



Village of Hampshire
Village Board Meeting
Thursday, July 16, 2026 - 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comments
5. Motion to Approve Meeting Minutes from June 18, 2026
6. Motion to Approve the Early Release Accounts Payable for July 2, 2026
7. Motion to Approve the Accounts Payable for July 16, 2026
8. New Business
 - a. Ordinance #26-32 Approving a Master Service Agreement with Dacra for Adjudication Software Services
 - b. Resolution #26-24 Approving a Professional Services Agreement with Engineering Enterprises, Inc. for Oakstead Lift Station Inspection in the Amount of \$28,449
 - c. Resolution #26-25 Approving a Professional Services Agreement with Engineering Enterprises, Inc. for IEPA State Revolving Funds (SRF) in the Amount of \$29,046
 - d. Resolution #26-26 Approving a Professional Services Agreement with Engineering Enterprises, Inc. for Engineering Services for Washington Avenue and White Tail Circle Road Resurfacing in the Amount of \$77,954
 - e. Resolution #26-27 Approving a Contract with Stark & Son for Lead Service Line Replacement at 199 Maple Place in the Amount of \$18,919
 - f. Ordinance #26-33 Approving a Temporary Construction Easement for Lead Service Line Replacement at 199 Maple Place
 - g. Ordinance #26-34 Approving a Contract with LOCiS for Computer Software for Police Pension
9. Old Business
10. Staff Reports
 - a. Building Report
 - b. Engineering Report
 - c. Police Report
 - d. Financial Report
11. Village Board Committee Reports
 - a. Business Development Commission

12. Announcements
13. Executive Session
14. Adjournment

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

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

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



Village of Hampshire
Village Board Meeting Minutes
Thursday, June 18, 2026 - 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

1. **Call to Order**

Trustee Koth called to order the Village Board Meeting at 7:06 p.m. in the Village of Hampshire Village Board Room, 234 S. State Street, on Thursday June 18, 2026.

2. **Roll Call by Village Clerk, Karen Stuehler**

Present: Trustee Fodor, Trustee Jarnebro, Trustee Koth, Trustee Pollastrini.

Absent: Village President Michael J. Reid Jr., Trustee Kelly, Trustee Robinson.

A Quorum was Established.

Others Present: Village Manager Mary Jo Seehausen, Village Clerk Karen Stuehler, Chief Pann, Assistant Village Manager for Development Mo Khan, Village Attorney James Vasselli Finance Director Lori Lyons and Tim Paulson from EEI joined remotely.

Remote: Trustee Kelly joined 7:08 p.m.

Village Clerk, Karen Stuehler requested a motion to appoint Trustee Koth as President Pro Tem.

Trustee Fodor moved to Appoint Trustee Koth as President Pro Tem.

Seconded by Trustee Jarnebro.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Koth, Pollastrini.

Nayes: None.

Absent: Kelly, Robinson.

Abstain: None.

Motion Approved.

3. **Motion to Allow Trustee Kelly to join the meeting remotely.**

Trustee Pollastrini moved to allow Trustee Kelly to join the meeting remotely.

Seconded by: Trustee Fodor.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Koth, Pollastrini.

Nayes: None.

Absent: Kelly, Robinson.

Abstain: None.

Motion Approved.

Trustee Kelly joined meeting remotely at 7:08 p.m.

4. **Pledge of Allegiance**

Village President Pro Tem Toby Koth led the Pledge of Allegiance.

5. **Public Comments**

Scott Dalby spoke regarding property at 279 N. State Street. He informed the Village Board of his request for rezoning 279 N. State.

Pat Kreny, owner of Stitching on State shared concerns and frustration of the newly posted parking signs allowing three-hour parking due to classes being longer than allotted time and the carrying of sewing machines for her clients.

6. **A Motion to Approve Meeting Minutes with corrections from June 4, 2026.**

Trustee Fodor moved to Approve Meeting Minutes with corrections from June 4, 2026.

Seconded by: Trustee Jarnebro.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Koth, Kelly, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

7. **A Motion to Approve Accounts Payable for June 18, 2026 in the amount of \$595,933.56.**

Trustee Jarnebro moved to Accounts Payable for June 18, 2026 in the amount of \$595,933.56.

Seconded by: Trustee Fodor.

Roll Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

8. **New Business**

- a. **Ordinance 26-27 Approving a Rezoning (Map Amendment) from B-1, Central Business District to R-2, Single-Family Residence District for 279 North State Street.**

Trustee Fodor moved to Approve Ordinance 26-27 Approving a Rezoning (Map Amendment) from B-1, Central Business District to R-2, Single-Family Residence District for 279 North State Street.

Seconded by: Trustee Jarnebro.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

- b. **Ordinance 26-28 Approving an Annexation of the Property Identified by PIN# 01-24-300-017.**

Trustee Pollastrini moved to Approve Ordinance 26-28 Approving an Annexation of the Property Identified by PIN# 01-24-300-017.

Seconded by: Trustee Jarnebro.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

- c. **Ordinance 26-29 Approving a Rezoning (Map Amendment) upon Annexation from E-1, Estate District to M-2, General Industrial District for the Property Identified by PIN# 01-24-300-017 & 01-24-300-009.**

Trustee Pollastrini moved to Approve Ordinance 26-29 Approving a Rezoning (Map Amendment) upon Annexation from E-1, Estate District to M-2, General Industrial District for the Property Identified by PIN# 01-24-300-017 & 01-24-

300-009.

Seconded by: Jarnebro.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

- d. **Ordinance 26-30 Approving a Special Use to operate an Outdoor Concrete and Asphalt Milling and Outdoor Storage of Materials for the Property Identified by PIN#01-24-300-017 & 01-24-300-009.**

Trustee Jarnebro Ordinance #26-23 Approving a Special Use to operate an Outdoor Concrete and Asphalt Milling and Outdoor Storage of Materials for the Property Identified by PIN#01-24-300-017 & 01-24-300-009.

Seconded by: Pollastrini.

Roll Call Vote:

Ayes: Jarnebro, Koth. Pollastrini.

Nayes: Fodor, Kelly.

Absent: Robinson.

Abstain: None.

Motion Failed.

- e. **Resolution 26-23 Approving a Final Plat of Subdivision for the Property Identified by PIN# 01-24-300-017 & 01-24-300-009.**

Trustee Jarnebro moved to Approve Resolution 26-23 Approving a Final Plat of Subdivision for the Property Identified by PIN# 01-24-300-017 & 01-24-300-009.

Seconded by: Kelly.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

f. **Ordinance 26-31 Approving Garbage Rates for 2026-2027.**

Trustee Fodor moved to approve Ordinance 26-31 Approving Garbage Rates for 2026-2027.

Seconded by: Jarnebro.

Roll Call Vote:

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

9. **Old Business**

No discussion.

10. **Staff Reports**

a. Police Report

Trustee Pollastrini commended the Hampshire Police Department on their great work.

b. Streets Report

Trustee Koth asked Tim Paulsen how long until the streets project would be closed out with IDOT. Tim Paulen stated it would be 9-12 months.

Trustee Pollastrini asked Mr. Paulsen about the boards that are up against the trees and who should be removing them. Tim said that he would follow up.

c. Financial Report

Trustee Pollastrini asked Lori Lyons if there were any concerns with the financial report that should be brought to the attention of the board. Finance Director Lyons stated she felt there were no concerns.

Trustee Kelly asked why we were switching from cash basis to non-cash basis.

Lori responded that depending on the fund the Village has always been on a modified cash basis. All enterprises' funds, water, sewer and garbage are full accrual.

11. **Village Board Committee Reports**

a. Business Development Commission

Trustee Kelly reported that BDC met last week. The committee discussed the comprehensive plan. The village has received questions from potential vendors. Trustee Kelly also congratulated Mr. Swalwell and the Historical Society on the event downtown.

Next meeting will be August 12.

12. **Announcements**

Happy Birthday to Laura Pollastrini and Erik Robinson.

Village Manager Seehausen reminded everyone that Village Hall would be closed July 3.

Trustee Pollastrini complimented the Historical Society for an outstanding event.

13. **Executive Session**

No discussion.

14. **Adjournment**

Trustee Fodor moved to adjourn at 8:02 p.m.

Seconded by: Trustee Jarnebro.

All Call Vote.

Ayes: Fodor, Jarnebro, Kelly, Koth, Pollastrini.

Nayes: None.

Absent: Robinson.

Abstain: None.

Motion Approved.

Meeting Video is not available due to technical issues with recording the meeting.

DACRA TECH LLC MASTER SOFTWARE LICENSING AGREEMENT

This MASTER SOFTWARE LICENSING AGREEMENT (this “**Agreement**”) is dated July 1, 2026 (the “**Effective Date**”) by and between Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company, (“**Dacra**”), and **Village of Hampshire** (“**Municipality**”), and together with DACRA collectively, the “**parties**”).

RECITALS

WHEREAS, Dacra is engaged in the business of developing, managing and deploying municipal software applications, including but not limited to, a flagship citation issuance and adjudication system as well as other software tools and services including, e-Citation, Adjudication, Tow Management, and Fine Payment Processes; and

WHEREAS, the Municipality desires to utilize certain services of Dacra under the terms and conditions set forth herein.

NOW THEREFORE, in consideration of the covenants and conditions set forth in this Agreement and in consideration for the use of the Services by the Municipality;

AGREEMENT

1. Standard Terms and Conditions. The parties hereby incorporate by reference into this Agreement the foregoing recitals as well as the Master Terms and Conditions as set forth within **Exhibit A** (the “**Master Terms and Conditions**”).

2. Services. The Municipality hereby retains certain software services from Dacra as set forth within **Exhibit B** (the “**Services**”).

3. Pricing. In exchange for the use of the Services, the Municipality will be billed Fees as set forth within **Exhibit C** (the “**Fees**”).

4. Term. The term of this Agreement (the “**Term**”) shall be three (3) years and shall commence on the Effective Date. This Term of this Agreement shall automatically renew for successive periods of one year each at the then current pricing absent written notice by one party to the other party not less than 90 days prior to the expiration of the Term then in effect. Municipality will be notified of the then current pricing no less than 90 days prior to the expiration of the term.

5. Notices. Any notices or communications required or permitted to be given by this Agreement must be given in writing and personally delivered; or mailed by prepaid, certified mail, or courier; or transmitted by electronic mail transmission (including PDF) to whom such notice or communication is directed, to the mailing address or regularly monitored electronic mail address of such party as follows:

If to the Municipality:

Village of Hampshire
Attention: Mary Jo Seehausen
234 S. State Street
Hampshire, IL 60140
Email: mseehausen@hampshireil.org

If to Dacra:

Dacra Tech, LLC
Attention: Dave Braner, CEO
450 Devon Avenue, Suite 100
Itasca, IL. 60143
Email: David.Braner@Dacratech.com

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Dacra Tech, LLC

a Delaware limited liability company

By: _____

Name: Dave Braner

Title: CEO of Dacra Tech

Date:

Village of Hampshire

an Illinois municipal corporation

By: _____

Name:

Title:

Date

[Signature page to Master Software Licensing Agreement]

EXHIBIT A

MASTER TERMS AND CONDITIONS

A. Limited License Granted

Municipality is hereby granted during the Term of this Agreement, a nonexclusive, non-assignable, royalty free, limited license (the “**License**”) to use the Services (including access to any software owned by Dacra as encompassed within the Services) solely for the Municipality’s ordinance and code compliance purposes and subject to the terms of the Agreement.

B. Third-Party Agreements

Municipality hereby agrees that it may be required to enter into one or more additional contracts at the sole expense of Municipality with one or more third-party vendors in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

C. Data

Municipality at all times will retain sole ownership of its Municipal Data. The term “**Municipal Data**” refers to all citation and hearing data collected on behalf of the Municipality with respect to the Services. Dacra at all times retains the right and license during the Term to access the Municipal Data and to grant third parties access to the Municipal Data in order to use and/or maximize some features of the software provided by Dacra such as the Municipality’s online payment processor or the Municipality’s collection agency.

D. Dacra’s Intellectual Property

Dacra or its licensors retain all ownership and Intellectual Property Rights in and to the Services, including any software, algorithms, programs, tools, code or instrumentalities encompassed therein in any manner and/or relating to the Services as utilized by the Municipality. Additionally, Dacra retains all ownership and Intellectual Property Rights to anything (including without limitation software and written product) delivered under the Agreement, including any future developments thereof, regardless of whether any Municipal employees or agents, had any input or in any way assisted in any such new development. Municipality hereby acknowledges that it may not:

- (i) Allow access to the Services available in any manner to any third-party or for any purpose not authorized by this Agreement unless such access is expressly permitted in writing by Dacra;
- (ii) Copy, reproduce, distribute, republish, download, display, post or transmit in any form or by any means, any materials provide by Dacra; and
- (iii) Modify, make derivative works of, disassemble, reverse compile, or reverse engineer any part of the Services (the foregoing prohibition includes but is not limited to review of data structures or similar materials produced by programs).

As utilized herein, the phrase “**Intellectual Property Rights**” shall include, without limitation, all patent, trademark, trade secret and copyrights relating in whole or in part to the Services and whether such right arises by registration with the United States Patent & Trademark Office (the “USPTO”), through the United States Library of Congress, with any state or municipal body and/or arising by common law or statute, including without limitation the Illinois Trade Secrets Act, 765 ILCS 1065 et seq or the Defend Trade Secrets Act of 2016.

E. Further Assurances

Municipality further agrees at any time in the future and upon request by Dacra, to execute any further documentation as may be reasonably necessary to effectuate the intent of the parties to this Agreement in

accordance with the terms of this paragraph D, including, without limitation, a future assignment of Intellectual Property Rights.

F. Pricing and Billing

The Fees set forth in the Agreement will remain fixed during the Term absent a written amendment signed by the parties. Municipality agrees to pay any sales, value-added or other similar taxes imposed by applicable law that Dacra must pay based on the Services, except taxes based on Dacra's income. For any partial month during the Term, the Fees shall be prorated based on the number of days that the Services were provided for such month. Dacra may audit Municipality's use of the Services. Municipality hereby agrees to cooperate with Dacra's audit and provide reasonable assistance and access to information. All payments shall be made in accordance with, and subject to, the Illinois Local Government prompt Payment Act (50 ILCS 505/1-9).

G. Termination

Municipality may terminate this agreement at any time with 90 day written notice provided. Dacra may immediately suspend the License in the event: (i) Municipality fails to pay any sums due Dacra under the Agreement within ten (10) days after written notice from Dacra of the payment default, or (ii) in the event of a breach of this Agreement by Municipality which is not cured within 10 days of written notice thereof. In the event of such termination, Municipality agrees to pay all fees due Dacra which accrue or are incurred prior to the termination of the Agreement. In the event of suspension for non-payment, a \$500 System Reactivation Fee may apply upon satisfaction of amounts due and system reactivation.

H. Limitation of Liability

TO THE EXTENT NOT PROHIBITED BY LAW, DACRA HEREBY DISCLAIMS ALL EXPRESS AND IMPLIED WARRANTIES, WITHOUT LIMITATION, THE IMPLIED WARRANTY OF MERCHANTABILITY AND IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE. NEITHER PARTY SHALL BE LIABLE HEREUNDER FOR ANY INCIDENTAL, SPECIAL, PUNITIVE, OR CONSEQUENTIAL DAMAGES, OR ANY LOSS OF REVENUE, OR PROFITS.

I. Other

- (i) Nothing contained in this Agreement shall be construed as creating a joint venture, partnership, or employment relationship between the parties, nor shall either party have the right, power, or authority to create any obligation or duty, express or implied, on behalf of the other.
- (ii) Upon the full execution of this Agreement, all prior agreements, if any, shall terminate and be of no further force and effect, and shall be superseded and replaced in their entirety by this Agreement.
- (iii) Dacra may assign this Agreement by providing written notice of the assignee who will assume Dacra's obligations under this Agreement. Municipality may not assign this Agreement without Dacra's prior written consent, which may be withheld in the sole discretion of Dacra.
- (iv) Municipality shall obtain at its sole expense any rights and consents from third-parties necessary for Dacra and its subcontractors to perform the Services under the Agreement.
- (v) The Agreement is governed by the substantive and procedural laws of Illinois. All disputes shall be resolved solely in the Circuit Court of DuPage County, Illinois.
- (vi) Except for actions for nonpayment or breach of Dacra's proprietary rights, no action,

regardless of form, arising out of or relating to the Agreement may be brought by either party more than two years after the cause of action has accrued.

- (vii) Neither party to this Agreement shall be responsible for failure or delay of performance if caused by: an act of war, hostility, pandemic, or sabotage; act of God; electrical, internet, or telecommunication outage that is not caused by the obligated party; government restrictions (including the denial or cancellation of any export or other license); other event outside the reasonable control of the obligated party.
- (viii) This Agreement may be executed in two or more counterparts, each of which shall be deemed to be an original, and each of which together shall constitute a single instrument. Copies of this Agreement (as well as any documents related to this Agreement) signed and transmitted by a party by electronic transmission shall be deemed for all purposes as containing the original signature of the transmitting party and legally binding upon such transmitting party.
- (ix) Dacra may publish that the Municipality utilizes one or more Services of Dacra.

J. Maintenance and Support

Dacra shall provide the following maintenance and support as a component of the Services using guidelines, structures, and materials meeting the following criteria:

- (i) **Training.** As part of the start-up and implementation phase of the delivered Services, all users will be trained on the use of the Services through a combination of in-person and/or webinars and recorded training video sessions for all users not able to participate in the initial training sessions. Additional training provided beyond the start-up phase will be quoted and agreed to in writing.
- (ii) **Support.** Dacra shall provide access to live support to a designated user of Municipality available via e-mail or phone during Dacra's normal business hours. The Dacra support team will be fluent in the functionality of the system.
- (iii) **Exclusions.** Dacra updates the Service on an as needed basis from time-to-time to implement bug fixes, if any, and enhanced functionality to the existing Service such as additional reporting and enhanced user interface. Notwithstanding the foregoing, all provision and maintenance of hardware and software, including but not limited to laptop computers, desktop computers, printers, modems & routers and software to operate the hardware such as operating systems, and browsers [Google Chrome, Microsoft Edge, IOS] necessary to run the Service, are the sole cost and responsibility of Municipality.

K. Service Performance Guarantees.

- (i) **Availability Requirements.** DacraTech shall make the Services Available, as measured over the course of each calendar month, during the Term (each such calendar month, a "**Service Period**"), at least 99.9% of the time, excluding only the time the Services are not Available solely, as a result of one or more the Exceptions stated in Section 11.2 ("**Availability Requirement**"). "**Available**" means the Services are available and operable for access and use by Client and its Authorized Users over the internet in full conformity with the provisions of this Agreement. "**Availability**" has a correlative meaning. The Services are not considered Available in the event of any performance degradation or inoperability of the Services, in whole or in part.
- (ii) **Exceptions.** No period of Services degradation or inoperability is included in calculating Availability to the extent that the degradation or inoperability is because of any of the following

("Exceptions"):

- a. Client's or any of its Authorized Users' misuse of the Services
 - b. Failure of Client's or its Authorized Users' internet connectivity.
 - c. Internet or other network traffic problems other than problems arising in or from networks actually or required to be provided or controlled by DacraTech.
 - d. Client's or any of its Authorized Users' failure to meet any minimum hardware or software requirements stated in the Specifications; or
 - e. Scheduled Downtime as described in Section (ii) below.
- (iii) Scheduled Downtime. DacraTech shall notify Client at least twenty-four (24) hours in advance of all scheduled outages of the Services in whole or in part ("**Scheduled Downtime**"). All scheduled outages shall: (i) last no longer than 30 minutes; and (ii) be scheduled by agreement of the parties; provided that DacraTech may request Client's approval for extensions of Scheduled Downtime, which approval may not be unreasonably withheld or delayed.

L. Insurance Requirements

Dacra shall maintain during the entire term of the Contract, the following insurance coverages:

- (i) Commercial General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage. The general aggregate shall be \$2,000,000 per project.
- (ii) Professional Liability: \$1,000,000 single limit for errors and omissions, professional / malpractice liability.
- (iii) Worker's Compensation and Employers' Liability: As required by Illinois law.
- (iv) Umbrella Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury, and property damage.

EXHIBIT B

SERVICES REQUESTED BY MUNICIPALITY

The Dacra Services included in this Agreement, and which will be deployed to the Municipality with the functionality stated hereunder are as follows:

DACRA MUNICIPAL ENFORCEMENT SYSTEM FEATURES

Dacra Municipal Enforcement System Architecture and Security

- **Architecture/Hardware**
 - .NET stack with SQL back end separated from the front end via entity framework services
 - Web-based platform that works with modern hardware, with Chromium engine
 - JSON APIs available as well as numerous government and public safety software system integrations
 - For handheld ticketing, iPads preferred for efficient printing
 - Compatible with either 4" or 8 ½" Printers
- **Security**
 - Dacra is hosted in Azure Government Cloud, a restricted cloud dedicated to government services.
 - Criminal Justice Information Services (CJIS) compliant software
 - Two factor authentication (2FA) and Single Sign On (SSO) authentication capable
 - Department/personnel roles isolate secure data to authorized users
 - Extensive citation auditing features track changes to citations

System Configurations

- **System Set-Up, Configuration:** Dacra assists with project management expertise to guide communities through what might otherwise be a complicated process. Installations are targeted for a smooth transition from contract to Go-Live in 120 days.
- **Dacra User Training:** Dacra system training is provided through virtual training and comprehensive online learning tools.
- **"Sandbox" Training Site License:** Dacra provides a free 4-month training "sandbox" to give ample time to bring staff up to speed on the operational capacity of the Dacra Municipal Enforcement System. This sandbox will be a duplicate of your actual system, with sample data populated for use. Extended Sandbox licensing available for an additional fee.

Driver & Vehicle Owner Data Imports

- **LEADS Citation Auto-Population Integration:** Dacra can integrate with many CAD vendors to utilize your agency LEADS authorization and allow citation auto-population of driver and vehicle data from the Dacra LEADS queue.

Adjudication/Violation Hearing Module

- **Municipal Enforcement Citation Tools:** Create local ordinance administrative adjudication cases easily with features customized for the following:
 - *Parking Citations* – Multiple methods to efficiently manage parking citation issuance and adjudication
 - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
 - *Compliance Citations* – Department specific ordinance citations for police, building code, fire inspections, etc.
 - *Tow Citations* – Ensure administrative tow/impound hearings comply with local ordinance and state statutes
 - Per violation features include correspondence creation, digital evidence storage, and tracking
 - Custom per violation fines and fees
- **Hearing Management Tools:** Efficiently manage multi-department notices and hearings with features such as:
 - Multiple Hearing Locations and Times
 - Hearing Notices and Summons variable by issuing department
 - Comprehensive hearing check-in processing
 - Case-based Violations and Hearing Officer Tools for Case Review
 - Findings, Decisions, and Orders Issued with Custom Language
 - Final Determination Letters Issued with Custom Language
 - Batch Process for “Default No-Show” rulings
 - Batch Process management of notices
- **Fine Tracking and Payment Tools:** Dacra automatically monitors unpaid citations and escalates fines accordingly, while offering a variety of fine payment tools such as:
 - Complex Fine Structure Tracking
 - Partial Payment Capability
 - Daily Cashier Reporting
- **Data Reporting and Analysis:**
 - Robust library of pre-built reports prepared to help manage administrative processes and system analysis.
 - Extensive search capabilities provide complex, multi-rule data searches for comprehensive reporting/analysis.

Police e-Citation Module

- **State e-Citations:**
 - Issue and print statutorily compliant citations:
 - Electronic Uniform Traffic Citation
 - Electronic AOIC Overweight Citation
 - Electronic Civil Law Citation
 - Compliant with Administrative Office of Illinois Courts standards
 - Custom transmittal forms for multiple circuit court systems
- **Municipal e-Citations:**
 - Issue and print local ordinance citations in the following categories:
 - *Parking Citations* – Multiple methods to speed parking citation issuance
 - *Animal Citations* – Track animal specific information and ensure follow-up findings and order compliance
 - *Compliance Citations* – Police specific ordinance citations with follow-up findings and order compliance
 - *Tow Citations* – Issue administrative tow seizure and hearing notices
- **Additional Citation Features:**
 - **Integration options available for person/vehicle data population**
 - One click “companion” violations with case grouping features
 - Dacra’s “3-Click Ticketing” issued via handheld devices
 - Agency defined, mandatory field completion reduces human error
 - Dacra’s “Easy Search” statute and ordinance lookup functionality
 - Citation level digital evidence/record storage
 - Extensive citation data analytics with location/offender mapping capabilities

- **Traffic Stop Study (TSS) and Pedestrian Stop Study (PSS) Data Collection:**
 - Easily collect required traffic stop data to reduce entry time and generate reports for uploading.
 - Generate a pedestrian stop receipts as required by the state of Illinois.
- **Violator History:**
 - Citation and warning history summary displayed to issuing officer.
- **Officer Docs:**
 - Create and print single-use documents needed for the police patrol environment.
 - Stored in the digital evidence module when created in conjunction with a citation.

Building Code Notice & Summons Module

- **Building Code Notice and Summons Creation:**
 - PIN database lookup for quick citation population
 - Multi-PIN association for citations and case tracking
 - Department specific summons and notices
 - Agency defined mandatory field completion to reduce human error
 - Dacra's "Easy Search" statute and ordinance lookup functionality
- **Building Code Case Management:**
 - One click "companion" violations with case grouping features
 - Citation Grouping for citation creation and hearing management
 - Citation level digital evidence/record storage
 - Extensive citation data analytics with location/offender mapping capabilities

Towed/Abandoned Vehicle Management Module

- **Abandoned Vehicle Management:**
 - Identify abandoned vehicles and create case
 - Issue required notices and follow-up reports
 - Prevents duplicate reports from being issued
 - Follow-up abandoned vehicle tracking report
- **Towed Vehicle Management:**
 - **Police Tow and Impound Inventory Management:** Creates and processes tow receipts, vehicle search record, concerned party notices, tow yard inventory audit logs, and Certificates of Purchase management.
 - **Administrative Tow Citation Integration:** Dacra unifies tow inventory and violation data from initial seizure/administrative tow issuance, through holds, bond payments, and hearings, ensuring violator due process while reducing department risk.
 - **Tow Holds:** A variety of tow "holds" can be applied to a vehicle, restricting the release of that vehicle until the investigative, insurance, DUI and other such holds are removed.
- **Boot/Scofflaw Management Program:**
 - Issue "Boot Eligible" notices per local ordinance
 - Bypass rules to add associated vehicles to boot list
 - Track "Boot Ready" parking scofflaws via "Boot Lists by Plate" and "Boot Lists By Vin"
 - Integrations available with certain ALPR and Boot vendors

Citizen Web Portal Module

- **Citizen Web Portal Includes:**
 - Online Citation Tools
 - Case Status Tracking
 - Contest Citations/Requests for Motion to Set
 - Evidence Submission
 - Online Payment Tools
 - Web-Payments
 - Partial Payments
 - Pay via Payment Plan
 - Compliance Follow-Up Reporting

Community Care Taking Module

- **Crime Prevention Notices:**
 - Issue Crime Prevention Notices to communicate areas of concern to residents.
 - Search tools for tracking prior notices issued
- **Non-Enforcement Contact Tracking:**
 - Customize notices to provide and refer citizens to community support
 - Case tracking/journal entry features for individuals with non-enforcement contact

DacraTech Web Pay Services

- **DacraTech's Online Web Pay Services**
 - Full credit card processing services
 - Citation payments sent immediately to municipal account
 - Custom city labeling of a website link to the Dacra Web Pay portal
 - Citation number and plate search functionality to accurately identify outstanding citations.
 - Accurate, up to the minute fine and fee verification and validation
 - Batch payment functionality
 - Partial payment functionality
 - Automated docket/citation fine payment updating

DacraTech Mailing Services

- **DacraTech's Mailing Services**
 - Dacra will ensure the successful "next day" printing and mailing of notices and letters
 - Dacra can perform all steps necessary to process, batch, conform, and mail the various letters and notifications in the adjudication process such as:
 - Notice of Hearing
 - Abandoned Notices
 - Notice of Tow
 - Notice of Hearing and Administrative Tow
 - Finding, Decision, and Order
 - Final Determination Letter
 - Clients are provided with a mail service portal access for viewing and monitoring all mail with send verification
 - Dacra will automatically update the history of each citation record upon mailing.

3rd Party Integrations

- **Collections Vendor Import:** Dacra has native import/export tools to ease communication with several collections vendors as well as certain municipal finance systems.

EXHIBIT C
FEES PAID BY MUNICIPALITY

In exchange for the use of the Dacra Services included in **Exhibit B**, Municipality will pay Fees including a Monthly Service Fee, and applicable Integration Fee(s) hereunder as follows:

- A. **Implementation Fee:** The Municipality will be billed an up-front cost of \$10,000 for the Dacra System Setup, Configuration, and Initial Training
- B. **Monthly Service Fee:** The Municipality will be billed a Monthly Service Fee calculated by totaling the 1) Monthly Licensing Fee for the modules licensed, and the 2) Monthly Usage Fee for citations issued that month:

Monthly Licensing Fee + Monthly Usage Fee	Monthly Service Fee
1) Monthly Licensing Fee	
- Year 1: Go Live Date – June 30, 2029	\$2,500
2) Monthly Usage Fee – Calculated by totaling fees for citations issued that month:	
- Adjudication Citations Issued That Month –500 included at no cost	\$3 each
- State Citations Issued That Month –500 included at no cost	\$3 each

- C. **Integration Fee(s):** In exchange for development, configuration, and maintenance of the custom APIs and interfaces defined in **Exhibit B**, the Municipality will be billed upon go-live of the interface, with annual maintenance billed in conjunction with the next agreement execution anniversary:

Additional Fee Description	Monthly Fee
Dacra's standard Tyler New World interface to transfer driver/vehicle data	Waived
Use of DACRA APIs for Data Transfer	Waived

- D. **WebPay Service:** This convenience feature allows violators the option to pay fines directly via the city website, linked to the DacraTech online portal. When used, the violator pays a convenience fee to Dacra of \$3.95 per transaction, plus a credit-card processing fee (2026 Fee = 2.2%). The credit card processing fee may increase based on the bank rate, and not more than once annually.
- E. **Mailing Service Fee:** In exchange for the use of the DacraTech Mailing Services the Municipality will be billed a Monthly Service Fee calculated by adding usage costs and any additional fees that may apply. The below pricing may be adjusted with changes to published USPS postage rates.

DacraTech Mailing Service Fee	Monthly Fee
Monthly Usage Fee – Calculated by totaling fees for letters processed that month:	\$1.75 each
Additional Fees – Calculated by totaling fees for letters processed that month:	
- Additional fees apply for international letters and/or certified letters.	TBD
- Returned Mail – Electronic copy of returned mail provided (Optional)	\$.45 each

THE VILLAGE OF HAMPSHIRE

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING AND APPROVING A SOFTWARE LICENSING
AGREEMENT WITH DACRA ADJUDICATION SYSTEMS, LLC, D/B/A DACRA
TECH, LLC FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND
MCHENRY, STATE OF ILLINOIS**

**ADOPTED BY
THE PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF HAMPSHIRE**

THIS ____ DAY OF _____, 2026

Published in pamphlet form by authority
of the President and the Board of Trustees
of the Village of Hampshire, Illinois this
_____ day of _____, 2026

**VILLAGE OF HAMPSHIRE
ORDINANCE NO. _____**

**AN ORDINANCE AUTHORIZING AND APPROVING A SOFTWARE LICENSING
AGREEMENT WITH DACRA ADJUDICATION SYSTEMS, LLC, D/B/A DACRA
TECH, LLC FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND
MCHENRY, STATE OF ILLINOIS**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (the “Village Board” and with the President, the “Corporate Authorities”) are committed to ensuring that the Village operates in a proper, economical and efficient manner; and

WHEREAS, the Village operates or soon plans to operate a system of local administrative adjudications to fairly and efficiently adjudicate violations of matters authorized by Illinois law; and

WHEREAS, the Village has determined that specialized software and related support services will improve the administration, management, scheduling, tracking, reporting and recordkeeping associated with its administrative adjudication program; and

WHEREAS, Dacra Adjudication Systems, LLC d/b/a Dacra Tech, LLC, a Delaware limited liability company (“Dacra”) possesses the experience, expertise and technical capabilities necessary to provide software, implementation, training, maintenance and related services (collectively, the “Software and Services”) for the Village’s administrative adjudication program; and

WHEREAS, Dacra has provided the Village with a proposed agreement for the Software and Services (the “Agreement”), attached hereto and incorporated herein as Exhibit A, and the

Village has determined that entering into the Agreement is in the best interests of the Village and will promote the efficient administration of Village operations; and

WHEREAS, the Software and Services are unique to administrative adjudication systems and are needed to help ensure that the administrative adjudications can be effectively, efficiently and properly carried out, therefore, to the extent that any bidding requirements would apply to the purchase of the Software and Services, the Corporate Authorities hereby waive the same and find that entering into the Agreement is in the best interest of the public; and

WHEREAS, the Corporate Authorities finds that it is in the best interests of the Village and its residents to authorize the execution of the Agreement with Dacra in substantially the form presented to the Village Board;

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

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Ordinance are full, true and correct and hereby incorporate and make them part of this Ordinance.

SECTION 2. The purchase of the Software and Services is in the best interests of the public and, therefore, the Corporate Authorities hereby waive any bidding requirements in connection with the same. The Corporate Authorities hereby approve of and authorize the Agreement, with such revisions and changes as are authorized by the Corporate Authorities. The President or his designee is authorized to execute the Agreement and all related documents and Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this

Ordinance. The officers, agents and employees of the Village shall take all action necessary or reasonably required by the Village to carry out, give effect to and effectuate the purpose of this Ordinance and shall take all action necessary in conformity therewith. The Village is authorized to spend all necessary funds to fulfill the requirements of this Ordinance.

SECTION 3. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Ordinance are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 4. That the provisions of this Ordinance are hereby declared to be severable and should any provision of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative and unenforceable and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 5. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 6. A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

SECTION 7. This Ordinance shall be effective and in full force immediately upon passage, approval and publication in pamphlet form or as otherwise provided by applicable law.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

ADOPTED THIS __ DAY OF _____, 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

ADOPTED THIS __ DAY OF _____, 2026.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

EXHIBIT A
(Agreement)

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK’S CERTIFICATE

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of an Ordinance titled:

**AN ORDINANCE AUTHORIZING AND APPROVING A SOFTWARE
LICENSING AGREEMENT WITH DACRA ADJUDICATION SYSTEMS, LLC, D/B/A
DACRA TECH, LLC FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE
AND MCHENRY, STATE OF ILLINOIS**

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law), at a regular meeting, passed and adopted Ordinance No. _____, which was approved by the Village President on the _____ day of _____, 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

The pamphlet form of Ordinance No. _____, including the Ordinance and cover sheet thereof, was prepared and a copy of such Ordinance was posted in the municipal building, commencing on _____, 2026 and continuing for at least ten (10) days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the Village Clerk and online.

DATED at Hampshire, Illinois, this _____ day of _____, 2026.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

MEMO

To: Village of Hampshire

From: Engineering Enterprises

Date: July 9, 2026

Re: Oakstead Lift Station Visual Condition Assessment – Agenda Supplement

EEI Job #: MO2600-V

Background

Crown is proceeding with development of their Oakstead subdivision and has recently submitted engineering plans for Neighborhoods KRS and HIJ for review. These neighborhoods are tributary to the Oakstead Lift Station which was constructed by Crown in 2008/2009 and was accepted by the Village. The lift station has been dormant since construction, and the Village needs to assess the current condition and provide any needed repairs and rehabilitation to bring the station online.

The first step in the process is to assess the current condition of the Oakstead Lift Station and determine the scope of the rehabilitation required. Since the lift station does not have an active electrical service, this will involve a visual inspection and assessment of the various components of the lift station. Following the visual condition assessment, design, bidding, and construction for the rehabilitation project could proceed. EEI estimates that the total process could take up to two years so there is a need to proceed with the assessment.

The Village has requested that EEI prepare a Professional Services Agreement (PSA) for the lift station assessment. EEI has significant experience on similar projects and recently completed the design and construction engineering for the Prairie Ridge North Lift Station. EEI has prepared the attached PSA in the amount of \$28,449.00 for engineering services. We anticipate completion of the assessment in November 2026.

**Agreement for Professional Services
Oakstead Lift Station Visual Condition Assessment
Village of Hampshire, Kane County, IL**

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

A. Services:

The Engineer shall furnish the necessary personnel, materials, equipment and expertise to make the necessary investigations, analysis and calculations along with exhibits, cost estimates and narrative, to complete all necessary engineering services to the Village as indicated on the included Attachment B. Services to be provided include Preliminary Engineering Services for the Village's Oakstead Lift Station.

B. Term:

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

C. Compensation and maximum amounts due to Contractor:

Engineer shall receive as compensation for all work and services to be performed herein an amount based on the Estimate of Level of Effort and Associated Cost included in Attachment C. Engineering will be paid for monthly based on the percentage of the project that is complete, and will be paid for as a Fixed Fee (FF) in the amount of \$28,449.00. The hourly rates for this project are shown in Attachment E. All payments will be made according to the Illinois State Prompt Payment Act and not less than once every thirty days.

D. Changes in Rates of Compensation:

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

E. Ownership of Records and Documents:

Contractor agrees that all books and records and other recorded information developed specifically in connection with this agreement shall remain the property of the Village. Contractor agrees to keep such information confidential and not to disclose or disseminate the information to third parties without the consent of the Village. This confidentiality shall not apply to material or information, which would otherwise be subject to public disclosure



through the freedom of information act or if already previously disclosed by a third party. Upon termination of this agreement, Contractor agrees to return all such materials to the Village. The Village agrees not to modify any original documents produced by Contractor without contractors consent. Modifications of any signed duplicate original document not authorized by ENGINEER will be at OWNER's sole risk and without legal liability to the ENGINEER. Use of any incomplete, unsigned document will, likewise, be at the OWNER's sole risk and without legal liability to the ENGINEER.

F. Governing Law:

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

G. Independent Contractor:

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

H. Certifications:

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

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

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

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

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

Drug Free Workplace: The Contractor certifies that it is in compliance with the Drug Free Workplace Act (30 Illinois Compiled Statutes 580) as of the effective date of this contract. The Drug Free Workplace Act requires, in part, that Contractors, with 25 or more employees



certify and agree to take steps to ensure a drug free workplace by informing employees of the dangers of drug abuse, of the availability of any treatment or assistance program, of prohibited activities and of sanctions that will be imposed for violations; and that individuals with contracts certify that they will not engage in the manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract.

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

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

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

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

Tax Payer Certification : Under penalties of perjury, the Contractor certifies that its Federal Tax Payer Identification Number or Social Security Number is (provided separately) and is doing business as a (check one): Individual Real Estate Agent Sole Proprietorship Government Entity Partnership Tax Exempt Organization



(IRC 501(a) only) ☒ Corporation ☐ Not for Profit Corporation ☐ Trust or Estate ☐
Medical and Health Care Services Provider Corp.

I. Indemnification:

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

J. Insurance:

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

K. Additional Terms or Modification:

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

Attachment A: Standard Terms and Conditions

Attachment B: Scope of Services

Attachment C: Estimated Level of Effort and Associated Cost

Attachment D: Anticipated Project Schedule

Attachment E: Standard Schedule of Charges



L. Notices:

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

For the Village:

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

For the Contractor:

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

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

Agreed to this ____ day of _____, 2026.

Village of Hampshire:

Engineering Enterprises, Inc.:

Mary Jo Seehausen
Village Manager

Stephen T. Dennison, P.E.
Vice President

Karen Stuehler
Village Clerk

Timothy N. Paulson, P.E.
Senior Project Manager



STANDARD TERMS AND CONDITIONS

Agreement: These Standard Terms and Conditions, together with the Professional Services Agreement, constitute the entire integrated agreement between the OWNER and Engineering Enterprises, Inc. (EEI) (hereinafter "Agreement"), and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing. However, to the extent that the Scope of Work differs from the Standard Terms and Conditions, the Scope of Work document controls.

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

Construction Engineering and Inspection: ~~The ENGINEER shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.~~

~~The ENGINEER neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents.~~

~~The ENGINEER is not responsible for the acts or omissions of any contractor, subcontractor, or supplies, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work.~~

~~Shop drawing and submittal review by the ENGINEER shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the project work they are generally consistent with the construction documents. OWNER agrees that the contractor is solely responsible for the submissions and for compliance with the construction documents. OWNER further agrees that the ENGINEER'S review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend or safety programs or precautions. The ENGINEER'S consideration of a component does not constitute acceptance of the assembled items.~~

~~The ENGINEER'S site observation during construction shall be at the times agreed upon in the Project Scope. Through standard, reasonable means the ENGINEER will become generally familiar with observable completed work. If the ENGINEER observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and OWNER for them to address.~~

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

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

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

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



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

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

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

- (a) Substantial failure by the other party to comply with or perform in accordance with the terms of the Agreement and through no fault of the terminating party;
- (b) Assignment of the Agreement or transfer of the project without the prior written consent of the other party;
- (c) Suspension of the project or the ENGINEER'S services by the OWNER for a period of greater than ninety (90) calendar days, consecutive or in the aggregate.
- (d) Material changes in the conditions under which this Agreement was entered into, the scope of services or the nature of the project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

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

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

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

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

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

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

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

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

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





ATTACHMENT B

OAKSTEAD LIFT STATION

VISUAL CONDITION ASSESSMENT

PRELIMINARY ENGINEERING

Village of Hampshire, IL

The Village of Hampshire plans to reactivate the dormant Oakstead Lift Station to support the development of the Oakstead subdivision, specifically Neighborhoods KRS and HIJ. This project involves a visual condition assessment of the facility to determine the necessary repairs to make the lift station fully operational.

Due to the absence of an active electrical service, the assessment will focus on a visual inspection of the infrastructure. This includes examining all mechanical, electrical, and structural components such as the wet well, valve vault, submersible pumps, piping, valves, generator, control building, and electrical control panels.

The assessment will document non-functional, damaged, or obsolete components, evaluate compliance with relevant codes, and identify infrastructure needs for a new electrical service. The final deliverable will include a technical memorandum outlining findings, a prioritized list of recommended rehabilitation tasks, cost estimates, and a defined scope for future design and engineering phases. The work items to complete the stated scope objectives are as follows:

PRELIMINARY ENGINEERING

- ✓ Project Management and Administration
 - Billing/Accounting/Budget-Tracking
- ✓ Progress Meeting w/ Village and Site Visit. (1 Total)
- ✓ Visual Condition Assessment of Lift Station Components
- ✓ Preparation of Engineer's Opinion of Probable Cost
- ✓ Prepare Preliminary Engineering Memorandum

Electrical and HVAC (MEP) Engineering services for the preliminary engineering visual condition assessment will be performed by subconsultant.

The stated scope of services herein includes the following assumptions and exclusions:

- Excludes Property and Easement Acquisition Coordination
- Excludes Additional Progress Meetings (Beyond the One (1) Progress Meeting) and Board/Committee Presentations
- Excludes Site Improvements Other Than Those Specifically Listed Above
- Does Not Include ComEd Electrical Service Modification Application
- Excludes Wetlands/Floodplain Permitting/Coordination



SCOPE OF SERVICES



- Excludes Design (Plans and Specifications) and Construction Phase Engineering
- Excludes Geotechnical Engineering/CCDD Services
- Local Funding will be Used for the Project

The above scope summarizes the work items that will be completed for this contract. Additional work items shall be considered outside the scope of the base contract and will be billed in accordance with the current Standard Schedule of Charges at the time the work occurs.



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

CLIENT						PROJECT NUMBER					
Village of Hampshire						HA26XX					
PROJECT TITLE						DATE				PREPARED BY	
Oakstead Lift Station -Visual Condition Assessment						7/9/26				KEP	

TASK NO.	TASK DESCRIPTION	ENTITY	ENGINEERING					SURVEYING		DRAFTING		ADMIN	HOURS	COST
		ROLE	PIC	SPM	PM	SPEII	PE	PM	SPSII	CAD M	SPTII	ADMIN		
		PERSON												
		RATE	\$251	\$243	\$218	\$208	\$175	\$218	\$208	\$208	\$182	\$75		
PRELIMINARY ENGINEERING														
1.01	Project Management and Administration		1		2								3	\$ 687
1.02	Project Meeting and Site Visit (1 Meeting Total)		2		4		4						10	\$ 2,074
1.03	Visual Condition Assessment of Lift Station Components		1		12		16						29	\$ 5,667
1.04	Preparation of Engineer's Opinion of Probable Cost		1		8		12						21	\$ 4,095
1.05	Prepare Preliminary Engineering Memorandum		2		18		36						56	\$ 10,726
Preliminary Engineering Subtotal:			7	-	44	-	68	-	-	-	-	-	119	\$ 23,249
PROJECT TOTAL:			7	-	44	-	68	-	-	-	-	-	119	23,249

- Notes:
1. See Attachment B: Scope of Services for Additional Clarifications and Exclusions
2. Uses 2025 EEI Standard Schedule of Charges (Attachment E)

DIRECT EXPENSES	
Printing/Scanning =	\$ 200
MEP (Archer) =	\$ 5,000
DIRECT EXPENSES =	\$ 5,200
LABOR SUMMARY	
EEI Labor Expenses =	\$ 23,249
TOTAL LABOR EXPENSES	\$ 23,249
TOTAL COSTS	\$ 28,449



ATTACHMENT D: PROJECT SCHEDULE

CLIENT								PROJECT NUMBER					
Village of Hampshire								HA26XX					
PROJECT TITLE								DATE		PREPARED BY			
Oakstead Lift Station -Visual Condition Assessment								7/9/26		KEP			
TASK NO.	TASK DESCRIPTION												
		2026						2027					
		JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
PRELIMINARY ENGINEERING													
1.01	Project Management and Administration												
1.02	Project Meeting and Site Visit (1 Meeting Total)												
1.03	Visual Condition Assessment of Lift Station Components												
1.04	Preparation of Engineer's Opinion of Probable Cost												
1.05	Prepare Preliminary Engineering Memorandum												

52 Wheeler Road Sugar Grove, IL 60554 Tel: 630.466.6700 Fax: 630.466.6701 www.eeiweb.com





ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

STANDARD SCHEDULE OF CHARGES ~ JANUARY 1, 2025

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$256.00
Principal	E-3	\$251.00
Senior Project Manager	E-2	\$243.00
Project Manager	E-1	\$218.00
Senior Project Engineer/Surveyor II	P-6	\$208.00
Senior Project Engineer/Surveyor I	P-5	\$193.00
Project Engineer/Surveyor	P-4	\$175.00
Senior Engineer/Surveyor	P-3	\$161.00
Engineer/Surveyor	P-2	\$146.00
Associate Engineer/Surveyor	P-1	\$132.00
Senior Project Technician II	T-6	\$182.00
Senior Project Technician I	T-5	\$171.00
Project Technician	T-4	\$159.00
Senior Technician	T-3	\$146.00
Technician	T-2	\$132.00
Associate Technician	T-1	\$115.00
Engineering/Land Surveying Intern	I-1	\$ 85.00
Director of Marketing and Business Development	M-4	\$135.00
Marketing Coordinator	M-2	\$100.00
Executive Administrative Assistant	A-4	\$ 80.00
Administrative Assistant	A-3	\$ 75.00

VEHICLES. DRONE, EXPERT TESTIMONY, REPROGRAPHICS AND DIRECT COSTS*

Vehicle for Construction Observation		\$ 20.00
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$235.00
Expert Testimony		\$290.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White)	
	\$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	

* unless specified otherwise in agreement

VILLAGE OF HAMPSHIRE

RESOLUTION NO. 26-_____

**A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH ENGINEERING ENTERPRISES, INC. FOR
THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY,
STATE OF ILLINOIS
(Assessment of Oakstead Lift Station)**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (with the President, the “Corporate Authorities”) are committed to protecting the health, safety and welfare of the residents of the Village; and

WHEREAS, the Corporate Authorities wish to reactivate the dormant Oakstead Lift Station (the “Lift Station”) to support the development of the Oakstead subdivision (the “Project”); and

WHEREAS, the Corporate Authorities have decided to engage an engineer for engineering services in connection with the Project, which includes assessing the Lift Station (the “Services”); and

WHEREAS, Engineering Enterprises, Inc. (“EEI”), has proposed to provide the Services to the Village in accordance with the terms of an Agreement for Professional Services (the “Agreement”), attached hereto and incorporated herein as Exhibit A; and

WHEREAS, the Local Government Professional Services Selection Act (the “Act”) (50 ILCS 510/0.01, *et seq.*) allows the Village to negotiate and enter into contracts for engineering services on the basis of demonstrated competence and qualifications for the type of services required and at fair and reasonable compensation; and

VILLAGE OF HAMPSHIRE

WHEREAS, the Village and EEI have a satisfactory relationship for engineering services and the Village therefore waives the notice, evaluation and selection procedures in accordance with the Act; and

WHEREAS, the Corporate Authorities have determined that it is advisable, necessary and in the best interests of the Village and its residents to authorize and approve an agreement with terms substantially the same as the Agreement;

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

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Resolution are full, true and correct and hereby incorporate and make them part of this Resolution.

SECTION 2. The Corporate Authorities hereby approve of and authorize the Agreement and authorize the President or his designee to execute and enter into the Agreement, with such insertions, omissions and changes as shall be approved by the Corporate Authorities. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Resolution. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out and effectuate the purpose of this Resolution and shall take all action necessary in conformity therewith. The Village is authorized to allocate and spend all necessary funds to fulfill the requirements of the Agreement and this Resolution.

SECTION 3. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out and effectuate the purpose of this Resolution.

VILLAGE OF HAMPSHIRE

SECTION 4. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 5. That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict with this Resolution are, to the extent of such conflict, hereby superseded.

SECTION 7. If required by law, a full, true and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 8. This Resolution shall be effective and in full force immediately upon passage and approval or as otherwise provided by law.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

VILLAGE OF HAMPSHIRE

ADOPTED THIS __ DAY OF _____ 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS __ DAY OF _____ 2026.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

VILLAGE OF HAMPSHIRE

EXHIBIT A **(Agreement)**

VILLAGE OF HAMPSHIRE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK'S CERTIFICATE
(RESOLUTION)

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution titled:

**A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH ENGINEERING ENTERPRISES, INC. FOR
THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY,
STATE OF ILLINOIS
(Assessment of Oakstead Lift Station)**

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law) passed and adopted Resolution No. _____, which was approved by the Village President on the _____ day of _____ 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

A copy of such Resolution was available for public inspection upon request in the office of the Village Clerk.

DATED at Hampshire, Illinois, this _____ day of _____ 2026.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

MEMO

To: Village of Hampshire

From: Engineering Enterprises, Inc.

Date: July 9, 2026

Re: IEPA SRF Project Plan – Water System Improvements – Agenda Supplement

EEI Job #: HA2611-V

Background

The Village of Hampshire, IL is seeking to make improvements to their existing water system, based on items identified in the Water System Master Plan and Rate Study (2024). The improvements in this IEPA project plan include: A new Tamms Farm Well No. 12 Water Treatment Plant (~\$7.5M), addition of permanent emergency backup generators at Well No. 9 WTP and Wells No. 10 & 13 WTP (~\$1.5M), and replacement of old cast iron 4" and 6" watermain with new ductile iron 8" minimum watermain (~\$19M).

The Village's intent is to implement these upgrades utilizing funds from the IEPA Public Water Supply Loan Program (PWSLP). The PWSLP traditionally sets its interest rates at half the current GO Bond rates, making the funding advantageous for significant capital improvement projects. There is also potential for 30+ year loan terms and principal forgiveness.

To be eligible for the loan, the Village needs to prepare a Drinking Water Project Plan for review and approval by the IEPA through their Public Water Supply Loan Program (PWSLP). This includes environmental signoffs through many governmental agencies, a financial analysis showing that the Village can payback debt, and many other details that the IEPA requires in the Project Plan. The Village is seeking engineering services to prepare the necessary Project Plan. Once approved, the Project Plan will allow the Village to be eligible to submit applications for loan funding for the following five years.

Note that being eligible for the SRF loan does not equate to securing funding from the IEPA. The Village will still be able to strategically determine when to submit nominations for particular projects to be funded through the program for five years after Plan approval. Upon submittal of a Funding Nomination Form for a particular project, the IEPA will then score and rank the nominated project against other competing projects and determine if

the Village's project(s) will receive funding for the IEPA's next fiscal year. The Village can then determine whether to move forward with the project and execute a loan. The Village does not commit to the loan funding until executing the loan, which only occurs after bidding the project. The loan program is competitive and qualifying for loan funding is dependent on the competition and available funding through the program.

The Village has asked EEI to assist with preparation of the SRF Project Plan. EEI has significant experience working through the Project Planning and funding processes with the Illinois EPA Infrastructure Financial Assistance Section (IFAS), securing SRF loans for many communities throughout NE Illinois.

**Agreement for Professional Services
IEPA SRF PROJECT PLAN – WATER SYSTEM IMPROVEMENTS
VILLAGE OF HAMPSHIRE, IL**

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

A. Services:

The Engineer shall furnish the necessary personnel, materials, equipment and expertise to make the necessary investigations, analysis and calculations along with exhibits, cost estimates and narrative, to complete all necessary engineering services to the Village as indicated on the included Attachment B.

B. Term:

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

C. Compensation and maximum amounts due to Contractor:

Contractor shall receive as compensation for all work and services to be performed herein an amount based on the Estimate of Level of Effort and Associated Cost included in Attachment C. Design Engineering will be paid for on an a Lump Sum (LS) amount of \$29,046.00. The hourly rates for this project are shown in the attached 2025 Standard Schedule of Charges as Attachment E. All payments will be made accordingly to the Illinois State Prompt Payment Act and not less than once every thirty days.

D. Changes in Rates of Compensation:

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

E. Ownership of Records and Documents:

Contractor agrees that all books and records and other recorded information developed specifically in connection with this agreement shall remain the property of the Village. Contractor agrees to keep such information confidential and not to disclose or disseminate the information to third parties without the consent of the Village. This confidentiality shall not apply to material or information, which would otherwise be subject to public disclosure through the freedom of information act or if already previously disclosed by a third party.



Upon termination of this agreement, Contractor agrees to return all such materials to the Village. The Village agrees not to modify any original documents produced by Contractor without Contractor's consent. Modifications of any signed duplicate original document not authorized by ENGINEER will be at OWNER's sole risk and without legal liability to the ENGINEER. Use of any incomplete, unsigned document will, likewise, be at the OWNER's sole risk and without legal liability to the ENGINEER.

F. Governing Law:

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

G. Independent Contractor:

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

H. Certifications:

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

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

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

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

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

Drug Free Workplace: The Contractor certifies that it is in compliance with the Drug Free Workplace Act (30 Illinois Compiled Statutes 580) as of the effective date of this contract. The Drug Free Workplace Act requires, in part, that Contractors, with 25 or more employees certify and agree to take steps to ensure a drug free workplace by informing employees of



the dangers of drug abuse, of the availability of any treatment or assistance program, of prohibited activities and of sanctions that will be imposed for violations; and that individuals with contracts certify that they will not engage in the manufacture, distribution, dispensation, possession, or use of a controlled substance in the performance of the contract.

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

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

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

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

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



I. Indemnification:

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

J. Insurance:

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

K. Additional Terms or Modification:

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

Attachment A: Standard Terms and Conditions

Attachment B: Scope of Services

Attachment C: Estimated Level of Effort and Associated Cost

Attachment D: Anticipated Project Schedule

Attachment E: 2025 Standard Schedule of Charges

L. Notices:

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



For the Village:

Village of Hampshire
234 S. State St.
Hampshire, IL 60140
Attn: Mary Jo Seehausen
Village Manager

For the Contractor:

Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, IL 60554
Attn: Stephen T. Dennison, P.E.
Vice President

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

Agreed to this ____ day of _____, 2026.

VILLAGE OF HAMPSHIRE:

ENGINEERING ENTERPRISES, INC.:

Title: _____

Vice President

ATTEST:

ATTEST:

Title: _____

Village Engineer



ATTACHMENT A – STANDARD TERMS AND CONDITIONS

Agreement: These Standard Terms and Conditions, together with the Professional Services Agreement, constitute the entire integrated agreement between the OWNER and Engineering Enterprises, Inc. (EEI) (hereinafter "Agreement"), and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing. However, to the extent that the Scope of Work differs from the Standard Terms and Conditions, the Scope of Work document controls.

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

Construction Engineering and Inspection: The ENGINEER shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.

The ENGINEER neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents.

The ENGINEER is not responsible for the acts or omissions of any contractor, subcontractor, or supplies, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work.

Shop drawing and submittal review by the ENGINEER shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the project work they are generally consistent with the construction documents. OWNER agrees that the contractor is solely responsible for the submissions and for compliance with the construction documents. OWNER further agrees that the ENGINEER'S review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend or safety programs or precautions. The ENGINEER'S consideration of a component does not constitute acceptance of the assembled items.

The ENGINEER'S site observation during construction shall be at the times agreed upon in the Project Scope. Through standard, reasonable means the ENGINEER will become generally familiar with observable completed work. If the ENGINEER observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and OWNER for them to address.

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

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

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

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



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

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

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

- (a) Substantial failure by the other party to comply with or perform in accordance with the terms of the Agreement and through no fault of the terminating party;
- (b) Assignment of the Agreement or transfer of the project without the prior written consent of the other party;
- (c) Suspension of the project or the ENGINEER'S services by the OWNER for a period of greater than ninety (90) calendar days, consecutive or in the aggregate.
- (d) Material changes in the conditions under which this Agreement was entered into, the scope of services or the nature of the project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

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

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

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

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

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

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

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

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

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



IEPA SRF Project Plan – Water System Improvements Village of Hampshire, IL

Attachment B – Scope of Services

The Village of Hampshire, IL is seeking to make improvements to their existing water system, based on items identified in the Water System Master Plan and Rate Study. The improvements in this IEPA project plan include: A new Well No. 12 Water Treatment Plant (~\$7.5M), addition of emergency backup generators at Well No. 9 WTP and Wells No. 10 & 13 WTP (~1.5M), and replacement of 4" and 6" watermain with 8" minimum watermain (~\$19M).

The Village's intent is to implement these upgrades utilizing funds from the IEPA Public Water Supply Loan Program (PWSLP). To be eligible for the loan, the Village needs to prepare a Drinking Water Project Plan for review and approval by the IEPA. The Village is seeking engineering services to prepare the necessary Project Plan.

The following list of work items establishes the scope of engineering services for this project:

BASE SCOPE – WATER SYSTEM IMPROVEMENTS PROJECT PLAN:

1.1 Project Management and Administration

- Management of Personnel and the Engineering Contract
- Budget Tracking
- Coordination with the Village

1.2 RFI and Coordination with the Village

- Prepare Request for Information (RFI) and coordinate with the Village regarding information needed for project plan submittal

1.3 Environmental Signoffs and Permitting Coordination

- Apply for National Historic Preservation Act and IDNR sign-offs
- Complete IEPA Loan Applicant Environmental Checklist

1.4 Prepare Project Plan

- Prepare Project Plan including any necessary exhibits and submit it to the IEPA. Work includes but is not limited to:
 - Prepare summary report
 - Prepare preliminary project cost estimates
 - Prepare Existing User Charge and O, M and R Certification Sheet
 - Minimal revisions to Project Plan (if necessary) per comments from the IEPA

1.5 Coordination with IEPA

- Coordination with Village and IEPA
- Submit required documentation to IEPA (to be provided by Village)

NOTES AND EXCLUSIONS:

- The above scope of services does not include the following:
 - Coordination with the Army Corps of Engineering. Areas within specified setback of wetland and/or floodplain areas will be excluded from the Project Plan area.



- Advertisement, coordination for, and attendance/note taking at the Preliminary Environmental Impact Determination (PEID) public hearing – to be completed by Village including furnishing required documentation.
- Project initiation or review meetings.
- Detailed updated water rate study.
- Coordinating and submitting publications to the newspaper.

The above scope for the Water System Improvements Project Plan summarizes the work items that will be completed for this contract. Additional work items, including additional meetings, additional permitting and signoff requirements, and additional IEPA coordination beyond that estimated in the above scope shall be considered outside the scope of the base contract and will be billed in accordance with the Standard Schedule of Charges.



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

CLIENT			PROJECT NUMBER		
Village of Hampshire			HA2611-V		
PROJECT TITLE			DATE	PREPARED BY	
IEPA SRF Project Plan - Water System Improvements			5/1/26	STD	

TASK NO.	TASK DESCRIPTION	ROLE	PIC	PM	PE	ST	ADMIN	HOURS	COST
		RATE	\$251	\$218	\$175	\$146	\$75		
PROJECT PLANNING									
1.1	Project Management and Administration		2	8				10	\$ 2,246
1.2	RFI and Coordination with the Village			2	2			4	\$ 786
1.3	Environmental Signoffs and Permitting Coordination			12	44	4		60	\$ 10,900
1.4	Prepare Project Plan		2	16	44	12		74	\$ 13,442
1.5	Coordination with IEPA			4	4			8	\$ 1,572
Project Planning Subtotal:			4	42	94	16	-	156	\$ 28,946
PROJECT TOTAL:			4	42	94	16	-	156	28,946

Notes

Refer to Attachment B - Scope of Services for additional details and exclusions.

EEI STAFF

PIC Principal In Charge
PM Project Manager
PE Project Engineer
ST Senior Technician / GIS Analyst
ADMIN Administrative Assistant

DIRECT EXPENSES

Printing =	\$	100
Mileage =	\$	-
DIRECT EXPENSES =		\$ 100

LABOR SUMMARY

Engineering Expenses =	\$	26,610
Drafting Expenses =	\$	2,336
Administrative Expenses =	\$	-
TOTAL LABOR EXPENSES		\$ 28,946

TOTAL CONTRACT COSTS \$ 29,046



ATTACHMENT D: ESTIMATED SCHEDULE

CLIENT											PROJECT NUMBER						
Village of Hampshire											HA2611-V						
PROJECT TITLE											DATE		PREPARED BY				
IEPA SRF Project Plan - Water System Improvements											5/1/26		STD				
TASK NO.	TASK DESCRIPTION																
		2026										2027					
		APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	
PROJECT PLANNING																	
1.1	Project Management and Administration																
1.2	RFI and Coordination with the Village																
1.3	Environmental Signoffs and Permitting Coordination																
1.4	Prepare Project Plan																
1.5	Coordination with IEPA and PEID Public Hearing Notification																



52 Wheeler Road Sugar Grove, IL 60554 Tel: 630.466.6700 Fax: 630.466.6701 www.eeiweb.com



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

STANDARD SCHEDULE OF CHARGES ~ JANUARY 1, 2025

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$256.00
Principal	E-3	\$251.00
Senior Project Manager	E-2	\$243.00
Project Manager	E-1	\$218.00
Senior Project Engineer/Surveyor II	P-6	\$208.00
Senior Project Engineer/Surveyor I	P-5	\$193.00
Project Engineer/Surveyor	P-4	\$175.00
Senior Engineer/Surveyor	P-3	\$161.00
Engineer/Surveyor	P-2	\$146.00
Associate Engineer/Surveyor	P-1	\$132.00
Senior Project Technician II	T-6	\$182.00
Senior Project Technician I	T-5	\$171.00
Project Technician	T-4	\$159.00
Senior Technician	T-3	\$146.00
Technician	T-2	\$132.00
Associate Technician	T-1	\$115.00
Engineering/Land Surveying Intern	I-1	\$ 85.00
Director of Marketing and Business Development	M-4	\$135.00
Marketing Coordinator	M-2	\$100.00
Executive Administrative Assistant	A-4	\$ 80.00
Administrative Assistant	A-3	\$ 75.00

VEHICLES. DRONE, EXPERT TESTIMONY, REPROGRAPHICS AND DIRECT COSTS*

Vehicle for Construction Observation		\$ 20.00
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$235.00
Expert Testimony		\$290.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White)	
	\$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	

* unless specified otherwise in agreement

VILLAGE OF HAMPSHIRE

RESOLUTION NO. 26-_____

**A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH ENGINEERING ENTERPRISES, INC. FOR
THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY,
STATE OF ILLINOIS
(*Engineering Services to Prepare a Drinking Water Project Plan*)**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (with the President, the “Corporate Authorities”) are committed to protecting the health, safety and welfare of the residents of the Village; and

WHEREAS, the Corporate Authorities wish to implement improvements to their existing water system based on items identified in the 2024 Water System Master Plan and Rate Study (the “Water Improvements”); and

WHEREAS, to fund the Water Improvements, the Village desires to use funds from the Illinois Environmental Protection Agency’s Public Water Supply Loan Program (“PWSLP”); and

WHEREAS, in order to be eligible for a loan from the PWSLP, the Village must formulate a drinking water project plan (the “Project Plan”) to accompany the applicant’s loan application; and

WHEREAS, the Corporate Authorities have decided to engage an engineer to provide engineering services to complete the Project Plan (the “Services”); and

WHEREAS, Engineering Enterprises, Inc. (“EEI”), has significant experience in developing project plans in accordance with Illinois Environmental Protection Agency regulations and has offered to provide the Services to the Village in accordance with the terms of

VILLAGE OF HAMPSHIRE

an Agreement for Professional Services (the “Agreement”), attached hereto and incorporated herein as Exhibit A; and

WHEREAS, the Local Government Professional Services Selection Act (the “Act”) (50 ILCS 510/0.01, *et seq.*) allows the Village to negotiate and enter into contracts for engineering services on the basis of demonstrated competence and qualifications for the type of services required and at fair and reasonable compensation; and

WHEREAS, the Village and EEI have a satisfactory relationship for engineering services and the Village therefore waives the notice, evaluation and selection procedures in accordance with the Act; and

WHEREAS, the Corporate Authorities have determined that it is advisable, necessary and in the best interests of the Village and its residents to authorize and approve an agreement with terms substantially the same as the Agreement;

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

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Resolution are full, true and correct and hereby incorporate and make them part of this Resolution.

SECTION 2. The Corporate Authorities hereby approve of and authorize the Agreement and authorize the President or his designee to execute and enter into the Agreement, with such insertions, omissions and changes as shall be approved by the Corporate Authorities. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Resolution. The officers, agents and employees of the Village shall take all action necessary or

VILLAGE OF HAMPSHIRE

reasonably required to carry out and effectuate the purpose of this Resolution and shall take all action necessary in conformity therewith. The Village is authorized to allocate and spend all necessary funds to fulfill the requirements of the Agreement and this Resolution.

SECTION 3. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out and effectuate the purpose of this Resolution.

SECTION 4. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 5. That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict with this Resolution are, to the extent of such conflict, hereby superseded.

SECTION 7. If required by law, a full, true and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 8. This Resolution shall be effective and in full force immediately upon passage and approval as provided by law.

VILLAGE OF HAMPSHIRE

ADOPTED THIS __ DAY OF _____ 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS __ DAY OF _____ 2026.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

VILLAGE OF HAMPSHIRE

EXHIBIT A **(Agreement)**

VILLAGE OF HAMPSHIRE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK'S CERTIFICATE
(RESOLUTION)

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution titled:

**A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH ENGINEERING ENTERPRISES, INC. FOR
THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY,
STATE OF ILLINOIS
*(Engineering Services to Prepare a Drinking Water Project Plan)***

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law) passed and adopted Resolution No. _____, which was approved by the Village President on the _____ day of _____ 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

A copy of such Resolution was available for public inspection upon request in the office of the Village Clerk.

DATED at Hampshire, Illinois, this _____ day of _____ 2026.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

MEMO

To: Village of Hampshire

From: Engineering Enterprises

Date: July 9, 2026

Re: Washington Avenue and Whitetail Circle Resurfacing – Agenda Supplement

EEI Job #: MO2615-V

Background

EEI was contacted by Street Supervisor Dave Starrett regarding obtaining engineering assistance for his planned road resurfacing projects for Washington Avenue and Whitetail Circle. EEI staff met with Dave and reviewed the sites on June 23, 2026. During the field meeting we also visited the dead-end section of Prairie Street south of Edgewood which is also a priority for the Village. Dave requested that EEI prepare a proposal for the work.

Our preliminary construction cost estimate for Whitetail and Prairie is \$290,000 and the preliminary estimate for Washington is \$350,000.

We have provided separate costs in the attached Professional Services Agreement (PSA) for Whitetail and Prairie and for Washington. To accommodate the budget and transition to the new calendar budget year the design and construction engineering costs for Whitetail are in the current budget year and the costs for Washington are in FY2027. This is reflected in the schedule included in the PSA.

EEI has significant experience on similar projects, typically performing design and construction engineering services on 10-15 roadway resurfacing projects annually. EEI has prepared the attached PSA in the amount of \$77,954 for design and construction engineering. We anticipate bidding the Whitetail Circle project in August 2026 and the Washington Avenue project in March 2027.

Agreement for Professional Services
Washington Avenue and Whitetail Circle Resurfacing Project

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

A. Services:

The Engineer shall furnish the necessary personnel, materials, equipment and expertise to make the necessary investigations, analysis and calculations along with exhibits, cost estimates and narrative, to complete all necessary engineering services to the Village as indicated on the included Attachment B. Design and Construction Engineering for all roadways indicated on Attachment D will be provided. All Engineering will be in accordance with all Village and Illinois Department of Transportation requirements.

B. Term:

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

C. Compensation and maximum amounts due to Contractor:

Engineer shall receive as compensation for all work and services to be performed herein, an amount based on the Estimated level of Effort and Associated Cost included in Attachment C. Design Engineering will be paid for as a Fixed Fee (FF) in the amount of \$29,318, of which direct expense are estimated at \$6,870. Construction Engineering will be paid for hourly at the actual rates of services to be performed, currently estimated at \$48,636, of which direct expense are estimated at \$4,000. The hourly rates for this project are shown in Attachment F. All payment will be made accordingly to the Illinois State Prompt Payment Act and not less than once every thirty days.

D. Changes in Rates of Compensation:

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

E. Ownership of Records and Documents:

Contractor agrees that all books and records and other recorded information developed specifically in connection with this agreement shall remain the property of the Village.



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

F. Governing Law:

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

G. Independent Contractor:

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

H. Certifications:

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

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

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

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

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



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

Non-Discrimination, Certification, and Equal Employment Opportunity: The Contractor agrees to comply with applicable provisions of the Illinois Human Rights Act (775 Illinois Compiled Statutes 5), the U.S. Civil Rights Act, the Americans with Disabilities Act, Section 504 of the U.S. Rehabilitation Act and the rules applicable to each. The equal opportunity clause of Section 750.10 of the Illinois Department of Human Rights Rules is specifically incorporated herein. The Contractor agrees to incorporate this clause into all subcontracts under this Contract.

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

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

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

Tax Payer Certification : Under penalties of perjury, the Contractor certifies that its Federal Tax Payer Identification Number or Social Security Number is (provided separately) and is doing business as a (check one): Individual Real Estate Agent Sole Proprietorship Government Entity Partnership Tax Exempt Organization



(IRC 501(a) only) x Corporation Not for Profit Corporation Trust or Estate
Medical and Health Care Services Provider Corp.

I. Indemnification:

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

J. Insurance:

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

K. Additional Terms or Modification:

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

Attachment A: Standard Terms and Conditions

Attachment B: Scope of Services

Attachment C: Estimated Level of Effort and Associated Cost

Attachment D: Location Map

Attachment E: Anticipated Project Schedule

Attachment F: 2025 Standard Schedule of Charges

Attachment G: Rubino Proposal



L. Notices:

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

For the *Village*:

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

For the Contractor:

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

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

Agreed to this ____ day of _____, 2026.

Village of Hampshire:

Mike Reid, Jr.
Village President

Karen Stuehler
Village Clerk

Engineering Enterprises, Inc.:

Timothy N. Paulson, PE, CFM
Senior Project Manager

Christopher J. Ott, P.E., CPII
Senior Project Manager



STANDARD TERMS AND CONDITIONS

Agreement: These Standard Terms and Conditions, together with the Professional Services Agreement, constitute the entire integrated agreement between the OWNER and Engineering Enterprises, Inc. (EEI) (hereinafter "Agreement"), and take precedence over any other provisions between the Parties. These terms may be amended, but only if both parties consent in writing. However, to the extent that the Scope of Work differs from the Standard Terms and Conditions, the Scope of Work document controls.

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

Construction Engineering and Inspection: The ENGINEER shall not supervise, direct, control, or have authority over any contractor work, nor have authority over or be responsible for the means, methods, techniques sequences, or procedures of construction selected or used by any contractor, or the safety precautions and programs incident thereto, for security or safety of the site, nor for any failure of a contractor to comply with laws and regulations applicable to such contractor's furnishing and performing of its work.

The ENGINEER neither guarantees the performance of any contractor nor assumes responsibility for contractor's failure to furnish and perform the work in accordance with the contract documents.

The ENGINEER is not responsible for the acts or omissions of any contractor, subcontractor, or supplies, or any of their agents or employees or any other person at the site or otherwise furnishing or performing any work.

Shop drawing and submittal review by the ENGINEER shall apply to only the items in the submissions and only for the purpose of assessing if upon installation or incorporation in the project work they are generally consistent with the construction documents. OWNER agrees that the contractor is solely responsible for the submissions and for compliance with the construction documents. OWNER further agrees that the ENGINEER'S review and action in relation to these submissions shall not constitute the provision of means, methods, techniques, sequencing or procedures of construction or extend or safety programs or precautions. The ENGINEER'S consideration of a component does not constitute acceptance of the assembled items.

The ENGINEER'S site observation during construction shall be at the times agreed upon in the Project Scope. Through standard, reasonable means the ENGINEER will become generally familiar with observable completed work. If the ENGINEER observes completed work that is inconsistent with the construction documents, that information shall be communicated to the contractor and OWNER for them to address.

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

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

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

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



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

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

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

- (a) Substantial failure by the other party to comply with or perform in accordance with the terms of the Agreement and through no fault of the terminating party;
- (b) Assignment of the Agreement or transfer of the project without the prior written consent of the other party;
- (c) Suspension of the project or the ENGINEER'S services by the OWNER for a period of greater than ninety (90) calendar days, consecutive or in the aggregate.
- (d) Material changes in the conditions under which this Agreement was entered into, the scope of services or the nature of the project, and the failure of the parties to reach agreement on the compensation and schedule adjustments necessitated by such changes.

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

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

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

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

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

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

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

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

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



**Washington Avenue & Whitetail Circle Resurfacing
Village of Hampshire, IL
Professional Services Agreement – Design and Construction Engineering**

Attachment B – Scope of Services

The Village of Hampshire requires Design and Construction Engineering services for the Village's Washington Avenue and Whitetail Circle Resurfacing project. This Village will utilize Local Funds to fund this project. A location map of the proposed improvements can be found in Attachment D of this proposal.

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

Preliminary Planning:

- Coordinate and develop with Village Staff the final scope and parameters of services to be provided
- Obtain, review, and inventory existing utility, roadway, right-of-way, ownership, soil data, etc.
- Gather topographic survey as required
- Analyze geotechnical site data, including pavement core analysis

Design Engineering:

- Analyze & Finalize roadway rehabilitation methods
- Perform Field Review of Existing Conditions including review of the following:
 - Sidewalk
 - Curb & Gutter
 - Driveway Aprons
 - Sanitary Manholes
 - Valve Vaults
 - Storm Inlets & Manholes
- Prepare construction specifications, consisting of, but not limited to, the following:
 - All required bidding and letting information and contractual forms
 - Village special provisions and contracting information
 - Project specific specifications and special provisions
 - State specifications and provisions
 - Prevailing Wages
 - Pavement Core Reports
 - By Street Quantity Breakdowns
 - Aerial Exhibits Showing Improvement Limits
- Coordinate reviews with the Village of Hampshire
- Perform soil management services for documentation of final disposition at Clean Construction and Demolition Debris (CCDD) facilities. Based on a preliminary review we anticipate completion of LPC-Form documents as indicated below:
 - One (1) LPC-663 document for all the resurfacing streets
- Prepare preliminary and final cost estimates.
- Prepare and provide two separate sets (Washington Avenue and Whitetail Circle) of final contract drawings, documents and specifications for bidding. Specifications will include all necessary information for the bidder, including construction methodology, special provisions for construction and direction to the bidder regarding Village specific requirements, construction ordinances and project specific guidelines.



- Assist in bidding, contractor/bid evaluations, contract preparation and additional contract administration as required; prepare and submit contracts to Village.
- Provide all specifications in 8 ½" x 11½" format and bound and in quantities as required.
- Provide planning/design/construction schedule and frequent updates regarding any potential items affecting the schedule.

Construction Engineering

- Attend the Pre-Construction Meeting with the Contractor and Village Staff
- Provide Pre-Construction Photos & Videos documenting existing conditions
- Provide construction layout for the proposed improvements
- Provide resident engineering for periodic on-site observation
- Daily documentation of work tasks and calculation of installed pay items
- Monitor adherence to specifications.
- Monitor adherence to construction schedule and make recommendations when appropriate.
- Monitor traffic control on a regular basis.
- Gather material inspection and coordinate any required testing on behalf of the Village.
- Provide guidance to the contractor when questions arise during construction.
- Prepare/verify pay estimates.
- Provide information to residents as required.
- Perform punch list inspections, provide follow up inspections and recommend acceptance when appropriate
- Communicate activities with Village weekly, or as required based on onsite activities.
- Recommend release of final payment upon project acceptance

Exclusions:

- No allowance has been made for public information meetings.

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

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

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

The following program guidelines for the Washington Avenue and Whitetail Circle Resurfacing Project will be employed to ensure the best possible end result for the Village, targeting a letting in August of 2026 for Whitetail Circle and March of 2027 for Washington Avenue:

- Employ Quality Control/Quality Assurance procedures and implement and monitor the procedures for the duration of the project.



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



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

CLIENT	PROJECT NUMBER	
Village of Hampshire	HA2615-V	
PROJECT TITLE	DATE	PREPARED BY
Washington Avenue and Whitetail Circle - Design and Construction Engineering	7/8/26	JHS

TASK NO.	TASK DESCRIPTION	ROLE	SPM	SPE 2	PE	SPT2	ST	ADMIN	HOURS	COST
		PERSON								
		RATE	\$243	\$208	\$175	\$182	\$146	\$75		
DESIGN ENGINEERING										
2.1	Whitetail Circle - Design Engineering		2	4	40				46	\$ 8,318
2.2	Whitetail Circle - Bidding				8			2	10	\$ 1,550
2.3	Washington Avenue - Design Engineering		2	4	48	4	4		62	\$ 11,030
2.4	Washington Avenue - Bidding				8			2	10	\$ 1,550
Design Engineering Subtotal:			4	8	104	4	4	4	128	\$ 22,448
CONSTRUCTION ENGINEERING										
2.1	Whitetail Circle - Contracting				4				4	\$ 700
2.2	Whitetail Circle - Construction		2	4	100				106	\$ 18,818
2.3	Whitetail Circle - Project Closeout				6				6	\$ 1,050
2.4	Washington Avenue - Contracting				4				4	\$ 700
2.5	Washington Avenue - Construction		2	4	120				126	\$ 22,318
2.6	Washington Avenue - Project Closeout				6				6	\$ 1,050
Construction Engineering Subtotal:			4	8	240	-	-	-	252	\$ 44,636
PROJECT TOTAL:			8	16	344	4	4	4	128	67,084

EEI STAFF

SPM Senior Project Manager
SPE 2 Senior Project Engineer II
PE Project Engineer
SPT2 Senior Project Technician II
ST Senior Technician
ADMIN Administrative Assistant

DIRECT EXPENSES

Printing/Scanning =	\$ 150
Rubino (Cores & CCDD) =	\$ 6,720
Rubino (Material Testing) =	\$ 4,000
DIRECT EXPENSES =	\$ 10,870

LABOR SUMMARY

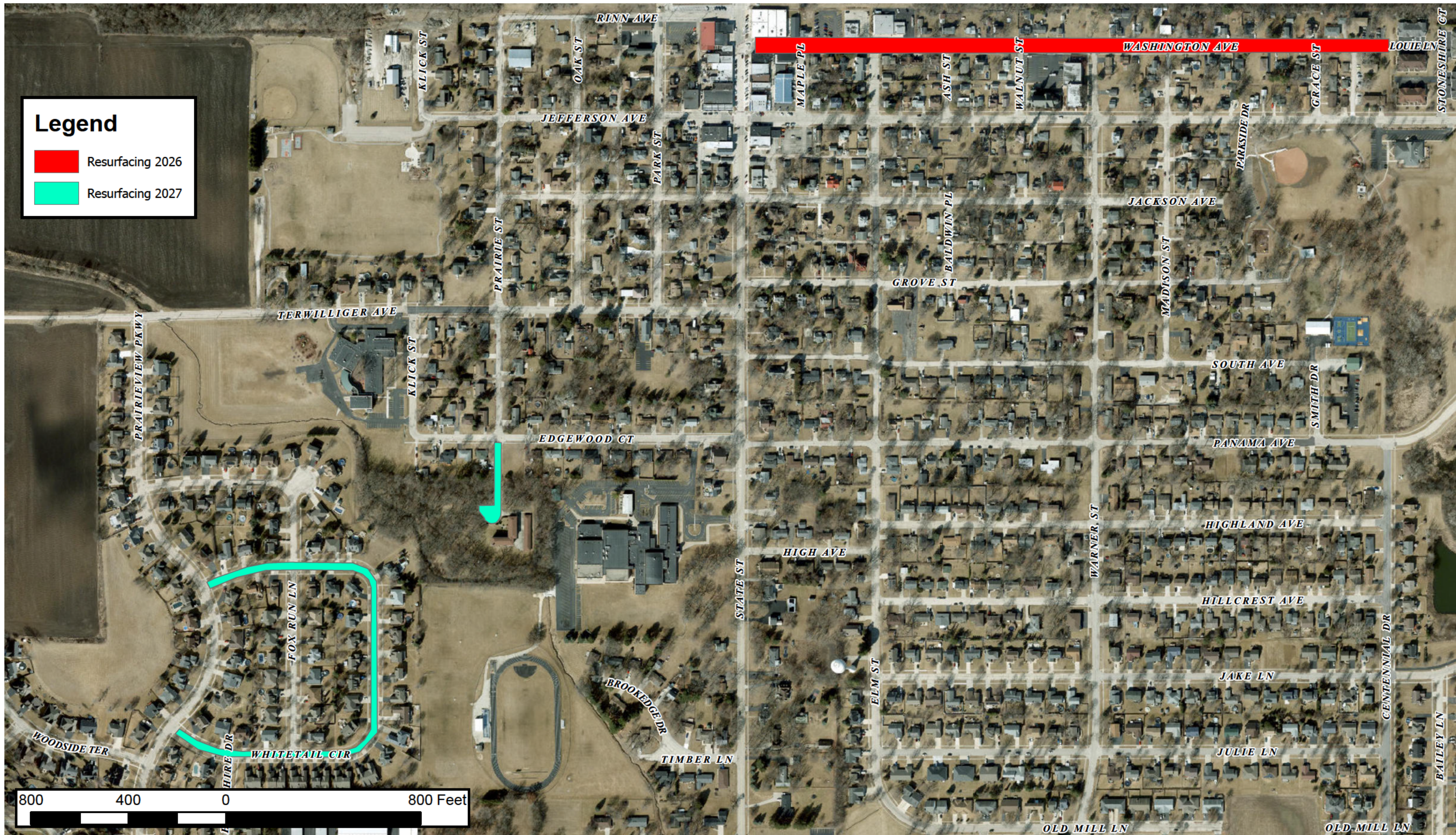
EEI Labor Expenses =	\$ 67,084
TOTAL LABOR EXPENSES	\$ 67,084

TOTAL COSTS	\$ 77,954
--------------------	------------------



Legend

- █ Resurfacing 2026
- █ Resurfacing 2027



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

Village of Hampshire
 234 S. State Street - P.O. Box 457
 Hampshire, IL 60140-0457
 (847) 683-2181
 www.hampshireil.org

DATE: July 2026
 BY: SAK
 CHK:
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 FILE: HA2616 Resurfacing

VILLAGE OF HAMPSHIRE, ILLINOIS

**ATTACHMENT D
 RESURFACING LOCATION MAP**



ATTACHMENT E: ESTIMATED SCHEDULE

CLIENT													PROJECT NUMBER				
Village of Hampshire													HA2615-V				
PROJECT TITLE													DATE		PREPARED BY		
Washington Avenue and White Tail Circle Resurfacing - Design and Construction Engineering													7/8/26		JHS		
TASK NO.	TASK DESCRIPTION																
		2026								2027							
		JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG		
DESIGN ENGINEERING - WHITETAIL CIRCLE																	
2.1	Design Engineering																
2.2	Bidding																
DESIGN ENGINEERING - WASHINGTON AVENUE																	
2.3	Design Engineering																
2.4	Bidding																
CONSTRUCTION ENGINEERING - WHITETAIL CIRCLE																	
3.1	Contracting																
3.2	Construction																
3.3	Project Closeout																
CONSTRUCTION ENGINEERING - WASHINGTON AVENUE																	
3.4	Contracting																
3.5	Construction																
3.6	Project Closeout																





52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

STANDARD SCHEDULE OF CHARGES ~ JANUARY 1, 2025

EMPLOYEE DESIGNATION	CLASSIFICATION	HOURLY RATE
Senior Principal	E-4	\$256.00
Principal	E-3	\$251.00
Senior Project Manager	E-2	\$243.00
Project Manager	E-1	\$218.00
Senior Project Engineer/Surveyor II	P-6	\$208.00
Senior Project Engineer/Surveyor I	P-5	\$193.00
Project Engineer/Surveyor	P-4	\$175.00
Senior Engineer/Surveyor	P-3	\$161.00
Engineer/Surveyor	P-2	\$146.00
Associate Engineer/Surveyor	P-1	\$132.00
Senior Project Technician II	T-6	\$182.00
Senior Project Technician I	T-5	\$171.00
Project Technician	T-4	\$159.00
Senior Technician	T-3	\$146.00
Technician	T-2	\$132.00
Associate Technician	T-1	\$115.00
Engineering/Land Surveying Intern	I-1	\$ 85.00
Director of Marketing and Business Development	M-4	\$135.00
Marketing Coordinator	M-2	\$100.00
Executive Administrative Assistant	A-4	\$ 80.00
Administrative Assistant	A-3	\$ 75.00

VEHICLES. DRONE, EXPERT TESTIMONY, REPROGRAPHICS AND DIRECT COSTS*

Vehicle for Construction Observation		\$ 20.00
Unmanned Aircraft System / Unmanned Aerial Vehicle / Drone		\$235.00
Expert Testimony		\$290.00
In-House Scanning and Reproduction	\$0.25/Sq. Ft. (Black & White)	
	\$1.00/Sq. Ft. (Color)	
Reimbursable Expenses (Direct Costs)	Cost	
Services by Others (Direct Costs)	Cost + 10%	

* unless specified otherwise in agreement

July 7, 2026

To: Jacob H. Seger, PE, CFM, CPII
Engineering Enterprises, Inc.
52 Wheeler Road
Sugar Grove, Illinois 60554
P: 630.466.6716

Re: Proposal - Geotechnical Exploration
Proposed Washington, Whitetail and
Prairie St Resurfacing in Hampshire,
Illinois

Proposal No. Q26.369g

Via email: JSeger@eeiweb.com

Dear Mr. Seeger,

Rubino Engineering, Inc. (Rubino) is pleased to submit the following proposal to provide geotechnical engineering services for the above referenced project. Rubino received a request for proposal from Jacob H. Seger, PE, CFM, CPII of Engineering Enterprises, Inc. via email on July 1st, 2026.

PROJECT UNDERSTANDING

Rubino understands that Engineering Enterprises, Inc. is planning to aid in the resurfacing of Washington Avenue, Whitetail Circle, and Prairie Street in Hampshire, Illinois.

Information received:

- RFP email from Jacob H. Seger, PE, CFM, CPII of Engineering Enterprises, Inc. on July 1st, 2026.
- Project Location Drawing: "20260706080848.pdf" – Included in RFP email July 1st, 2026.



Should any of the information on which this proposal has been based, including as described above, be inconsistent with the planned construction, Rubino requests to be contacted immediately in order to make any necessary changes to this proposal and scope of work.

SCOPE OF SERVICES

The following sections outline the scope of services developed based on the information provided by the client and the information listed above in order to provide pavement coring on the planned project. The exploration will be performed in general accordance with both the requested proposal information and Rubino's current understanding of the project.

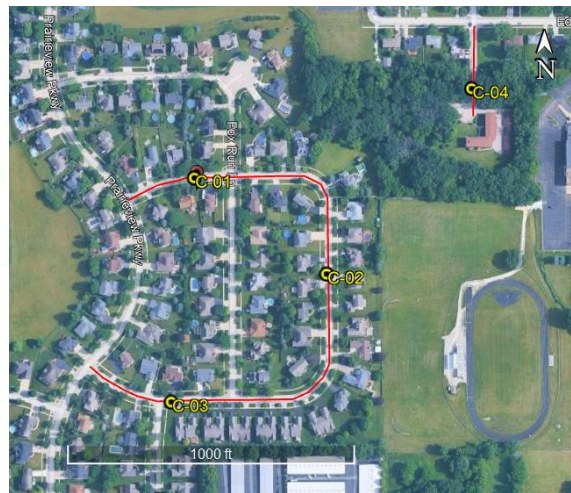
Site Access and Traffic Control

Based on current site topography, surface conditions, and project discussions, Rubino anticipates that the proposed core locations will be within existing paved areas and will therefore be accessible to a pickup truck.

Traffic control will consist of cones and approach signage. Flaggers are not anticipated for this project but can be provided for an additional fee.

Core Locations

Rubino will locate the cores in the field by measuring distances from known, fixed site features.



Pavement Coring

To obtain data to evaluate subsurface conditions within the proposed pavement reconstruction areas, Rubino proposes to perform the pavement core with a Milwaukee Drill and a two-foot diamond-bit core barrel in the pavement core locations.

NUMBER OF CORES W/SUBBASE THICKNESS DETERMINATION	MAX DEPTH	LOCATION
3	2 feet below pavement surface	Whitetail Circle
1		Prairie Street
4		Washington Avenue
8 Cores Total	*BEG = below existing grade	

Direct Push Depths

Rubino proposes to conduct Direct Push sampling utilizing Geoprobe LB Sampling equipment or manual hand augers in the ROW in the immediate vicinity of the core locations, or through the core locations where there is no grass ROW.

CORE IDS	DEPTH (FEET BEG*)	ANALYTICAL TESTS
C-04 & C-05	2 – 4	VOC's, SVOC's, RCRA Metals, pH
C-01 to C-03 & C-06 to C-08		pH

*BEG = below existing grade

Completion of Cores

Upon completion of sampling, the cores will be backfilled and capped with asphalt cold patch / non-shrink grout / Quikrete. Some damage to ground surface may result from the coring operations near the work areas and along ingress/egress pathways. Rubino will attempt to minimize such damage, but no restoration other than backfilling the core holes are included.

It should be noted that over time, some settlement may occur in the core hole or the patch may be damaged by traffic or snow plows. If Rubino is requested to return to the site for the purpose of filling any holes that may have settled, additional time and material charges may apply.

CCDD TESTING – LPC 663 ONLY

Rubino has obtained a "Potential Impacted Property" (PIP) evaluation of the area near the proposed improvements.

The PIP evaluation indicates further testing is needed for form LPC-663, Rubino will perform PID testing on the soil samples and soil analytical testing in general compliance with the IEPA CCDD requirements. Laboratory testing will be at the discretion of the environmental professional based on knowledge of the location of the borings.

LPC 663 Testing Scope
• PIP Evaluation (Historical & Regulatory) • Soil Analytical Tests (2 Full Analytical, 6 pH): ○ Volatile Organic Compounds (VOCs), Semi Volatile Organic Compounds (SVOCs), Resource Conservation Recovery Act (RCRA) Metals, pH ○ TCLP / SPLP RCRA Metal (only if necessary) • P.E. / P.G. Review & Certification (LPC #663) • <i>LPC-663 CCDD Certification, as applicable</i>

If the analytical testing indicates the soils are contaminated, additional testing and an additional disposal source may be necessary (Composite Non-Hazardous Non-Special Waste Analytical for landfill disposal if necessary).

CCDD testing will be performed in accordance with Bluff City Materials requirements. If another dump site will be utilized, please notify Rubino prior to authorization so that we can revise to the requirements of the other facility. Please note that CCDD certification requirements vary depending on the dump site. The above scope should be reviewed by the proposed dump site to determine compliance with the site's specific requirements.

CORE REPORT

Upon completion of field and laboratory work, Rubino will prepare a **Core Summary Report** using the collected data. The report will include the following:

- *Summary of client-provided project information and report basis*
- *Core Location Plan*
- *Photo documentation of field conditions and core specimens*
- *Subbase stone thickness*

An electronic copy of the report will be provided. The report will be addressed to Engineering Enterprises, Inc.

PROJECT SCHEDULE

Rubino proposes to initiate work on this project within 5 working days after receiving written authorization to proceed and we will follow the schedule below in order to complete the project:

Task	Number of Working Days
Field work including site layout and coring	5
Preparation of the Field Report	5
CCDD Laboratory Testing	10

Project schedules can be affected by weather conditions and changes in scope. If the report needs to be delivered by a specific day, please notify us as soon as possible. Preliminary verbal results can be made to appropriate parties upon completion of the field investigation.

Rubino will need to receive a signed copy of this proposal intact prior to mobilizing.

FEES

Rubino proposes to charge the fee for performance of the outlined scope of services on a lump-sum basis. Based on the scope of services outlined above, the lump-sum fee will be:

Task	Unit Rate x Qty	Unit	Total
Site Layout	\$ 850	Per trip	\$ 850.00
Pavement Cores	\$ 240 x 8	Per core	\$ 1,920.00
Report Preparation	\$ 1,000	Lump sum	\$ 1,000.00
Soil pH testing	\$ 25 x 6	Each	\$ 150.00
Soil Analytical Testing	\$ 650 x 2	Each	\$ 1,300.00
CCDD 663 Form LPC 663 and Report	\$ 1,500.00	Lump sum	\$ 1,500.00
Grand Total			\$6,720.00

Please see the attached fee schedule for additional unit rates for services requested after issuing the field report (drawing / spec review, scope or site layout change, etc.).

Scope Limitations

Project services do not include a site evaluation to determine the presence or absence of wetlands, hazardous substances, or toxic materials.

AUTHORIZATION

If this proposal is acceptable to you, Rubino will perform the work in accordance with the attached General Conditions that are incorporated into and made a part of this proposal. Please sign below as notice to proceed and return one copy of this proposal intact to our office. Rubino will proceed with the work upon receipt of authorization.

Rubino appreciates the opportunity to offer our services for this project and we look forward to working with your company. Please contact Rubino with questions pertaining to this proposal or requests for additional services.

Respectfully submitted,

RUBINO ENGINEERING, INC.



Michelle A. Lipinski, PE
President

**RUBINO ENGINEERING, INC. IS:
AN AASHTO-ACCREDITED LABORATORY
IDOT PREQUALIFIED
IDOT DBE-CERTIFIED (100% WOMAN-OWNED)**

Prepared By:
Anthony Tomaras, PG
anthony@rubinoeng.com

MAL/file

Attachments: Proposal Acceptance and Data Sheet
 Schedule of Services and Fees
 General Conditions

**This is an electronic copy. Hard Copies of this proposal are available upon request.

PROPOSAL ACCEPTANCE:

AGREED TO, THIS _____	DAY OF _____	, 20__.
BY (please print): _____		
TITLE: _____		
COMPANY: _____		
SIGNATURE: _____		

PROJECT INFORMATION:

1. Project Name: _____
2. Project Location: _____
3. Your Job No: _____ Purchase Order No.: _____
4. Project Manager: _____ Telephone No.: _____
5. Site Contact: _____ Telephone No.: _____
6. Number and Distribution of Reports:
() Copies To: _____ () Copies To: _____

Attn: _____ Attn: _____
Email: _____ Email: _____

() Copies To: _____ () Copies To: _____

Attn: _____ Attn: _____
Email: _____ Email: _____
7. Invoicing Address: _____

Attn: _____
Email: _____
8. Other Pertinent Information Or Previous Subsurface Information Available:

Rubino Engineering, Inc.
2024 Schedule of Geotechnical Services & Fees

CORING SERVICES

Project Engineer/Manager	Per Hour	\$ 125.00
Staff Engineer	Per Hour	\$ 95.00
Pavement Coring	Per Hour	\$ 225.00
Coring Equipment (vehicle, Milwaukee core rig, generator)	Per Day	\$ 220.00

REMARKS

- 1) All fees and services are provided in accordance with the attached Rubino General Conditions.
- 2) Unit prices/rates are in effect for 12 months from the date of this proposal and are subject to change without notice thereafter.
- 3) Overtime rates are applicable for services performed in excess of 8 hours per day Monday through Friday, before 8:00 AM or after 5:00 PM, and for all hours worked on Saturdays, Sundays and holidays. The overtime rate is 1.5 times the applicable hourly rate.
- 4) All rates are billed on a portal-to-portal basis.
- 5) Standby time due to delays beyond Rubino's control will be charged at the applicable hourly rate.
- 6) Transportation and per diem are charged at the applicable rates.
- 7) Rates involving mileage (including transportation, mobilization, vehicle and trip charges) are subject to change based upon increases in the national average gasoline price.
- 8) A minimum charge of 4 hours applies to field testing and observation services.
- 9) Scheduling or cancellation of field testing and observation services is required no less than the working day prior to the date the services are to be performed. Services cancelled without advance and/or inadequate notice will be assessed a minimum charge of 4 hours.
- 10) For all Rubino services, a project management/engineering review charge will be billed for all reports issued for the scheduling/supervision of personnel and the evaluation/review of data and reports.
- 11) The minimum billing increment for time is a half hour.
- 12) A project set-up charge of a minimum of two hours applies to all projects.
- 13) Professional services rates are exclusive of expert deposition or testimony time.
- 14) Drilling and field service rates are based on OSHA Level D personnel protection.
- 15) For sites where drilling is to occur that are not readily accessible to a truck mounted drill rig, rates for rig mobility, site clearing, crew stand-by time, etc. will be charged as applicable.
- 16) If applicable the prevailing wage fees charged under this agreement will be adjusted if there is any change in the applicable prevailing wage rate established by the Illinois Department of Labor.
- 17) Services and fees not listed on this schedule may be quoted on request.

Client#: 1171577		RUBINENG		DATE (MM/DD/YYYY) 10/02/2025			
ACORD CERTIFICATE OF LIABILITY INSURANCE							
THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.							
IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).							
PRODUCER USI Insurance Services LLC 2001 Spring Road, Ste 200 Oak Brook, IL 60523 312 442-7200			CONTACT NAME: Laurie Cloninger PHONE (A/C, No, Ext): 630 625-5219 FAX (A/C, No): 610 537-4939 E-MAIL ADDRESS: AECertificates@usi.com				
INSURED Rubino Engineering, Inc. 425 Shepard Dr Elgin, IL 60123			INSURER(S) AFFORDING COVERAGE		NAIC #		
			INSURER A: RLJ Insurance Company		13056		
			INSURER B: Pacific Insurance Company, Limited		10046		
			INSURER C:				
			INSURER D:				
			INSURER E:				
COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:							
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR LTR	TYPE OF INSURANCE	ADOL INSR	BUSR INSR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PROJECT ☐ LOC OTHER:			PSB0003777	09/01/2025	09/01/2026	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COM/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☒ ANY AUTO OWNED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY			PSA0001881	09/01/2025	09/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	UMBRELLA LIAB ☒ OCCUR ☒ EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION \$			PSE0002142	09/01/2025	09/01/2026	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N Y	N/A	PSW0002789	09/01/2025	09/01/2026	☒ PER STATUTE ☐ OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liability			83OH056719925	09/01/2025	09/01/2026	\$2,000,000 each claim / \$4,000,000 annual aggr.
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Professional Liability is written on a 'claims made' policy form. Some or all officers are excluded from Workers Compensation coverage. THIS CERTIFICATE OF INSURANCE IS INTENDED AS A SPECIMEN COPY ONLY.							
CERTIFICATE HOLDER Rubino Engineering, Inc.				CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 			

ACORD 25 (2016/03) 1 of 1
#S51133355/M50716566

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SXNAB

GENERAL CONDITIONS

1. PARTIES AND SCOPE OF SERVICES: Rubino Engineering, Inc. shall include said company or its particular division, subsidiary or affiliate performing the services. "Services" means the specific geotechnical, analytical, testing or other service to be performed by Rubino Engineering, Inc. as set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. Additional services ordered by Client shall also be subject to these General Conditions. "Client" refers to the person or business entity ordering the services to be done by Rubino Engineering, Inc. If Client is ordering the services on behalf of another, Client represents and warrants that it is the duly authorized agent of said party for the purpose of ordering and directing said services. Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the services ordered by the client is adequate and sufficient for Client's intended purpose. Client shall communicate these General Conditions to each and every third party to whom Client transmits any part of Rubino Engineering, Inc.'s services. Rubino Engineering, Inc. shall have no duty or obligation to any third party greater than that set forth in Rubino Engineering, Inc.'s proposal, Client's acceptance thereof and these General Conditions. The ordering of services from Rubino Engineering, Inc., or the reliance on any of Rubino Engineering, Inc.'s work, shall constitute acceptance of the terms of Rubino Engineering, Inc.'s proposal and these General Conditions, regardless of the terms of any subsequently issued document.

2. TESTS AND INSPECTIONS: Client shall cause all tests and inspection of the site, materials and work performed by Rubino Engineering, Inc. or others to be timely and properly performed in accordance with the plans, specifications and contract documents and Rubino Engineering, Inc.'s recommendations. No claims for loss, damage or injury shall be brought against Rubino Engineering, Inc. by Client or any third party unless all tests and inspections have been so performed and unless Rubino Engineering, Inc.'s recommendations have been followed. Client agrees to indemnify, defend and hold Rubino Engineering, Inc., its officers, employees and agents harmless from any and all claims, suits, losses, costs and expenses, including, but not limited to, court costs and reasonable attorney's fees in the event that all such tests and inspections are not so performed or Rubino Engineering, Inc.'s recommendations are not so followed except to the extent that such failure is the result of the negligence, wilful or wanton act of omission of Rubino Engineering, Inc., its officers, agents or employees, subject to the limitation contained in paragraph 9.

3. SCHEDULING OF SERVICES: The services set forth in Rubino Engineering, Inc.'s proposal and Client's acceptance will be accomplished in a timely, workmanlike and professional manner by RUBINO ENGINEERING, INC. personnel at the prices quoted. If Rubino Engineering, Inc. is required to delay commencement of the services or if, upon embarking upon its services, Rubino Engineering, Inc. is required to stop or interrupt the progress of its services as a result of changes in the scope of the services requested by Client, to fulfill the requirements of third parties, interruptions in the progress of construction, or other causes beyond the direct reasonable control of Rubino Engineering, Inc., additional charges will be applicable and payable by Client.

4. ACCESS TO SITE: Client will arrange and provide such access to the site as is necessary for Rubino Engineering, Inc. to perform the services. Rubino Engineering, Inc. shall take reasonable measures and precautions to minimize damage to the site and any improvements located thereon as the result of its services or the use of its equipment; however, Rubino Engineering, Inc. has not included in its fee the cost of restoration of damage which may occur. If Client desires or requires Rubino Engineering, Inc. to restore the site to its former condition, upon written request Rubino Engineering, Inc. will perform such additional services as is necessary to do so and Client agrees to pay Rubino Engineering, Inc. for the cost.

5. CLIENT'S DUTY TO NOTIFY ENGINEER: Client represents and warrants that it has advised Rubino Engineering, Inc. of any known or suspected hazardous materials, utility lines and pollutants at any site at which Rubino Engineering, Inc. is to perform services hereunder, and unless Rubino Engineering, Inc. has assumed in writing the responsibility of locating subsurface objects, structures, lines or conduits. Rubino Engineering, Inc. may use such information in performing its services and is entitled to rely upon the accuracy and completeness thereof. Client agrees to defend, indemnify and save Rubino Engineering, Inc. harmless from all claims, suits, losses costs and expenses, including reasonable attorney's fees as a result of personal injury, death or property damage occurring with respect to Rubino Engineering, Inc.'s performance of its work and resulting to or caused by contact with subsurface of latent objects, structures, lines or conduits where the actual or potential presence and location thereof were not revealed to Rubino Engineering, Inc. by Client and/or by any of Client's subcontractors or sub consultants

6. RESPONSIBILITY: Rubino Engineering, Inc.'s services shall not include determining, supervising or implementing the means, methods, techniques, sequences or procedures of construction. Rubino Engineering, Inc. shall not be responsible for evaluating, reporting or affecting job conditions concerning health, safety or welfare. Rubino Engineering, Inc.'s services or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with the contract documents. Rubino Engineering, Inc. has no right or duty to stop the contractor's work.

7. SAMPLE DISPOSAL: Unless otherwise agreed in writing, test specimens or samples will be disposed immediately upon completion of the test. All drilling samples or specimens will be disposed sixty (60) days after submission of Rubino Engineering, Inc.'s report.

8. PAYMENT: Client shall be invoiced once each month for services performed during the preceding period. Client agrees to pay each invoice within thirty (30) days of its receipt. Client further agrees to pay interest on all amounts invoiced and not paid or objected to for valid cause in writing with said thirty (30) day period at the rate of eighteen (18) percent per annum (or the maximum interest rate permitted under applicable law), until paid. Client agrees to pay Rubino Engineering, Inc.'s cost of collection of all amounts due and unpaid after sixty (60) days, including court costs and reasonable attorney's fees. Rubino Engineering, Inc. shall not be bound by any provision or agreement requiring or providing for arbitration or disputes or controversies arising out of this agreement, any provision wherein Rubino Engineering, Inc. waives any rights to a mechanics' lien, or any provision conditioning Rubino Engineering, Inc.'s right to receive payment for its services upon payment to Client by any third party. These General Conditions are notice, where required, that Rubino Engineering, Inc. shall file a lien whenever necessary to collect past due amounts. Release of such lien shall be given only when payment in full has been received for services duly rendered. Failure to make payment within thirty (30) days of invoice shall constitute a release of Rubino Engineering, Inc. from any and all claims which Client may have, whether in tort, contract or otherwise and whether known or unknown at the time.

9. STANDARD OF CARE: RUBINO ENGINEERING, INC.'S SERVICES WILL BE PERFORMED, ITS FINDINGS OBTAINED AND ITS REPORTS PREPARED IN ACCORDANCE WITH ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, THESE GENERAL CONDITIONS AND WITH GENERALLY ACCEPTED PRINCIPLES AND PRACTICES. IN PERFORMING ITS PROFESSIONAL SERVICES, RUBINO ENGINEERING, INC. WILL USE THAT DEGREE OF CARE AND SKILL ORDINARILY EXERCISED UNDER SIMILAR CIRCUMSTANCES BY MEMBERS OF ITS PROFESSION. RUBINO ENGINEERING, INC. MAKES NO WARRANTIES, EITHER EXPRESS OR IMPLIED, IN CONNECTION WITH ITS SERVICES PROVIDED AS SET FORTH IN ITS PROPOSAL, CLIENT'S ACCEPTANCE THEREOF, AND THESE GENERAL CONDITIONS. STATEMENTS MADE IN RUBINO ENGINEERING, INC. REPORTS ARE OPINIONS BASED UPON ENGINEERING JUDGMENT AND ARE NOT TO BE CONSTRUED AS REPRESENTATIONS OF FACT.

SHOULD RUBINO ENGINEERING, INC. OR ANY OF ITS PROFESSIONAL EMPLOYEES BE FOUND TO HAVE BEEN NEGLIGENT IN THE PERFORMANCE OF ITS WORK, OR TO HAVE MADE AND BREACHED ANY EXPRESSED OR IMPLIED WARRANTY, REPRESENTATION OR CONTRACT, CLIENT, ALL PARTIES CLAIMING THROUGH CLIENT AND ALL PARTIES CLAIMING TO HAVE IN ANY WAY RELIED UPON RUBINO ENGINEERING, INC.'S WORK, AGREE THAT THE MAXIMUM AGGREGATE AMOUNT OF THE LIABILITY OF RUBINO ENGINEERING, INC., ITS OFFICERS, EMPLOYEES AND AGENTS SHALL BE LIMITED TO \$10,000.00 OR THE TOTAL AMOUNT OF THE FEE PAID TO RUBINO ENGINEERING, INC. FOR ITS WORK PERFORMED WITH RESPECT TO THE PROJECT, WHICHEVER AMOUNT IS GREATER.

NO ACTION OR CLAIM, WHETHER IN TORT, CONTRACT OR OTHERWISE, MAY BE BROUGHT AGAINST RUBINO ENGINEERING, INC., ARISING FROM OR RELATED TO RUBINO ENGINEERING, INC.'S WORK, MORE THAN TWO (2) YEARS AFTER THE CESSATION OF RUBINO ENGINEERING, INC.'S WORK HEREUNDER.

10. INDEMNITY: To the fullest extent permitted by law, Client and Rubino Engineering, Inc. each agree to indemnify the other party and the other party's officers, directors, partners, employees, and representatives, from and against losses, damages, and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent they are found to be caused by a negligent act, error, or omission of the indemnifying party or any of the indemnifying party's officers, directors, members, partners, agents, employees, subcontractors, or subconsultants in the performance of services under this Agreement. If claims, losses, damages, and judgments are found to be caused by the joint or concurrent negligence of Client and Rubino Engineering, Inc., they shall be borne by each party in proportion to its negligence.

11. TERMINATION: This Agreement may be terminated by either party upon seven (7) days' prior written notice. In the event of termination, Rubino Engineering, Inc. shall be compensated by Client for all services performed up to and including the termination date, including reimbursable expenses and for the completion of such services and records as are necessary to place Rubino Engineering, Inc.'s files in order and/or protect its professional reputation. Failure of Client to make payments when due shall be cause for suspension of services or, ultimately, termination, unless and until Rubino Engineering Inc. has been paid in full all amounts due for services, expenses and other related changes.

12. DISPUTE RESOLUTION: In the event of a dispute arising out of or relating to this Agreement or the services to be rendered hereunder, the Client and Rubino Engineering, Inc. agree to attempt to resolve such disputes in the following manner: 1) The parties agree to attempt to resolve any and all unsettled claims, counterclaims, disputes and other matters in question through direct negotiations between the appropriate representatives of each party; 2) If such negotiations are not fully successful, the parties agree to submit any and all remaining unsettled claims, counterclaims, disputes and other matters in question to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association, effective as of the date of this Agreement.

13. WITNESS FEES: Rubino Engineering, Inc.'s employees shall not be retained as expert witnesses except by separate written agreement. Client agrees to pay Rubino Engineering, Inc.'s legal expenses, administrative costs and fees pursuant to Rubino Engineering, Inc.'s then current fee schedule for Rubino Engineering, Inc. to respond to any subpoena.

14. NO HIRE: Client agrees not to hire Rubino Engineering, Inc.'s employees except through Rubino Engineering, Inc. In the event Client hires a Rubino Engineering, Inc. employee, Client shall pay Rubino Engineering, Inc. an amount equal to one-half of the employee's annualized salary, with Rubino Engineering, Inc. waiving other remedies it may have.

15. HAZARDOUS MATERIALS: Nothing contained within this agreement shall be construed or interpreted as requiring Rubino Engineering, Inc. to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA, CERCLA, or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client assumes full responsibility for compliance with the provisions of RCRA, CERCLA, and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.

16. PROVISIONS SEVERABLE: The parties have entered into this agreement in good faith and it is the specific intent of the parties that the terms of the General Conditions be enforced as written. In the event any of the provisions of these General Conditions should be found to be unenforceable, it shall be stricken and the remaining provisions shall be enforceable.

17. ENTIRE AGREEMENT: This agreement constitutes the entire understanding of the parties, and there are no representations, warranties or undertakings made other than as set forth herein. This agreement may be amended, modified or terminated only in writing, signed by each of the parties hereto.

Rubino Engineering, Inc.

VILLAGE OF HAMPSHIRE

RESOLUTION NO. 26-_____

**A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH ENGINEERING ENTERPRISES, INC. FOR
THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY,
STATE OF ILLINOIS
(*Engineering Services – Washington Ave. and Whitetail Circle Resurfacing Project*)**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (with the President, the “Corporate Authorities”) are committed to protecting the health, safety and welfare of the residents of the Village; and

WHEREAS, the Corporate Authorities have determined that certain rights-of-way in the Village, specifically Washington Avenue and Whitetail Circle, require resurfacing (the “Project”); and

WHEREAS, the Corporate Authorities have decided to engage an engineer to provide design and construction engineering services to complete the Project (the “Services”); and

WHEREAS, Engineering Enterprises, Inc. (“EEI”), has proposed to provide the Services to the Village in accordance with the terms of an Agreement for Professional Services (the “Agreement”), attached hereto and incorporated herein as Exhibit A; and

WHEREAS, the Local Government Professional Services Selection Act (the “Act”) (50 ILCS 510/0.01, *et seq.*) allows the Village to negotiate and enter into contracts for engineering services on the basis of demonstrated competence and qualifications for the type of services required and at fair and reasonable compensation; and

VILLAGE OF HAMPSHIRE

WHEREAS, the Village and EEI have a satisfactory relationship for engineering services and the Village therefore waives the notice, evaluation and selection procedures in accordance with the Act; and

WHEREAS, the Corporate Authorities have determined that it is advisable, necessary and in the best interests of the Village and its residents to authorize and approve an agreement with terms substantially the same as the Agreement;

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

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Resolution are full, true and correct and hereby incorporate and make them part of this Resolution.

SECTION 2. The Corporate Authorities hereby approve of and authorize the Agreement and authorize the President or his designee to execute and enter into the Agreement, with such insertions, omissions and changes as shall be approved by the Corporate Authorities. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Resolution. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out and effectuate the purpose of this Resolution and shall take all action necessary in conformity therewith. The Village is authorized to allocate and spend all necessary funds to fulfill the requirements of the Agreement and this Resolution.

SECTION 3. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out and effectuate the purpose of this Resolution.

VILLAGE OF HAMPSHIRE

SECTION 4. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 5. That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict with this Resolution are, to the extent of such conflict, hereby superseded.

SECTION 7. If required by law, a full, true and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 8. This Resolution shall be effective and in full force immediately upon passage and approval or as otherwise provided by law.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

VILLAGE OF HAMPSHIRE

ADOPTED THIS __ DAY OF _____ 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS __ DAY OF _____ 2026.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

VILLAGE OF HAMPSHIRE

EXHIBIT A **(Agreement)**

VILLAGE OF HAMPSHIRE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK’S CERTIFICATE
(RESOLUTION)

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution titled:

**A RESOLUTION AUTHORIZING AND APPROVING AN AGREEMENT FOR
PROFESSIONAL SERVICES WITH ENGINEERING ENTERPRISES, INC. FOR
THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY,
STATE OF ILLINOIS
(*Engineering Services – Washington Ave. and Whitetail Circle Resurfacing Project*)**

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law) passed and adopted Resolution No. _____, which was approved by the Village President on the _____ day of _____ 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

A copy of such Resolution was available for public inspection upon request in the office of the Village Clerk.

DATED at Hampshire, Illinois, this _____ day of _____ 2026.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



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

Agenda Supplement

TO:	President Reid; Board of Trustees
FROM:	Mark Montgomery, Utilities Supervisor
FOR:	Village Board Meeting for July 16, 2026
RE:	Lead Service Line Replacement at 199 Maple Place

Background:

A leak developed on the drinking water service line serving Blocks Fresh market on the 100 block of East Jefferson. Stark and Son was called in to repair the leak, which was assumed to be originating from the corporation's stop feeding the service line on the village-owned water main. The leak was a few feet beyond the corporation stop on what was later identified as a lead service line. This line was repaired. By rule, the village must now replace the service line.

Recommendation:

Staff recommends entering into an agreement with Stark and Son proposal 20575 to replace the lead service line at 199 Maple.

Staff recommends entering into a temporary construction easement agreement with Blocks.

Attachments:

Proposal 20575 from Stark and Son.

Temporary construction easement agreement.

STARK & SON TRENCHING INC.

We Dig America
 45W826 Rohrsen Road
 HAMPSHIRE, ILLINOIS 60140

(847) 683-2217

PROPOSAL 20575

TO Village of Hampshire Attn: Mark Montgomery P.O. Box 457 Hampshire, IL 60140	PHONE 847-683-2181	DATE 06/26/2026
	JOB NAME / LOCATION 199 Maple Place Hampshire, IL 60140 Revision of proposal #20573	
	JOB NUMBER mmontgomery@hampshireil.org	JOB PHONE

We hereby submit specifications and estimates for:

To complete the installation of a new 1" plastic water service. Including:

- Village of Hampshire permits
- Saw-cut existing asphalt roadway & parking lot
- Remove & dispose of asphalt
- Expose existing water main complete with 1" pressure connection
- One (1) 1" Brass set corporation stop, round-way
- Four (4) stainless steel inserts for 1" CTS PE tube
- 200 linear feet of 1" CTS DR9 PE Tube 250 PSI copperhead TW 1230 B-HS-500 12GA copper tracer wire
- Excavation to locate existing copper water service at the building & reconnect
- Licensed plumber
- Locate & disconnect existing water-main
- 28 tons of CA7-11 stone backfill

For a total of sum of: Eighteen thousand nine hundred nineteen and 00/100..... \$18,919.00

Price does not include restoration of existing asphalt, concrete, lawn or landscape

One (1) year warranty workmanship & materials

No bonds for right-of-way included

We Propose hereby to furnish material and labor — complete in accordance with the above specifications, for the sum of:
 eighteen thousand nine hundred nineteen and 00/100 dollars (\$ 18,919.00).

Payment to be made as follows:

Cash or bank payout due upon completion of installation.

Credit cards now accepted, fees may apply 10 days after invoice date.

All material is guaranteed to be as specified. All work to be completed in a professional manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Worker's Compensation Insurance.

Authorized
Signature _____Note: This proposal may be
withdrawn by us if not accepted within

30

days.

Acceptance of Proposal — The above prices, specifications
 and conditions are satisfactory and are hereby accepted. You are authorized
 to do the work as specified. Payment will be made as outlined above.

Signature _____

Signature _____

Date of Acceptance: _____

VILLAGE OF HAMPSHIRE

RESOLUTION NO. 26-_____

A RESOLUTION AUTHORIZING AND APPROVING A PROPOSAL BY STARK AND SON TRENCHING, INC. FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY, STATE OF ILLINOIS (Lead Service Line Replacement)

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (with the President, the “Corporate Authorities”) are committed to protecting the health, safety and welfare of the residents of the Village; and

WHEREAS, the State of Illinois has determined that all lead service lines in Illinois should be disconnected from the drinking water supply; and

WHEREAS, in accordance with the Village’s lead service line replacement (“LSLR”) plan, applicable laws or rules or regulations established by the Illinois Environmental Protection Agency, the Corporate Authorities are required to replace a lead service line at 199 Maple Place in the Village (the “Service Line”); and

WHEREAS, Stark and Sons Trenching, Inc. (“S&S”), has provided a proposal to the Village, attached hereto and incorporated herein as Exhibit A (the “Proposal”), to remove and replace the Service Line (the “Services”); and

WHEREAS, the Local Government Professional Services Selection Act (the “Act”) (50 ILCS 510/0.01, *et seq.*) allows the Village to negotiate and enter into contracts for engineering services on the basis of demonstrated competence and qualifications for the type of services required and at fair and reasonable compensation; and

VILLAGE OF HAMPSHIRE

WHEREAS, the Village and S&S have a satisfactory relationship for engineering services and the Village therefore waives the notice, evaluation and selection procedures in accordance with the Act; and

WHEREAS, the Corporate Authorities have determined that it is advisable, necessary and in the best interests of the Village and its residents to authorize and approve the Proposal, or a proposal with substantially similar terms;

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

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Resolution are full, true and correct and hereby incorporate and make them part of this Resolution.

SECTION 2. The Corporate Authorities hereby approve of and authorize the Proposal and authorize the President or his designee to execute and enter into the Proposal, with such insertions, omissions and changes as shall be approved by the Corporate Authorities. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Resolution. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out, give effect to and effectuate the purpose of this Resolution and shall take all action necessary in conformity therewith. The Village is authorized to allocate and spend all necessary funds to fulfill the requirements of the Proposal and this Resolution.

SECTION 3. The officers, agents and employees of the Village shall take all action necessary or reasonably required to carry out, give effect to and effectuate the purpose of this Resolution.

VILLAGE OF HAMPSHIRE

SECTION 4. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Resolution are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 5. That the provisions of this Resolution are hereby declared to be severable and should any provision of this Resolution be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative, unenforceable and as though not provided for herein and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 6. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 7. If required by law, a full, true and complete copy of this Resolution shall be published in book or pamphlet form or in a newspaper published and of general circulation within the Village.

SECTION 8. This Resolution shall be effective and in full force immediately upon passage and approval as provided by law.

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VILLAGE OF HAMPSHIRE

ADOPTED THIS __ DAY OF _____ 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

APPROVED THIS __ DAY OF _____ 2026.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

VILLAGE OF HAMPSHIRE

Exhibit A **(Proposal)**

VILLAGE OF HAMPSHIRE

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK'S CERTIFICATE
(RESOLUTION)

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of a Resolution titled:

**A RESOLUTION AUTHORIZING AND APPROVING A PROPOSAL BY STARK AND
SON TRENCHING, INC. FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF
KANE AND MCHENRY, STATE OF ILLINOIS**
(Lead Service Line Replacement)

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law) passed and adopted Resolution No. _____, which was approved by the Village President on the _____ day of _____ 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

A copy of such Resolution was available for public inspection upon request in the office of the Village Clerk.

DATED at Hampshire, Illinois, this _____ day of _____ 2026.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)

(Seal)

THE VILLAGE OF HAMPSHIRE

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING THE ACCEPTANCE AND ACQUISITION OF AN
EASEMENT PURSUANT TO TEMPORARY CONSTRUCTION EASEMENT,
RELEASE AND HOLD HARMLESS AGREEMENT FOR THE VILLAGE OF
HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS
(*Lead Service Line Replacement – 199 Maple Place*)**

**ADOPTED BY
THE PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF HAMPSHIRE**

THIS ____ DAY OF _____, 2026

Published in pamphlet form by authority
of the President and the Board of Trustees
of the Village of Hampshire, Illinois this
____ day of _____, 2026

**VILLAGE OF HAMPSHIRE
ORDINANCE NO. _____**

**AN ORDINANCE AUTHORIZING THE ACCEPTANCE AND ACQUISITION OF AN
EASEMENT PURSUANT TO TEMPORARY CONSTRUCTION EASEMENT,
RELEASE AND HOLD HARMLESS AGREEMENT FOR THE VILLAGE OF
HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS
(*Lead Service Line Replacement – 199 Maple Place*)**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (with the President, the “Corporate Authorities”) are committed to protecting the health, safety and welfare of the residents of the Village; and

WHEREAS, the Lead Service Line Replacement and Notification Act (415 ILCS 5/17.12) was enacted to, among other things, require the owners and operators of community water supplies to develop, implement and maintain a comprehensive lead service line material inventory and a comprehensive lead service line replacement plan; and

WHEREAS, in connection with the Act, the Village has established a lead service line replacement program within the Village (the “Program”) whereby the Village replaces lead or galvanized water service lines located on private property within the Village; and

WHEREAS, a leak was discovered on a drinking water service line (the “Service Line”) located at or about 199 Maple Place in the Village, and the Service Line contains lead or is a galvanized service line and exceeds the Environmental Protection Agency’s lead action level; and

WHEREAS, based on the foregoing, the Village is required to replace the Service Line and must enter into Temporary Construction Easement, Release and Hold Harmless Agreement

(the “Agreement”), attached hereto and incorporated herein as Exhibit A, with Shiv Sai 9 LLC, the owner of the property or a related entity or designee to accomplish the same; and

WHEREAS, Section 11-105-1 of the Illinois Municipal Code (65 ILCS 5/11-105-1) authorizes the Corporate Authorities to accept or receive through gift, grant, legacy or dedication easements located within the corporate limits of the Village for public purposes; and

WHEREAS, the Corporate Authorities have determined that it is advisable, necessary and in the best interests of the Village and its residents to authorize and approve the Agreement and acquire the easement for the public purpose of replacing the Service Line;

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

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Ordinance are full, true and correct and hereby incorporate and make them part of this Ordinance.

SECTION 2. The Corporate Authorities hereby authorize the acceptance and acquisition of the easement set forth in the Agreement, approve of and authorize the Agreement and authorize the President or his designee to execute and enter into the Agreement, with such insertions, omissions and changes as are authorized by the Corporate Authorities. The Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Ordinance. The officers, agents and employees of the Village shall take all action necessary or reasonably required by the Village to carry out, give effect to and effectuate the purpose of this Ordinance and shall take all action necessary in conformity therewith, including recording the Agreement with Kane

County if deemed necessary by the President or his designee. The Village is authorized to allocate, spend and receive all necessary funds to fulfill the requirements of this Ordinance.

SECTION 3. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Ordinance are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 4. That the provisions of this Ordinance are hereby declared to be severable and should any provision of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative and unenforceable and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 5. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 6. A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

SECTION 7. This Ordinance shall be effective and in full force immediately upon passage, approval and publication in pamphlet form or as otherwise provided by applicable law.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

ADOPTED THIS __ DAY OF _____ 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

ADOPTED THIS __ DAY OF _____ 2026.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

EXHIBIT A
(EASEMENT AGREEMENT)

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK’S CERTIFICATE

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of an Ordinance titled:

**AN ORDINANCE AUTHORIZING THE ACCEPTANCE AND ACQUISITION OF AN
EASEMENT PURSUANT TO TEMPORARY CONSTRUCTION EASEMENT,
RELEASE AND HOLD HARMLESS AGREEMENT FOR THE VILLAGE OF
HAMPSHIRE, KANE AND MCHENRY COUNTIES, ILLINOIS
*(Lead Service Line Replacement – 199 Maple Place)***

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law), at a regular meeting, passed and adopted Ordinance No. _____, which was approved by the Village President on the _____ day of _____ 2025.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

The pamphlet form of Ordinance No. _____, including the Ordinance and cover sheet thereof, was prepared and a copy of such Ordinance was posted in the municipal building, commencing on _____, 2025 and continuing for at least ten (10) days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the Village Clerk and online.

DATED at Hampshire, Illinois, this _____ day of _____ 2025.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



SOFTWARE LICENSE AGREEMENT (LOCIS V.8)

This Software License Agreement is made and entered into as of the last date of execution below ("Effective Date") by and between Local Government Computer and Information Service, Inc. ("LOCIS"), an Illinois corporation and the undersigned (hereinafter referred to as "Licensee") determines the rights and licenses granted to the Licensee supplied by LOCIS hereunder. LOCIS and Licensee are collectively referred to herein as "Parties" and individually as "Party".

1. DEFINITIONS.

1.1. "Custom Developments" means changes to the Software (hereinafter defined) in order to incorporate any specific configurations or customizations requested by Licensee and approved of by LOCIS in writing.

1.2. "Documentation" means all documents related to Software supplied by LOCIS to Licensee, whether in physical or electronic format, including any amendments or changes thereto.

1.3. "Fees" means the fees to be paid for Software, Custom Development and Services provided by LOCIS.

1.4. "Intellectual Property" means any and all registered and unregistered rights granted, applied for, or otherwise now or hereinafter in existence under or related to any patents, patent applications (including any foreign, divisional, continuation or continuations-in-part, reissues, reexams, and extensions based on or related to the same), copyrights, mask works, trademarks, service marks, trade names, domain names/websites, inventions, improvements (whether patentable or not), trade secrets, Confidential Information, moral rights, and any other intellectual property and similar proprietary rights, in any part of the world.

1.5. "Invoice" means the document in, or a form substantially similar to the document in Appendix A, signed by the Parties, from time to time, indicating the Software and/or Services that LOCIS will provide to Licensee, the terms, and the Fees for the provision of such Software and/or Services.

1.6. "User" means Licensee and any Licensee's affiliates, employees, agents,

contractors, and any other individual or entity that accesses Licensee's copy of the Software.

1.7. "Services" means any services provided by LOCIS to Licensee related to the Software, Customer Developments, Support as defined in Section 1.9, and any other Services LOCIS agrees to in writing to provide Licensee.

1.8. "Software" means the LOCIS software application Licensee licensed as described in the Invoice, together with any Custom Developments and any and all Updates, enhancements or modifications of the Software made by LOCIS unless otherwise agreed to in writing by the Parties.

1.9. "Support" refers to the support services as described in the Licensee's Software License Standard Support Terms, as amended from time to time.

2. PROVISION OF SOFTWARE AND SERVICES.

2.1. License. Subject to the terms and conditions of this Agreement, LOCIS hereby grants to Licensee a revocable, non-exclusive, non-assignable, non-transferable, and non-sub licensable license("License") to use the Software. In this Agreement, the use of the Software includes to download, install, and access the Software and the Documentation but only for the number of concurrent Users as identified in the Invoice and only for such purposes as hereinafter provided. Licensee is not granted rights to any Support unless Licensee purchases Support through the Software License Standard Support Terms, which are incorporated herein by reference.

2.2. Delivery. Subject to the terms and conditions of this Agreement, LOCIS will provide Licensee with the necessary access to the Software (including providing the necessary license codes) or to download the Software, as the case may be. LOCIS intends that all materials will be delivered to Licensee in an electronic format. If Licensee requires delivery of the Software or Documents in any other manner, then LOCIS may deliver such physical materials to Licensee, provided that (1) Licensee shall pay any additional or increased cost for delivery; (2) Licensee provides written instruction for the delivery of such physical material and (3) Licensee acknowledges and assumes any and all risk of loss associated with the delivery of the physical material to Licensee.

2.3. Custom Developments. LOCIS may provide Licensee with Custom Developments for an additional Fee. All Custom Developments will be provided as a License. Any agreement for the provision of such Custom Developments must be in writing (similar to the Invoice) and shall be subject to the terms of this Agreement. Notwithstanding, LOCIS may provide additional services as agreed to in writing by the Parties, which may incur additional fees and shall be subject to the terms of this Agreement. If the scope of work changes, the Parties will use good faith efforts to negotiate any changes to the Fees or other terms.

2.4. Support. The Software License Standard Support Terms apply only if Licensee has purchased Support. After the Support term or the term of this Agreement expires, Licensee has no further rights to receive any Support including Upgrades, Updates, and Standard Telephone Support. LOCIS may, at LOCIS's sole discretion and approval,

engage or otherwise utilize a third party to provide LOCIS with the Support. Licensee may change the Support offered at any time, effective as of the commencement of any Support renewal period.

2.5. Installation Upon a Server. If the Software is to be installed upon the Licensee's server, LOCIS will provide its normal software installation services pursuant to the Invoice. Any other installation services shall be agreed upon in writing by LOCIS and may incur additional fees.

2.6. User Access and Enabling Keys. Licensee acknowledges that access to the Software may be managed by license management software and enabling keys, which have specific hardware and system requirements. Licensee agrees and warrants that all hardware upon which the Software will be installed shall meet the hardware and system requirements specified by LOCIS from time to time, including without limitation, remaining connected to a working internet connection.

2.7. Additional Purchases. Licensee may purchase additional concurrent Users, additional software add-ins or hosting services by contacting LOCIS. Upon LOCIS's acceptance of Licensee's order for additional purchases, LOCIS will process Licensee's order and issue an Invoice to Licensee. Delivery of any additional purchases will be made solely upon LOCIS's agreement and receipt of payment in full for the additional purchases in accordance with the Invoice and the terms of this Agreement, and execution of any additional agreements for the provision of such services.

3. FEES.

3.1 Fees. LOCIS will invoice Licensee with payment terms for agreed upon Services. LOCIS may also separately invoice Licensee for Custom Developments, Support or other Services provided hereunder, at LOCIS's billing rate, as amended from time to time. A copy of LOCIS's current billing rate is attached as Appendix A. If Licensee feels an Invoice is incorrect, Licensee may request an adjustment in writing within thirty (30) days of the date of the Invoice.

3.2 Payment. Unless otherwise agreed to in writing by the Parties, all fees required under this Agreement shall be paid to LOCIS prior to the delivery of the Software to Licensee or prior to the provision of any Services. All payments are noncancelable and nonrefundable. Licensee may make payment by credit card. Credit card payment is subject to the approval of the financial institution issuing the credit card. If the credit card information provided by Licensee is incorrect or invalid, LOCIS will not be able to process Licensee's payment. LOCIS assumes no responsibility or liability if the financial institution refuses to accept or honor your check or credit card. In the event LOCIS is unable to process any payment for any reason or receives notice that Licensee's check is refused or Licensee's credit card payment rejected or disputed, LOCIS may reject Licensee's application to receive Services and license the Software and/or may suspend Licensee's receipt of Services or access to the Software until valid payment in full is received. We will strive to provide notice of such rejected payment by emailing Licensee at the email address provided to us.

3.3 Taxes. The License fees and fees for Custom Developments, Support or other Services do not include any applicable taxes, which such taxes shall be paid by Licensee and will be separately stated on the Invoice. Licensee must reimburse LOCIS and hold LOCIS harmless for all sales, use, VAT, excise property, withholding or other taxes, if any, which LOCIS may be required to collect or remit on behalf of Licensee to applicable taxing jurisdictions in connection with the License, Software, Documentation, Support or other Services provided to Licensee under the terms of this Agreement.

3.4 Interest and Late Fees. Past due accounts shall be charged interest on a monthly basis calculated at the greater of: (i) one and one-half percent (1.5%) per month of the unpaid balance or (ii) the maximum rate allowable by law.

4. TERM AND TERMINATION.

4.1 Term. The term of this Agreement shall be begin on the Effective Date and continue for a period of one (1) year and shall automatically renew for subsequent one (1) year periods, unless a party gives notice to the other party thirty (30) days prior to the expiration of the then current term of an intent not to renew.

4.2 Termination. Either Party may terminate this Agreement if the other Party breaches any of its material terms or conditions and fails to cure such breach within thirty (30) calendar days of written notice thereof; provided, however, that if the breach cannot be reasonably cured within thirty (30) days, the Agreement shall not terminate as long as the breaching Party shall have commenced a cure within that time period and shall, with reasonable diligence, prosecute the cure without interruption until completed. Notwithstanding the foregoing (a) in the event such breach by Licensee is a failure to pay Fees, such breach must be cured within five (5) days after receipt of written notice, otherwise the LOCIS may terminate this Agreement; (b) LOCIS may terminate this Agreement in the event the Licensee (i) files for or has filed against it a bankruptcy petition, and such petition is not dismissed within sixty (60) days of the filing date; (ii) ceases to conduct business in the normal course; (iii) makes an assignment for the benefit of its creditors, (iv) is liquidated or otherwise dissolved, (v) becomes insolvent or unable to pay its debts in the normal course, or (vi) has a receiver, trustee or custodian appointed for it; and (c) LOCIS may suspend access to the Software and/or Services, at any time and without notice, in the event LOCIS reasonably believes Licensee materially breached a provision of this Agreement, including without limitation a failure to pay any amount due and owing, and the misuse of the Software, Documentation, or Confidential Information. Termination is not an exclusive remedy, and all other remedies will be available whether or not the License is terminated.

4.3 Rights After Expiration or Termination. Upon expiration or termination of this Agreement, LOCIS will immediately terminate Licensee's access to and use of the Documentation and the Software, along with any other Services. Upon expiration or termination of this Agreement, Licensee shall immediately cease to make use of the Software, Documentation, Custom Developments, Services and any Confidential Information received from LOCIS and Licensee must uninstall the Software, delete any installation files and return to LOCIS any other Software, Documentation or other materials provided by LOCIS, whether in written or electronic form, regarding the Software,

Documentation or Services provided under this Agreement and certify in writing such return or destruction. Termination is not an exclusive remedy. The following paragraphs shall survive any termination of this Agreement: 1, 3, 5, 6, 7, 8, 9, 10, 11, 13 and 14.

5. CUSTOMER OBLIGATIONS.

5.1 Restrictions on Use. Access to and use of the Software and Documentation is intended solely for Licensee's internal business use and as provided for herein. Licensee must not (and must ensure that Licensee, Licensee's affiliates, employees, agents, contractors, and any other individual or entity that accesses Licensee's copy of the Software) (i) decompile, mirror, translate, disassemble or otherwise reverse engineer any part of the Software or Documentation, source code, algorithms, or underlying ideas of the Software or Documentation; (ii) copy, assign, provide, lease, lend, subcontract, sublicense, re-publish or use for timesharing, service bureau or hosting purposes any or all of the Software or Documentation; (iii) reproduce, modify, copy, distribute, publish, display or create derivative works of any or all of the Software or Documentation or (iv) alter, remove, or obscure any copyright, trademark or other proprietary notices or confidentiality legends on or in the Software or Documentation. Licensee must inform Licensee's affiliates, employees, agents, contractors, and any other individual or entity that accesses Licensee's copy of the Software, that they are subject to, and must comply with all of the terms of this Agreement, and any other agreement incorporated herein. Licensee shall be liable for the failure of Licensee's, or any of Licensee's affiliates, employees, agents, contractors, and any other individual or entity that accesses Licensee's copy of the Software, Custom Developments, or Services failure to comply with the terms of this Agreement, or any agreement incorporated herein.

5.2 Prohibited Uses. Licensee may not use the Software or Documentation, or any part or component thereof (i) for any purpose other than Licensee's internal business purposes and as permitted by this Agreement (ii) to post, submit or transmit unlawful, harmful, tortuous, defamatory, profane, libelous, hateful or otherwise offensive material, (iii) to discuss, incite or otherwise solicit illegal activity, (iv) in any manner that violates or infringes upon the rights of any individual or other person, including, but not limited to intellectual property, publicity or privacy rights, or (v) in any manner that violates any law, rule, or regulation governing this Agreement or any agreement incorporated herein.

5.3 Audit. During the term of this Agreement and for one (1) year thereafter, Licensee must maintain accurate records of Licensee's use of the Software, Documentation, and Confidential Information. Upon ten (10) days prior written notice to Licensee, LOCIS or its designated agent shall have the right to inspect Licensee's records during business hours solely for the purpose of verifying Licensee's compliance with the terms of this Agreement. In the event such audit reveals a material noncompliance with the terms of this Agreement, Licensee must reimburse LOCIS for all reasonable costs of such audit.

6. CONFIDENTIALITY.

6.1 Definition. "Confidential Information" means information of LOCIS which is disclosed under this Agreement in oral, written, graphic, machine recognizable,

electronic or any other visually perceptible form by one of us to the other, and which is considered to be proprietary or trade secret by LOCIS, including, without limitation, customers, suppliers, business practices, business plans, technical information, software (including the Software and Custom Developments), source code, product ideas, plans, methods, processes, designs, know-how, experience, concepts, formulas, algorithms, research, studies, discoveries, inventions, technologies, and marketing information of products and services. LOCIS's Confidential Information expressly includes, without limitation, the Software and Documentation. Confidential Information shall not include information which the Licensee can document: (i) was in the possession of or known by it without an obligation of confidentiality prior to receipt of the information, (ii) is or becomes general public knowledge through no act or fault of the Licensee, (iii) is or becomes lawfully available to the receiving party from a third party without an obligation of confidentiality, or (iv) is independently developed by the receiving party without use of any Confidential Information.

6.2 Use of Confidential Information. Use of Confidential Information is expressly prohibited except as hereinafter provided. Confidential Information may not be, directly or indirectly, copied, reproduced, distributed or otherwise used by the Licensee except to the extent necessary for the Licensee to perform under the terms of this Agreement and then only for the sole benefit of the Licensee. A licensee may not, directly or indirectly, sell, license, lease, assign, transfer or disclose the Confidential Information, except as allowed under the terms of this Agreement or upon written consent LOCIS. Licensee may permit its Users to use the Software, Custom Developments and Documentation solely on Licensee's behalf, provided such Users are subject to or agree in writing to be bound by confidentiality and other restrictions, at least as stringent as those in this Agreement, before accessing the Software, Documentation or Confidential Information; and Licensee shall be liable for any breach of this Agreement by any User and indemnify LOCIS pursuant to Article 10.

6.3 Disclosure Required by Law. In the event that any Confidential Information is required to be disclosed pursuant to any law, code, regulation or court order from a court of competent jurisdiction, the Licensee shall give the LOCIS immediate notice of such requirement and shall use its best efforts to seek or to cooperate with the LOCIS in seeking a protective order with respect to the Confidential Information requested.

7. OWNERSHIP OF INTELLECTUAL PROPERTY.

LOCIS (together with its suppliers, as applicable) retains all right, title and interest in and to the Software, Documentation, Custom Developments, and related Intellectual Property, and any work product and related Intellectual Property created by or for LOCIS as a result of any Services, including without limitation any Custom Developments. Upon full payment to LOCIS of all sums due for the any Custom Development, the Custom Developments will become "Software" with the rights and restrictions set forth in this Agreement. Nothing in this Agreement conveys any ownership interest therein to Licensee, other than the limited right to access and use the Software and Documentation as provided in this Agreement. Any suggestions, solutions, improvements, corrections or other contributions Licensee provides regarding the Software or Documentation shall become the property of LOCIS and Licensee hereby assigns all such rights to LOCIS

without charge.

8. WARRANTY.

8.1 Limited Warranty. The LOCIS warrants for a period of ninety (90) days from the date of delivery of Software hereunder that (i) such Software, as so delivered, if properly used and installed, shall substantially conform to the Custom Developments and operate in accordance with the then current Documentation; (ii) the Software shall be and has been developed in accordance with industry standards under normal use; and (iii) support and other services will be provided in material accordance with industry standards. No other representations or warranties as to the use, functionality or operation of the Software, Documentation, Custom Developments or Services are made by LOCIS other than as expressly stated in this Agreement. Licensee's exclusive remedy under this section is the replacement of any defective media on which the Software is furnished.

8.2 System Requirements. Licensee recognizes that the Software is intended to perform with, and LOCIS provides the Services based upon, the system requirements specified by LOCIS, as those may be updated by LOCIS from time to time. LOCIS shall have no liability for any failure of the Services or the Software based upon Licensee's failure to comply with such system requirements.

8.3 No Warranty. The warranties set forth in this Agreement do not apply to (i) any third-party software and any hardware furnished with or accompanying the Software; (ii) any modifications of the Software made by Licensee or the User, or otherwise without the consent of the LOCIS; (iii) use of the Software, Documentation, or Confidential Information by Licensee or the User for any purpose other than that authorized in this Agreement, (iv) use of the Software or Documentation by Licensee or the User, in combination with any other software, data or products that are defective, incompatible with, or are not otherwise authorized by LOCIS for use with the Software or Documentation, (v) the failure of Licensee or the User, to use any bug fixes, corrections, patches, updates, upgrades or new or corrected versions of the Software or Documentation made available to Licensee by LOCIS; (vi) any malfunction of Licensee's software, hardware, computers, computer-related equipment, network connection, or other items Licensee utilizes to operate the Software, and (vii) an event of Force Majeure. LOCIS uses third party cloud storage and services in the provision of the Services. LOCIS makes no representations or warranties and will not have any liability for (i) the failure or unavailability of such third-party storage and services or (ii) the dissemination of any information held by such third-party cloud storage and services provider.

8.4 Disclaimer. THE FOREGOING WARRANTIES ARE EXCLUSIVE AND ARE MADE IN LIEU OF ALL OTHER WARRANTIES, EITHER EXPRESS OR IMPLIED, WHICH ARE HEREBY DISCLAIMED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF NONINFRINGEMENT, TITLE, MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE AND ANY WARRANTIES ARISING OUT OF A USE IN TRADE OR COURSE OF DEALING OR PERFORMANCE. LOCIS DOES NOT WARRANT (i) THAT ACCESS TO OR USE OF ALL OR ANY PART OF THE SOFTWARE OR DOCUMENTATION WILL BE CONTINUOUS, ERROR-FREE OR UNINTERRUPTED, (ii) THAT THE RESULTS

ARISING OUT OF LICENSEE'S USE OF THE SOFTWARE OR DOCUMENTATION WILL BE ACCURATE, COMPLETE OR ERROR FREE, OR (iii) THAT THE SOFTWARE OR DOCUMENTATION WILL MEET LICENSEE'S NEEDS. LOCIS FURTHER DISCLAIMS ANY AND ALL LIABILITY, INCLUDING ANY EXPRESS OR IMPLIED WARRANTIES, WHETHER ORAL OR WRITTEN, FOR THIRD PARTY CLOUD STORAGE AND SERVICES. THE LICENSEE ACKNOWLEDGES THAT NO REPRESENTATION HAS BEEN MADE BY THE LOCIS AS TO THE FITNESS OF THE THIRD-PARTY SERVICES FOR THE INTENDED PURPOSE.

9. INDEMNIFICATION.

9.1. Licensee's Indemnification. Licensee will indemnify, defend, and hold harmless LOCIS from and against any and all liability, damage, loss or expense (including reasonable attorneys' fees) arising out of (i) any claim, demand, action or proceeding, statutory or otherwise, based on allegations arising as a result of Licensee's or User's use of the Software, Documentation or Services by Licensee in a manner not expressly described or permitted by this Agreement; (ii) Licensee's or User's infringement, misuse, or misappropriation of any third party Intellectual Property rights, (iii) use of the Software, Documentation or Services by Licensee or User in any unlawful manner or for any unlawful purpose, (iv) breach or alleged breach of any obligation, representation or warranty contained in this Agreement by Licensee or User, (v) the negligent or willful acts or omissions of Licensee or the User resulting in any bodily injury or death to any person or loss, disappearance, or damage to tangible or intangible property.

9.2. LOCIS's Indemnification. LOCIS will at its own expense (including payment of attorneys' fees) defend Licensee in the event that any suit is brought against Licensee based on a claim from a third party that Licensee's use of the Software as permitted by this Agreement directly infringes any valid U.S. Intellectual Property right and shall indemnify Licensee from any amounts finally assessed against Licensee in a resulting judgment or settlement of such claims. Notwithstanding the foregoing, LOCIS shall have no obligations under this Section 9.2 if any claim for infringement is solely or in part based upon or arising out of (i) any modification or alteration to the Software not made by LOCIS, (ii) any combination or use of the Software with products, hardware or services not supplied by LOCIS or approved for use with the Software or Documentation in writing by LOCIS, (iii) Licensee's continuance of allegedly infringing activity after being notified of such activities, or after being informed of modifications that would have avoided the alleged infringement, (iv) Licensee's failure to use corrections or enhancements made available by LOCIS, (v) use of the Software not in accordance with the applicable Documentation or outside the scope of this Agreement, (vi) Licensee's use of the Software in an otherwise patented processes or business method, or (vii) the use of the Software in a manner for which it was neither designed nor contemplated. LOCIS shall not be liable for any cost or expense of defense incurred by Licensee in connection with any such suit or claim, without LOCIS's prior and specific written consent.

9.3. Notification. The indemnification obligations set forth above will apply only if and to the extent (i) the indemnified party gives prompt written notice to the indemnifying party of the assertion of any such claims, demands, action or proceeding, (ii) the indemnifying party has the right to select counsel and control the defense and all

negotiations for settlement thereof and (iii) the indemnified party provides all reasonable information, assistance and cooperation required to defend such claim, demand, action or proceeding. The indemnifying party shall not settle or dispose of any such claim, demand, action or proceeding without written notification to the indemnified party provided the settlement or disposal materially adversely impacts the indemnified party.

9.4. Remedies. If any portion of the Software or Documentation becomes, or in LOCIS' opinion is likely to become, the subject of a claim of infringement, then LOCIS may, at its sole discretion, (i) procure for Licensee the right to continue using the Software or Documentation, (ii) replace or modify the Software or Documentation so that it becomes non-infringing without material loss of functionality, or (iii) if the preceding remedies in (i) and (ii) are in LOCIS' judgment not reasonably practicable, terminate this Agreement, along with the License, and refund to Licensee the balance of any related Fees pre paid but unearned prior to such termination. The foregoing remedies constitute Licensee's sole and exclusive remedies under this Section 9.4, and LOCIS's entire liability and obligation, with respect to any suit or claim for infringement or misappropriation of third-party Intellectual Property or other right by the license and/or use of the Software.

10. LIMITATION OF LIABILITY.

LOCIS IS NOT LIABLE OR RESPONSIBLE FOR ANY LOSS OF PROFITS, LOSS OF BUSINESS, LOSS OF DATA, COST OF PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES, SPECIAL, INDIRECT, INCIDENTAL, EXEMPLARY, PUNITIVE, OR CONSEQUENTIAL DAMAGES ARISING OUT OF ANY BREACH OF THIS AGREEMENT, EVEN IF LOCIS HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. THIS LIMITATION APPLIES TO ALL CAUSES OF ACTION, WHETHER ASSERTED ON THE BASIS OF CONTRACT, TORT (INCLUDING NEGLIGENCE OR STRICT LIABILITY), STATUTE OR OTHERWISE. UNLESS OTHERWISE SPECIFICALLY STATED, ALL REMEDIES AVAILABLE UNDER THIS AGREEMENT AND ALL REMEDIES PROVIDED BY LAW WILL BE DEEMED CUMULATIVE AND NOT EXCLUSIVE. REGARDLESS OF THE FORM OF ANY CLAIM LICENSEE MAY HAVE ARISING UNDER OR RELATING TO THIS AGREEMENT, LOCIS'S LIABILITY FOR ANY DAMAGES TO LICENSEE UNDER THIS AGREEMENT SHALL NOT EXCEED THE LESSER OF (I) THE REMEDY SPECIFICALLY STATED IN THIS AGREEMENT OR (II) THE FEES LICENSEE HAS PAID TO LOCIS PURSUANT TO THIS AGREEMENT IN THE TWELVE (12) MONTHS IMMEDIATELY PRECEDING THE EVENT GIVING RISE TO THE CLAIM.

11. MARKETING.

Licensee agrees and authorizes LOCIS to identify Licensee as a customer of LOCIS using Licensee's name and/or logo in LOCIS's written promotional and marketing materials, as well as in any oral or visual presentations regarding the business of LOCIS.

12. COMPLIANCE WITH LAWS/GOVERNMENT APPROVALS.

Each party warrants that it will comply in all respects with all government laws and

regulations, including without limitation any and all export restrictions. Licensee will not knowingly transfer, export or re-export Software, Custom Developments or Documentation or LOCIS's Intellectual Property or Confidential Information, directly or indirectly, to (i) any country to the extent export to such country at the time of export requires an export license or other governmental approval, without first obtaining such license or approval or (ii) any country prohibited by the Department of Treasury or its Office of Foreign Asset Control or to any individual on the list of Specially Designated Nationals. Licensee may not sell, transfer, export or re-export any Software or Documentation or LOCIS's Intellectual Property or Confidential Information for use in activities that involve the design, development, production, use or stockpiling of nuclear, chemical or biological weapons or missiles. nor use products in any facility that engages in activities relating to such weapons. Licensee are responsible for and take all necessary steps to obtain any approval and effect any registration of this Agreement required under the laws, regulations or practices of any country, and shall indemnify LOCIS for any damage arising out of Licensee's application for or failure to apply for such approvals.

13. GENERAL PROVISIONS.

13.1 Assignment. This Agreement will inure to the benefit of and be binding upon the Parties and the Parties' respective permitted transferees, successors and assigns. Notwithstanding the foregoing, Licensee may not assign or otherwise transfer this Agreement or Licensee's rights and obligations under this Agreement without the prior written consent of LOCIS, and any purported assignment or other transfer without such consent will be void and of no force or effect. LOCIS may assign and/or transfer this Agreement or LOCIS's rights and obligations under this Agreement at any time and without the consent of Licensee.

13.2 Equitable Relief. Any breach of Sections 6 or 7 will cause irreparable harm to the other party. The Parties agree that the non-breaching party may enforce the provisions of Sections 6 or 7 by seeking an injunction, specific performance or other equitable relief without prejudice to any other rights and remedies the non-breaching party may have.

13.3 Modification and Waiver; Severability. Any modifications of this Agreement must be in writing and signed by the Parties. A waiver by either party of a term or condition will not be deemed a continuing waiver or a waiver of any subsequent breach of that or any other provision of this Agreement. Should any arbitrator or court of competent jurisdiction determine that any term or provision of this Agreement is unenforceable, or otherwise invalid, the offending term or provision will be modified to the minimum extent necessary to render it enforceable. If such modification is not possible, the term or provision will be severed from this Agreement with the remaining terms to be enforced to the fullest extent possible under the law.

13.4 Force Majeure. A delay in or failure of performance under or related to this Agreement by a party shall not constitute a default or breach, nor shall a party be liable to the other party for loss or damage under or related to this Agreement, if and to the extent that such delay, failure, loss, or damage is caused by an occurrence beyond the reasonable control of a party, its agents, employees, contractors, subcontractors, and consultants,

including, but not limited to, acts of God or the public enemy, expropriation or confiscation of facilities, compliance with any order or request of any governmental authority or person purporting to act therefor, acts of declared or undeclared war, weapon of war employing atomic fission or radioactive force, whether in the time of peace or war, public disorders, rebellion, sabotage, revolution, earthquakes, tornadoes, floods, riots, strikes, labor or employment difficulties, delays in transportation, national emergencies, epidemics, pandemics (including, but not limited to, the COVID-19 pandemic and all related stay-at-home, shelter-in-place, and social distancing orders and directives), or any other causes, whether direct or indirect, and whether or not of the same class or kind as those specifically above named, not within the reasonable control of a party, its agents, employees, contractors, subcontractors, and consultants, and which by the exercise of reasonable diligence a party is unable to prevent. A party will not be entitled to the benefits of this section unless it gives reasonably prompt written notice to the other party of the existence of any event, occurrence, or condition which it believes permits a delay in or an excuse of the performance of its obligations pursuant to this section; provided, however, if the other party is already aware of such event, occurrence, or condition, no such written notice shall be required. Each party acknowledges and agrees that the COVID-19 pandemic, the related stay-at-home, shelter-in-place, and social distancing orders and directives, collectively constitute an event of force majeure under this section, and that none of the entities were required to provide notice of such event of force majeure to the other entities. Each party shall work in good faith to address and mitigate the effects of such event of force majeure and to commence performance under and related to this Agreement as soon as reasonably practical. This section is not applicable to Licensee's obligation to pay Fees. If a Force Majeure event continues to exist for more than 30 consecutive days, either Party may terminate this Agreement by providing written notice to the other Party.

13.5 Independent Contractors. The Parties will be deemed to have the status of independent contractors, and nothing in this Agreement will be deemed to place the Parties in the relationship of employer-employee, principal-agent, or partners or joint ventures. Neither party has the authority to bind, commit or make any representations, claims or warranties on behalf of the other party without obtaining the other party's prior written approval. Licensee is responsible for paying all of Licensee's federal and state taxes, withholding, social security, insurance, and other benefits on behalf of Licensee and Licensee's employees. If the Internal Revenue Service, any state or local agency, or a court of competent jurisdiction determines that LOCIS is a subject to withholding and payroll taxes (e.g., federal income tax, FICA, FUTA, etc.), Licensee will indemnify and hold LOCIS harmless from all such withholding and payroll taxes, and related interest and penalties, if any, assessed against LOCIS in connection with such determination.

13.6 Notices. Any notices shall be in writing in the English language and effective (i) immediately, if delivered by hand; (ii) after ten (10) days if sent by first class certified or registered mail, return receipt requested; (iii) upon written confirmation of receipt issued by the recipient to the sender, if sent by email; (iv) the next business day, if sent by commercial overnight courier service, to the address below, or such other address as a Party provides to the other; or (v) the next business day, if successfully sent by facsimile to the number below, or such other number as a Party provides to the other.

LOCIS's address for such notices is set forth below. Licensee's address for such notices will be the address on file with LOCIS as provided by Licensee. Such address or contact information may be revised from time to time by provision of notice as described in this section.

LOCIS
4000 W. Jefferson St.
Joliet, IL 60431

13.7 Governing Law and Dispute Resolution. This Agreement is to be construed and governed by the laws of the United States and the State of Illinois without regard to conflict of law's provisions. The Parties agree that this Agreement is not subject to and shall not be interpreted under the United Nations Conventions on Contracts for the International Sale of Goods or the Uniform Computer Information Transactions Act as it may exist in any state. Any dispute arising out of or in connection with this Agreement, which cannot be settled amicably between the Parties, must be brought exclusively in the appropriate court located in Will County, Illinois, and Licensee expressly waives any and all objections regarding jurisdiction and forum nonconviens. If either LOCIS or Licensee employs attorneys to enforce any rights arising out of or relating to this Agreement, the prevailing party will be entitled to recover reasonable attorneys' fees and costs.

13.8 Counterparts; Electronic Signatures. This Agreement may be executed in one or more counterparts, manually or by E-Signature (defined below), each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. The parties may deliver this Agreement by mail, personal delivery, overnight courier, facsimile transmission, electronically or email with an attached scanned signature page image. The signatories of this Agreement agree that delivery of this Agreement by mail, personal delivery, overnight courier, facsimile, electronically or by email with an attached scanned signature page, shall have the same force and effect as delivery of the original signatures and that each party may use such signatures as evidence of the execution and delivery of this Agreement by all parties to the same extent that an original signature could be used. "E-Signature" means any form of signature provided on behalf of a party other than an original handwritten signature, including any type of image created in any manner (whether electronically or otherwise) which image could reasonably be interpreted as an indication of the signer's intent to sign the document. Licensee understands that Licensee's act of accessing or using the Software constitutes Licensee's electronic signature and consent to the terms of this Agreement.

14. ENTIRE AGREEMENT.

This Agreement, together with its Appendices, one or more Invoices and any Custom Developments, constitute the entire agreement between Licensee and LOCIS with respect to the subject matter discussed. In case of a conflict between the terms of the Agreement and any appendices, Invoices, or Custom Developments, this Agreement shall control to the extent of the inconsistency.

LOCIS: Local Government Computer and
Information Services Inc.

SIGNATURE:

**NAME
(PRINTED)**

TITLE:

DATE:

LICENSEE: Village of Hampshire

SIGNATURE:

**NAME
(PRINTED)**

TITLE:

DATE:



4000 W. Jefferson St.
Joliet, Illinois 60431-4718
(815) 744-0011
Fax (815) 744-8182

Hampshire Police Pension
Mary Jo Seehausen
234 South Street
Hampshire, IL 60140

Date: June 30, 2026
Phone: (847) 683-2181
e-Mail: mseehausen@hampshireil.org

Dear Julie,

Per your request, the following are the figures based on the discussion of your requirements. Prices are valid for 90 days.

For adding a Police Pension Database there is just membership charges for the modules required. The Police pension database will receive a membership bill separate from the Municipality.

Module Membership per year for up to 2 users

Payroll	\$156.00
General Ledger	\$156.00
Accounts Payable	\$156.00

Once the quote is accepted we can get a contract sent over for the Pension database and it will be created and turned on.

If you have any questions or if I may be of any further assistance, please, do not hesitate to call.

Sincerely,

Kim McCarl

Kim McCarl
System Consultant/Marketing Coordinator
LOCIS

When approved please sign and return to our office via fax:

Name	
Title	
Date	

*Rates as of contract date.
All rates subject to change.
Appendix A*

Current Rate Structure

BILLING RATES

Effective January 1, 2026

SERVICES

Technical Support – Training – On-Site Implementation

Onsite or remote training, implementation, assistance or normal support of the use of the software.

**\$110.00
Per Hour**

IT/Network Administration

System Administration, set-up, support, and modification to existing network environment, support of network environment, support of network, administration for security/user levels, hardware additions. All services that involve network system integration including Anti-Virus/Spyware software/configuration or having to reconfigure any pre-existing software which prohibits LOCiS from operating correctly.

**\$125.00
Per Hour**

Accounting/Auditing Assistance

Provide assistance in audit preparation, bank reconciliation, balancing, generating and verifying financial statements, ledgers and appropriate corrections/adjustments. Providing the required assistance in designing (reorganizing or renumbering) the chart of accounts for detail analysis and board/audit review.

**\$125.00
Per Hour**

Consulting / System Design/Programming

Specific request for modification to existing program or data conversion from existing system to the LOCiS Modules. Programming and Import/Export to other 3rd Party Application. The review of existing operations and the design and layout of future changes for both internal operation (Software) and external operation (Hardware / Networking). System Administration, set-up, support, and modification to existing network environment, support of network environment, support of network, administration for security/user levels, hardware additions. All services that involve network system integration.

**\$175.00
Per Hour**

Travel Time from Office*

Travel time from the LOCiS / technician office to your site will be charged

**\$ 60.00
Per Hour**

* All rates listed above are Monday through Friday 8 to 5 excluding holidays. Any hours of work which are provided outside of normal business hours are billed at 125 percent of the normal rate of work.

INITIAL _____



THE VILLAGE OF HAMPSHIRE

ORDINANCE NO. _____

**AN ORDINANCE AUTHORIZING AND APPROVING A SOFTWARE LICENSE
AGREEMENT WITH LOCAL GOVERNMENT COMPUTER AND INFORMATION
SERVICE, INC. FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND
MCHENRY, STATE OF ILLINOIS**

**ADOPTED BY
THE PRESIDENT AND BOARD OF TRUSTEES
OF THE
VILLAGE OF HAMPSHIRE**

THIS ____ DAY OF _____, 2026

Published in pamphlet form by authority
of the President and the Board of Trustees
of the Village of Hampshire, Illinois this
_____ day of _____, 2026

**VILLAGE OF HAMPSHIRE
ORDINANCE NO. _____**

**AN ORDINANCE AUTHORIZING AND APPROVING A SOFTWARE LICENSE
AGREEMENT WITH LOCAL GOVERNMENT COMPUTER AND INFORMATION
SERVICE, INC. FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND
MCHENRY, STATE OF ILLINOIS**

WHEREAS, the Village of Hampshire, Illinois (the “Village”) is a duly organized and validly existing non-home rule municipality organized and operating under the Illinois Municipal Code (65 ILCS 5/1-1-1, *et seq.*); and

WHEREAS, the President of the Village (the “President”) and the Board of Trustees of the Village (the “Village Board” and with the President, the “Corporate Authorities”) are committed to ensuring that the Village operates in a proper, economical and efficient manner; and

WHEREAS, the Village has determined that specialized software and related support services will improve the administration, management, scheduling, tracking, reporting and recordkeeping associated with the administration of pensions for the Hampshire Police Department; and

WHEREAS, Local Government Computer and Information Service, Inc., an Illinois corporation, (“LOCIS”) possesses the experience, expertise and technical capabilities necessary to provide software, implementation, training, maintenance and related services for the administration of pensions for the Hampshire Police Department (collectively, the “Software and Services”); and

WHEREAS, LOCIS has provided the Village with a proposed agreement for the Software and Services (the “Agreement”), attached hereto and incorporated herein as Exhibit A, and the Village has determined that entering into the Agreement is in the best interests of the Village and will promote the efficient administration of Village operations; and

WHEREAS, the Software and Services are unique and are needed to help ensure that the administration of police pensions can be effectively, efficiently and properly carried out, therefore, to the extent that any bidding requirements would apply to the purchase of the Software and Services, the Corporate Authorities hereby waive the same and find that entering into the Agreement is in the best interest of the public; and

WHEREAS, the Corporate Authorities finds that it is in the best interests of the Village and its residents to authorize the execution of the Agreement with LOCIS in substantially the form presented to the Village Board;

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

SECTION 1. The Corporate Authorities hereby find that all of the recitals as contained in the preambles to this Ordinance are full, true and correct and hereby incorporate and make them part of this Ordinance.

SECTION 2. The purchase of the Software and Services is in the best interests of the public and, therefore, the Corporate Authorities hereby waive any bidding requirements in connection with the same. The Corporate Authorities hereby approve of and authorize the Agreement, with such revisions and changes as are authorized by the Corporate Authorities. The President or his designee is authorized to execute the Agreement and all related documents and Village Clerk is hereby authorized and directed to attest to, countersign and affix the Seal of the Village to any documentation as may be necessary to carry out and effectuate the purpose of this Ordinance. The officers, agents and employees of the Village shall take all action necessary or reasonably required by the Village to carry out, give effect to and effectuate the purpose of this

Ordinance and shall take all action necessary in conformity therewith. The Village is authorized to spend all necessary funds to fulfill the requirements of this Ordinance.

SECTION 3. That all past, present and future acts and doings of the officials of the Village that are in conformity with the purpose and intent of this Ordinance are hereby, in all respects, ratified, approved, authorized and confirmed.

SECTION 4. That the provisions of this Ordinance are hereby declared to be severable and should any provision of this Ordinance be determined to be in conflict with any law, statute or regulation by a court of competent jurisdiction, said provision shall be excluded and deemed inoperative and unenforceable and all other provisions shall remain unaffected, unimpaired, valid and in full force and effect.

SECTION 5. All code provisions, ordinances, resolutions, rules and orders, or parts thereof, in conflict herewith are, to the extent of such conflict, hereby superseded.

SECTION 6. A full, true and complete copy of this Ordinance shall be published in pamphlet form or in a newspaper published and of general circulation within the Village as provided by the Illinois Municipal Code, as amended.

SECTION 7. This Ordinance shall be effective and in full force immediately upon passage, approval and publication in pamphlet form or as otherwise provided by applicable law.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

ADOPTED THIS __ DAY OF _____, 2026.

AYES/YEAS: _____

NAYS/NOES: _____

ABSENT: _____

ABSTAIN: _____

ADOPTED THIS __ DAY OF _____, 2026.

Michael J. Reid, Jr., Village President

ATTEST:

Karen L. Stuehler, Village Clerk

EXHIBIT A
(Agreement)

STATE OF ILLINOIS)
) SS
COUNTY OF KANE)

CLERK’S CERTIFICATE

I, Karen L. Stuehler, certify that I am the duly appointed and acting Clerk of the Village of Hampshire, Kane and McHenry Counties, Illinois, and I do hereby certify that I am currently the keeper of its books and records and that the attached hereto is a true and correct copy of an Ordinance titled:

AN ORDINANCE AUTHORIZING AND APPROVING A SOFTWARE LICENSE AGREEMENT WITH LOCAL GOVERNMENT COMPUTER AND INFORMATION SERVICE, INC. FOR THE VILLAGE OF HAMPSHIRE, COUNTIES OF KANE AND MCHENRY, STATE OF ILLINOIS

I certify that on _____, 2026, the Board of Trustees of Hampshire (or the Corporate Authorities, if required by law), at a regular meeting, passed and adopted Ordinance No. _____, which was approved by the Village President on the _____ day of _____, 2026.

I do further certify, in my official capacity, that a quorum of said Board of Trustees was present at the meeting and that the meeting was held in compliance with all requirements of the Open Meetings Act (5 ILCS 120/1, *et seq.*).

The pamphlet form of Ordinance No. _____, including the Ordinance and cover sheet thereof, was prepared and a copy of such Ordinance was posted in the municipal building, commencing on _____, 2026 and continuing for at least ten (10) days thereafter. Copies of such Ordinance are also available for public inspection upon request in the office of the Village Clerk and online.

DATED at Hampshire, Illinois, this _____ day of _____, 2026.

Karen L. Stuehler, Village Clerk
Village of Hampshire

(Seal)



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

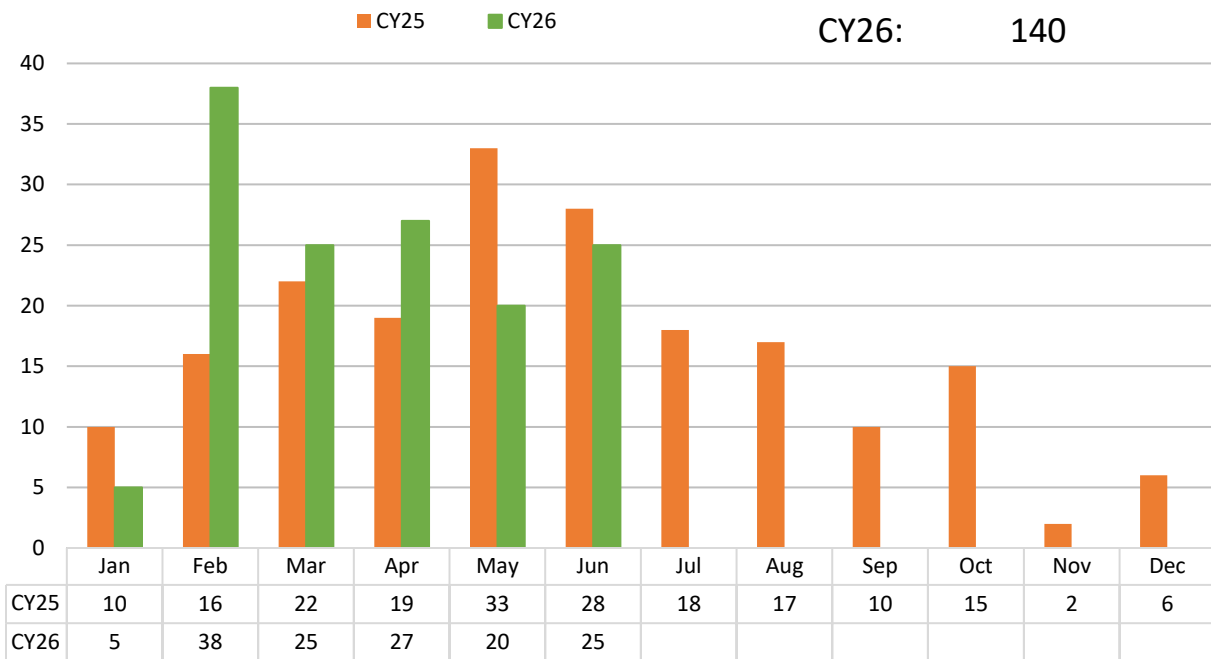
Monthly Report

TO: President Reid; Board of Trustees
FROM: Mo Khan, Assistant Village Manager for Development
FOR: Village Board Meeting on July 16, 2026
RE: Building Report - June 2026

Building Performance Metrics	<u>June</u>	<u>Monthly Avg.</u>	<u>CY26 TTD</u>
• Total permits issued	105	74	443
○ New single-family homes	25	23.33	140
○ Townhome/duplex units	0	0	0
• Avg. plan review time	4.98	5.30	n/a
• Inspections	1,211	782	4,693
• Permit fees collected	\$80,383	\$64,589	\$387,532
• Other Village fees collected	\$104,814	\$76,336	\$458,017
Code Enforcement Performance Metrics	<u>June</u>	<u>Monthly Avg.</u>	<u>CY26 TTD</u>
• No. of complaints	0	0.83	5
• No. of new cases	0	0.83	5
• No. of active cases	0	n/a	n/a

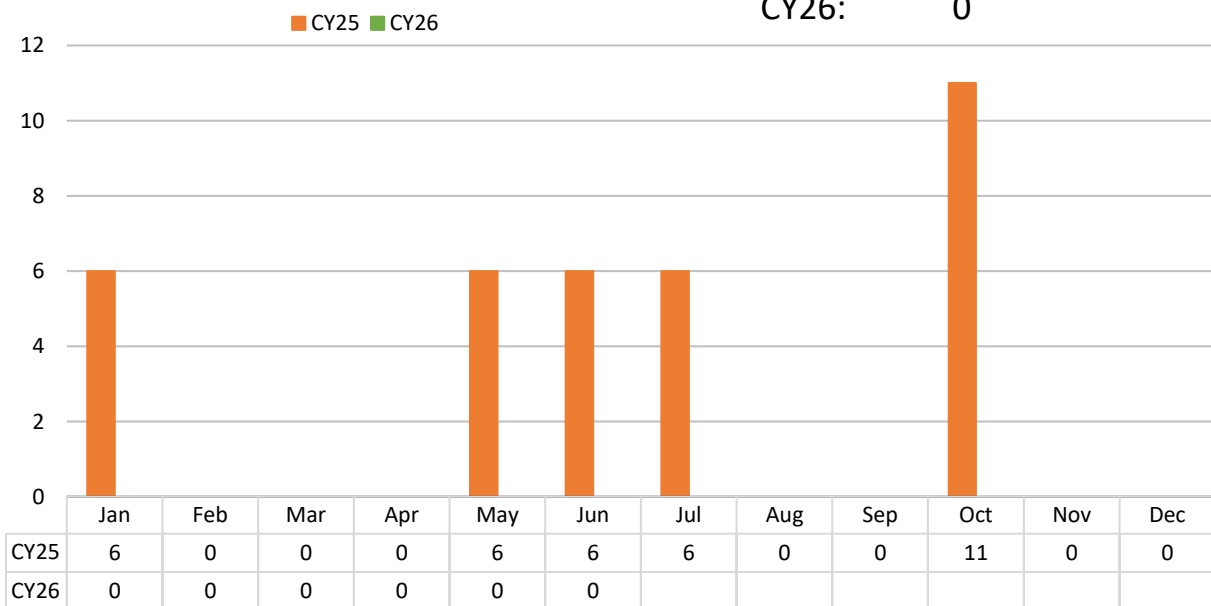
New Single-Family Detached Home Permits Issued

CY TTD
CY25: 196
CY26: 140



New Duplex/Townhome Units Permits Issued

CY TTD
CY25: 35
CY26: 0





ENGINEERING ENTERPRISES, INC.

52 Wheeler Road, Sugar Grove, IL 60554
Ph: 630.466.6700 • Fx: 630.466.6701
www.eeiweb.com

To: Village President and Board of Trustees

From: Timothy N. Paulson, P.E., CFM

Date: July 9, 2026

Re: Monthly Engineering Report

EEI Job #: HA2600-V

All:

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

Village Projects

- Safe Routes to School
 - ✓ Construction Complete
 - ✓ Project Closeout
- Park and Rinn Storm Sewer Improvements
 - ✓ Waiting on Final Grant Documentation
 - ✓ Then Move into Design
- Lead Service Line Removal
 - ✓ Alternatives and Estimates Completed
- Well No. 13 Rehabilitation
 - ✓ Construction Ongoing
 - ✓ Pump and Motor Replacement
 - Anticipated Delivery in August
- Well 10 and 13 WTP Media Replacement
 - ✓ Construction Ongoing
 - Anticipated Completion in August
- RRA/ERP Update
 - ✓ Documents Provided to Public Works
 - ✓ EEI assisting as requested

Development Projects

- Prairie Ridge K & L, M
 - ✓ Home Construction Ongoing in K & L and M
 - Anticipate Acceptance Request this Year
- Prairie Ridge – North of Kelley Road
 - ✓ Home Construction Ongoing
 - ✓ Neighborhoods T, Z, AA, and J
 - Punchlist Inspections Ongoing
 - ✓ Neighborhoods U, V & Y
 - Grading Underway
 - ✓ Neighborhoods G, H, & I
 - Home Construction
 - ✓ Neighborhoods W and X Engineering and Plats Approved
 - Construction Anticipated this Year
- Tamms Farm
 - ✓ Developer Working on Punch List Items for Acceptance
- ~~Stanley North – TRZ Self Storage~~ American General Storage Development
 - ✓ Easement Documents – Waiting for Resubmittal
- Hampshire 90 Logistics Park
 - ✓ No Activity
- Hampshire Grove (Old Dominion)
 - ✓ Developer Completed Maintenance Punch List Items
- Tinajero Property
 - ✓ Nearing Completion
- Oakstead
 - ✓ Engineering and Plats Approved for Neighborhoods A thru G
 - ✓ Neighborhood A Binder Paving Completed
 - ✓ Engineering Plans Under Review for Neighborhoods KRS & HIJ
 - ✓ PRV Station Design – Complete
 - ✓ Off-Site Water Main – Construction Completed
- Tuscany Woods 2
 - ✓ Engineering Plans Reviewed

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

Pc: Mary Jo Seehausen, Village Manager



EMBRACE OPPORTUNITY

HONOR TRADITION

HAMPSHIRE POLICE DEPARTMENT MONTHLY REPORT

July 2026

Chief Doug Pann

HAMPSHIRE POLICE DEPARTMENT

JUNE STATISTICS



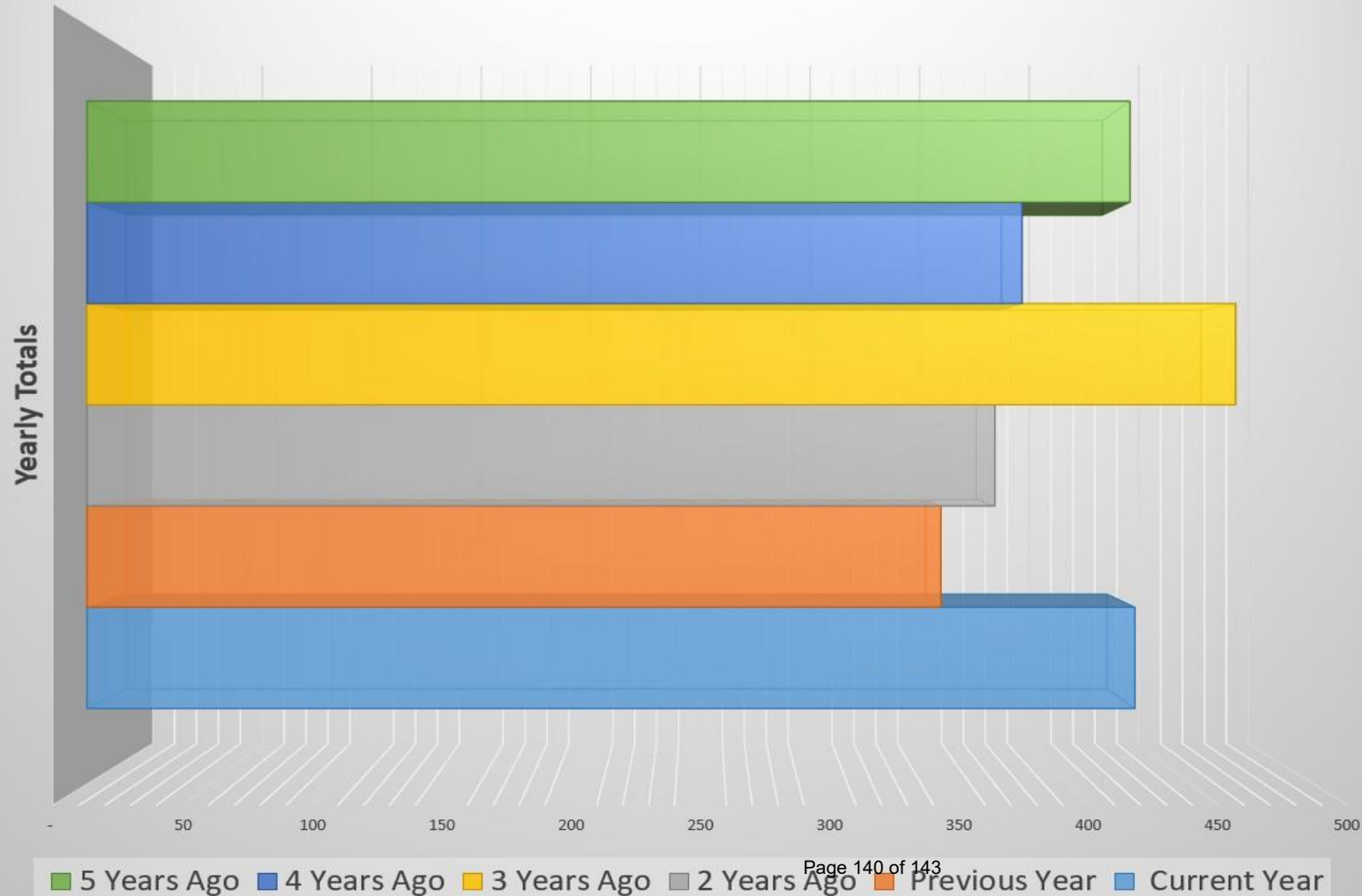
Hampshire Police Department Scorecard

Jun-26

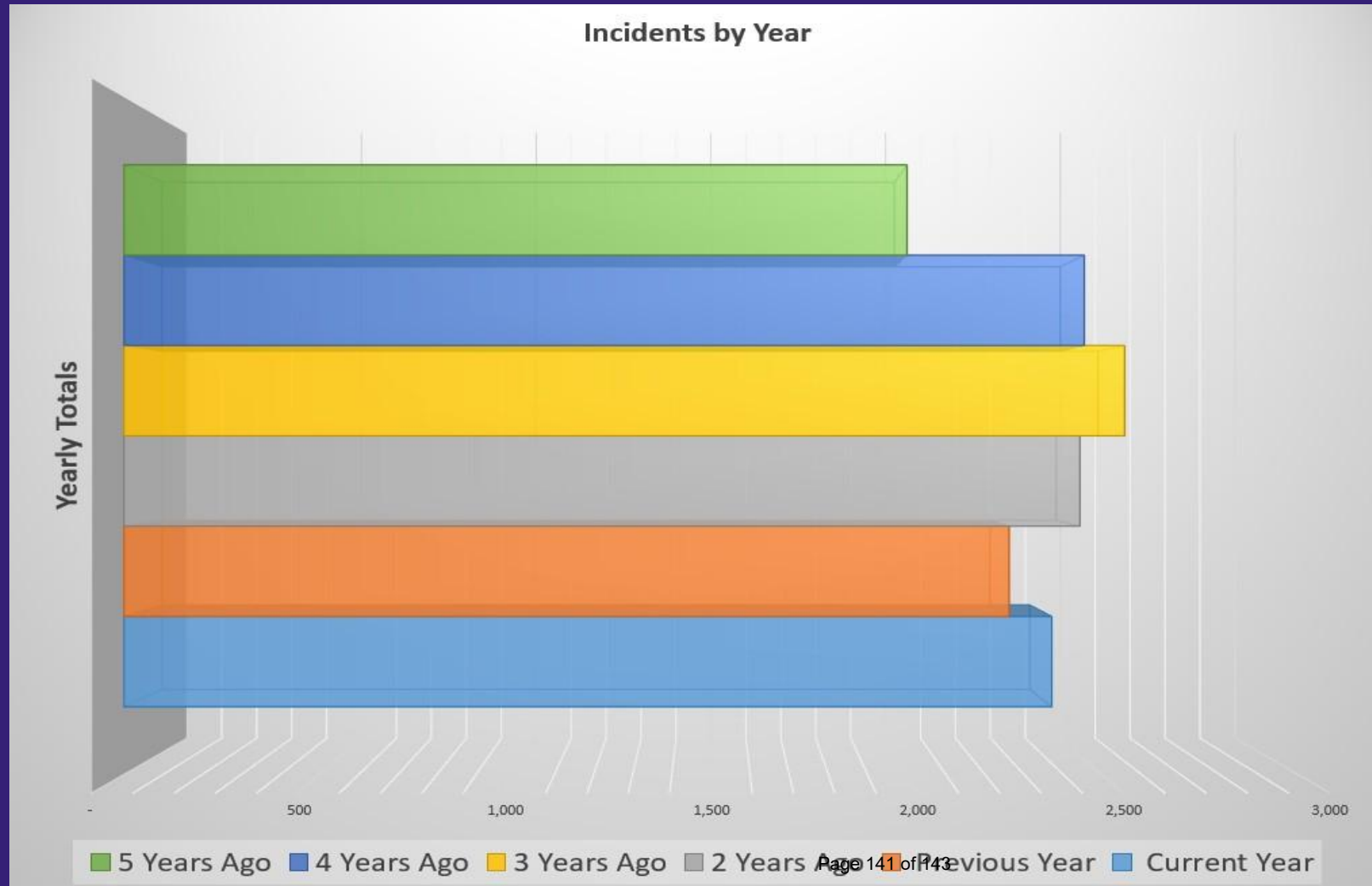
OFFENSES

	Previous Month	Current Month	% Change	YTD	YTD '25	YTD '24
Group A Offenses	20	25	25.0%	89	57	31
All Dispatched Calls for Service	396	373	-5.8%	1910	1636	1615
Burglary	0	0	0.0%	1	3	1
Burglary to Motor Vehicle and Theft from Motor Vehicle	0	4	100.0%	8	2	0
Auto Theft	0	0	0.0%	5	4	3
Theft	3	6	100.0%	15	14	8
Domestic Violence Cases	3	2	-33.3%	11	21	14
Mental Health Calls for Service	7	3	-57.1%	27	37	21
Alarm Responses	21	9	-57.1%	67	75	75
Assists to Neighboring Communities / KCSO	21	18	-14.3%	122	135	121

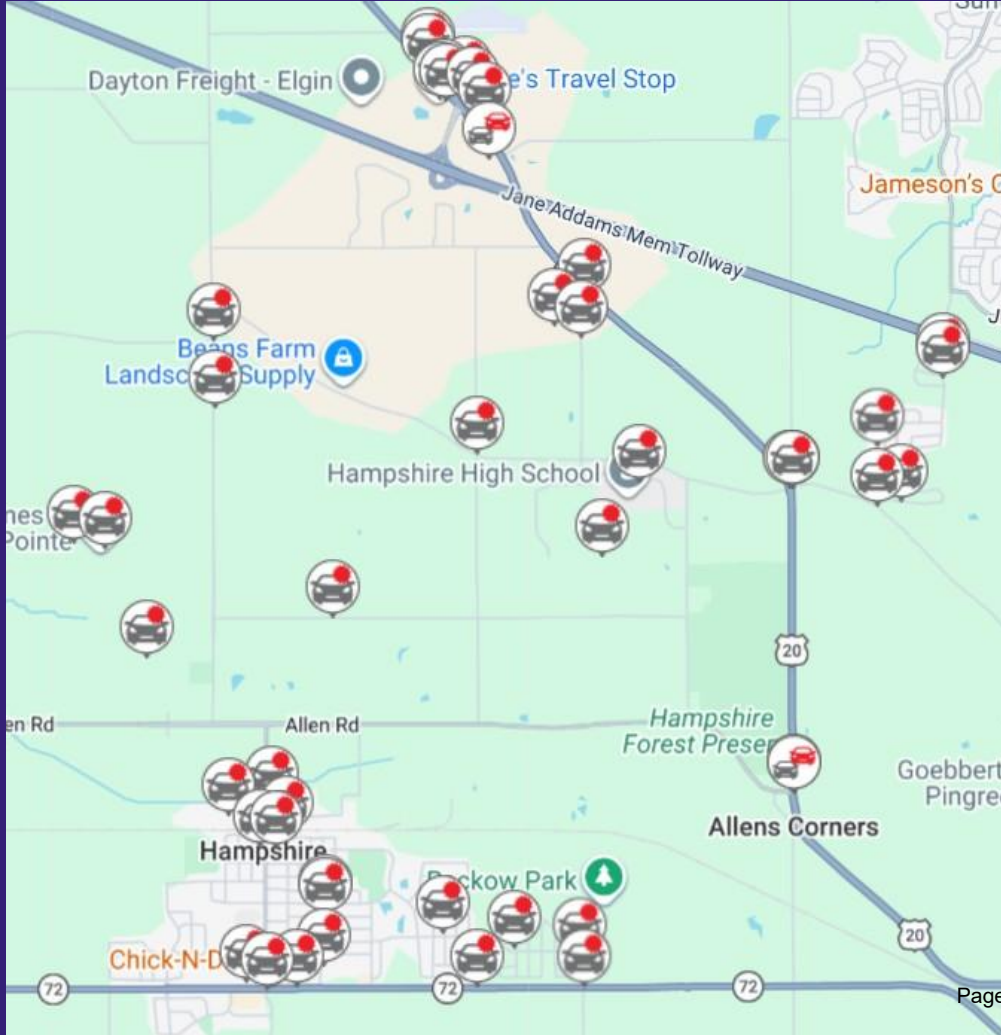
TOTAL MAY CALLS FOR SERVICE - 5 YEAR COMPARISON



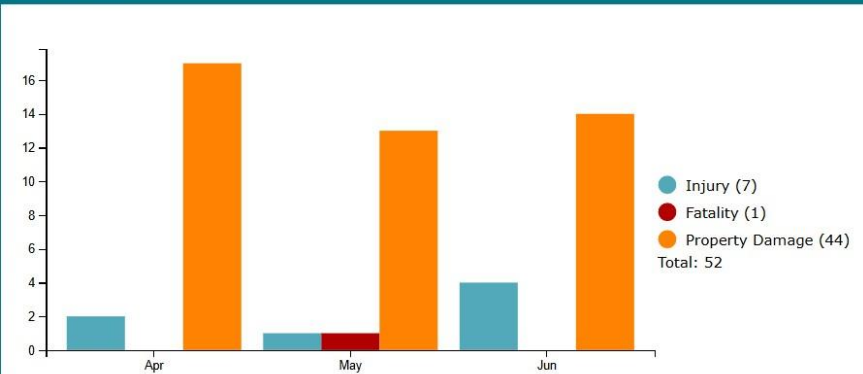
YTD CALLS FOR SERVICE



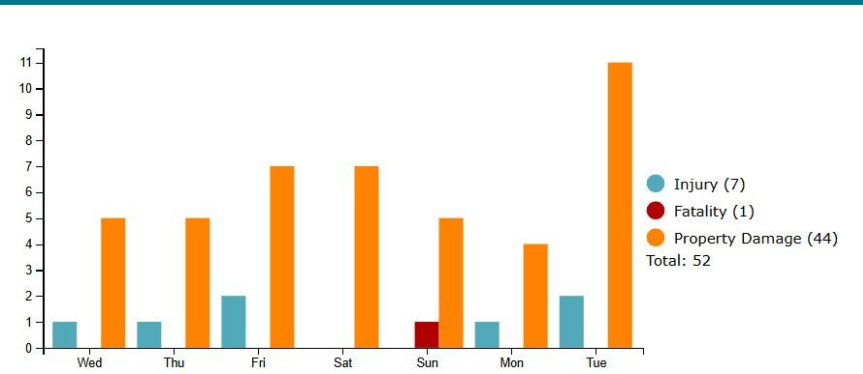
3-MONTH TRAFFIC CRASH DATA



By Month



By Day of Week

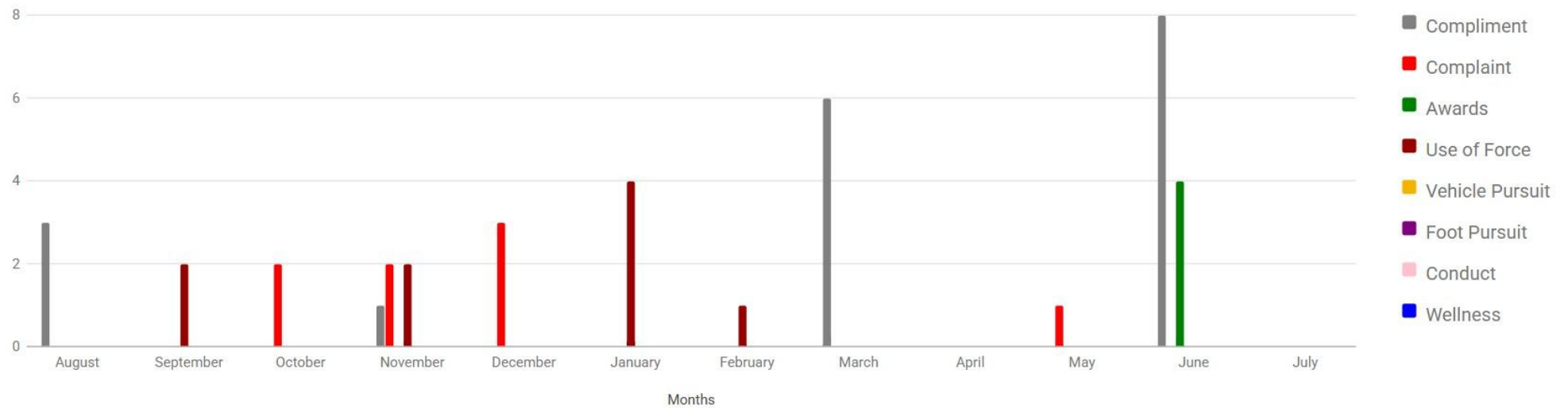


PROFESSIONAL STANDARDS OVERVIEW



EMPLOYEE INCIDENT BREAKDOWN - ROLLING 12 MONTHS

EMPLOYEE INCIDENT BREAKDOWN - Rolling 12 Months



Village of Hampshire
Budget Versus Actual Report Overview
One Month Ended May 31, 2026

General Fund						% of Budget
1 MONTH ENDED			FY 2026.2			
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	
Revenue	1,060,946	883,032	(177,914)	-17%	8,487,542	10%
Expenditures/Expense	1,057,645	509,752	(547,893)	-52%	8,461,129	6%
YTD Surplus/(Deficit)	3,301	373,280	369,979		26,413	
Special Revenue Funds						
Revenue	102,247	62,440	(39,807)	-39%	817,953	8%
Expenditures/Expense	96,314	22,583	(73,731)	-77%	770,499	3%
YTD Surplus/(Deficit)	5,933	39,857	33,924		47,454	
Capital Project Funds						
Revenue	62,308	57,915	(4,393)	-7%	498,462	12%
Expenditures/Expense	572,987	-	(572,987)	-100%	4,583,891	0%
YTD Surplus/(Deficit)	(510,679)	57,915	568,594		(4,085,429)	
Enterprise Funds						
Revenue	626,980	310,543	(316,437)	-50%	5,015,831	6%
Expenditures/Expense	675,721	177,867	(497,854)	-74%	5,405,754	3%
YTD Surplus/(Deficit)	(48,741)	132,676	181,417		(389,923)	
Debt Service Fund						
Revenue	110,142	-	(110,142)	-100%	881,133	0%
Expenditures/Expense	122,055	442,629	320,574	263%	976,436	45%
YTD Surplus/(Deficit)	(11,913)	(442,629)	(430,716)		(95,303)	
Total Village						
Revenue	1,962,623	1,313,930	(648,693)	-33%	15,700,921	8%
Expenditures/Expense	2,524,722	1,152,831	(1,371,891)	-54%	20,197,709	6%
YTD Surplus/(Deficit)	(562,099)	161,099	723,198		(4,496,788)	



Custodial Funds						
1 MONTH ENDED					FY 2026.2	
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	
Revenue	161,177	38,448	(122,729)	-76%	1,289,411	3%
Expenditures/Expense	158,527	-	(158,527)	-100%	1,268,220	0%
YTD Surplus/(Deficit)	2,650	38,448	35,798		21,191	
Pension Trust Fund						
1 MONTH ENDED					FY 2026.2	
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	
Revenue	187,012	264,830	77,818	42%	1,496,100	18%
Expenditures/Expense	61,577	17,444	(44,133)	-72%	492,611	4%
YTD Surplus/(Deficit)	125,435	247,386	121,951		1,003,489	

Village of Hampshire
Budget Versus Actual Report - General Fund Summary
One Month Ended May 31, 2026

	General Fund Revenues (01)				
	1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
GENERAL FUND REVENUE					
Property Tax	209,024	60,423	(148,601)	-71%	1,672,189
Intergovernmental	395,546	550,127	154,581	39%	3,164,370
Service Fees	9,233	9,000	(233)	-3%	73,866
Investment Income	10,698	18,162	7,464	70%	85,580
Reimbursable	33,564	-	(33,564)	-100%	268,512
Licenses, Fines, Permits, Fees	67,575	110,289	42,714	63%	540,596
Grant Income	114,750	-	(114,750)	-100%	918,000
Other Income	30,513	25,754	(4,759)	-16%	244,100
Debt Issuance	11,000	-	(11,000)	-100%	88,000
Transfers In	84,196	-	(84,196)	-100%	673,564
TOTAL GENERAL FUND REVENUE	966,099	773,755	(192,344)	-20%	7,728,777

	General Fund Expenses (01)				
	1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
GENERAL FUND EXPENSE					
ADMINISTRATION					
Personal Services	76,937	48,039	(28,898)	-38%	615,495
Contractual Services	79,457	20,356	(59,101)	-74%	635,652
Commodities	2,938	300	(2,638)	-90%	23,507
Other Expenses	9,469	5,000	(4,469)	-47%	75,750
Capital Outlay	188	-	(188)	-100%	1,500
Transfers	-	-	-	0%	-
TOTAL ADMINISTRATION	168,989	73,695	(95,294)	-56%	1,351,904

POLICE					
Personal Services	294,143	171,641	(122,502)	-42%	2,353,145
Contractual Services	55,304	12,408	(42,896)	-78%	442,428
Commodities	10,496	502	(9,994)	-95%	83,968
Capital Outlay	29,931	22,037	(7,894)	-26%	239,445
TOTAL POLICE	389,874	206,588	(183,286)	-47%	3,118,986

STREET DEPARTMENT					
Personal Services	78,566	46,479	(32,087)	-41%	628,526
Contractual Services	41,381	4,778	(36,603)	-88%	331,047
Commodities	9,392	2,171	(7,221)	-77%	75,139
Other Expenses	124,614	1,666	(122,948)	-99%	996,909
Capital Outlay	146,804	26,951	(119,853)	-82%	1,174,435
Transfers	-	-	-	0%	-
TOTAL STREET DEPARTMENT	400,757	82,045	(318,712)	-80%	3,206,056

PLANNING AND ZONING DEPARTMENT					
Personal Services	215	140	(75)	-35%	1,722
Contractual Services	92	-	(92)	-100%	733
TOTAL PLANNING AND ZONING DEPT.	307	140	(167)	-54%	2,455

POLICE COMMISSION					
Personal Services	81	-	(81)	-100%	646
Contractual Services	296	-	(296)	-100%	2,367
Other Expenses	-	-	-	0%	-
Commodities	6	-	(6)	-100%	50
TOTAL POLICE COMMISSION	383	-	(383)	-100%	3,063

PROMOTIONS COMMITTEE					
Contractual Services	1,725	1,978	253	15%	13,800
Commodities	763	-	(763)	-100%	6,100
TOTAL PROMOTIONS COMMITTEE	2,488	1,978	(510)	-20%	19,900

SUB TOTAL GENERAL FUND EXPENSE	962,798	364,446	(598,352)	-62%	7,702,364
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SUB TOTAL YEAR-TO-DATE SURPLUS/(DEFICIT)	3,301	409,309	406,008	12300%	26,413
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GENERAL FUND SUBFUNDS	-	(36,029)	(36,029)	-100%	-
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TOTAL YEAR-TO-DATE SURPLUS/(DEFICIT)	3,301	373,280	369,979	11208%	26,413
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Village of Hampshire
Budget Versus Actual Report - General Fund Subfunds
One Month Ended May 31, 2026

	School Impact Fees (60)					Library Impact Fees (61)				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	18	29	11	61%	145	46	63	17	37%	367
Licenses, Fines, Permits, Fees	64,316	74,092	9,776	15%	514,524	4,332	4,991	659	15%	34,655
TOTAL REVENUE	64,334	74,121	9,787	15%	514,669	4,378	5,054	676	15%	35,022
EXPENSE										
Other Expenses	64,334	107,021	42,687	66%	514,669	4,378	3,309	(1,069)	-24%	35,022
TOTAL EXPENSE	64,334	107,021	42,687	66%	514,669	4,378	3,309	(1,069)	-24%	35,022
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	(32,900)	(32,900)	-100%	-	-	1,745	1,745	100%	-

	Parks Impact Fees (62)					Fire Impact Fees (63)				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	3	4	1	33%	25	13	8	(5)	-38%	100
Licenses, Fines, Permits, Fees	5,848	6,737	889	15%	46,780	17,455	20,108	2,653	15%	139,642
TOTAL REVENUE	5,851	6,741	890	15%	46,805	17,468	20,116	2,648	15%	139,742
EXPENSE										
Other Expenses	5,851	9,731	3,880	66%	46,805	17,468	21,863	4,395	25%	139,742
TOTAL EXPENSE	5,851	9,731	3,880	66%	46,805	17,468	21,863	4,395	25%	139,742
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	(2,990)	(2,990)	-100%	-	-	(1,747)	(1,747)	-100%	-

	Cemetery Impact Fees (66)					Township Impact Fees (67)				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	2	3	1	50%	13	1	1	-	0%	5
Licenses, Fines, Permits, Fees	781	900	119	15%	6,250	2,032	2,341	309	15%	16,259
TOTAL REVENUE	783	903	120	15%	6,263	2,033	2,342	309	15%	16,264
EXPENSE										
Other Expenses	783	-	(783)	-100%	6,263	2,033	3,382	1,349	66%	16,264
TOTAL EXPENSE	783	-	(783)	-100%	6,263	2,033	3,382	1,349	66%	16,264
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	903	903	100%	-	-	(1,040)	(1,040)	-100%	-

	Total General Fund Subfunds				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL			
REVENUE					
Investment Income	83	108	25	30%	655
Licenses, Fines, Permits, Fees	94,764	109,169	14,405	15%	758,110
TOTAL REVENUE	94,847	109,277	14,430	15%	758,765
EXPENSE					
Other Expenses	94,847	145,306	50,459	53%	758,765
TOTAL EXPENSE	94,847	145,306	50,459	53%	758,765
YEAR-TO-DATE SURPLUS/(DEFICIT)	-	(36,029)	(36,029)	-100%	-

Village of Hampshire
Budget Versus Actual Report - Special Revenue Fund Summary
One Month Ended May 31, 2026

	Tax Increment Financing (05)					Hotel/Motel Tax (07)				
	1 MONTH ENDED		FY 2026.2			1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	41,216	14,250	(26,966)	-65%	329,724	-	-	-	0%	-
Intergovernmental	-	-	-	0%	-	-	-	-	0%	-
Investment Income	150	97	(53)	-35%	1,200	8	17	9	113%	60
Licenses, Fines, Permits, Fees	-	-	-	0%	-	2,200	-	(2,200)	-100%	17,600
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	41,366	14,347	(27,019)	-65%	330,924	2,208	17	(2,191)	-99%	17,660
EXPENSE										
Contractual Services	313	-	(313)	-100%	2,500	2,375	-	(2,375)	-100%	19,000
Commodities	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	22,984	10,234	(12,750)	-55%	183,868	2,000	10,000	8,000	400%	16,000
Transfers	12,500	-	(12,500)	-100%	100,000	-	-	-	0%	-
TOTAL EXPENSE	35,797	10,234	(25,563)	-71%	286,368	4,375	10,000	5,625	129%	35,000
YEAR-TO-DATE SURPLUS/(DEFICIT)	5,569	4,113	(1,456)	-26%	44,556	(2,167)	(9,983)	(7,816)	361%	(17,340)

	Road and Bridge (10)					Motor Fuel Tax (15)				
	1 MONTH ENDED		FY 2026.2			1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	16,732	4,808	(11,924)	-71%	133,853	-	-	-	0%	-
Intergovernmental	297	-	(297)	-100%	2,372	30,780	34,793	4,013	13%	246,239
Investment Income	12	12	-	0%	96	6,250	7,040	790	13%	50,000
Licenses, Fines, Permits, Fees	-	-	-	0%	-	-	-	-	0%	-
Grant Income	-	-	-	0%	-	-	-	-	100%	-
TOTAL REVENUE	17,041	4,820	(12,221)	-72%	136,321	37,030	41,833	4,803	13%	296,239
EXPENSE										
Contractual Services	16,875	-	(16,875)	-100%	135,000	-	-	-	0%	-
Commodities	-	-	-	0%	-	25,608	-	(25,608)	-100%	204,864
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	5,000	-	(5,000)	-100%	40,000
TOTAL EXPENSE	16,875	-	(16,875)	-100%	135,000	30,608	-	(30,608)	-100%	244,864
YEAR-TO-DATE SURPLUS/(DEFICIT)	166	4,820	4,654	2804%	1,321	6,422	41,833	35,411	551%	51,375

	SSA #2-26 (52)					Total Special Revenue Funds				
	1 MONTH ENDED		FY 2026.2			1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	4,539	1,333	(3,206)	-71%	36,309	62,487	20,391	(42,096)	-67%	499,886
Intergovernmental	-	-	-	0%	-	31,077	34,793	3,716	12%	248,611
Investment Income	63	90	27	43%	500	6,483	7,256	773	12%	51,856
Licenses, Fines, Permits, Fees	-	-	-	0%	-	2,200	-	(2,200)	-100%	17,600
Grant Income	-	-	-	0%	-	-	-	-	100%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	4,602	1,423	(3,179)	-69%	36,809	102,247	62,440	(39,807)	-39%	817,953
EXPENSE										
Personal Services	3,505	2,349	(1,156)	-33%	28,038	3,505	2,349	(1,156)	-33%	28,038
Contractual Services	-	-	-	0%	-	19,563	-	(19,563)	-100%	156,500
Commodities	-	-	-	0%	-	25,608	-	(25,608)	-100%	204,864
Other Expenses	5,154	-	(5,154)	-100%	41,229	30,138	20,234	(9,904)	-33%	241,097
Transfers	-	-	-	0%	-	17,500	-	(17,500)	-100%	140,000
TOTAL EXPENSE	8,659	2,349	(6,310)	-73%	69,267	96,314	22,583	(73,731)	-77%	770,499
YEAR-TO-DATE SURPLUS/(DEFICIT)	(4,057)	(926)	3,131	-77%	(32,458)	5,933	39,857	33,924	572%	47,454

Village of Hampshire
Budget Versus Actual Report - Capital Project Fund Summary
One Month Ended May 31, 2026

	Equipment Replacement (03)					Capital Improvement (04)				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	8	10	2	25%	67	625	6,218	5,593	895%	5,000
Licenses, Fines, Permits, Fees	-	-	-	0%	-	-	-	-	0%	-
Grant Income	-	-	-	0%	-	-	-	-	0%	-
Debt Issuance	-	-	-	0%	-	-	-	-	0%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	8	10	2	25%	67	625	6,218	5,593	895%	5,000
EXPENSE										
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	-	-	-	0%	-	451,177	-	(451,177)	-100%	3,609,417
Transfer to General Fund	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	-	-	-	0%	-	451,177	-	(451,177)	-100%	3,609,417
YEAR-TO-DATE SURPLUS/(DEFICIT)	8	10	2	25%	67	(450,552)	6,218	456,770	-101%	(3,604,417)
	Public Use Fees (06)					Sewer Construction Fund (41)				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	625	720	95	15%	5,000	3	3	-	0%	20
Licenses, Fines, Permits, Fees	18,078	20,826	2,748	15%	144,625	-	-	-	0%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	12,500	-	(12,500)	-100%	100,000	-	-	-	0%	-
TOTAL REVENUE	31,203	21,546	(9,657)	-31%	249,625	3	3	-	0%	20
EXPENSE										
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	-	-	-	0%	-	-	-	-	0%	-
Transfers Out	63,321	-	(63,321)	-100%	506,564	-	-	-	0%	-
TOTAL EXPENSE	63,321	-	(63,321)	-100%	506,564	-	-	-	0%	-
YEAR-TO-DATE SURPLUS/(DEFICIT)	(32,118)	21,546	53,664	-167%	(256,939)	3	3	-	0%	20
	Transportation Impact Fees (64)					Early Warning (65)				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	-	-	-	0%	-	-	-	-	0%	-
Licenses, Fines, Permits, Fees	25,000	29,448	4,448	18%	200,000	719	690	(29)	-4%	5,750
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	4,750	-	(4,750)	-100%	38,000
TOTAL REVENUE	25,000	29,448	4,448	18%	200,000	5,469	690	(4,779)	-87%	43,750
EXPENSE										
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	29,625	-	(29,625)	-100%	237,000	-	-	-	0%	-
Transfer to General	16,500	-	(16,500)	-100%	132,000	4,750	-	(4,750)	-100%	38,000
TOTAL EXPENSE	46,125	-	(46,125)	-100%	369,000	4,750	-	(4,750)	-100%	38,000
YEAR-TO-DATE SURPLUS/(DEFICIT)	(21,125)	29,448	50,573	-239%	(169,000)	719	690	(29)	-4%	5,750
	Capital Improvement (70)					Total Capital Project Funds				
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2 TOT BUDGET
	YTD BUDGET	YTD ACTUAL				YTD BUDGET	YTD ACTUAL			
REVENUE										
Investment Income	-	-	-	0%	-	1,261	6,951	5,690	451%	10,087
Licenses, Fines, Permits, Fees	-	-	-	0%	-	43,797	50,964	7,167	16%	350,375
Grant Income	-	-	-	0%	-	-	-	-	0%	-
Debt Issuance	-	-	-	0%	-	-	-	-	0%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	17,250	-	(17,250)	-100%	138,000
TOTAL REVENUE	-	-	-	0%	-	62,308	57,915	(4,393)	-7%	498,462
EXPENSE										
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	7,614	-	(7,614)	-100%	60,910	488,416	-	(488,416)	-100%	3,907,327
Transfers	-	-	-	0%	-	84,571	-	(84,571)	-100%	676,564
TOTAL EXPENSE	7,614	-	(7,614)	-100%	60,910	572,987	-	(572,987)	-100%	4,583,891
YEAR-TO-DATE SURPLUS/(DEFICIT)	(7,614)	-	7,614	-100%	(60,910)	(510,679)	57,915	568,594	-111%	(4,085,429)

Village of Hampshire
Budget Versus Actual Report - Enterprise Fund Summary
One Month Ended May 31, 2026

	ARRA Loan Debt Serv Fund (28)					Garbage (29)				
	1 MONTH ENDED		FY 2026.2			1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	91,533	53,557	(37,976)	-41%	732,267	82,944	39,042	(43,902)	-53%	663,550
Investment Income	-	-	-	0%	-	-	-	-	0%	-
Licenses, Fines, Permits, Fees	687	106	(581)	-85%	5,492	788	77	(711)	-90%	6,304
Other Income	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	92,220	53,663	(38,557)	-42%	737,759	83,732	39,119	(44,613)	-53%	669,854
EXPENSE										
Personal Services	-	-	-	0%	-	-	-	-	0%	-
Contractual Services	-	-	-	0%	-	82,311	74,423	(7,888)	-10%	658,484
Commodities	-	-	-	0%	-	15	-	(15)	-100%	120
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	-	-	-	0%	-	-	-	-	0%	-
Transfers	146,875	-	(146,875)	-100%	1,175,000	1,000	1,000	-	0%	8,000
TOTAL EXPENSE	146,875	-	(146,875)	-100%	1,175,000	83,326	75,423	(7,903)	-9%	666,604
YEAR-TO-DATE SURPLUS/(DEFICIT)	(54,655)	53,663	108,318	-198%	(437,241)	406	(36,304)	(36,710)	-9042%	3,250
	Water (30)					Sewer (31)				
	1 MONTH ENDED		FY 2026.2			1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	134,771	95,721	(39,050)	-29%	1,078,168	157,493	111,216	(46,277)	-29%	1,259,946
Investment Income	-	-	-	0%	-	-	-	-	0%	-
Licenses, Fines, Permits, Fees	9,428	10,692	1,264	13%	75,423	1,685	132	(1,553)	-92%	13,481
Other Income	-	-	-	100%	-	-	-	-	100%	-
Transfers	137,875	-	(137,875)	-100%	1,103,000	9,000	-	(9,000)	-100%	72,000
TOTAL REVENUE	282,074	106,413	(175,661)	-62%	2,256,591	168,178	111,348	(56,830)	-34%	1,345,427
EXPENSE										
Personal Services	35,915	19,613	(16,302)	-45%	287,319	35,773	19,614	(16,159)	-45%	286,182
Contractual Services	160,813	14,967	(145,846)	-91%	1,286,504	77,357	15,182	(62,175)	-80%	618,852
Commodities	16,874	8,140	(8,734)	-52%	134,988	13,764	12,776	(988)	-7%	110,112
Other Expenses	6,250	-	(6,250)	-100%	50,000	18,750	-	(18,750)	-100%	150,000
Capital Outlay	57,500	4,152	(53,348)	-93%	460,000	14,524	-	(14,524)	-100%	116,193
Transfers	4,000	4,000	-	0%	32,000	4,000	4,000	-	0%	32,000
TOTAL EXPENSE	281,352	50,872	(230,480)	-82%	2,250,811	164,168	51,572	(112,596)	-69%	1,313,339
YEAR-TO-DATE SURPLUS/(DEFICIT)	722	55,541	54,819	7593%	5,780	4,010	59,776	55,766	1391%	32,088
	Water Construction (34)					Sewer Construction (40)				
	1 MONTH ENDED		FY 2026.2			1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	-	-	-	0%	-	-	-	-	0%	-
Investment Income	150	-	(150)	-100%	1,200	-	-	-	0%	-
Licenses, Fines, Permits, Fees	188	-	(188)	100%	1,500	438	-	(438)	100%	3,500
Other Income	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	338	-	(338)	-100%	2,700	438	-	(438)	100%	3,500
EXPENSE										
Personal Services	-	-	-	0%	-	-	-	-	0%	-
Contractual Services	-	-	-	0%	-	-	-	-	0%	-
Commodities	-	-	-	0%	-	-	-	-	0%	-
Other Expenses	-	-	-	0%	-	-	-	-	0%	-
Capital Outlay	-	-	-	0%	-	-	-	-	0%	-
Transfers	-	-	-	0%	-	-	-	-	0%	-
TOTAL EXPENSE	-	-	-	0%	-	-	-	-	0%	-
YEAR-TO-DATE SURPLUS/(DEFICIT)	338	-	(338)	-100%	2,700	438	-	(438)	100%	3,500
	Total Enterprise Funds									
	1 MONTH ENDED		FY 2026.2							
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Service Fees	466,741	299,536	(167,205)	-36%	3,733,931					
Investment Income	150	-	(150)	-100%	1,200					
Licenses, Fines, Permits, Fees	13,214	11,007	(2,207)	-17%	105,700					
Other Income	-	-	-	100%	-					
Transfers	146,875	-	(146,875)	-100%	1,175,000					
TOTAL REVENUE	626,980	310,543	(316,437)	-50%	5,015,831					
EXPENSE										
Personal Services	71,688	39,227	(32,461)	-45%	573,501					
Contractual Services	320,481	104,572	(215,909)	-67%	2,563,840					
Commodities	30,653	20,916	(9,737)	-32%	245,220					
Other Expenses	25,000	-	(25,000)	-100%	200,000					
Capital Outlay	72,024	4,152	(67,872)	-94%	576,193					
Transfers	155,875	9,000	(146,875)	-94%	1,247,000					
TOTAL EXPENSE	675,721	177,867	(497,854)	-74%	5,405,754					
YEAR-TO-DATE SURPLUS/(DEFICIT)	(48,741)	132,676	181,417	-372%	(389,923)					

Village of Hampshire
 Budget Versus Actual Report - Debt Service Fund Summary
 One Month Ended May 31, 2026

Debt Service Fund Revenues (33)					
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2
	YTD BUDGET	YTD ACTUAL			TOT BUDGET
REVENUE					
Investment Income	142	-	(142)	-100%	1,133
Transfers	110,000	-	(110,000)	0%	880,000
TOTAL REVENUE	110,142	-	(110,142)	-100%	881,133
Debt Service Fund Expenses (33)					
	1 MONTH ENDED		DELTA \$	DELTA %	FY 2026.2
	YTD BUDGET	YTD ACTUAL			TOT BUDGET
EXPENSE					
Other Expenses	122,055	442,629	320,574	263%	976,436
TOTAL EXPENSE	122,055	442,629	320,574	263%	976,436
YEAR-TO-DATE SURPLUS/(DEFICIT)	(11,913)	(442,629)	(430,716)	3616%	(95,303)

Village of Hampshire
 Budget Versus Actual Report - Custodial Fund Summary
 One Month Ended May 31, 2026

	SSA#14 B&I (43)					SSA#13 B&I (45)				
	1 MONTH ENDED		FY 2026.2			1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE										
Property Tax	105,665	26,152	(79,513)	-75%	845,316	48,012	7,391	(40,621)	-85%	384,095
Investment Income	3,750	3,199	(551)	-15%	30,000	3,750	1,706	(2,044)	-55%	30,000
Licenses, Fines, Permits, Fees	-	-	-	0%	-	-	-	-	0%	-
Other Income	-	-	-	0%	-	-	-	-	0%	-
TOTAL REVENUE	109,415	29,351	(80,064)	-73%	875,316	51,762	9,097	(42,665)	-82%	414,095
EXPENSE										
Other Expenses	108,662	-	(108,662)	-100%	869,298	49,865	-	(49,865)	-100%	398,922
TOTAL EXPENSE	108,662	-	(108,662)	-100%	869,298	49,865	-	(49,865)	-100%	398,922
YEAR-TO-DATE SURPLUS/(DEFICIT)	753	29,351	28,598	3798%	6,018	1,897	9,097	7,200	380%	15,173

	Total Agency Funds				
	1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE					
Property Tax	153,677	33,543	(120,134)	-78%	1,229,411
Investment Income	7,500	4,905	(2,595)	-35%	60,000
Licenses, Fines, Permits, Fees	-	-	-	0%	-
TOTAL REVENUE	161,177	38,448	(122,729)	-76%	1,289,411
EXPENSE					
Other Expenses	158,527	-	(158,527)	-100%	1,268,220
TOTAL EXPENSE	158,527	-	(158,527)	-100%	1,268,220
YEAR-TO-DATE SURPLUS/(DEFICIT)	2,650	38,448	35,798	1351%	21,191

Village of Hampshire
 Budget Versus Actual Report - Pension Trust Summary
 One Month Ended May 31, 2026

	Pension Trust Fund Revenues (90)				
	1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
REVENUE					
Investment Income	109,375	5,867	(103,508)	-95%	875,000
Realized and Unrealized Gain/(Loss)	-	229,185	229,185	100%	-
Less: Investment Fees	-	(1,250)	(1,250)	-100%	-
Member Contributions	14,387	11,028	(3,359)	-23%	115,100
Employer Contributions	63,250	20,000	(43,250)	-68%	506,000
Creditable Service Transfer In	-	-	-	0%	-
Miscellaneous Income	-	-	-	0%	-
TOTAL REVENUE	187,012	264,830	77,818	42%	1,496,100

	Pension Trust Fund Expenses (90)				
	1 MONTH ENDED		FY 2026.2		
	YTD BUDGET	YTD ACTUAL	DELTA \$	DELTA %	TOT BUDGET
EXPENSE					
Pension Payments	18,969	17,444	(1,525)	-8%	151,750
Refund of Contributions	35,983	-	(35,983)	-100%	287,861
Transfer to Other Pension Funds	-	-	-	0%	-
Contractual Services	6,437	-	(6,437)	-100%	51,500
Other Expenses	188	-	(188)	-100%	1,500
TOTAL EXPENSE	61,577	17,444	(44,133)	-72%	492,611
YEAR-TO-DATE SURPLUS/(DEFICIT)	125,435	247,386	121,951	97%	1,003,489