



AGENDA

FINANCE COMMITTEE

Finance Committee: November 4, 2025 at 6:00 PM
Village Hall 740 Hillgrove Avenue, Western Springs, IL 60558

- A. Call to Order**
- B. Approval of Minutes**
 - 1. Minutes - October 7, 2025
- C. Public Comment**
- D. New Business**
 - 1. Authorizing Certain Expenditures From the Downtown South Tax Increment Financing District to Pay for Electrical Upgrades and Improvements for the Tower Green
 - 2. Budget Amendment: Water & Sewer Fund - Water Treatment Supplies
- E. Other Business**
 - 1. 2025 Levy / 2026 Budget Update
- F. Schedule Next Committee Meeting**

Individuals with disabilities who plan to attend / participate in this meeting and who require accommodations to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Jill Izzo at 708-246-1800, extension 127.

Finance Committee Meeting Minutes
Wednesday, October 7, 2025
Village Hall

Others Present:

Karen Martin, Chairperson
Scott Lewis, Trustee
Heidi Rudolph, Village President
John Mastandona, Director of Finance
Ellen Baer, Village Manager

Meeting called to order at 5:15 pm

Items of Discussion:

- **Minutes:** The minutes of the August 27, 2025, Finance Committee were approved as presented. Motion by Trustee Lewis and second by Chairperson Martin.
- **Public Comment:** None.
- **2025 Levy / 2026 Budget Update:** Director Mastandona stated that staff is continuing to work on the 2026 Budget. The budget team is considering capital requests and projecting remaining 2025 expenditures to determine an estimated fund balance at year-end. He stated that there will be a couple of Finance Committee meetings in November to go through the entire budget. Director Mastandona presented the first draft of the 2025 Property Tax Levy. He stated that the PTELL limit for the levy is 2.9%. Staff has projected an increase in the levy by the PTELL limited 2.9% and 1.59% of new growth. He stated that the new growth will be adjusted by the County if new growth in the Village is not at that level. He said that with the projected increase, the Corporate line of the levy's increase will be less than \$140,000. The actuarial's funding contribution for the Police Pension increased almost 20%, or \$286,567 compared to the previous year, due to actuarial experience. Director Mastandona stated that the estimated debt service of the first issuance of the 2025 referendum bonds are included in the draft levy and anticipated the bond sale to occur on November 17, 2025. He stated that a resolution will be brought forward to the Board determining the estimated real property tax levy in November. A hearing will take place at the Board meeting on November 17th, with the formal adoption happening in December. The Committee discussed items that impact the levy and the budget process.
- **Budget Amendment – Engineering Costs Related to Referendum Projects and Revenue from Bond Issuance:** Director Mastandona requested the Committee to consider a recommendation for budget amendments to the 2025 Approved Budget regarding the 2025 referendum. He stated that a new fund has been created to track all revenues and expenditures related to the referendum. The total expenditures in the new fund is approximately \$830,000 for costs associated with engineering, which will be supported by the \$15 million of revenue from the first bond issuance. The requested budget amendments in the Referendum Fund is for \$830,000 for expenditures and \$15 million to revenues. The Committee reviewed the request and Chairperson Martin motioned that the request be placed on the October 13th Board of Trustees meeting agenda and a second by Trustee Lewis. Motion passed by a roll call vote.
- **Other Business:** The Committee had a brief update about current expenditures related to utilities and an update on Village revenues.

- **Schedule Next Meeting:** Meeting confirmed to be at 5:15pm on November 4, 2025

Motion to adjourn by Trustee Scott Lewis and second by Chairperson Karen Martin.

There being no further business, the meeting was adjourned at 6:12 pm

Respectfully Submitted,
John Mastandona
Director of Finance

APPROVED:

DRAFT



AGENDA ITEM SUMMARY

FINANCE COMMITTEE

Finance Committee: November 4, 2025

AGENDA ITEM D.1.

To: Finance Committee

From: John Mastandona, Director of Finance

CC: Ellen Baer, Village Manager

RE: Authorizing Certain Expenditures From the Downtown South Tax Increment Financing District to Pay for Electrical Upgrades and Improvements for the Tower Green

Recommendation

Consider a recommendation to advance for review and discussion the authorization of funds from the Downtown South TIF District Fund (5201390) for electrical upgrades and improvements for the Tower Green for an amount not to exceed \$25,760.

Summary

Attached is a memo from Director of Municipal Services, Matt Supert, to the Properties & Recreation Committee. The memo provides background on the electrical upgrades and improvements. The project and approval will be presented to the Properties & Recreation Committee for consideration.

The project falls within the TIF Districts and is eligible to utilize TIF funds. Staff is requesting the Finance Committee to consider the use of TIF funds for the costs associated with the project.

All TIF expenditures must be authorized by the Village Board. The total amount of the request is not to exceed \$25,760.

This project was included in the Approved 2025 Budget.

Financial Impact

Account	5201390 62010
Fund	Downtown South TIF District
2025 Budget	\$40,000
Project Cost	\$25,760

Recommended Motion

I move to recommend to the Village Board the approval to authorize the use of funds from the Downtown South TIF District Fund (5201390) for electrical upgrades and improvements for the Tower Green for an amount not to exceed \$25,760.

Strategic Plan Alignment

File Attachments

1. Memo to P&R Committee_Electrical



AGENDA ITEM SUMMARY

PROPERTIES AND RECREATION COMMITTEE

Properties and Recreation Committee: November 3, 2025

AGENDA ITEM D.4.

To: Properties and Recreation Committee

From: Matthew Supert, Director of Municipal Services

CC: Ellen Baer, Village Manager

RE: Contract with Utility Dynamics Corporation for Tower Green Electrical Upgrades

Recommendation

Consider a recommendation to approve a contract with Utility Dynamics Corporation of Oswego, Illinois for electrical upgrades and improvements for the Tower Green for an amount not to exceed \$25,670.

Summary

Over the past several years, the Village has seen an increase in events utilizing the Tower Green. Events such as concerts, Gathering on the Green and others have demanded additional power needs so that the current outlets and circuits on the green cannot be provided. Village staff met with several electrical firms to provide a price for upgrading the electricity on the Tower Green.

A summary of the proposed scope of work is as follows:

- Remove and replace the concrete handhole and install a new outlet pedestal.
- Add outlets to existing tower lights
- Replace existing light poles and consolidate lighting circuits
- Install outlet boxes on lighting poles
- Install conduit between existing controller and outlet pedestal

The Village received quotes from two firms, Utility Dynamics Corporation and Twin Supplies LLC. Utility Dynamics Corporation provided the lowest cost proposed with a total price of \$25,670. This project will require the authorization of TIF funds and a budget amendment to be presented through the Finance Committee.

Financial Impact

Account 5201390 62010

Fund TIF

2025 Budget \$50,000.00

Project Cost \$25,670.00

Recommended Motion

I move to recommend to the Village Board the approval of a contract with Utility Dynamics Corporation of Oswego, Illinois for electrical upgrades and improvements for the Tower Green in an amount not to exceed \$25,670.00

Strategic Plan Alignment

Infrastructure Improvements

File Attachments

1. 10312025_Utility Dynamics Corporation

UTILITY DYNAMICS CORPORATION

23 COMMERCE DRIVE
OSWEGO, ILLINOIS 60543
e-mail: contact@utilitydynamicscorp.com

PHONE:
(630) 554-1722
FAX (630) 554-1185

ELECTRICAL CONTRACTORS • OVERHEAD LINE CONSTRUCTION • UNDERGROUND DISTRIBUTION SYSTEMS

September 4, 2025

#25-152

Village of Western Springs
740 Hillgrove
Western Springs, IL 60558

Attn: Mr. Christopher J. Breakey

Subject: Electrical Upgrades

Mr. Breakey:

Utility Dynamics Corporation ("UDC") is pleased to provide the Village of Western Springs with our proposal for the above referenced project. Our scope of work is as follows:

Remove and Replace Existing Concrete Handhole with New Outlet Pedestal

1. Breakdown existing concrete handhole below grade, and abandon.
2. Furnish and install (150 ft) of (4) #8 XLP cables in existing conduit between existing controller and concrete handhole.
3. Furnish and install 10" diameter concrete foundation for new outlet pedestal over abandoned concrete handhole.
4. Backfill void left by handhole with CA7 aggregate, sidewalk/brick paver restoration by others.
5. Furnish and install new outlet pedestal, Leviton 2PH18-2E with (2) 20 GFCI duplex outlets.
6. Furnish and install (2) single pole 20A breakers in existing controller.

Price: \$9,150.00

Add Outlets to (6) Existing Tower Lights

1. Furnish and install (6) WP outlet box between existing tower light and conduit stub.
2. Furnish and install (6) 20A GFCI duplex outlets.
3. Furnish and install (6) WP in-use covers.

Price: \$3,945.00

Resplice (15) Existing Light Poles to Consolidate (2) Lighting Circuits to (1) Circuit

1. Furnish and install (15) splice assemblies to (15) existing light poles.
2. Prep circuit for proposed outlet box being mounted on existing light pole.

Price: \$5,190.00

Install Outlet Box on Existing Light Pole

1. Furnish and install outlet box on existing light pole utilizing stainless steel banding and brackets.
2. Furnish and install (2) 20A GFCI duplex outlets.

Price: \$2,900.00

Alternate – Install New 1" HDPE Conduit Between Existing Controller and New Outlet Pedestal

1. Furnish and install (150 ft) of 1" HDPE via directional drilling.

Price: \$4,485.00

The following clarifications are applicable to our proposal:

1. Pricing is based upon our specific scope of work listed above.
2. Restoration is by others.

3. UDC does not include opening of any hard surface, if required it will be done so on a T&M basis.
4. The owner shall be responsible for locating any privately owned underground utilities/facilities. This includes any irrigation systems. UDC is not responsible for damage to any unknown or unmarked underground utilities/facilities.
5. Pricing is based upon performing all work under one trip to the site, with the work being performed in a continuous fashion.
6. Engineering, survey, layout to be provided by others.
7. We do not include any bonds, permits, license or special fees.
8. UDC is to be provided with unobstructed access to the site.
9. UDC includes basic traffic control devices (i.e. signs and cones/barricades). Any more extensive traffic control measures will require additional compensation to UDC.
10. UDC does not include any Temporary Facilities and Controls.
11. Our pricing is based upon stable soils at the site. We exclude boring, trenching or excavating in rock, sand, debris or other types of bad or unstable soils.
12. Temporary sheeting, shoring, piling, casings, etc. are not included.
13. We have not included any special dewatering; other than what might be expected as 'normal' 2" electric trench pumping, due to rains.
14. We do not include payment or performance bonds.
15. UDC's standard insurance coverage applies.
16. We do not include any concrete encasement or special backfill (stone, sand, etc.).
17. Pricing is based upon performing work during our normal straight time hours.
18. Pricing is based upon performing the work during non-winter conditions (i.e. <3" of frost, ice, snow)
19. Pricing is valid for consideration within 30 days from the date of this proposal. UDC reserves the right to extend the acceptance period, with necessary adjustments.
20. Payment terms are Net 30 days with no retention reduction.
21. The Village of Western Springs shall reimburse UDC for any attorney's costs/fees associated with UDC recovering payments due to us on this project.

Thank you for the opportunity to quote on the above project. Please contact me if you have any questions regarding this proposal.

Sincerely,
Utility Dynamics Corporation



Joseluis Guzman

This document contains information that is considered confidential or privileged. The information is intended to be for the use of the person or entity named above. Please be aware that any disclosure, copying, distribution or use of the contents of this document is prohibited.



AGENDA ITEM SUMMARY

FINANCE COMMITTEE

Finance Committee: November 4, 2025

AGENDA ITEM D.2.

To: Finance Committee

From: Matthew Supert, Director of Municipal Services

CC: Ellen Baer, Village Manager

RE: Budget Amendment: Water & Sewer Fund - Water Treatment Supplies

Recommendation

Consider a recommendation to approve the budget amendment for costs associated with water treatment supplies in the Water & Sewer Fund in the amount of \$85,000.

Summary

Over the past three quarters of 2025, the Water Treatment Plant has spent its budgeted allocation on the purchase of chemicals used in the treatment of water and operations. There have been three main factors which have caused this:

- 1. Cost Increase:** The Village has experienced an overall increase in 2025 of costs associated with the chemicals for water treatment. A Request for Bids will be published by the end of the year for a contract in 2026 to ensure the Village is retaining the best pricing while meeting or exceeding IEPA treatment requirements. The table below shows the costs associated with the four most purchased chemicals in the final treatment of water.
- 2. Increase in the gallons of Sodium Hydroxide used for treatment:** Sodium Hydroxide is used in the treatment process to balance or raise the pH of the water. The treatment plant targets the finished water entering the distribution system to have a minimum pH between 7.4 and 8.0. The optimal pH for minimizing metal leaching in drinking water systems is typically between 6.5 and 8.5, as recommended by the United States Environmental Protection Agency and the World Health Organization.
- 3. Well #4 Membrane Status:** As reported to the Public Works and Water Committee in August and September, the rejection and recovery of the membranes in the Well 4 reverse osmosis skid has diminished. The current condition of the membrane has required the increased use of chemicals for treatment, and the need for additional Clean-In-Place procedures. Municipal Services is anticipating replacing the membranes for both reverse osmosis units in January 2026. Further information, the Request for Proposals, and recommendations will be forthcoming by the end of the year.

Table 1: Costs associated with four most used water treatment chemicals

<u>Chemical</u>	<u>Cost per Gallon</u>
AWC A-102 Ultra	\$21.13
Azone 15 (Sodium Hypochlorite)	\$2.78
LPC-AM	\$14.59
Sodium Hydroxide 30% Diaphragm	\$4.96

To fulfill the anticipated quantities of chemicals in the operations and finished treated water for the remainder of the year, Municipal Services is requesting the change order to the vendor contract with Hawkins Chemicals increasing the total contract amount from \$250,000 to \$335,000 and a budget amendment of \$85,000.00 into 4302510 55600 (Chemicals) from the Water and Sewer Fund.

A separate change order for the Hawkins vendor contract is being presented to the Public Works & Water Committee for consideration.

Financial Impact

Account 4302510 55600
Fund Water System
2025 Budget \$250,000
Projected Cost \$335,000

Recommended Motion

I move to recommend to the Village Board the approval of the budget amendment for the costs associated with water treatment supplies in the amount of \$85,000.

Strategic Plan Alignment

None

File Attachments

1. Memo to PW&W Committee_Chemicals
2. Budget Amendment - Chemicals - 4302510 55600 - October 2025



AGENDA ITEM SUMMARY

PUBLIC WORKS AND WATER COMMITTEE

Public Works and Water Committee: November 4, 2025

AGENDA ITEM D.1.

To: Public Works and Water Committee

From: Ronald Derengowski, Water Plant Superintendent

CC: Matthew Supert, Director of Municipal Services, Ellen Baer, Village Manager

RE: Contract Change Order #1 - Hawkins Chemicals

Recommendation

Consider a recommendation to approve Change Order #1 in the amount of \$85,000 to the vendor contractor with Hawkins, Inc. for the purchase of additional chemicals for water treatment and production through the end of 2025.

Summary

Over the past three quarters of 2025, the Water Treatment Plant has spent its budgeted allocation on the purchase of chemicals used in the treatment of water and operations. There have been three main factors which have caused this:

- 1. Cost Increase:** The Village has experienced an overall increase in 2025 of costs associated with the chemicals for water treatment. A Request for Bids will be published by the end of the year for a contract in 2026 to ensure the Village is retaining the best pricing while meeting or exceeding IEPA treatment requirements. The table below shows the costs associated with the four most purchased chemicals in the final treatment of water.
- 2. Increase in the gallons of Sodium Hydroxide used for treatment:** Sodium Hydroxide is used in the treatment process to balance or raise the pH of the water. The treatment plant targets the finished water entering the distribution system to have a minimum pH between 7.4 and 8.0. The optimal pH for minimizing metal leaching in drinking water systems is typically between 6.5 and 8.5, as recommended by the United States Environmental Protection Agency and the World Health Organization.
- 3. Well #4 Membrane Status:** As reported to the Public Works and Water Committee in August and September, the rejection and recovery of the membranes in the Well 4 reverse osmosis skid has diminished. The current condition of the membrane has required the increased use of chemicals for treatment, and the need for additional Clean-In-Place procedures. Municipal Services is anticipating replacing the membranes for both reverse osmosis units in January 2026. Further information, the Request for Proposals, and recommendations will be forthcoming by the end of the year.

Table 1: Costs associated with four most used water treatment chemicals

<u>Chemical</u>	<u>Cost per Gallon</u>
AWC A-102 Ultra	\$21.13
Azone 15 (Sodium Hypochlorite)	\$2.78
LPC-AM	\$14.59
Sodium Hydroxide 30% Diaphragm	\$4.96

To fulfill the anticipated quantities of chemicals in the operations and finished treated water for the remainder of the year, Municipal Services is requesting the change order to the vendor contract with Hawkins Chemicals increasing the total contract amount from \$250,000 to \$335,000 and a budget amendment of \$85,000.00 into 4302510 55600 (Chemicals) from the Water and Sewer Fund.

A separate budget amendment is being presented to the Finance Committee for review and consideration.

Financial Impact

Water and Sewer Fund
4302510 55600 (-\$85,000)
Chemicals

Recommended Motion

I move to recommend to the Village Board the approval of Change Order #1 in the amount of \$85,000 to the vendor contractor with Hawkins, Inc. for the purchase of additional chemicals for water treatment and production through the end of 2025.

Strategic Plan Alignment

N/A

File Attachments

1. Hawkins Chemical - 2025 Vendor Contracto Change Order 1

CHANGE ORDER NO. 1

Owner: **Village of Western Springs**
 Engineer:
 Contractor:
 Project:
 Contract Name: **Water Treatment
 Plant Chemical Purchase**
 Date Issued: **03/24/25**

Owner's Project No.: **N/A**
 Engineer's Project No.: **N/A**
 Contractor's Project No.: **N/A**

The Contract is modified as follows upon execution of this Change Order:

Description: **Increase in the not to exceed amount of the contract to \$335,000**

Attachments: **N/A**

Change in Contract Price	Change in Contract Times [State Contract Times as either a specific date or a number of days]
Original Contract Price: \$ <u>250,000</u>	Original Contract Times: Substantial Completion: _____ Ready for final payment: _____
Increase from previously approved Change Orders to No 1. \$ <u>0</u>	[Increase] [Decrease] from previously approved Change Orders Substantial Completion: _____ Ready for final payment: _____
Contract Price prior to this Change Order: \$ <u>250,000</u>	Contract Times prior to this Change Order: Substantial Completion: _____ Ready for final payment: _____
Increase this Change Order: \$ <u>85,000</u>	[Increase] [Decrease] this Change Order: Substantial Completion: _____ Ready for final payment: _____
Contract Price incorporating this Change Order: \$ <u>335,000</u>	Contract Times with all approved Change Orders: Substantial Completion: _____ Ready for final payment: _____

Recommended by

By: Ron Derengowski
 Title: Water Plant Superintendent
 Date: 10/29/25

Accepted by Contractor

Approved by Funding Agency (if applicable)

By: Matthew Supert
 Title: Director of Municipal Services
 Date: 10/29/25

**VILLAGE OF WESTERN SPRINGS
BUDGET TRANSFER/AMENDMENT FORM**

Requested by: Matthew Supert
Date: 10/29/25

FINANCE USE ONLY:
APPROVED:

FROM ACCOUNT: <i>(decrease)</i>			TO ACCOUNT: <i>(increase)</i>		
NUMBER	DESCRIPTION	AMOUNT	NUMBER	DESCRIPTION	AMOUNT
			4302510 55600	Chemicals	\$85,000.00

Village Manager _____ Da
Director of Finance _____ D

REASON: _____

REASON: Increased pricing in 2025 for chemicals and additional NaOH treatment to increase pH and effectiveness of corrosion control

DATE ENTERED
____/____/____

NUMBER _____ DESCRIPTION _____ AMOUNT _____

NUMBER _____ DESCRIPTION _____ AMOUNT _____

By: _____

REASON: _____

REASON: _____

Resolution Required:
Yes _____
Resolution # _____
No _____

NUMBER _____ DESCRIPTION _____ AMOUNT _____

NUMBER _____ DESCRIPTION _____ AMOUNT _____

Budget Transfer # _____

REASON: _____

REASON: _____

Page _____ of _____

NUMBER _____ DESCRIPTION _____ AMOUNT _____

NUMBER _____ DESCRIPTION _____ AMOUNT _____

REASON: _____

REASON: _____