



AGENDA ITEM EXECUTIVE SUMMARY

Title: Four Season - Corridor Improvement Grant for Warwick Publishing Companies

Presenter: Matthew O'Rourke

Please check appropriate box:

	Government Operations		Government Services
X	Planning & Development (4-11-11)		City Council
	Public Hearing		

Estimated Cost:	\$1,000.00	Budgeted:	YES	X	NO
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If NO, please explain how item will be funded:

Executive Summary:

Warwick Publishing, applicant, located at 2601 E. Main Street has requested a Four Season - Corridor Improvement Grant for landscape improvements around in front of their headquarters south of E. Main Street.

The Four Season – Corridor Improvement Grant program was created to provide small grants for property owners to create year-round decorative landscape treatments. The four-season grant differs from the typical corridor grant, as there are no required matching funds. Instead, there is a maximum dollar amount of \$1,000 to be used for plant materials and labor.

The Corridor Improvement Commission reviewed the design and recommended approval of the grant on April 6, 2011.

Attachments: *(please list)*

Draft Corridor Improvement Agreement.
CIC Resolution 2-2011

Recommendation / Suggested Action *(briefly explain):*

Staff recommends approval of the Four Season - Corridor Improvement Grant for Warwick Publishing Companies.

For office use only:

Agenda Item Number:

City of St. Charles
CORRIDOR IMPROVEMENT AGREEMENT

2601 E. Main Street
(Warrick Publishing Companies)

THIS AGREEMENT, entered into this 18th day of April, 2011, between the City of St. Charles, Illinois (hereinafter referred to as "CITY") and the following designated APPLICANT, to wit:

APPLICANT Name: **Warrick Publishing Companies**

Address of Property to be Improved: **2601 E. Main Street**

PIN Number(s): **09-26-426-011**

Property Owner's Name: **Warrick Publishing Companies**

WITNESSETH:

WHEREAS, the CITY has established a **Four Season Corridor Improvement Program** to provide \$1,000 grants for landscaping and related improvements within the Randall Road, Main Street, and Kirk Road corridors of the CITY; and

WHEREAS, Warrick Publishing Companies, APPLICANT, desires to install landscaping and related improvements to the above-described property that are eligible for reimbursement under the Corridor Improvement Program; and

WHEREAS, said Four Season Corridor Improvement Program is administered by the CITY with the advice of the Corridor Improvement Commission and is funded from the general fund for the purposes of improving the aesthetics of the commercial corridors of the CITY and preventing blight and deterioration; and

WHEREAS, the above-described property for which the APPLICANT seeks a grant is located within the area eligible for participation in the Four Season Corridor Improvement Program.

NOW, THEREFORE, in consideration of the mutual covenants and agreements obtained herein, the CITY and the APPLICANT do hereby agree as follows:

SECTION 1: The APPLICANT understands and agrees that only the cost of eligible improvements located at 2601 E. Main Street on parcels with the following PIN(s) 09-26-426-011, and landscape design fees associated with those improvements, shall be considered reimbursable as shown in Exhibits II and III. The CITY will reimburse the APPLICANT up to \$1,000 of the cost of labor, materials and equipment necessary to install landscaping and related improvements in accordance with the approved plans, specifications and cost estimates attached hereto as Exhibit "I" (the "Improvements"), but in no event more than the maximum amounts as defined below:

Landscape improvements cost: \$1,002.32 City's Share: not to exceed \$1,000

Labor by the APPLICANT ("sweat equity") is not a reimbursable expense. All Improvements shall be installed in accordance with Exhibit I, subject to minor revisions as may be approved by a representative of the Corridor Improvement Commission due to availability of landscape plants, field conditions not known at the time of design, and similar circumstances beyond the APPLICANT's control.

SECTION 2: The Director of Community Development, or designee, shall inspect the Improvements installed pursuant to this Agreement. Such inspection shall not replace any required permit inspections by the CITY. All work that is not in conformance with the approved plans and specifications shall be remedied by the APPLICANT and deficient or improper work shall be replaced and made to comply with the approved plans and specifications and the terms of this Agreement.

SECTION 3: Upon completion of the Improvements and upon their final inspection and approval by the Director of Community Development, or designee, the APPLICANT shall submit to the CITY a properly executed and notarized contractor statement showing the full cost of the Improvements as well as each separate component amount due to the contractor and each and every subcontractor involved in furnishing labor, materials or equipment in the work. In addition, the APPLICANT shall submit to the CITY proof of payment of the contract cost pursuant to the contractor's statement and final lien waivers from all contractors and subcontractors. The CITY

shall, within thirty (30) days of receipt of the contractor's statement, proof of payment and lien waivers, the landscape architect's statement, and "before" and "after" pictures of the property, reimburse the APPLICANT for the 50% of the actual construction and materials cost or the maximum amount specified in this Agreement, whichever is less, and for 75% of the landscape designer's fee or the maximum amount specified in this Agreement, whichever is less.

At its sole discretion, CITY may reimburse APPLICANT in two payments. The first reimbursement may be made only

- 1) upon completion of Improvements representing 40% or more of the maximum reimbursement specified in Section 1 hereof and,
- 2) upon receipt by CITY of the landscape designer's invoices, contractor's statements, proof of payment and notarized final lien waivers for the completed Improvements and,
- 3) upon a determination by the Director of Community Development, or designee, that the remainder of the Improvements are expected to be delayed for thirty days or more following completion of the initial work due to weather, availability of materials, or other circumstances beyond the control of the APPLICANT. The second, final reimbursement payment shall be made by CITY only upon submittal of all necessary documents as described herein.

SECTION 4: All Improvements must be completed within 270 days after the approval of this Agreement by the City Council, unless otherwise authorized by the CITY. Extensions may be approved by the Director of Community Development, prior to the expiration of the said 270 days. Projects which have not received an extension and have not been completed within 270 days will not receive funding.

SECTION 5: If the APPLICANT or his contractor fails to complete the Improvements provided for herein in conformity with the approved plans and specifications and the terms of this Agreement, then upon written notice being given by the Director of Community Development to the APPLICANT, by certified mail to the address listed above, this Agreement shall terminate and the financial obligation on the part of the CITY shall cease and become null and void.

SECTION 6: Upon completion of the Improvements pursuant to this Agreement and for a

period of five (5) years thereafter, the APPLICANT shall be responsible for properly maintaining such Improvements in finished form and without change or alteration thereto, as provided in this Agreement, and for the said period of five (5) years following completion of the construction thereof, the APPLICANT shall not enter into any Agreement or contract or take any other steps to alter, change or remove such Improvements, or the approved design thereof, nor shall APPLICANT undertake any other changes, by contract or otherwise, to the Improvements provided for in this Agreement unless such changes are first approved by the Corridor Improvement Commission. Such approval shall not be unreasonably withheld if the proposed changes do not substantially alter the original design concept of the Improvements as specified in the plans, design drawings and specifications approved pursuant to this Agreement.

If within the 5-year maintenance period plant materials are damaged by automobiles, wildlife, acts of nature, or stolen or any other cause, the APPLICANT shall install and pay for replacements.

OWNER agrees to provide regular maintenance of the property for a minimum of five years following completion of construction in a condition that is weed free, properly edged and mulched as specified in the original design, and maintained with the same type and quantity of plant material initially installed, unless a modification to the plan is approved by the Corridor Improvement Commission.

In the event of inadequate maintenance, the CITY shall give the owner reasonable notice of conditions to be corrected. In the event that substandard maintenance still exists after thirty (30) days, OWNER shall repay the CITY all grant funds received pursuant to this Agreement and pay all costs and fees, including attorney fees, of any legal action taken to enforce the maintenance of the Improvements.

SECTION 7: The APPLICANT covenants and agrees to indemnify and hold harmless the CITY and its officials, officers, employees and agents from and against, any and all losses, claims, damages, liabilities or expenses, of every conceivable kind, character and nature whatsoever arising out of, resulting from or in any way connected with directly or indirectly with the Corridor Improvement(s) which are the subject of this Agreement, including but not limited to actions arising from the Prevailing Wage Act (820 ILCS 30/0.01 et seq.) The APPLICANT further covenants and

agrees to pay for or reimburse the CITY and its officials, officers, employees and agents for any and all costs, reasonable attorneys' fees, liabilities or expenses incurred in connection with investigating, defending against or otherwise in connection with any such losses, claims, damages, liabilities, or causes of action. The CITY shall have the right to select legal counsel and to approve any settlement in connection with such losses, claims, damages, liabilities, or causes of action. The provisions of this section shall survive the completion of said Corridor improvement(s).

SECTION 8: Nothing herein is intended to limit, restrict or prohibit the APPLICANT from undertaking any other work in or about the subject premises, which is unrelated to the Improvements provided for in this Agreement.

SECTION 9: This Agreement shall be binding upon the CITY and upon the APPLICANT and its successors and assigns with respect to the property on which the Improvements are installed, for a period of five (5) years from and after the date of completion and approval of the Corridor improvement provided for herein. It shall be the responsibility of the APPLICANT to inform subsequent owners and lessees of the provisions of this Agreement.

IN WITNESS THEREOF, the parties hereto have executed this Agreement on the date first appearing above.

APPLICANT

PROPERTY OWNER
(if different from APPLICANT)



PRINCIPAL

CITY OF ST. CHARLES: _____
Mayor

ATTEST: _____
City Clerk

Applicant contact information:
Phone: _____
Fax: _____
Email: _____

Property Owner's information, if different than applicant:
Phone: _____
Fax: _____
Email: _____

Exhibit I

The Corridor Improvement Grant Program will reimburse property owners for design consultant fees according to which of the three grant programs the property owner has applied for:

Corridor & Downtown Grants

Corridor Grants are chosen each year by the Corridor Improvement Commission and approved by the City Council. The grant recipient will pay for the first 25% of the design cost and the grant would pay up to a cap amount based upon linear footage of the property along the Corridor Roadway (Main, Kirk, or Randall, SSA1B); as noted in the chart below:

Grant Funding for Design of Corridor Grants		
Linear Footage of Property on a Corridor Roadway (Main, Kirk, Randall, SSA1B)	Owner Pays	Commission will Pay
< 200 feet	First 25% of Total design Costs	Up to \$2,000
201 – 500 feet	First 25% of Total design Cost	Up to \$3,000
501 + feet	First 25% of Total design Cost	Up to \$4,000

Four Season Grants

The Corridor Improvement Program does not pay for design services. These grants provide up to \$1,000 for soil, labor, plant materials and mulch.



Exhibit II

March 29, 2011

Warwick Publishing Co
2601 E Main St
St Charles, IL 60174

Proposal: 11 01
Front Yard Bed Enhancements
2601 E Main St
St Charles, IL 60174

EVERGREEN LANDSCAPE ASSOCIATES LLC proposes to supply and install the following:

1. Front Yard Bed Enhancements

The two existing kidney shaped Front Yard Beds will be sprayed with round-up prior to planting, to enlarge beds and eliminate the turf.

The existing sedum and daylilies will be divided and relocated within the existing beds. The beds will be enhanced with grasses per the design and finished with soil and mulch.

Quantity	Size/Units	Description
29	1 Gal. Cnt	Northwind Switch Grass
	1.00 cuyd	Blended Mulch
	1.50 cuyd	Topsoil pulverized per yard
6.00		Transplant existing plant material
1.25		Round-Up the enlargement of the two existing front beds prior to planting

Contract Total: \$1,002.32

Terms and Conditions:

Plant Warranty: (3) year warranty on trees and shrubs from date of installation.
(1) year warranty on spaded trees, perennials, bulbs, groundcover, and aquatic plants.
These warranties are in effect providing that the owner supplies proper care, watering, and maintenance.

Hardscape Warranty: (5) year warranty on workmanship of hardscapes.
(1) year warranty on hardscapes installed in the overdig of the foundation if settlement occurs.

This warranty does not extend to damage resulting from vandalism, rodents, owner's neglect, and other factors beyond the control of EverGreen Landscape.

Lighting:

- Lighting cable quantity is estimated and shall be invoiced as actually used to complete the project.
- Power sources may need to be upgraded by a licensed electrician which is not a part of this proposal.
- Homeowner is responsible for village or city permit fees above and beyond contract amount.
- EverGreen Landscape is not responsible for damage to unmarked irrigation lines or underground dog fences.
- If a specific plant is unavailable, we reserve the right to substitute with comparable plant material.

EVERGREEN LANDSCAPE ASSOCIATES LLC

DESIGN • CONSTRUCTION • MAINTENANCE



48W811 MELMS ROAD, HAMPSHIRE, IL 60140
(847) 683-9933 FAX: (847) 683-9991

Warwick Publishing Co : 11 01 - Front Yard Bed Enhancements

- We take precautions to prevent damage to driveways, but minor surface blemishes may result from construction.
- Any deletions or additions to proposal will alter final amount. Any changes by owner to be in writing.

Payment:

- Owner shall pay EverGreen Landscape 30% of the proposal amount upon the execution of this agreement and balance in full upon issuance of the final invoice.
- Visa and Mastercard accepted up to \$2500. Any charges above this amount placed on a credit card will be charged a 3% processing fee.
- If final payment is not received as described above, the warranty will be null and void and the owner will pay interest on the balance due at the rate of 1.5% per month, an annual rate of 18%. Owner also agrees to pay expenses incurred in collecting unpaid balances, including but not limited to, court costs and attorney's fees.

To accept this agreement, please sign, date, and return the enclosed duplicate of this contract with your deposit. Work will be scheduled upon receipt of deposit and signed contract.

Thank you for the opportunity to submit this proposal,

EverGreen Landscape Associates LLC

ACCEPTED: _____

DATE: _____

This proposal is valid for 30 days.

WARWICK PUBLISHING
2601 E Main ST.
ST. CHARLES, IL 60174
584-3871



Exhibit III



ADD
G-grasses
S/D-
Relocate
existing
Plants
Sedum &
daylilies



Data Source:
City of St. Charles, Illinois
Kane County, Illinois
Dupage County, Illinois



Projection: Transverse Mercator
Coordinate System: Illinois State Plane East
North American Datum 1983

0 33 66 ft.

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By: C:\asomark

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Exhibit IV
Agreement to Engage in Maintenance for Five Years

OWNER agrees to maintain the property in a condition substantially similar to the condition prevalent when final inspection is made by the City's Landscape Architect Consultant and approval is granted by the City's Community Development Director for a period of at least five (5) years. The property will remain weed free, properly edged and mulched, as specified in the original design, and maintained at a minimum with the same type and quantity of plan material initially installed unless a modification to the plan is brought to and agreed upon by the Commission.

In the event of substandard maintenance, the CITY shall give the owner reasonable notice of conditions to be corrected within thirty (30) days. In the event that substandard maintenance still exists, OWNER agrees to repay the CITY the monies initially allocated to the OWNER by the CITY and to pay all costs and fees, including attorney fees, of any legal action taken to enforce this maintenance agreement.

City of St. Charles, Illinois

Corridor Improvement Commission Resolution No. 2-2011

**A Resolution Recommending Approval of
A Corridor Improvement Grant Application**

(2601 W. Main Street – Warwick Publishing Companies)

WHEREAS, it is the responsibility of the St. Charles Corridor Improvement Commission to review applications for the Corridor Improvement Grant Program; and

WHEREAS, the Corridor Improvement Commission has reviewed the following Corridor Improvement proposal for: 2601 E. Main Street; and

WHEREAS, the Corridor Improvement Commission finds approval of said Corridor Improvement proposal to be in the best interest of the City of St. Charles and provided the applicant complies with the specific conditions listed in Exhibit "A" attached hereto:

NOW THEREFORE, be it resolved by the St. Charles Corridor Improvement Commission to recommend to the City Council approval of the Corridor Improvement application listed above with the conditions listed in Exhibit "A".

Roll Call Vote:

Ayes: English, Allen, Schuetz, Deschene

Nays: None

Abstain: Potts

Absent: Kane

Motion Carried.

PASSED, this 6th day of April, 2011.

Chairman

EXHIBIT A

REVIEW COMMENTS

1. Follow plan as presented. Any changes must be reviewed and approved by the Corridor Improvement Commission