – Water, Wastewater and Stormwater Rate Study (multiple), Utility Financial Policies
- City of Maize (KS) – Water and Sewer Rate Study
- City of Topeka (KS) – Water, Wastewater and Stormwater Rate Study
- Hardin County Water District No. 1 (KY) – Rate Case Support
- City of Baltimore (MD) – Stormwater Impervious Area Delineation
- Bloomfield Township (MI) – Water and Wastewater Rate Study (multiple)



Specialties

- Utility strategic financial planning
- Cost-of-service analysis
- Water, wastewater, & stormwater rate design
- Conservation rate design
- Statistical analysis

Professional History

- Raftelis: Vice President (2025-present); Senior Manager (2023-2024); Manager (2019-2022); Senior Consultant (2016-2018); Consultant (2014-2015); Associate Consultant (2012-2013)

Education

- Master of Public Affairs (Public Finance) - Indiana University (2012)
- Bachelor of Arts in International Relations - Wheaton College (2010)

Professional Memberships

- AWWA
- Water Environment Federation (WEF): Utility Management Committee
- Finance and Administration Subcommittee for WEF
- AWWA/WEF Young Professionals Annual Summit: Chair (2020); Co-chair (2019)

Joe Collins

LEAD CONSULTANT Manager

ROLE

Joe will serve as the Lead Consultant and will work at the direction of Tom in conducting analyses and preparing deliverables for the project.

PROFILE

Joe has a background in economics, public policy analysis, and municipal finance as well as utility energy management. Joe’s areas of expertise include water and wastewater demand analysis, financial planning, cost-of-service analysis and rate design. Joe has developed decision support tools and analyses for some of the largest and most complex agencies in the nation.

KEY PROJECT EXPERIENCE

Arkansas

- Central Arkansas Water
- City of Bentonville
- City of Blytheville

California

- Amador Water Agency
- City of San Diego
- Otay Water District
- Jurupa Community Services District
- Mammoth Community Water District
- Marina Coast Water District
- Otay Water District
- Victor Valley Wastewater Reclamation Authority
- City of El Segundo
- City of Milpitas
- City of Manhattan Beach
- City of Manteca
- Scott’s Valley Water District

Iowa

- Des Moines Water Works

Illinois

- City of Edwardsville
- Village of Northfield
- City of Washington
- Village of Westmont
- DuPage Water Commission
- Town of Normal
- City of Springfield
- City of Lincolnwood
- Village of Kewanee
- City of Decatur
- City of Aurora

Kansas

- City of Atchison
- City of Junction City
- City of Lawrence
- City of Edgerton
- Kansas Water Office
- Johnson County Water One



Specialties

- Financial modeling
- Utility rate studies
- Bond feasibility reports
- Statistical analysis

Professional History

- Raftelis: Manager (2023-present); Senior Consultant (2021-2022); Consultant (2019-2020) Associate Consultant (2016-2018)

Education

- Master of Public Administration - Indiana University (2016)
- Bachelor of Science in Economics - Truman State University (2014)

Professional Memberships

- AWWA
- WEF

Michigan

- Bloomfield Township
- City of Saginaw
- City of Rochester
- City of Sterling Heights
- Detroit WSD
- Great Lakes Water Authority
- Grand Blanc Township
- City of Portage

Missouri

- City of Smithville
- City of Jefferson City
- City of North Kansas City
- City of Perryville
- St. Louis MSD
- City of Columbia

Cameron Craig

STAFF CONSULTANT Financial Analyst



ROLE

Cameron will work at the direction of Joe in conducting analyses and preparing deliverables for the project.

PROFILE

Cameron joined Raftelis in June of 2025 and has been working in the Kansas City branch assisting in financial analysis for water and wastewater services. Cameron graduated from Tulane University in New Orleans, Louisiana, where he earned a Bachelor of Science in Management degree from the A.B Freeman Business School. Cameron holds a Major in finance, along with a Minor in management. During his time at Tulane, he worked with multiple clubs including the Tulane Energy Club and the Wall Street Krewe.

Specialties

- Excel
- Data visualization
- Presentation formatting

Professional History

- Raftelis: Analyst (2025-present)
- Tulane University: Payroll Employee (2023)

Education

- Bachelor of Science in Management in Finance - Tulane University (2025)

KEY PROJECT EXPERIENCE

The City of Kirkwood (MO): Water Rate Study

Raftelis was engaged by the City of Kirkwood in 2025 to perform a water rate study. The objectives of the study were to update the financial plan and to propose multiple rate adjustments to be presented to the City of Kirkwood's council. Cameron worked as a financial analyst on the rate study and was tasked with building a water rate model with relevant historical and budgeted financial data and billing data. This model would be used to formulate multiple scenarios of potential rate adjustments to be provided to the City of Kirkwood.

Pensacola Energy (Pensacola, FL): Gas Rate Study and Natural Gas Bond Feasibility Study

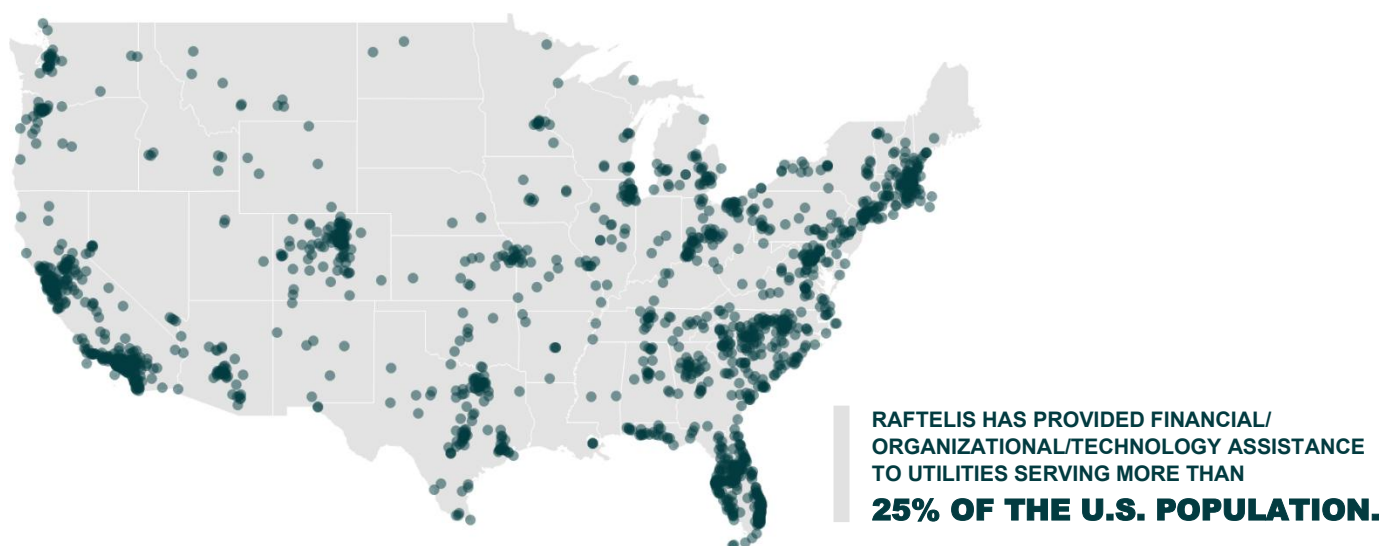
Pensacola Energy engaged Raftelis in 2025 to develop gas rates and produce a feasibility study. As a team, Raftelis worked together with Pensacola staff to produce a functioning financial planning model used to propose gas rate adjustments for residential and commercial inside-city and outside-city consumers. Cameron worked as a financial analyst for the rate study to compile usage and forecast revenues for Pensacola Energy for a multi-year forecast period.

EXPERIENCE

Experience

RAFTELIS HAS THE MOST EXPERIENCED PUBLIC UTILITY FINANCIAL AND MANAGEMENT CONSULTING PRACTICE IN THE NATION.

Our staff has assisted more than 1,700 local government agencies and utilities across the U.S., including some of the largest and most complex agencies in the nation. In the past year alone, Raftelis worked on more than 1,300 financial, organizational, and/or technology consulting projects for over 700 agencies in 47 states, the District of Columbia, and Canada. Below, we have provided descriptions of several projects that we have worked on that are similar in scope to the Village’s project. We have included references for each of these clients and urge you to contact them to better understand our capabilities and the quality of service that we provide.



Projects Managed by Our Project Manager, Tom Beckley

Recent projects in Illinois managed by our Project Manager, Tom Beckley, include the following:

Village of Burr Ridge IL

Reference: David Preissig, PE, Public Works Director/Village Engineer
 P: 630.323.4733, ext. 6000 / E: dpreissig@burr-ridge.gov

Raftelis was engaged by the Village of Burr Ridge (Village) as a subconsultant to Crawford, Murphy, and Tilly Engineering to provide a water utility financial planning and rate study as part of an overall evaluation of the Village’s water utility. We worked with Village staff and the Village’s Water Advisory Board to consider financial plan options and timing of capital projects. The Village has adopted the multi-year rate plan that was developed during this study.

Northwest Water Commission IL

Reference: Brian Murphy, Executive Director
P: 847.635.0777 / E: bmurphy@northwestwater.org

The Northwest Water Commission (Commission) purchases treated water from the City of Evanston, IL (City) under the terms of an Amended and Restated Water Supply Contract dated April 27, 1995 (Contract). During 2006, Raftelis was retained by Holland & Knight, legal counsel for the Commission, to provide water rate consulting services related to the City's proposed amendments to both the Contract and the water rates for service to the Commission. Our services included review and evaluation of a water system valuation report prepared for the City, review and evaluation of the City's costs for providing water service to the Commission, review and evaluation of the City's proposed adjustments to its water rates for service to the Commission, development of alternative rates and cost recovery levels, and collaboration with the Commission's contract negotiation team to develop a counter proposal to the City and assist with negotiating strategies. The work continued through 2008, and the Commission and the City are in the final stages of negotiating an amendment to the Contract.

In 2010, the Commission again engaged Raftelis, this time to assist with assessing the value of its assets as it relates to potentially providing service to additional wholesale customers. The Commission engaged Raftelis to update the valuation in 2014 and again in 2015. In addition, Raftelis has provided assistance to the Commission in drafting a water rate for potential new wholesale customers. Raftelis staff continue to provide ongoing financial and analytical support to the Commission on an as needed basis.

Village of Northfield IL

Reference: Stacy Sigman, Executive Director of Special Project (Former Village Manager)
P: 847.784.3510 / E: ssigman@northfieldil.org

Raftelis was engaged by the Village of Northfield (Village) to perform a water and sewer rate study. The Village planned to undertake a major water main replacement program beginning in FY 2021. The replacement program was developed based on a study of the Village's water infrastructure performed by the University of New Mexico and was incorporated into the Village's Capital Improvement Plan. Raftelis and the Village project team developed a financial plan that includes issuing \$9,500,000 of debt through FY 2026 to fund the majority of the program. A key component of the engagement involved working with two members of the Village Board of Trustees to develop rates which funded the necessary improvements, equitably recovered costs and aligned with the values of the community.

Village of Westmont IL

Reference: Amy Ries, Director of Public Works
P: 630.981.6270 / E: aries@westmont.il.gov

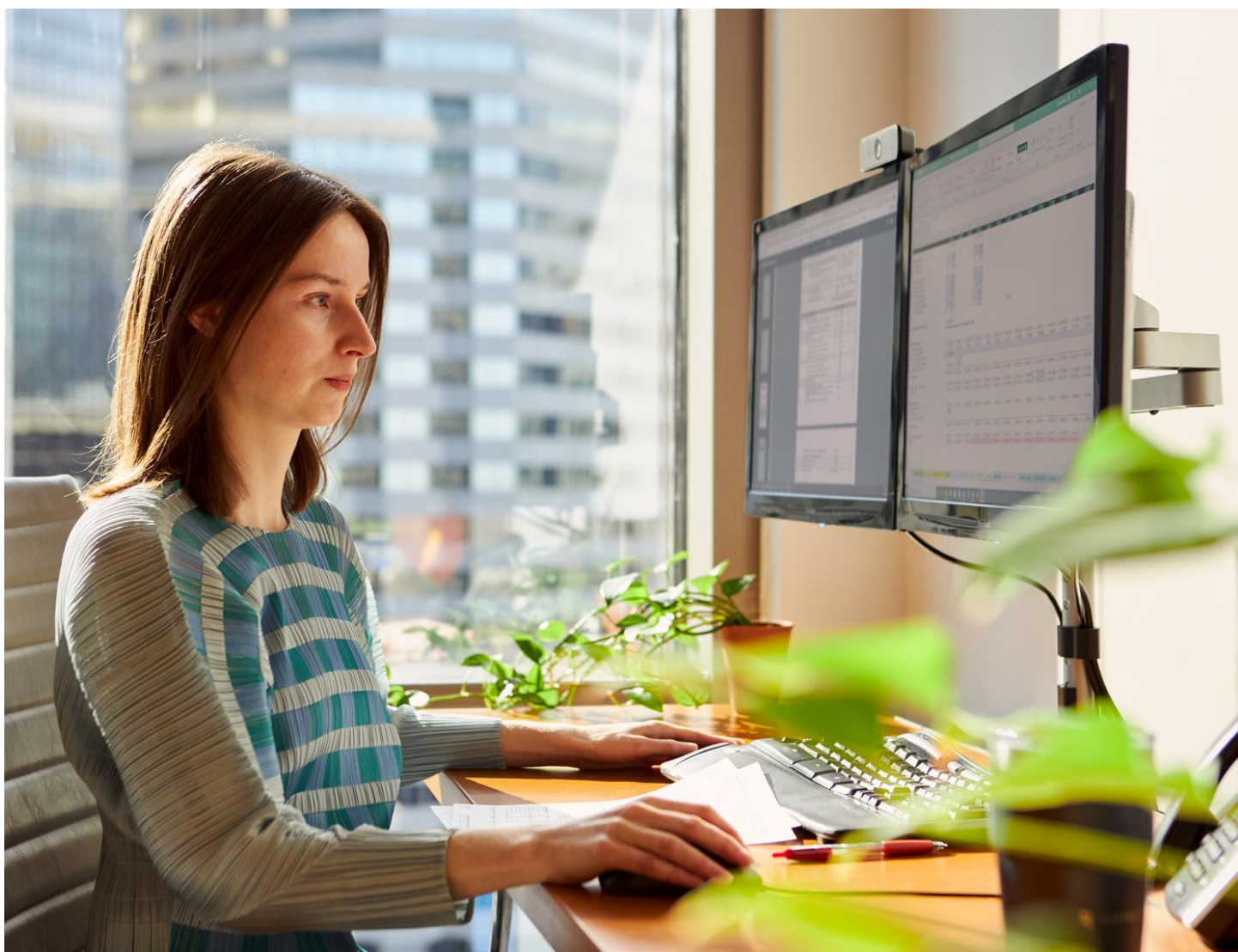
The Village of Westmont (Village) engaged Raftelis to complete a comprehensive water rate study in 2023. A primary focus of this project was a review of the Village's existing rate structure, which included a small monthly fixed charge. Raftelis and the Village team developed multiple rate scenarios to increase revenue from the fixed charge as well as the introduction of an inclining block water rate structure. A key consideration in developing the forecast and explaining future rate increases was the unknown long-term cost of water from the Village's water supplier, the DuPage Water Commission. Additionally, Raftelis provided support to the City in explaining the new water rate structure to the public, including development of a webpage, flyers, and other materials for public meetings.

Village of Lincolnwood IL

Reference: John Welch, Director of Public Works

P: 847.673.1540 / E: jwelch@lwd.org

Raftelis completed a financial planning and rate study for the Village of Lincolnwood's (Village) water and sewer utilities. A major aspect of this project involved developing a capital financing plan to provide funding for ongoing annual capital improvement projects and the continuation of a major distribution main replacement program. Raftelis developed several financial planning options that included a variety of different capital-funded levels and sources of funds.



State	Client	Finance						Organization					Technology				
		Affordability Analysis & Program Development	Capital Improvements Planning/Prioritization	Debt Issuance Support	Economic & Financial Evaluations	Financial Planning & Modeling	Rate, Charge, & Fee Studies	Stormwater Utility Development & Support	Organizational, Governance, & Operations Optimization	Performance Measurement & Benchmarking	Program Planning & Support	Stakeholder Engagement & Communication	Strategic Planning	Billing, Permitting, & Customer Information Audits	Business Process Development	Data Management, Analytics, & Visualization	Software Solutions
OK	Stillwater Utilities Authority					●	●									●	
OR	Portland Bureau of Water, City of		●	●		●	●									●	
PA	Capital Region Water	●	●	●		●	●	●			●	●					
PA	Philadelphia Water Department	●	●	●		●	●		●	●	●	●			●	●	●
PA	Pittsburgh Water and Sewer Authority	●	●	●	●	●	●		●	●		●	●		●	●	●
RI	Newport, City of		●	●		●	●										
RI	Providence Water Supply Board		●			●	●		●	●							
SC	Greenville Water					●	●		●								
SC	Mount Pleasant Waterworks		●			●	●					●					
TN	Johnson City, City of	●	●	●		●	●										
TN	Metro Water Services of Nashville and Davidson County		●	●		●	●	●		●		●	●				
TX	Austin, City of		●	●		●	●			●							
TX	Dallas, City of		●			●	●	●				●			●	●	
TX	El Paso Water Utilities		●	●		●	●					●			●	●	
TX	North Texas Municipal Water District		●		●				●	●		●	●		●		●
TX	Round Rock, City of						●										
TX	San Antonio Water System	●	●			●	●					●					
UT	Salt Lake City					●	●					●					
VA	Newport News Department of Public Utilities		●	●		●	●					●				●	
VA	Richmond Department of Public Utilities	●	●			●	●	●				●				●	
VA	Suffolk, City of		●	●		●	●										
VT	Burlington, City of		●	●		●											
WA	Tacoma, City of				●		●					●				●	
WI	Milwaukee Metropolitan Sewerage District		●			●	●										
WI	Milwaukee Water Works		●			●	●										
WV	Charleston Sanitary Board						●										
Can	Calgary, City of		●			●			●							●	
PR	Puerto Rico Aqueduct and Sewer Authority		●	●		●			●	●		●					

SCHEDULE

Schedule

Our scope of work assumes we complete the project according to the following schedule. If the Village elects to extend the project completion schedule beyond the initial schedule, we will work with the Village to identify any necessary revisions to the project budget. The proposed schedule assumes a notice-to-proceed by the beginning of March 2026 and that Raftelis will receive the needed data in a timely manner and be able to schedule meetings as necessary.

TASKS	Mar 2026	Apr 2026	May 2026	Jun 2026	Jul 2026	Aug 2026	Sep 2026	Oct 2026	Nov 2026	Dec 2026
1. Project Initiation, Management, and Kick-off Workshop	●									
2. Consumption and Current Revenue Analysis				●						
3. Development of Financial Plans			●	●	●	●				
4. Rate Design					●	●	●		●	
5. Rate Model Development								●		
6. Reports and Presentations					●		●	●	●	●

- *In-person Meetings*
- *Web Meetings*
- *Key Deliverables*

Firm’s Workload and Our Ability to Meet Schedules, Budgets, and Project Objectives

With the depth of more than 190 consulting professionals, and specifically the current and anticipated workload of the individuals assigned to this project, we have the availability to provide the requested services in a timely and efficient manner to meet the scheduling requirements and objectives of the Village. As a rule, Raftelis operates at a company-wide project utilization of approximately 65% to 75%. This level of utilization, which we expect to continue through the proposed timeline of this project, will provide the project team with ample time to allocate to the Village’s engagement.

If selected for this project, we will conduct a comprehensive scoping meeting with Village staff and our project team to discuss the work plan to ensure we are in agreement on how best to achieve the Village’s goals and objectives. This meeting will include a discussion of our proposed schedule and the Village’s timing requirements for meetings, milestones, and deliverables, so that our teams have a full understanding of what to expect on the project. Throughout the project, we will provide the Village with frequent updates so that you are constantly aware of the status of the project and our progress towards meeting milestones and deadlines.

EXCEPTIONS AND ADDENDUM ACKNOWLEDGEMENT

Exceptions

We request that the Village consider making the following modifications, shown in red below, to the Consulting Services Contract. Please contact us if you have any questions or concerns about these modifications.

7 PERMITS AND LICENSES

CONSULTANT will obtain and pay for all permits and licenses, registrations, qualifications, and other governmental authorizations required by law that are ~~associated with~~ **required for** CONSULTANT's performance of Contracted Services.

8 STANDARD OF PERFORMANCE

8.1 CONSULTANT shall perform the Contracted Services in a manner consistent with that degree of care and skill ordinarily exercised by members of the same profession currently practicing under similar circumstances in the region where the project ("Project") is located. **CONSULTANT may rely on all data and information provided by or on behalf of VILLAGE to perform the Contracted Services.**

16 INSURANCE

16.3 Minimum Limits of Insurance

A. CONSULTANT shall maintain limits no less than the following:

~~5. — Builder's Risk: Shall insure against "All Risk" of physical damage, including water damage (flood and hydrostatic pressure not excluded), on a completed replacement cost basis.~~

C. Other Insurance Provisions - The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages

a. The Village, its officials, agents, employees and volunteers are to be covered as additional insured as respects: liability ~~arising out of from~~ the CONSULTANT's work, including activities performed by or on behalf of the CONSULTANT; products and completed operations of the CONSULTANT; premises owned, leased or used by the CONSULTANT; or automobiles owned, leased, hired or borrowed by the CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to the Village, its officials, agents, employees and volunteers.

2. Workers' Compensation and Employers' Liability Coverage

The insurer shall agree to waive all rights of subrogation against the Village, its officials, agents, employees and volunteers for losses **arising** from work performed by CONSULTANT for the Village.

~~G. — Assumption of Liability~~

~~G. The CONSULTANT assumes liability for all injury to or death of any person or persons including employees of the CONSULTANT, SUBCONSULTANT 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 INDEMNITY

17.1 To the fullest extent permitted by law, the CONSULTANT hereby agrees to defend, indemnify and hold harmless the Village, its officials, ~~agents~~ and employees, against all injuries, deaths, loss, damages, claims, patent claims, suits, liabilities, judgments, cost and expenses, which may in anywise accrue against the Village, its officials, ~~agents~~ and employees, ~~arising in whole or in part or in consequence of the to the extent caused by the negligent~~ performance of this work by the CONSULTANT, its employees, or subcontractors, or which may in anywise result therefore, except that arising out of the sole legal cause of the Village, its agents or employees, ~~the CONSULTANT shall, at its own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefore or incurred in connections therewith, and, if any judgment shall be rendered against the Village, its officials, agents and employees, in any such action, the CONSULTANT shall, at its own expense, satisfy and discharge the same.~~

23 RIGHTS IN DATA

23.1 CONSULTANT agrees that all data and information in hard copy, electronic, or any other format, disclosed, developed or obtained under this Contract ~~and intended as a deliverable hereunder~~ ("Data"), other than CONSULTANT's Confidential Information, shall be and remain the sole property of VILLAGE. Delivery of the Data to VILLAGE shall be a precondition for Final Payment. ~~Nothing in this Contract shall be deemed or construed as a waiver, release, transfer, assignment or divestiture by CONSULTANT of any of its intellectual property, know-how or trade secrets.~~

23.3 CONSULTANT agrees not to assert, or to allow persons performing under CONSULTANT's control, to assert any rights to Data or establish any claim under design, patent or copyright laws. It is expressly agreed that all copyrightable or patentable Data produced under the Contracted Services has been specifically commissioned by VILLAGE, ~~shall be considered "work for hire", and that all copyrightable and other proprietary rights therein shall vest solely in~~ VILLAGE.

23.4 CONSULTANT understands and agrees that all rights under copyright and patent laws under this Contract belong to VILLAGE. ~~CONSULTANT hereby assigns any and all rights, title and interests under copyright, trademark and patent law to VILLAGE, and agrees to assist VILLAGE in perfecting the same at VILLAGE's expense. Except as otherwise provided in this Contract, said documents shall be delivered to VILLAGE without additional cost to VILLAGE.~~

~~24 COMPONENT WARRANTY~~

~~24.1 CONSULTANT represents and warrants that all information technology components, including, but not limited to hardware, software, accessories and peripherals, tools and utilities (collectively, "Components") provided by it and/or delivered to VILLAGE as part of this Contract will accurately process date/time data (including, but not limited to, calculating, comparing, and sequencing) from, into, and between the twentieth and twenty-first centuries, and leap year calculations. Furthermore, Components, when used in combination with other components, shall accurately process date/time data if the other components properly exchanges date/time data with it. This warranty shall survive for the full term of the applicable statute of limitations.~~

~~24.2 Within 5 days of discovery of any non-compliance, the discovering party shall notify the other party and, at VILLAGE'S sole option CONSULTANT shall, within 10 days of notice, repair or replace the non-compliant component at no cost to VILLAGE or refund VILLAGE's purchase price.~~

Addendum Acknowledgement

We acknowledge and confirm receipt of addendum 1.

VILLAGE OF MORTON GROVE

DEPARTMENT OF PUBLIC WORKS

ADDENDUM NO. 1

RFQ/RFP Title: Analysis of Water Utility Costs and Completion of a Water Rate Analysis
Addendum Issue Date: February 2, 2026

NOTICE

This Addendum No. 1 is issued to all firms that have registered interest in the above-referenced Request for Qualifications/Request for Proposals (RFQ/RFP). This Addendum forms a part of the solicitation documents and shall be incorporated in the proposer's submittal.

All other terms, conditions, and requirements of the RFQ/RFP remain unchanged unless expressly modified herein.

SECTION A – QUESTIONS AND RESPONSES

The Village has received written questions in accordance with the RFQ/RFP schedule. Responses are provided below. Questions have been paraphrased for clarity and consistency. Responses issued herein are binding.

Question 1 – Contract Terms and Conditions

Q:

The RFQ/RFP references terms and conditions that will apply to contracts awarded by the Village. Can the Village provide additional clarity regarding these terms?

A:

A sample Professional Services Agreement is attached to this addendum. The sample agreement is provided for informational purposes only. Final contract terms will be subject to negotiation and approval by the Village Board.

Question 2 – Submission Format (Electronic vs. Physical)

Q:

Can the Village clarify whether proposals must be submitted electronically or physically?

A:

Proposals may be submitted in electronic or physical format.

1. This addendum revises the following statement in the first sentence of RFQ/RFP Submittal Requirements from “Interested firms must submit their proposals electronically...” to “Interested firms may submit their proposals electronically...”
2. This addendum revises the following statement in the last sentence of RFQ/RFP Submittal Requirements from “The submission deadline is 11:00 a.m. on February 5, 2026” to “The proposal submission deadline is 11:00 a.m. on February 5, 2026. While electronic submission is permitted, physical delivery of proposals via courier, FedEx, or UPS is required.”

Question 3 – Enterprise Fund Structure

Q:

Does the scope of this RFQ/RFP include analysis of only the water utility, or does it also include sewer or other utility funds? Are revenues and expenses for the water utility segregated within the Enterprise Fund?

A:

The scope of this RFQ/RFP is limited to the water utility. Water and sewer revenues and expenses are segregated within the Enterprise Fund. Certain administrative or shared costs may be allocated between water and sewer operations.

Question 4 – Capital Improvement Plan (CIP)

Q:

Does the scope include development of a Capital Improvement Plan (CIP) for the water utility, or would the Village consider allowing the use of a subconsultant to develop a CIP?

A:

The Village has initiated capital planning efforts and maintains an existing Capital Improvement Plan that will serve as an input to the analysis. However, the Village is not seeking to have the selected consultant develop a new or standalone Capital Improvement Plan as part of this engagement. Proposers should assume that capital projects and anticipated expenditures will be identified by the Village and incorporated into the analysis accordingly.

SECTION B – SCHEDULE CONFIRMATION

The RFQ/RFP schedule remains unchanged:

- **Deadline for Questions:** January 30, 2026 – 3:00 p.m. CST
 - **Addendum Issuance:** February 2, 2026
 - **Proposal Submission Deadline:** February 5, 2026 – 11:00 a.m. CST
-

END OF ADDENDUM NO. 1

WATER RATE ANALYSIS PROPOSAL SUMMARY - EXHIBIT B

Firm	Proposal Date	Summary (Including Proposed Fee)
1898 & Co., part of Burns & McDonnell Engineering Company, Inc.	February 5, 2026	A Midwest-focused rate consulting team aligned with AWWA standards, supported by the national engineering resources of Burns & McDonnell. Proposed Fee: \$34,834.
Baker Tilly Advisory Group, LP	February 5, 2026	A major national advisory and CPA-led firm focused on financial sustainability, policy alignment, and audit-based rate analysis. Proposed Fee: \$34,905.
Baxter & Woodman, Inc.	February 5, 2026	A locally established engineering firm with experience in municipal infrastructure and expertise in integrated financial and capital improvement planning. Proposed Fee: \$48,164.
NewGen Strategies & Solutions, LLC	February 5, 2026	A utility rate advisory firm with local experience, specializing in long-term financial sustainability, affordability modeling, and strategic capital planning alignment. Smaller firm. Proposed Fee: \$39,240.
Raftelis Financial Consultants, Inc. (DBA Raftelis)	February 5, 2026	A nationally recognized utility finance expert with extensive rate study experience, industry leadership involvement, and delivery of solid, user-friendly financial models designed for long-term decision support. Proposed Fee: \$39,978.
Stanley Consultants, Inc.	February 5, 2026	An engineering-focused consulting firm utilizing AWWA M1 methodology with capital planning and infrastructure integration capabilities. Proposed Fee: \$44,149.

Legislative Summary

Resolution 26-20

AUTHORIZING AN AMENDMENT TO A CONTRACT WITH CIORBA GROUP, INC. FOR DESIGN SERVICES FOR LEHIGH AVENUE STREET LIGHTING PROJECT

Introduction:	March 10, 2026
Purpose:	To authorize the Village Administrator to finalize negotiations and execute a scope and fee amendment to a task order for the Lehigh Avenue Street Lighting Project.
Background:	The Village intends to install street lighting along Lehigh Avenue. Resolution 24-69, approved on November 26, 2024, authorized design engineering services by Ciorba Group, Inc. for the Lehigh Avenue Street Lighting Project. During project development, there was a desire to expand the scope, which required additional engineering effort. Cook County's Invest in Cook funding program will cover a portion of the construction costs related to the additional work that necessitated extra design efforts.
Departs Affected	Department of Public Works
Fiscal Impact:	\$63,512.80, comprised of \$22,685.80 from the original contract and \$40,827.00 from this supplemental fee
Source of Funds:	2026 Lincoln-Lehigh TIF Fund Account Number 14-10-11-57-1031.
Workload Impact:	The Department of Public Works will manage and implement the project as part of its normal work activities.
Administrator Recommendation	Approval as presented
Second Reading:	Not Required
Special Requirements:	None

Submitted by: Charles L. Meyer, Village Administrator
Reviewed by: Hanna Sullivan, Director of Finance
Reviewed by: Teresa Hoffman Liston, Corporation Counsel
Reviewed by: Mike Lukich, Director of Public Works
Prepared by: Chris Tomich, Village Engineer

RESOLUTION 26-20

AUTHORIZING AN AMENDMENT TO A CONTRACT WITH CIORBA GROUP, INC. FOR DESIGN SERVICES FOR LEHIGH AVENUE STREET LIGHTING PROJECT

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax, purchase, and incur debt; and

WHEREAS, the Village desires to install street lighting along Lehigh Avenue; and

WHEREAS, Resolution 24-69 authorized the Village Administrator to execute a task order with Ciorba Group, Inc. to perform design engineering services for the Lehigh Avenue Street Lighting Project in the not-to-exceed amount of \$22,685.80; and

WHEREAS, the original contract included street lighting from 8300 Lehigh Avenue to Lincoln Avenue; and

WHEREAS, during project development, it was desired to do further analysis to improve pedestrian visibility at crosswalks, to extend the project limits to just north of Oakton Street, and to modify the geometric segment of Lehigh Avenue between Main Street and Elm Street; and

WHEREAS, this change in scope resulted in additional engineering effort and Ciorba Group, Inc. submitted on February 24, 2026, a proposal titled Task Order 24 Lehigh Avenue Street Lighting Improvements Scope of Work and Fee Supplement #1 in the amount of \$40,827.00 (Exhibit "A"); and

WHEREAS, the estimated total cost of this work is \$63,512.80; and

WHEREAS, funding for the above work is available in the 2026 Adopted Budget Lincoln-Lehigh TIF Fund Account Number 14-10-11-57-1031.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing **WHEREAS** clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The Village Administrator is hereby authorized to finalize negotiation of and execute Task Order 24 Lehigh Avenue Street Lighting Improvements Scope of Work and Fee Supplement #1 in the supplemental amount of \$40,827.00.

SECTION 3: This Resolution shall be in full force and effect upon its passage and approval.

Passed this 10th day of March 2026

Trustee Khan _____
Trustee Minx _____
Trustee Shiba _____
Trustee Thill _____
Trustee Travis _____
Trustee White _____

Approved by me this 10th day of March 2026

Janine Witko, Village President
Village of Morton Grove
Cook County, Illinois

Attested and filed in my office this
11th day of March 2026

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois

Exhibit "A"

TASK ORDER 24

LEHIGH AVENUE STREET LIGHTING IMPROVEMENTS

SCOPE OF WORK AND FEE

SUPPLEMENT #1

2/24/2026

Per the Village 6/11/2025 request, Ciorba will extend the limits of new street lighting to the south to approximately 150' south of the intersection of Lehigh Avenue with Oakton Street. Sidewalk, curb and other required improvements will be made to the west side of Lehigh Avenue between Main Street and Elm Street.

Assumptions:

- The Village negotiate any required land acquisition with the 8420 Lehigh Avenue property owner.

After Notice to Proceed is received, the Project Team will complete the following work tasks:

Meetings, Data Collection, & Coordination. This effort included coordination with the Village and utilities. We will review utility atlases received from our initial JULIE request and obtain additional atlases if required. A field check will be performed to confirm the proposed design once the new curblines geometry is available.

Survey. Topographic survey will be completed along the west side of Lehigh Avenue between Main Street and Elm Street to establish grading for the new curblines and sidewalk, including ADA curb ramps. Property corners will be located to establish approximate right of way for design purposes only.

Drainage and Water Main Improvements. Storm sewer and drainage structure modifications will be necessary to accommodate the revised roadway geometry between Main Street and Elm Street. Inlet spacing analysis will be completed to identify the appropriate inlet locations, and storm sewer will be relocated and sized appropriately.

The existing fire hydrant along the south side of Lehigh Avenue will be relocated to accommodate connection of the proposed sidewalk to the existing sidewalk along the east-west portion of Lehigh Avenue. Water main relocation will be included to accommodate the relocated fire hydrant and modified roadway geometry between Main Street and Elm Street.

Expanded Lighting Improvements. The south project limit will be extended to approximately 150' south of the Park Ave. A walking survey will be completed to extend south limits to Oakton Street. Photometric calculations will be prepared for seven pedestrian crossing locations: Metra entrance/Chestnut St, Elm Street E-W, Elm Street N-S, Main Street E-W, Main Street N-S, River Dr N-S, and Park Ave N-S. Two pedestrian scale poles will be provided at each crossing. The proposed light poles between Main Street and Elm Street will be relocated to accommodate the proposed sidewalk and align with the new curblines. The Single Line Diagram will be updated to reflect these changes. Details will be prepared for the pedestrian pole and pedestrian pole foundation.

Roadway and Sidewalk Improvements. The west curb line for the north-south length of Lehigh Avenue between Elm Street and Main Street will be relocated to align with the curb south of Main Street. A new 5' sidewalk will be provided for this section, one foot off of the right-of-way line. The driveway entrance for 8420 Lehigh Avenue will be updated to current Village code. A new pedestrian crossing will be provided at the intersection of Elm Street with Lehigh Avenue. The roadway plans will consist of a removal sheet,

Exhibit "A"

a plan and profile (with alignment & tie information), and a pavement marking sheet from Main Street to Elm Street. IDOT Standard details will be used for the ADA ramp details.

Quantities, Specifications, and Estimates. Quantities will be prepared for all new work items noted above. Existing lighting quantities will be updated to reflect the revised plans. Special provisions will be prepared for all new work items noted above. As previously discussed, the Village will prepare boilerplate documents, incorporating the special provisions provided by Ciorba.

Utility Coordination. Upon receipt of comments from the Village on the revised preliminary plan submittal, plans will be submitted to all utilities located within the project limits for review and comment and to identify any potential conflicts. Ciorba will coordinate with ComEd to relocate the existing utility pole on northeast corner of 8420 Lehigh Avenue parking lot.

Quality Control / Quality Assurance. Project review by the Quality Manager will be conducted in accordance with our QC/QA procedures.

Ciorba's engineering fee for this work order will be \$40,827 calculated based on hourly rates as shown in the following pages.

Estimated schedule:

- Village approval	3/10/26
- Survey complete	3/20/26
- Prefinal PS&E	4/15/26
- Village comments	4/29/26
- Final plan PS&E	5/13/26
- Advertise	5/20/26
- Bid opening	6/11/26
- NTP	6/29/26
- Preconstruction meeting	7/6/26
- Begin construction	7/20/26
- Substantial completion	9/18/26
- Lighting complete	11/6/26
- Final completion	11/20/26

Exhibit "A"

Cost Estimate of
Consultant Services
(Direct Labor Multiple)

Firm	Ciorba Group, Inc
Project	Lehigh Ave Lighting Improvements
	Supplement 1
Municipality	Morton Grove
Project Number	0021456.24

Date

02/23/26

ITEM	MANHOURS	PAYROLL	(1+R) TIMES PAYROLL	DIRECT COSTS	SERVICES BY OTHERS	DBE TOTAL	TOTAL	% OF GRAND TOTAL
	(A)	(B)	(C)	(D)	(E)	(C+D+E)	(C+D+E)	
Meetings, Data Collection & Coordination	10	\$ 1,858.00	\$ 1,858.00	\$ 14.50		\$ -	\$ 1,872.50	5%
Survey	33	\$ 5,272.00	\$ 5,272.00	\$ 90.00		\$ -	\$ 5,362.00	13%
Drainage and Water Main Improvements	98	\$ 15,305.00	\$ 15,305.00	\$ -		\$ -	\$ 15,305.00	37%
Expanded Lighting Improvements	36	\$ 5,010.00	\$ 5,010.00	\$ 14.50		\$ -	\$ 5,024.50	12%
Roadway and Sidewalk Improvements	44	\$ 7,232.00	\$ 7,232.00	\$ -		\$ -	\$ 7,232.00	18%
Quantity, Specifications & Estimates	21	\$ 3,275.00	\$ 3,275.00	\$ -		\$ -	\$ 3,275.00	8%
Utility Coordination	6	\$ 954.00	\$ 954.00	\$ -		\$ -	\$ 954.00	2%
QC / QA	6	\$ 1,802.00	\$ 1,802.00	\$ -		\$ -	\$ 1,802.00	4%
TOTALS	254	\$ 40,708.00	\$ 40,708.00	\$ 119.00			\$ 40,827.00	100%

Activity		Grand Total	Project Manager III	Project Manager II	Project Engineer II	Project Engineer I	Lead Surveyor	Technician II	Engineer IV	Engineer III	Engineer II	Engineer I
TOTAL		254	4	22	20	8	4	23	30	37	83	23
1.	Meetings, Data Collection & Coordination	Task Total:										
	0100 Meetings	Meetings		4							6	
		Meetings with Village		2								
	0120 Coordination	Subtotal:		2							4	
		Coordination with Utilities									4	
	0130 Data Collection 2	Subtotal:		2							2	
		Field Checks		2							2	
2.	Survey	Task Total:					4	23	6			
	0210 Field Survey	Subtotal:					4	20				
		Project Setup (1-4 hours for Prj Eng & party chief)					2					
		Horizontal Topography						8				
		Property Corner Location						4				
		Miscellaneous Survey (ADA ramp locations)						4				
		Boundary Survey - Property Research					1					
		Boundary Survey - Boundary Analysis					1	4				
	0220 Process Survey	Subtotal:						3	6			
		Download Total Station						1				
		Drafting Existing Conditions						2				
		Layout Centerline (Preliminary and final)							2			
		Add Utilities to Existing Conditions							2			
		Base Sheet Development							2			
3.	Drainage and Water Main Improvements	Task Total:		7	17					36	22	16
	0330 Stormwater Facility Design	Subtotal:			13					28		8
		Inlet Spacing			2					4		
		Storm Sewer Design			2					6		
		Removal Drainage Plan			2					6		
		Proposed Drainage Plan			4					4		8
		Drainage Details			1					2		
		Erosion Control and Landscaping Plans			2					6		
	0350 Water Main System	Subtotal:		5							16	8
		Water Main Design		2							8	
		Water Main Sheets		2							6	8
		Water Main Details		1							2	
	0360 Permits	Subtotal:		2	4					8	6	
		Permit - IEPA (Water and Sanitary)		2							6	
		Permit- MWRDGC			4					8		
4.	Expanded Lighting Improvements	Task Total:				6						30
	0410 Lighting Studies and Plans	Subtotal:				6						30
		Extend walking survey to south limit										4
		Draft walking survey										2
		Create additional plan sheet										2
		Layout additional light poles, annotate sheet				1						2
		Photometrics for pedestrian crossings (7 locations)				1						6
		Update plan sheets due to revised curb line & added pedestrian poles				2						8
		Update Voltage Drop Calculations										1
		Plan Sheet: Pedestrian Light Pole Detail				1						2
		Plan Sheet: Pedestrian Light Pole Foundation Detail				1						3
5.	Roadway and Sidewalk Improvements	Task Total:		8					14		22	
	0530 Geometric Studies	Subtotal:		2					8			
		Horizontal Geometry Study		2					8			
	0570 Roadway Plans	Subtotal:		6					6		22	
		Proposed Plan and Profile Sheets (1"=20') (includes pavement marking)		3					3		10	
		Removal Sheet/Existing Conditions		1					1		4	
		Cross Sections		2					2		8	
7.	Quantity, Specifications & Estimates	Task Total:		1	3	2			4	1	3	7
	0700 Quantity, Specifications and Estimates	Subtotal:		1	3	2			4	1	3	7
		Quantity Calculations and BOM (Removals)							1			1
		Quantity Calculations and BOM (Earthwork)		1					2			
		Quantity Calculations and BOM (Proposed Plan)							1			2
		Quantity Calculations and BOM (Lighting)				1					3	
		Quantity Calculations and BOM (Water Resources)			1					1		4
		Specifications (Lighting)				1						
		Specifications (Water Resources)			2							
8.	Utility Coordination	Task Total:							6			
	0810 Utility Coordination	Subtotal:							6			
		Coordinate utility pole relocation with ComEd							6			
9.	QC / QA	Task Total:	4	2								
	0900 QC / QA	Subtotal:	4	2								
		Water Resources QC/QA	4									
		Lighting QC/QA		2								

Exhibit "A"

PAYROLL RATES

FIRM NAME
PRIME/SUPPLEMENT
PSB NO.

Ciorba Group, Inc. DATE

02/23/26

ESCALATION FACTOR 0.000%

CLASSIFICATION	CURRENT RATE <i>*(Burdened Rate)</i>	CALCULATED RATE
Principal	\$375.00	\$375.00
Project Manager III	\$315.00	\$315.00
Lead Structural Engineer	\$288.00	\$288.00
Project Manager II	\$271.00	\$271.00
CAD Manager	\$228.00	\$228.00
Project Manager I	\$239.00	\$239.00
Project Engineer II	\$206.00	\$206.00
Project Engineer I	\$190.00	\$190.00
Administrative Services	\$168.75	\$168.75
Lead Surveyor	\$171.00	\$171.00
Technician II	\$158.00	\$158.00
Engineer IV	\$159.00	\$159.00
Structures Engineer III	\$147.00	\$147.00
Engineer III	\$143.00	\$143.00
Structures Engineer II	\$136.00	\$136.00
Engineer II	\$129.00	\$129.00
Engineer I	\$120.00	\$120.00

Exhibit "A"

DIRECT COSTS

Meetings, Data Collection & Coordination

Description	Unit	Unit Cost	Quantity	Extended Cost
Vehicle (mileage)	mile	\$ 0.725	20	\$ 14.50
				\$ 14.50 Total

Survey

Description	Unit	Unit Cost	Quantity	Extended Cost
Vehicle (day)	day	\$ 90.00	1	\$ 90.00
				\$ 90.00 Total

Expanded Lighting Improvements

Description	Unit	Unit Cost	Quantity	Extended Cost
Vehicle (mileage)	mile	\$ 0.725	20	\$ 14.50
				\$ 14.50 Total

Legislative Summary

Resolution 26-21

APPOINTING A DIRECTOR AND ALTERNATE DIRECTOR TO THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY

Introduced:	March 10, 2026
Purpose:	To appoint a director and alternative director to the SWANCC Board of Directors.
Background:	The Solid Waste Agency of Northern Cook County (SWANCC) is an intergovernmental agency serving 23 municipalities including Morton Grove. SWANCC was established in 1988 to facilitate effective, competitive, and environmentally sound collection, transportation, transfer, processing, treatment, storage, disposal, recovery, and reuse of municipal waste for its members. The Board of Directors approves the yearly budget for the Agency and set policy for the region's long-term plan to manage the area's solid waste. Every two years the Village appoints a Director and Alternate Director(s) to serve on SWANCC's Board of Directors to represent the Village's interest. This Resolution will appoint Trustee John Thill as the Village's Director and Village Administrator Charles L. Meyer as its Alternate Director.
Programs, Departments or Groups Affected	Administration, Finance, and Public Works Departments
Fiscal Impact:	None
Source of Funds:	N/A
Workload Impact:	Trustee Thill's, and Mr. Meyer's appointment to the Board of Directors will be supported by the Finance Department, and Director of Public Works as part of their normal duties.
Administrator Recommendation:	Approval as presented
Second Reading:	Not Required
Special Considerations or Requirements:	None

RESOLUTION 26-21

APPOINTING A DIRECTOR AND ALTERNATE DIRECTOR TO THE SOLID WASTE AGENCY OF NORTHERN COOK COUNTY

WHEREAS, the Village of Morton Grove (Village), located in Cook County, Illinois, is a home rule unit of government under the provisions of Article 7 of the 1970 Constitution of the State of Illinois, can exercise any power and perform any function pertaining to its government affairs, including but not limited to the power to tax and incur debt; and

WHEREAS, The Solid Waste Agency of Northern Cook County (SWANCC) is an intergovernmental agency serving 23 municipalities including Morton Grove; and

WHEREAS, SWANCC was established in 1988 to facilitate the delivery of effective, competitive, and environmentally sound collection, transportation, transfer, processing, treatment, storage, disposal, recovery, and reuse of municipal waste for its members; and

WHEREAS, the SWANCC Board of Directors comprises representatives of member communities including Morton Grove which are appointed by each community on a bi-yearly basis; and

WHEREAS, the Village as a member of the SWANCC is entitled to appoint a Director and one or more Alternate Director(s) to the Board of Directors of SWANCC; and

WHEREAS, the President and Board of Trustees of the Village of Morton Grove wish to appoint Trustee John Thill as the Village's Director on the SWANCC Board of Directors and appoint Charles L. Meyer, the Village Administrator, as its Alternate Director.

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MORTON GROVE, COOK COUNTY, ILLINOIS AS FOLLOWS:

SECTION 1: The Corporate Authorities do hereby incorporate the foregoing **WHEREAS** clauses into this Resolution as though fully set forth therein thereby making the findings as hereinabove set forth.

SECTION 2: The President and Board of Trustees hereby appoint Trustee John Thill as the Village's Director on the Board of Directors of SWANCC and appoint the Village Administrator, Charles L. Meyer, as its Alternate Director.

SECTION 3: This Resolution shall be in full force and effect from and after its adoption.

Passed this 10th day of March 2026

Trustee Khan _____
Trustee Minx _____
Trustee Shiba _____
Trustee Thill _____
Trustee Travis _____
Trustee White _____

Approved by me this 10th day of March 2026

Janine Witko, Village President
Village of Morton Grove
Cook County, Illinois

Attested and filed in my office this
11th day of March 2026

Eileen Scanlon Harford, Village Clerk
Village of Morton Grove
Cook County, Illinois