



AGENDA

President and Board of Trustees
Village of Arlington Heights
Board Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
December 17, 2018
8:00 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. APPROVAL OF MINUTES

- A. Committee of the Whole 10/22/2018
- B. Committee of the Whole 11/14/2018
- C. Committee of the Whole 11/15/2018
- D. Village Board 12/03/2018
- E. Committee of the Whole 12/10/2018

V. APPROVAL OF ACCOUNTS PAYABLE

- A. Warrant Register 12/15/2018

VI. RECOGNITIONS AND PRESENTATIONS

- A. Recognition of State Representative David Harris

VII. PUBLIC HEARINGS

VIII. CITIZENS TO BE HEARD

Anyone wishing to speak on a subject not on the Agenda should fill out a card, located in the back of the room, and hand it to the Village Clerk. Please limit your comments to three minutes.

IX. OLD BUSINESS

- A. Report of the Committee-of-the-Whole Meeting of December 10, 2018

Proposal to Increase the Minimum Age for the Sale and Purchase
of Tobacco Products to 21

X. CONSENT AGENDA

This Agenda consists of proposals and recommendations that, in the opinion of the Village Manager, will be acceptable to all members of the Board of Trustees. The purpose of this Agenda is to save time by taking only one roll call vote instead of separate votes on each item. Consideration of this Consent Agenda will be governed by the following rules and procedures prior to roll call vote:

1. Any Trustee who wishes to vote "no" or "pass" on any Consent Agenda items should so indicate.
2. Upon the request of any one Trustee, any item will be removed from the Consent Agenda and considered separately after adoption of the Consent Agenda.
3. Citizens in the audience may ask to remove any item on this Consent Agenda.
4. One roll call vote will be taken and will cover all remaining Consent Agenda items.

CONSENT APPROVAL OF BIDS

- A. Pavement Management Services
- B. Microfiche Permit Scanning Project
- C. Elevator and Stairwell Cleaning - Contract Extension 2018
- D. Station 17 Emergency Generator Upgrade and Replacement - Design Services
- E. Emergency Repairs to Melas Park Stormwater Pump #2
- F. Northwest Highway Beautification

CONSENT LEGAL

- A. An Ordinance Authorizing the Sale of Surplus Personal Property Owned by the Village of Arlington Heights (Public Works equipment)
- B. An Ordinance Designating a Two-Way Stop Street (Walnut Ave to stop for Fairview St)

XI. APPROVAL OF BIDS

XII. NEW BUSINESS

- A. BCRB - Proposed variance request from Chapter 23, Section 23-402[F] 903.2
- B. BCRB - Proposed variance request from Chapter 23, Section 903.2.8 and 703.2
- C. BCRB - Proposed Modification to Village Code Chapters 23 and 27

- D. Arlington Executive Plaza - 3335-3395 N. Arlington Heights Rd. -
PC#18-022
Amendment to PUD, Parking Variation

XIII. LEGAL

XIV. REPORT OF THE VILLAGE MANAGER

XV. APPOINTMENTS

XVI. PETITIONS AND COMMUNICATIONS

XVII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact David Robb, Disability Services Coordinator, at 33 S. Arlington Heights Road, Arlington Heights, Illinois 60005, (847)368-5793 (Voice), (847)368-5980 (Fax) or drobb@vah.com.



Item: Committee of the Whole 10/22/2018

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Committee of the Whole 10/22/2018	Minutes

**MINUTES
COMMITTEE-OF-THE-WHOLE
PRESIDENT AND BOARD OF TRUSTEES
VILLAGE OF ARLINGTON HEIGHTS BOARD ROOM
MONDAY, OCTOBER 22, 2018 7:30 P.M.**

BOARD MEMBERS PRESENT: President Hayes; Trustees: Baldino, Blackwood, LaBedz, Scaletta, Sidor and Tinaglia

BOARD MEMBERS ABSENT: Rosenberg, Glasgow

STAFF MEMBERS PRESENT: Randy Recklaus, Village Manager; Diana Mikula, Assistant Village Manager, Village Attorney, Charles Perkins, Director of Planning and Community Development; Bill Enright, Deputy Director of Planning and Development; Kim Peterson, Recording Secretary

SUBJECTS:

A. Downtown Parking Study

Other Business

Adjournment

President Hayes called the meeting to order at 7:30 PM. The Pledge of Allegiance was recited.

A. Downtown Parking Study

President Hayes began by first acknowledging the importance of this agenda item and then thanked Rich and Associates for the fine job they did preparing the rather lengthy and detailed report.

Mr. Recklaus explained how the downtown parking system is very complex and the needs of the commuters, downtown residents, downtown retail, entertainment and restaurant customers and employees, must be balanced. In an effort to efficiently manage existing and future parking demands, The Village Board, as part of the Strategic Priority Process, directed staff to conduct a comprehensive assessment of the downtown parking needs, according to Mr. Recklaus. As part of this study, a survey was made available to the various downtown user groups, which yielded over 1,400 individual responses with varying perspectives. The Village also hired Rich and Associates, who collected and analyzed large amounts of data about our current parking system and how it is being used. Mr. Recklaus clarified the intention of this meeting is to get some general direction from the Board regarding the recommendations that were made and to gain an understanding of the Board's

feelings about the findings of the study.

Mr. Recklaus introduced Mr. David Burr, of Rich and Associates, who would be providing an overview of the parking study. Mr. Burr explained how he will be discussing the detailed approach Rich and Associates took in conducting this study, some of the key survey results, their independent analysis of the North and South sides of the downtown area, more specifically parking supply and demand on each side of the railroad tracks, as well as some of their recommendations.

Mr. Burr stated that Rich and Associates began collecting data back in April and did an initial assessment of the existing parking accommodations in the downtown area at that same time. His company then went on to conduct some very detailed utilization counts beginning in May. Mr. Burr then described the unique conditions on both the North and South sides of the downtown area that create very different parking demands.

Mr. Burr next referenced some of the key points of the online survey; including the percentage of those who use Village parking resources, i.e. Village parking garages, Village parking lots and on-street spaces, which was 90%, how many visits an individual makes per trip, which was just under two, the average length of stay per visit, which was 3 hours and 22 minutes, although this total took into account those who stayed in the area for more than five hours, which led Rich and Associates to modify this total to two 2 hours and 47 minutes, as these individuals were clearly there for other reasons than to utilize the downtown services. Of those who responded to the survey, 325 were downtown residents. These residents were specifically asked if they have a designated parking spot, which 25% said they did. More than 50% said they use the residential parking permitted spots in one of the Village parking garages. These same residents were asked if their guests are able to find parking when they visit, which 50% answered that there typically is parking available for their guests. These residents were then asked where their guests park, which 62% replied on the street. Mr. Burr felt it was important to note that these spots are limited to two hour parking. Downtown employees were also surveyed in regards to their mode of transportation to work and where they park. Forty-seven responses were received and of those responses, 97% indicated they drive their own vehicle and 100% indicated they use Village parking facilities when parking their vehicle.

Mr. Burr discussed the South side of the downtown area and indicated that there are 2,800 parking spaces, with 62% of them being publicly available. This percentage meets the benchmark for what is considered adequate for community controlled parking. The majority of these parking spaces are located in the three Village parking facilities. Mr. Burr went on to explain how he and his team collected their data, which consisted of nine survey dates, three dates in May, three dates in June and three dates in July. The team studied the same days of the week each month, Thursday, Friday and Saturday, from 6:00 a.m. to 2:00 a.m. each day, which really gave them good insight as to how the parking operated. Virtually all on-street parking was counted, with the peak day being Friday from 7:00 p.m. to 8:00 p.m. During this time, 80% of the available public parking spaces were

occupied and nearly 100% of the on-street parking spaces were occupied. There were parking spaces available in the Vail parking garage, however these spaces were located on the upper floors, which most likely indicated individuals were not willing to travel up to these floors to look for available spaces. The peak occupancy in general on the South side was in the evening, and when you look at the supply and demand factor, there is a demand for 2,409 parking spaces, with a surplus of 200 spaces, according to Mr. Burr. When looking at future demands for parking, the new restaurant Hey Nonny, was not open yet, and therefore not calculated into these totals. Also, if the Metropolis Ballroom were to host a larger event, the total demand for parking spaces would increase. Another demand on parking spaces could come from future development of the vacant parcel of land just west of the Vail parking garage, which could potentially bring the number of available parking spaces into the negative numbers.

Mr. Burr next discussed the North side of the downtown area, indicating that there are 2,343 parking spaces, with 64% of them being publicly available. Commuters use the majority of these spaces, which coincides with the peak day and time, Thursday from 1:00 p.m. to 2:00 p.m. During this time, 70% of the available public parking spaces were occupied and 50% of the on-street parking spaces were occupied. The peak occupancy in general on the North side was during the day, and when you look at the supply and demand factor, there is a demand for 1,489 parking spaces, with a surplus of 500 spaces, according to Mr. Burr.

Following the completion of the downtown parking study, Mr. Burr believes there is adequate parking in the downtown area; it just needs to be managed better. Rich and Associates offered several recommendations to achieve this goal, including improving signage. Signs are critical when it comes to directing individuals to where available parking is, other than the streets. There should be signs that light up attached to each parking garage indicating that public parking is available there and the signs should be large enough so they can be seen from several blocks away, according to Mr. Burr. The signage inside the parking garages should be clear and consistent so individuals know exactly what the parking rules are for any particular level and/or space. Another recommendation was to assign names to the various parking garages, i.e. the Vail Street Parking Garage, as it helps people remember where they parked. In addition, the installation of parking guidance signs, that indicate how many parking spaces are available and what levels these spaces are on, would be extremely helpful, especially for those individuals who do not want to enter a parking garage and drive up to the upper levels not knowing for sure if spaces are even available.

In regards to payment recommendations there are a couple of options available that would help streamline the payment process, including the installation of pay stations, which would eliminate the existing antiquated system, or partner with a pay-by-provider, whereby individuals can use a mobile app to pay their parking. The Village parking spaces are already numbered; therefore transitioning to a new system like one of these would be relatively easy and inexpensive.

Another recommendation is to extend the two-hour on-street parking limit until

8:00 p.m., which may make an employee think twice about parking in one of these prime parking spaces, and if this does not help manage on-street parking in the evening, consider a monetary system. In addition, periodic checks of the on-street stall markings should be made to ensure individuals are parking in the designated spots and not accidentally taking up more than one spot. Additionally, reducing the four-hour parking limit in the North and Vail garages to three hours might help alleviate any misuse by employees. Other recommendations included, changing the commencement of free parking to 3:00 p.m. from 12:00 noon and assigning commuter and merchant permit holders to the fourth and fifth floor of the Vail Parking Garage. During special events, seek opportunities to use church lots or other private parking areas, consider the use of shuttle buses and use signs to direct patrons to available parking.

Rich & Associates also recommended marketing the Village Hall garage, as it has nearly 200 parking spaces and would be ideal for restaurant employees to park in the evening, as well as Lot A for additional parking in the evening. In addition, the Village should look to collaborate with private businesses, particularly banks, to use their parking as public parking after hours. The Village should use the existing parking as efficiently as possible before adding additional parking, according to Mr. Burr.

Lastly, the Village should continue to monitor the use of handicap accessible parking to ensure compliance with ADA requirements, particularly for on-street parking. The Village should also consider shared use in the determination of parking needs, as well as encourage developers of residential parking to “unbundle” parking from the price of the units.

Mr. Enright indicated that the recommendations heard thus far, are entirely from the consultant and should not be misconstrued as the Village’s recommendations. There are, however, certain recommendations that the Village would like to implement fairly soon, depending on the budget. These changes would be classified as Phase One Improvements and would include installing additional pylon signs on the North and Vail garages, as well as a series of signs that are on poles adjacent to some of the surface lots the Village controls. Staff has come up with some preliminary designs and received quotes of what it would cost to do some of this signage. Mr. Enright provided an example of what the pylon/blade signs would look like and indicated that there is \$25,000 in the current fiscal budget that would cover the cost of these signs, which were quoted at \$22,000. If these signs were hung at the right height, the parking garages would be much easier to identify. Mr. Enright also provided some examples of what the entry signs to the surface lots would look like. Some of the costs involved to implement these Phase One Improvements, include two blade signs, one for the Vail garage and one for the North garage, at \$22,000 each and pole mounted signs for the entrances to the Evergreen garage and Lots A, E and H, totaling \$84,000. Mr. Enright also discussed the need to clearly indicate the parking garage levels by simply painting on the beams, columns and stairs. The cost for the parking guidance system is \$100,000, which staff is recommending only for the Vail garage right now. The use of electronic pay stations is something staff has been researching for quite some time;

therefore, they will continue to evaluate what system will work best for our Village, if the Board chooses to move forward with this improvement. The cost of an electronic pay system is approximately \$170,000. The final recommendation staff would like to implement involves marketing and re-assigning merchant parking spaces to the fourth and fifth levels of the parking garages. Staff is currently looking into different funding sources, as the total cost of these Phase One Improvements is \$420,000. Staff is not recommending charging for on-street parking at this time, although they may revisit this option at some point in the future. Staff is considering moving the enforcement time to 8:00 p.m., according to Mr. Enright.

Mr. Recklaus reminded the Board, that at this point, staff is simply looking for direction to develop an implementation plan.

President Hayes thanked Mr. Enright for explaining how the parking guidance signs work, and thanked Mr. Burr, and Rich and Associates, for the detailed report along with the very comprehensive list of recommendations. President Hayes commented on how frustrating it is for him when he receives complaints from non-residents who come into Arlington Heights to enjoy a movie or dinner and then receive a parking ticket mainly because they misunderstood the current signage. President Hayes definitely thinks this was money well spent.

Trustee Tinaglia asked Mr. Enright what he believes to be the most significant finding that came out of the downtown parking study. Mr. Enright first acknowledged how successful the downtown area is, which is reflected in the parking demand, specifically on the South side, but the key point of this study is that although there is sufficient parking in the downtown area, it needs to be utilized more efficiently. The Village needs to articulate where the parking is and when it is available to everyone, as well as do a better job promoting some of the parking lots and the Village Hall garage during special events.

Trustee Tinaglia asked Mr. Burr the same question in regards to what he feels is the most important finding from this study, which Mr. Burr stated that the key to a successful parking system is how it is managed. All parking systems must have rules, and different user groups need to park where they should be parking in order to allow the parking system to operate as efficiently as possible.

Trustee Tinaglia was very happy that this study was conducted, as he too occasionally struggles with where he should park in the downtown area, even though he's lived here all of his life. Trustee Tinaglia was pleased with the recommendations Rich and Associates, and staff, made. Referring to the study results, Trustee Tinaglia was quite surprised with the number of available parking spaces during the peak day and time in the Vail garage, and questioned if the two-hour time limit should be increased to three hours, since the modified average stay is 2 hours and 47 minutes. Mr. Burr stated that the two-hour time limit for on-street parking is appropriate, as you want those parking spaces to continue to turn over, and anyone visiting the area for more than two hours should be parking in one of the garages or lots.

Lastly, Trustee Tinaglia liked the idea of reassigning and relocating, the pay-by-phone system, as well as the parking guidance sign, which he feels alone would be a huge improvement.

Trustee Scaletta asked if the pay-by-phone system would only be used for the daily fee spaces, which Mr. Recklaus stated that is correct. Trustee Scaletta thanked Mr. Burr for the study his team conducted and for the subsequent report. Trustee Scaletta next asked if the daytime surplus spaces on the South side of town would disappear if the AT&T building were to become occupied. Mr. Burr indicated that if the AT&T building were to be redeveloped into office space, there is an agreement with the Village for 187 permit spaces, which would most likely be in the Vail garage. Even if these spaces were to be taken, there is still capacity during the daytime hours. The issue with available parking on the south side is in the evening, according to Mr. Burr. Trustee Scaletta expressed his concern with the parking surplus being reduced with the opening of Hey Nonny, as this study was conducted before it opened.

Trustee Scaletta asked Mr. Burr how the Village could potentially use the private parking lots in the downtown area, and Mr. Burr suggests the Village start a dialogue with the business owners and ask what it would take to use their lots during the evening and weekend hours.

Trustee Scaletta also asked about valet drivers and the possibility of these services utilizing private lots. Mr. Burr only observed one valet operation in the downtown area, but does believe that could be a practical option. Mr. Enright noted how some of the downtown business owners proposed the idea of a community valet service, whereby an individual could leave their car in a designated area and then a valet service, most likely contracted by the Village, would park these cars, either in the Vail garage or Lot A.

Trustee Scaletta asked if moving some of the commuters from the South side to the North side makes sense. Mr. Burr stated that there is capacity on both sides of the downtown area during the daytime hours; therefore, there is currently not a need to explore this option. If the AT&T building were to re-open, this then might be an appropriate move.

Trustee Scaletta asked if the fifth floor of the Vail parking garage is out in the open, which Mr. Burr replied that it is. Trustee Scaletta is not necessarily comfortable moving the commuters to the fourth and fifth levels of the garage, as Mr. Burr suggested, because anyone who parks on the fifth level would be subjected to the elements, including rain and snow.

Trustee Scaletta does not believe it is realistic to expect downtown employees, especially those working near Vail and Campbell, to park in the Village Hall garage, because of the distance. Trustee Scaletta was surprised to learn that the majority of the downtown businesses do not have parking policies in place for their employees, nor do they inform patrons of where to park on their websites. Trustee Scaletta would like staff to encourage business owners to have a parking policy for their

employees and to include parking options on their website.

Trustee Scaletta questioned the recommendation Mr. Burr made regarding the Village encouraging building developers to unbundle or sell residential units and parking spaces separately, as he believes this may not even be permissible by Code.

Trustee Scaletta asked how the Village plans to fund these recommendations. Mr. Recklaus indicated that the Parking Fund will have a three million dollar fund balance, which is where the money may come from. The Parking Fund is also used to maintain the garages and lots, therefore other funds may be looked at to pay for these improvements. Trustee Scaletta supports the parking guidance system and blade sign for the Vail garage. Trustee Scaletta needs some more information regarding the pole mounted signs and the pay station systems. Trustee Scaletta believes the Village should do everything they can to work with the owners of the private parking lots to utilize that parking resource, which may be through valet agreements.

Trustee LaBedz agreed with Trustee Scaletta in that we need to look into using the existing privately owned parking lots.

Trustee LaBedz understands that the complaints she hears about the lack of available parking in the downtown area is more about perception.

Trustee LaBedz is not sure if she would support on-street paid parking, as she believes this would push individuals into the surrounding neighborhoods to park.

Trustee LaBedz is in favor of improving signage and installing blade signs in the Vail garage. In addition, the signage in some of the surface lots needs improvement, as the existing signs are quite confusing.

Trustee LaBedz thanked Mr. Burr, and Rich and Associates, for their comprehensive study. Trustee LaBedz was thrilled that they did not recommend the Village build another parking garage, as she does not feel it is necessary.

Trustee Blackwood asked Mr. Enright if the blade signs will be lit up at night, which Mr. Enright replied yes they will be.

Trustee Blackwood is in favor of the recommendations and thinks the Village should start first by installing the blade signs and the parking guidance systems, as well as color-coding the signs in the parking garages. Following these improvements, the Village could then consider the pole signs.

Trustee Baldino agrees with what Trustee Blackwood said regarding signage, which is something he has been discussing with the public for a long time.

Trustee Baldino noted that if the Village does consider moving commuters from the Vail garage to the North garage, additional permit parking will be needed, as the

North garage is typically the first garage to sell out.

Trustee Baldino is not in favor of charging for on-street parking downtown.

Trustee Sidor thanked Mr. Burr for his report and expressed his concern with the public's perception of there being no available public parking in the downtown area. Trustee Sidor believes that improving the signage in the downtown area is a good place to start, if the Board wants to change this perception.

Trustee Sidor asked Mr. Burr if he spoke with the Village's Parking Enforcement Officers to see what they would do to improve the parking situation in the downtown area. Mr. Burr stated that he did not ask the Parking Enforcement Officers this specific question. Mr. Recklaus explained how they did not direct Rich and Associates to interview staff, as this is something that can be done internally, at anytime. Mr. Recklaus advised that discussions regularly take place with the Parking Enforcement Officers, regarding parking concerns.

Trustee Sidor asked Mr. Burr if there was a follow-up question to the original question that asked residents if their guest parked in an on-street parking space, would they move their car to another space when the two-hour time limit was up, or was their visit less than two hours, as the survey suggests. Mr. Burr indicated there was no follow-up question.

Trustee Sidor does not believe it would be a good idea to change the time limit from four hours to three, on the first floor of the Vail garage.

Trustee Sidor was very pleased with the parking study presentation and the information the study provided.

Trustee Sidor asked if the extended parking times that were recorded by Rich and Associates could perhaps be guests of downtown residents, which Mr. Burr replied yes.

Trustee Sidor then asked Mr. Burr what his thoughts were in regards to handicapped parking on the street. Mr. Burr indicated that there are many communities looking into offering handicapped parking on the street, specifically on the ends of the street. Mr. Burr indicated that the ADA has been discussing the possibility of mandating handicapped parking on the street. Trustee Sidor would like to see some handicapped parking on the streets, as he often hears people talking about it.

Trustee Sidor is concerned that even if the Village makes all of these parking improvements, people may still not utilize the parking facilities, as they would rather park on the street as close to their destination as possible, and not have to walk a distance from one of the parking garages or lots. Mr. Burr acknowledges this dilemma, however, for the system to work, there have to be rules and the rules need to be followed, and individuals will need to walk whether they want to or not.

Trustee Sidor asked Mr. Burr to explain the “unbundling” of resident parking spaces concept again and then asked Mr. Enright to explain why the Board is just seeing the cost analysis worksheet tonight. Mr. Recklaus stated that staff did not include this information in the Board’s packets simply because it was not ready. Staff wanted to get the report to the Board as soon as possible and knew they were not asking for formal approval during this meeting. Mr. Enright did note that the two biggest expenditures were included in the Board’s packets. Trustee Sidor would have liked to have this cost analysis included in their packets. Mr. Perkins explained how even though the cost analysis was not ready last week to include in the Board’s packets, staff worked very hard the past few days, to at least have this information ready for the Board tonight.

Lastly, Trustee Sidor asked President Hayes if a Village Trustee could be put on the Parking Committee. President Hayes replied by saying that he is always open to “out of the box” thinking.

President Hayes clarified with Mr. Recklaus that the Board is not being asked to authorize the expenditure of any funds. Mr. Recklaus explained how staff is just looking to see if the Board is generally interested in pursuing the Phase One options, and if so, staff will then develop an implementation plan and a revised budget. If there are options the Board does not want to pursue, staff will not waste their time pursuing those.

Trustee Tinaglia asked if the price is different for commuters to park in the garages versus the surface lots. Ms. Mikula replied that the commuter pricing in all of the garages is the same, which is \$40 for a monthly permit for residents and \$50 for nonresidents. The cost to park in one of the surface lots is \$2.00 per day. Trustee Tinaglia stated that he will always lean towards accommodating the business owner and the shopper as far as parking convenience and availability goes, and opt for reassigning the commuters to the top floors of the parking garages. Perhaps the pricing can be adjusted then to be fair.

Trustee Tinaglia believes the “unbundling” concept is brilliant, and went on to explain the reasoning behind this idea and how the Village could benefit from it.

Trustee Scaletta stated that the commuter fees partially fund the maintenance of the garages and some of the improvements; therefore, he does not support the idea of relocating them to the upper levels of the garages. Trustee Scaletta also stated that if he were a merchant in the downtown area, he would park further away as to allow his customers to park closest to his establishment.

Trustee Scaletta does not agree with how the motion is written and thinks it would be best if staff returns to the Board at a later point with what the Phase One Improvements would actually be. Trustee Scaletta believes this process is moving way to fast. Mr. Recklaus stated that staff is only looking to commence the Phase One Improvements and suggested that staff come up with a more detailed plan regarding the improvements, and then meet with the Board at another Committee-of-the-Whole meeting, to discuss those ideas. Trustee Scaletta believes this is a

very important topic, but does not want to commit to spending any money at this point. Mr. Recklaus explained that the only item staff has been actively pursuing is the “pay by phone” system, which Ms. Mikula is currently involved in discussions with some vendors who offer this service.

President Hayes is also concerned with language of the suggested motion, particularly the words “and commence”, therefore he suggests dropping the later part and replace it with “to develop an implementation plan to consider phase one or initial improvements.”

Trustee LaBedz indicated that there is a significant amount of commuter parking that is out in the open, and because most of the commuters are residents too and spend money in the downtown area, as well as help fund the maintenance of the parking facilities, by way of their parking fees, she does not feel it's right to put them at the bottom of the priority list when it comes to having the ideal parking conditions.

Trustee LaBedz is also concerned with the number of employees who utilize on-street parking near their places of employment, instead of parking in the garages.

Trustee Sidor asked Mr. Burr how much of the available parking he projected in the study, rests upon successfully negotiating agreements with private property owners to use their lots for public parking when they are not using them. Mr. Burr suggests having business owners, who do not have their own parking lots, negotiate with other business owners who do, to possibly use some of their spaces for their employees, when their business is closed for the day. Mr. Burr also strongly encourages the Village to market the Village Hall parking garage.

President Hayes asked if any members of the audience wished to address the Board. Seeing none, President Hayes then asked staff if they have enough direction to move forward. Mr. Recklaus stated that depending on the motion, he thinks they do.

Trustee Scaletta moved, seconded by Trustee Tinaglia, that the Committee-of-the-Whole recommend to the Village Board the acceptance of the downtown parking study and authorize staff to develop an implementation plan.

Upon a voice vote, the motion passed unanimously.

Other Business

None

Adjournment

Trustee Tinaglia moved, seconded by Trustee LaBedz to adjourn the meeting at 9:41 p.m. Upon a voice vote, the motion passed unanimously.



Item: Committee of the Whole 11/14/2018

Department: Finance

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
11/14/18 Committee-of-the-Whole Minutes	Minutes

**COMMITTEE-OF-THE-WHOLE
MINUTES OF THE MEETING OF THE PRESIDENT
AND THE BOARD OF TRUSTEES OF
THE VILLAGE OF ARLINGTON HEIGHTS
VILLAGE HALL BOARD ROOM
WEDNESDAY, NOVEMBER 14, 2018
7:00 P.M.**

BOARD MEMBERS PRESENT: Mayor Thomas Hayes, Trustees Baldino, Blackwood, Glasgow, LaBedz, Scaletta, Sidor, & Tinaglia

BOARD MEMBERS ABSENT: Trustee Rosenberg

STAFF MEMBERS PRESENT: R. Recklaus, D. Mikula, T. Kuehne, M. Rath, S. Touloumis, C. Perkins, G. Mourning, M. Juarez, K. Baumgartner, P. Wilkiel, Various Department Support Staff

OTHERS PRESENT: Greg Zyck & Various Arlington Heights Memorial Library Staff

SUBJECTS:

- A. Arlington Heights Memorial Library Budget Review
 - B. Village Budget Overview for 2019 - Randy Recklaus/Tom Kuehne
 - C. Village Budget - Questions from the Village Board
 - D. Review of Department Budgets
-

President Hayes called the meeting to order at 7:02 PM.

Mayor Hayes stated that the annual budget meetings are a very important process for the Village Board and for the Village. He thanked staff and all employees for the hard work that resulted in the proposed annual budget presented.

Arlington Heights Memorial Library Budget Review

Mr. Greg Zyck, Treasurer of the Arlington Heights Memorial Library, introduced the Library staff and trustees that were present this evening.

Mr. Zyck stated that the Library had an incredible year with over a million visitors. He went on to say that the Library has had great programming and was pleased with the direction the Library is going. He stated that 2019 projected expenditures are a bit higher than revenues in the proposed budget, saying that some cash reserves will be used. He also said that the proposed budget includes a 1% Levy increase for this year. Mr. Zyck continued by giving an overview of some of the things the Library will be doing in 2019.

The Mayor and the Board thanked Library Staff for doing a great job for the community.

Trustee Tinaglia moved, seconded by Trustee LaBedz, that the Committee-of-the-Whole recommend to the Board of Trustees that the Board acknowledge with thanks the proposed budget for the Arlington Heights Memorial Library Fund. The motion passed unanimously.

Village Budget Overview for 2017 - Randy Recklaus/Tom Kuehne

Mr. Recklaus and Mr. Kuehne presented a general overview of the budget plan on a fund-by-fund basis and how they believe it will address the priorities that the Board has identified, as well as how it responds to the changes in the Village's operating environment.

Mr. Recklaus stated that the Village is having a very productive and successful year, saying that staff was able to begin and complete a number of high profile projects in response to the Village Board's 2018-2019 priorities. Some items he highlighted include the Police Station Project, the storm water plan, the completed parking study, the merger of Public Works and Engineering, and consideration of new development proposals.

Mr. Recklaus went on to say some of the challenges that the Village is facing included decreased sales and telecommunication tax revenues, as well as issues with the State government being on a financially unsustainable path. He went on to say that because of some of the hard decisions, the Village Board has made in recent years, this year's budget will allow the Village to stay on course to maintain the same high level of services that its residents enjoy without any drastic changes to revenues or its operating philosophy.

Mr. Recklaus stated that based on the Board's direction during budget ceiling discussions, staff in various departments were able to find ways to trim down the budget so that they could meet the Board's goal of a lower than projected property tax increase. He explained that due to the flattening of the sale tax receipts and the telecommunication tax, staff was unable to eliminate the increase all together.

Mr. Recklaus was proud to say that this year's General Fund operating budget only increases by 1.7%. He went on to explain that continued long-term organizational planning is done when positions go vacant, that improvement of Village processes are continually sought, and that reorganization of code enforcement assignments among departments is being done. Mr. Recklaus continued with highlights of his presentation, which included General Fund and Capital Fund expenditures and highlights of key projects for 2019.

Mr. Kuehne went over the property tax levy portion of the presentation. He explained that Village's portion of the total property tax bill is about 12.5%, with the school district having the highest percentage of the bill. He continued by explaining some current history of the Village's portion of property tax bills, and on how property taxes are put together. Mr. Kuehne stated that during the budget ceiling process back in June, it was projected that the proposed property tax levy increase would be about 2.5%. He said that staff worked on getting it down lower by coming in under the budget ceiling, as well as looking at current projected revenues. The Village's proposed property tax increase is 1.97% or \$19.00 for a \$300,000 home, and the library portion is 1% for a total tax levy increase of 1.70% or \$23.00 for a \$300,000 home.

Mr. Recklaus stated that the proposed budget does not include any new positions. He did say that there is a lot of work and pressure to retain knowledge due to the amount of retirements the Village is experiencing. He noted increased overtime for Public Works due to the installation of LED lighting and the reallocation of funds for increased temporary help in the Building Department.

Mr. Kuehne continued the presentation regarding multiple funds. He said the General Fund has three major revenue sources, sales and home rule sales tax, income tax, and telecommunication tax. He explained that sales taxes have been leveling off, that the State is taking 5% of income taxes revenues, and that telecommunication taxes are lower because more people have given up their landline phones. Mr. Kuehne went on to say that regarding expenditures, public safety is 65% and Public Works/Engineering is 20% of total General Fund expenditures.

Mr. Kuehne said, regarding the Water & Sewer Fund, that the cash position is lower because of lower water consumption due to conservation and wet weather during the spring. He stated that actions have been taken to extend the water main replacement program, that during 2019 a 5-year review of water and sewer rates will be looked at, as well as alternatives for capital plans and rate structures. Public Works is also looking at ways to reduce water system losses.

Mr. Recklaus talked about the Capital Projects Fund noting that there is a lot of work proposed for the Downtown area this year, including storm water, brick paver, and streetscaping projects. He stated that staff would have discussions on how the Village will coordinate and communicate with Downtown residents, business owners, visitors, and commuters on what they should expect during the proposed work. Mr. Recklaus went on to say that staff will present to the Board, at a Committee-of-the Whole meeting planned for early 2019, impacts and communication efforts planned and to get their feedback.

Mr. Kuehne talked about two budget transfers regarding Capital Projects that are built into the proposed budget. One is for \$800,000 from the Public Building Fund to the Capital Projects Fund to help support the Capital Project Fund's long-term fund balance. The other one would be a short-term 0% interest loan of \$500,000 from the Storm Water Control Fund to the Water & Sewer Fund to help with the coordination of street reconstruction and water main work on Yale and Beverly Streets.

Mr. Kuehne continued by talking about the AE & E Fund, saying that while working on this proposed budget some large increases in expenses were noted from last year to this proposed year for certain events. He explained that by using the Cityworks software, Public Works can more clearly identify expenses for special events that should be charged to the A,E & E Fund. He said that since these events have become more popular, they require more trash pick-up, and portable toilets, as well as more cleaning of the washrooms in the Metropolis building, which increased the costs. Mr. Kuehne said, for that reason, it is recommended that the Village continue the \$20,000 transfer from the General Fund to the AE & E Fund. He added that over the next year staff will continue to look for additional sponsorship options to help reduce the costs of these events. Mr. Kuehne finished by saying that because there is a negative working cash balance in this fund, staff requests that for this year only, the Reserve for Replacement (Metropolis) line item be reduced to \$25,000 from \$75,000 in order to alleviate the negative working cash balance. Mr. Recklaus added that there has been some conversation with the Chamber about having shared sponsorships with the Special Events Commission, which could help with the AE & E Fund.

Mayor Hayes said that because special events are so well attended and received by all residents, it firms up the Village's reputation of being a family oriented community. He felt that anything the Village can do to continue to support them should be done, and appreciates the effort to look for sponsorship opportunities that can help with some of the additional costs.

Review of Department Budgets

Each department gave a brief overview of their budgets as well as highlights of their department activities and/or initiatives as shown in the presentation.

Board of Trustees/Integrated Services

Ms. Mikula said this year was a year of transition. She said that two administrative staff employees retired and that those positions were filled, as well as the new Management Analyst position. She continued by highlighting some major accomplishments of the department, which include:

- Continuance of the Customer Service Initiative
- Implementation of the Village Connection Newsletter
- Promotion of the Walk Arlington Initiative
- Continued promotion of the Arlington Heights @ Work online citizens request for service
- The launching of the Maps and Property search website page

Ms. Mikula went on to say some IT improvements include providing technology leadership with the building of the new Police station, continued enhancement of cyber security and mobile device management system. Next year the IT department plans to implement a document management system to create a central repository to digitized Village department documents. Along with Northwest Central Dispatch, IT will also be helping with the implementation of a new dispatch server.

Since joining the GIS consortium last September, many new shared applications have been turned on. She said that next year's GIS initiatives include identifying new analytical and visual reports that departments can produce for themselves and for the community.

Ms. Mikula continued by saying that accounting for actual costs of Special Events is better than before, and said that new ways of reducing Village costs and new sponsorship opportunities are being explored.

Ms. Mikula stated that the budgets for the Board of Trustees and the Integrated Services Department remain status quo.

Trustee Sidor voiced his concerns with the efficiency of the Village's website stating that he would like to reduce the amount of clicks to get to the information being looked for and to be able to get to the information faster. Ms. Mikula stated that there are opportunities for improvement and that staff will look at issues people are experiencing and look at reworking those.

Trustee Scaletta asked how it is decided on what events go into the AE & E expenditures. Ms. Mikula stated that the Village Board approved what events would be on that list. Mr. Kuehne added that the major cost is overtime costs attributable to the events. Trustee Scaletta felt that staff may want to reevaluate the list of events or stick within the Village's means in order not to take money from the General Fund. He also felt that the Village could not always be the one to absorb the majority of the costs for many of these events. Mr. Recklaus added that this budget has to reflect the will of the Board, and said that there has been an attempt over time to put things in here that will help the business community. He used the Holiday Happenings Event as an example of bringing people Downtown to spend money at a different time of the year, saying that it had very positive feedback from the restaurant community. Trustee Scaletta thought discussion needs to take place regarding the events and with the intention of the AE & E Fund. He believes the events in the AE & E Fund should be ones that increase traffic and food and beverage taxes collected. Mayor Hayes is not opposed to exploring or changing the funding source, but feels that these events are good business decisions and is money well spent. Discussion continued regarding event costs in the AE & E Fund as well as with the planned infrastructure improvements as they relate to scheduled events in the Downtown area.

Village resident Jim Elgas thought that the Village could try to have some grass roots projects that would not have high costs, and felt that there would be ways to do events without laying out a ton of money. Trustee Scaletta responded by saying that is what is being discussed tonight. He said the AE & E budget is used for creating events that would bring people Downtown in order to increase sales and food & beverage tax revenues. He added that the

Village and the Chamber of Commerce are looking for opportunities to generate sponsorships for the Mane Event and the Taste of Arlington events.

Human Resources

Ms. Rath gave an overview of accomplishment of HR this past year, which include streamlining the employment application process, and expanding the use of the employee's intranet with benefits and wellness information. She said that in 2019 HR will work with ISD on the Village-wide document management system which will improve HR's file storage and continued compliance with record management practices. Ms. Rath also said HR will be researching the possibility of having electronic employee files, and digitizing both personnel files and the Employee Handbook.

Ms. Rath stated that it is estimated that 34% of Village employees will be eligible for retirement in 2019 and talked about employee recruitment and vacancies. Ms. Rath stated that the employee base is changing and that HR continues to audit processes and procedures.

Ms. Rath continued by saying that in order to keep Village medical costs down, HR has conducted an extensive comparative analysis of all the insurance benefit programs that are provided to our employees and retirees, along with an analysis of two benefit brokers. She added that after a thorough review by an outside consultant of all documents, HR, Finance, and Library representatives worked together to determine the most cost effective benefit programs while keeping the cost and customer service at the front of the decision.

Discussion continued regarding the hiring process of new employees and the importance of customer service.

Trustee Sidor stated that the Village has to have good benefits to recruit good people, but felt that the percentage of the benefit costs the Village pays is high. He hopes that in the upcoming years the Village looks at some of these benefits.

Trustee Scaletta questioned the significant increase in the budgeted amount for Worker's Compensation Fund compared to 2016. Mr. Kuehne stated that it is claim driven, saying that there have been some very high claims. Ms. Rath added that it also has a lot to do with the severity of the injuries, and loss days of work. Discussion continued regarding reducing worker's compensation claims and costs.

Finance

Mr. Kuehne started by saying that the Finance Department performance measures are consistent from year to year, noting the billing of water consumption has decreased, that purchasing PO's have increased because of the Police Station, and that billing for ambulances has gone down. Mr. Kuehne went on to say that Finance staffing levels went down by .5 position, explaining that front counter staff was reduced by a half person a couple of years ago and determined not to be needed, so it was eliminated this year from the budget.

Mr. Kuehne highlighted and gave an overview of some of the 2019 goals for the Finance Department. They include initiation of a study of a new Enterprise Resource Planning (ERP) Village-wide software system, development of a multi-year Village fine and fee increase schedule, review and update of the Village's investment policy, and the review and implementation of revised vehicle sticker late fees and processes.

Building and Life Safety

Mr. Touloumis stated that there are no major changes in the Building Department's budget. He said that funds from the Overtime Civilian, Professional Services, Plan Reviews, among other line items were moved to the Temporary Help line item in anticipation of exceeding this

year's inspection totals and permit applications. He explained that bringing in temporary help to do data entry would allow skilled staff to do increased inspections. Mr. Touloumis stated that there is a need for focus on technology in order to create efficiencies in the department's operations. He continued by saying that he is hopeful that review of the building codes can start by the end of the year, explaining that the delay was mainly from being short staffed for a good part of the year. He added that getting the codes done will be the primary focus for the upcoming year.

Trustee Scaletta asked why there was a significant drop in contractor license renewals from the previous two years. He also asked about the three-year comparison of construction values and if they included other taxing bodies, where the Village does not charge a fee. Mr. Touloumis stated that he will look into the answers and report back to the Board. Discussion continued regarding current staffing levels and with the importance of hiring good qualified people with good communication skills.

Trustee Tinaglia asked Mr. Touloumis what he was in the process of doing regarding permit fees, review fees, inspection fees, and standardized fees. Mr. Touloumis stated that it is in the analyses phase, saying that he plans for the restructuring of fees to be part of the building code updates and its adoption. He believes codes should be updated every three years, which would allow for fee increases to happen gradually. Trustee Tinaglia would like the fee structure to be reviewed sooner than later and hopes that something will be done next year. Mr. Recklaus felt that looking at fee structures should be looked at rationally and comprehensively along with the building code because they are so intertwined.

Trustee Sidor felt it was important for the Village to have consistency in inspections and to work with the business community so that they can open their businesses more quickly. Mr. Recklaus stated that there are notable successes in the Building Department, including making the code enforcement processes more efficient, and through technology, eliminating the back routing of plans from other departments after their review.

Planning & Community Development

Mr. Perkins' presentation listed some of the department's strategic priorities for 2019. He said that the Police station is one of the major projects that is being worked on this year. Other accomplishments of the department include:

- Downtown Entertainment Research Study
- Annual Business Report
- Two phases of amendments to the Zoning code
- South Arlington Heights Corridor Study
- Business Retention Survey
- Corridor Enhancements
- TIF IV Market Assessment
- Redevelopment Agreement – 4 N. Hickory Project
- Downtown Parking Capacity Study

Mr. Perkins stated that the Planning Department developed new code enforcement procedures for landscaping inspections and zoning code violations. He went on to talk about other key accomplishments of the department, saying that they continue to build on the business attraction successes of Downtown. Mr. Perkins stated that the events held Downtown are very important to Arlington Heights in order to remain competitive with other communities in attracting visitors.

Being concerned with not having enough retail businesses coming to Arlington Heights, Trustee Sidor asked what recruitment efforts are being made, in an effort to bring in tax

revenue producing businesses to Arlington Heights. Mr. Perkins stated that it was a challenge, saying that there are not a lot of retailers opening stores, saying that the department has been focusing on entertainment themed retailers. He added that trade shows are being attended where they talk and network with brokers that represent retailers, saying they need to be ready to help them when they are ready to move.

Mr. Perkins continued by going over some of the funds in the Planning Department's proposed budget regarding future projects. Discussion took place about budgeted costs regarding the south Arlington Heights Rd. corridor, and on the light ceiling in the Downtown and enhancements for it.

Police

Chief Mourning stated that the Police Department had a busy and productive year and met all their established goals and objectives. He gave an overview of them, which included:

- Participation in National Night Out
- Investigated the use of drones, which will be a shared resource with the Fire, Public Works and Engineering when acquired
- Design of a new forensic computer lab for the new Police facility
- Participation in the Illinois Traffic Safety Challenge
- Utilization of facial recognition software to investigate a criminal case
- Secured a conviction in a cold case homicide from 45 years ago
- Development of a Community Addiction Recovery Effort that targets opioid abuse (Developed by the Police, Fire, and Health Department, while working with NW Community Hospital and three local not-for-profit treatment agencies-launched in late July)
- Arlington Heights named one of the 100 safest communities in the USA

Some of the goals of the Police Department for next year include:

- Enhancement of the joint training partnership with the Fire Department personnel to increase operational readiness in the event of critical incident
- Assess investigative clearance rates
- Increase the number of investigators trained in the lie detector test called Computer Voice Stressed Analyses (CVSA)
- Explore of usage of the Volunteers and Police Service Program
- Explore adding a fine component to their existing compliance program
- Examine the issuance of seatbelt and distracted driving citations via local ordinance

Chief Mourning finished by giving a brief overview of the Police Department budget, saying that there were very few changes from the previous year. Discussion took place regarding the cost and use of a private evidence lab that gets paid with forfeiture money. Chief Mourning stated that the use of the lab increases the turnaround time which allows for faster apprehension of criminals. The consensus was that it is money well spent.

The Mayor and the Board appreciate the Police Department for all their work, especially having to work out of a temporary facility.

TRUSTEE SCALETTA MOVED, SECONDED BY TRUSTEE TINAGLIA TO ADJOURN THE MEETING AT 9:52 P.M. The motion carried unanimously.



Item: Committee of the Whole 11/15/2018

Department: Finance

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
11/15/18 Committee-of-the-Whole Minutes	Minutes

**COMMITTEE-OF-THE-WHOLE
MINUTES OF THE MEETING OF THE PRESIDENT
AND THE BOARD OF TRUSTEES OF
THE VILLAGE OF ARLINGTON HEIGHTS
VILLAGE HALL BOARD ROOM
THURSDAY, NOVEMBER 15 2018,
7:00 P.M.**

BOARD MEMBERS PRESENT: Mayor Thomas Hayes, Trustees Baldino, Blackwood, LaBedz, Scaletta, Sidor, & Tinaglia

BOARD MEMBERS ABSENT: Trustees Rosenberg & Glasgow

STAFF MEMBERS PRESENT: R. Recklaus, T. Kuehne, S. Shirley, A. Larson, M. Pagones, R. Ward, M. Juarez, K. Baumgartner, P. Wilkiel, Various Department Support Staff

OTHERS PRESENT: Joe Keefe, Carla McAleer, Steve Daday, Metropolis

SUBJECTS:

- A. Staff follow-up from Previous Meeting
 - B. Performing Arts at Metropolis
 - C. Review of Department Budgets
 - D. Final Recommendation of Committee-of-the-Whole to Board of Trustees for the Property Tax Levy
 - E. Final Recommendation of Committee-of-the-Whole to Board of Trustees for the 2019 Budget
-

President Hayes called the meeting to order at 7:01 PM.

Staff follow-up from Previous Meeting

There were no follow-ups.

Performing Arts at Metropolis

Mr. Daday, President of Metropolis' Board introduced Metropolis staff members that were present, and said that Metropolis had a good year. He went on to say that the new lobby is an improvement to the facility, that there were increases in donations and corporate sponsorships, and that they set a record for the number of subscriptions. Mr. Joe Keefe, Executive Director of Metropolis added that the guidance of the Metropolis Board and the partnership with Carla McAleer is critical to the financial management and success of Metropolis. He said that the artistic direction and quality of productions have been very high. Mr. Keefe also said that the support that is received from the Village and its residents is also key to the Metropolis.

Mayor Hayes feels that the quality of programming is key to success. The Board thanked and complimented Metropolis for their hard work and for the good year that they have had. Discussion continued regarding some parking issues/confusion that some Metropolis patrons might be experiencing. It was noted that Metropolis has a link on their webpage that shows the map of parking available in the area. Mr. Keefe stated that Metropolis understands its role as an economic engine for Arlington Heights. Both he and Mr. Daday thanked the Village Board for their support.

Resident Keith Moens felt that the Village's contribution for Metropolis is something that needs to be fixed in this budget process, and felt that the return on investment is not a good business decision of the Village. Mr. Moens felt that the Board deviated from their normal business assessment of assets when they bought the Metropolis. He talked about public

hearings and felt that there should be meaningful public input on decisions made on the budget. Mayor Hayes felt that the decision for the Village to get involved with the Metropolis was a good business decision, saying that the people who attend shows shop and dine while they are in Downtown Arlington Heights and become more aware of what is in our community.

Resident Melissa Cayar asked if Metropolis serves alcoholic beverages. Mr. Keefe responded that soda, wine and beer is served and is restricted to a period prior to the show and through intermission, unless there is a special event.

Review of Department Budgets

Each department gave a brief overview of their budgets as well as highlights of their department activities and/or initiatives as shown in the presentation.

Boards & Commissions

Mr. Kuehne gave a brief overview of some of the line items for some of the Boards and Commissions explaining that most of the Boards and Commissions budgets have a 0% increase budget year to budget year. Mayor Hayes who makes the appointments to the Boards and Commissions explained that most program and policies they make to the Village is up to them although there may be funding constraints. Mr. Recklaus stated that a survey of every Board & Commission was done in order to get their perspectives on how things are going. He added that he is in the process of meeting with all the staff liaisons and chair people regarding their goals and support they may need. Mr. Recklaus went on to say that all commissions created before 1973 are paid commissions, and that the others created after 1973 are not. He talked about the various commissions, how often some of them meet and on how some of them are regulatory commissions. He said that staff will make a recommendation for the Board in the future regarding this.

Legal

Ms. Robin Ward stated that the Legal Department budget is status quo. Trustee LaBedz asked if FOIA requests were increasing. Ms. Ward stated that they were increasing and said that Staff Attorney, Lisa Farrington stays on top of them. She added that Village staff does a great job of responding to them on time, and that if needed, extra time is requested.

Health & Human Services Department

Mr. McAlister gave a brief overview of the Health and Human Services proposed budget, saying that it is a standard maintenance budget and that there were no capital outlay requests. He went on to say that to help augment the staffing levels at the Senior Center, it is recommended that a transfer of \$16,000 from the Health Services budget to the Senior Services budget be done. He explained that these funds were previously used for the community partnership immunization clinic, and for temporary help for nursing services. He also said that this transfer will allow for an additional 19 hours per week of on-call temporary help at the Senior Center. Mr. McAlister went on to say that Arlington Cares and Arlington Heights Senior Center Inc. both had successful fundraisers this past year which helps supplement the budget. Discussion took place regarding Social Services, donations and assistance to help people in the community.

Trustee Scaletta asked why home delivered meals went up so significantly. Ms. Karen Hansen stated that it is reflective of a national trend of a community that is aging in place, where services like Meals on Wheels allows seniors to stay in their homes. Trustee Scaletta also asked about the decrease in subsidized rides. Ms. Hansen stated using a taxi system is not a very user-friendly system, and is not meeting the needs of the seniors. Trustee Scaletta then asked how the Library system supports the Senior Center. Ms. Hansen stated that the Library is an integral partner at the Senior Center, and said that they operate their only branch there,

have an indoor and outdoor book drop, and that they operate a computer lab among other things. Ms. Hanson stated that the library takes care of their own computers used for the computer lab they hold at the Senior Center. Discussion then took place regarding IT Charges for computers used for staff and volunteers at the Senior Center. It was explained that the total budget of the IT Department is divided and charged by how many computers each department has.

Engineering Department

Mr. Pagones explained that the only large increase in the Engineering Department's proposed budget is for professional services, which is due to the need for additional help for larger construction projects.

Mayor Hayes asked if there were any issues or concerns from the residents regarding notices or complaints with interacting with contractors this year. Mr. Pagones said everything this year went smooth with only an occasional complaint. He said that efforts in notifying and providing residents with information help reduce complaints. Mr. Recklaus congratulated Mr. Pagones for an outstanding job and on his leadership of the department. Discussion then took place regarding vehicle lease charges and how they get charged to departments.

Public Works

Mr. Shirley gave a brief overview of some of the current projects including the Cypress Detention Basin Project, the Downtown Sewer Project, and Cityworks Software among others. He went on to say the Public Works General Fund budget is lean. Mayor Hayes asked if trees are still being removed because of EAB. Mr. Shirley responded yes, and said removal will continue for some time. Discussion continued regarding the number of EAB trees removed over the last few years, and with the diversity of planting replacement trees and their mortality.

Trustee Scaletta asked about the reductions of the Street & Sidewalk Maintenance and the Street & Sidewalk Supplies line items. Mr. Shirley stated that Street & Sidewalk Maintenance is a contractual account and that the Street & Sidewalk Supplies is for asphalt and concrete, and other materials that is purchased to do in-house repairs. Mr. Shirley said historically we haven't spent all of the funds, so the budget was lowered. He added if there are issues that are safety related and are in need of funding, they would come back to the Board.

Trustee Scaletta asked about the budget for brick paver maintenance. Mr. Shirley stated that there are two years of funding in the CIP for paver brick removal and replacement. He went on to explain that the budget includes all the concrete if curbs have to be redone, the banding, and the bricks. Trustee LabBedz asked about the LED street light upgrades. Mr. Shirley stated that about 200 lights have been upgraded, and said that about 400 will be done per year for about eight years.

Trustee Baldino wanted to publicly acknowledge the service Public Works provides on a timely basis, the Village being rated one of the top 100 safest cities because of the Police Department, and the Fire Department's ISO 1 rating.

Trustee Sidor asked if the See, Click, Fix software will be an effective tool for residents to report any issues they may see. Mr. Shirley stated that there has been an increase of use, saying that it syncs with the Cityworks work order system, where the requests go right to the units responsible.

Mr. Recklaus stated that this has been a good year and because of his confidence in them, he has asked the Public Works department to trim their budget and take on the Engineering Department.

Fire Department

Acting Chief Larson stated that the Fire Department's proposed budget is status quo, saying that there are no major changes. He noted that some variances were the result of a budget reduction challenge of \$30,000 that was requested, saying that none of the reductions are anticipated to greatly impact the operation of the Fire Department in 2019. Acting Chief Larson stated that Fire Department is currently upgrading computer related dispatch software which is a collaboration of members of the NWCD. He explained that with these upgrades the department will be able to establish response protocols matching specific response resources to identify patient needs, as well as a new records management service.

Some other initiatives of the Fire Department include:

- Cost sharing initiative for a broader use of CityWorks
- The combination Drone program with the Police & Public Works Departments
- Ongoing Task Force initiatives with the Police Department
- Agreement with the Foreign Fire Tax Insurance Board for the purchase of 60 new self-contained breathing apparatus

Acting Chief Larson went to say that 18 employees or nearly 16% of the Department have reached the minimum age of requirement for retirement, and that in the next 1-3 years that an additional 21% of employees will reach that minimum age of retirement. He said that as far as succession planning, the department has a plan developed that will serve the department and residents well.

Trustee Scaletta asked who determines, on behalf of the Foreign Fire Tax Board, how much money is put forward on the purchase of the self-contained breathing apparatuses. Deputy Chief Ahlman stated that money was previously budgeted in the CIP, and said that as they got closer to purchasing them, the cost went up. He went on to say that the Department asked the Foreign Fire Tax Board for the difference in the budgeted amount and the cost of them. Discussion then took place regarding life expectancy of Fire Department vehicles and on the re-evaluating the number of the department's reserve vehicles for future budgets.

The Mayor and Board thanked the department for all their work.

Final Recommendation of Committee-of-the-Whole to Board of Trustees for the Property Tax Levy

Trustee **LaBedz** moved, seconded by Trustee **Baldino** that the Committee-of-the-Whole recommend to the Village Board to authorize staff to prepare the Village's and the Arlington Heights Memorial Library's 2018 Tax Levy Ordinance reflecting an estimated total tax levy of \$50,807,520 or a 1.70% increase over the 2017 extended tax levy for the Village and Library portion of the levy. **The motion passed unanimously.**

Final Recommendation of Committee-of-the-Whole to Board of Trustees for the 2019 Budget

Trustee **Scaletta** moved, seconded by Trustee **Sidor** that the Committee-of-the-Whole recommend to the Board of Trustees that the Board approve the Proposed 2019 Budget as amended through the review process. **The motion passed unanimously.**

Trustee **Scaletta** moved, seconded by Trustee **Baldino** to adjourn the meeting at 8:30 PM. **The motion passed unanimously.**



Item: Village Board 12/03/2018

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Village Board 12/03/2018

Type

Minutes



MINUTES

President and Board of Trustees
Village of Arlington Heights
Board Room

Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005

December 3, 2018

8:00 PM

I. CALL TO ORDER

President Hayes said it was appropriate to honor the 41st President of the United States, George Herbert Walker Bush, who passed away yesterday. He was a model to many and a truly great American. A moment of silence was observed.

II. PLEDGE OF ALLEGIANCE

- A. Presentation of the Colors by Cub Pack #129
from Southminster Presbyterian Church

III. ROLL CALL OF MEMBERS

President Hayes and the following Trustees responded to roll: Scaletta, Sidor, Glasgow, Tinaglia, Baldino, Blackwood and LaBedz.

Trustee Rosenberg was absent.

Also present were: Randy Recklaus, Robin Ward, Tom Kuehne, Charles Perkins and Becky Hume.

IV. APPROVAL OF MINUTES

- A. Committee of the Whole 11/19/2018 Approved

Trustee Thomas Glasgow moved to approve. Trustee John Scaletta
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Abstain: Blackwood

Absent: Rosenberg

B. Village Board 11/19/2018

Approved

Trustee John Scaletta moved to approve. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Abstain: Blackwood

Absent: Rosenberg

V. APPROVAL OF ACCOUNTS PAYABLE

A. Warrant Register 11/30/2018

Approved

Trustee Thomas Glasgow moved to approve the Warrant Register in the amount of \$2,038,471.22. Trustee John Scaletta Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

VI. RECOGNITIONS AND PRESENTATIONS

A. Recognition of Retiring Board and Commission Members

President Hayes said there are twenty Boards and Commissions who contribute to the Board's decision and policy making process. He read the names of those retiring this year: Frank Appleby, Scott Delaney, Claudia Glasgow, Lisa Henderson, Grace Kho, Andrea Johnson, Scott Mahon, Derek Prusener, John Schroeder, Joe Skibbie and Peter Szabo. There are few vacancies. If a resident is interested in serving on a Commission, please contact the Mayor, a member of the Board or a staff member. President Hayes thanked the Glasgow family whose three children all served on a Board/Commission.

President Hayes thanked all those who worked in the effort to help the Village get through the difficult storm that occurred last Sunday evening. It was an unusual storm and he summarized the Village's emergency response. Mayor Hayes thanked Mr. Recklaus, Ms. Mikula and all village staff for the leadership they showed during this trying time. Mr. Recklaus said this was a team effort. It displayed the best of our community.

Trustee Sidor said the intergovernmental cooperation was helpful with the Library and Senior Center working as warming shelters.

VII. PUBLIC HEARINGS

A. Proposed 2019 Budget

Approved

Trustee Thomas Glasgow moved to open the Public Hearing. Trustee Mike Sidor Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tingalia

Absent: Rosenberg

Mr. Recklaus said this Public Hearing is the final step in a long process. State Statute requires a formal Public Hearing just before the Budget is passed. The Budget has been discussed in a series of public meetings over the past six months and he listed all the public meetings and inputs the process entailed. The Budget is based on the Board's strategic priorities. The village's operating costs are increasing 1.7% so the owner of a \$300,000 home will see a \$23 increase per year. The planning process will begin for the next two years in the spring.

Resident Janet Bozza said her property tax bill is \$13,679, greater than a comparable home in Glenview, where their tax levy is 9.75%. She said in Terramere the property assessments are high, resale values have decreased significantly, but taxes are increasing. She asked why.

President Hayes said property assessment is different than tax levy. Mr. Kuehne said the school districts are 65% of a home's tax levy in the village. The Village's part of the property taxes is 12.5%. School district budgets have a lot to do with the valuations and the village doesn't have any input in the school district taxes. Mr. Recklaus said the only piece the village controls is the 12% that comes to the village. The village tries to keep the taxes as low as it can. Mr. Kuehne said the County is solely responsible for the assessed value of the property. That value impacts your taxes. Ms. Bozza asked the Board to not increase any taxes to keep the burden lower.

President Hayes said the Board tries to balance the high level of services residents expect and the cost of these services. There is no fluff in this budget and there hasn't been in the past 10 years. Expenses have been reduced and the village is well below its pre-2008 staffing numbers.

Resident Keith Moens said there is nothing that can be said at this point that will change the Budget. The Board will rubber stamp this budget and this Public Hearing is all for show. He said he asked for a Public Hearing in June when the process began. He asked for Citizens to be Heard to be added to each Committee of the Whole agenda. Mr. Moens said Board had 24 Committee of the Whole meetings and President Hayes asked for public comment at 12 of them. He said President Hayes has refused to meet with interested citizens on their issues twice. He said the Board and the staff work for the residents, not the other way around. He said there were some positive changes this year one of which was the Village Manager presenting the Budget at the Senior Center. He said there need to be more of those

and they should be publicized. The Budget was posted on the website and residents did forward questions. President Hayes asked for comment at the Budget Hearings. This is great, but public comment should be on every C.O.W. agenda. In his opinion, the village should hold public hearings more often and sooner in the process.

President Hayes said he will not meet on procedural issues with Mr. Moens, but he has never refused public comment whether it was on the agenda or not. He said he strongly disagreed with the characterization of this process. The Board has had many meetings and the Budget took months to formulate. Input from residents was actively sought in a number of different ways and input was received from those who wished to comment. He said the Board cannot force people to come to Budget Meetings and suggested that residents are satisfied as to what their elected officials are doing. President Hayes said Mr. Moens' request was to discuss Roberts Rules of Order. President Hayes reiterated he would not meet on procedural issues.

Resident Bill Davis said the Terramere Creekside area recently formed a civic association which is looking at the different tax rates. They have an overlay of taxing groups that creates one of the highest property tax rates in the area. They know that 71% is the school districts. He said the tax rates are crushing their resale value. They asked for the village's help to find ways to reduce the cost. Mr. Davis thanked the Board for the Budget, which they reviewed on line. A 1.7% increase is great in anybody's book, but it's too much for them. He asked the Board to look at the vacant retail space and to please fill it to reduce the tax burden. The auto dealerships are leaving to go to Palatine. There is \$30 million in a reserve fund. It should be 25% of operating budget, which would be \$18 million. The reserve is \$12 million more than needed and could be used to defer the tax increase. He asked if the Board could intervene on their behalf with School Districts 21 and 214. He asked if the Board could help with the Library costs. He said they were not asking for reduction in services but for savings where they could be found.

President Hayes, said he and the Board commit to keeping Terramere's tax burden as low as they can and do so for every neighborhood. He noted that the residents in District 21 passed a recent referendum overwhelmingly. It's a taxing body the village cannot control. This Board is always committed to keeping taxes low. The business community is very important. The village has kept vacancy rates lower than the surrounding communities. Mr. Perkins said he can provide that information to Mr. Davis. President Hayes said the Board and Staff do all they can to retain and attract new businesses and keep vacancy rates as low as possible.

Trustee Scaletta said the group should reach out to the Wheeling Township Assessor's Office. That is a good place to help make things clearer. He also noted the car dealerships along Dundee Road East of Old Arlington Heights Road are actually in Buffalo Grove, but use the Arlington Heights name.

Trustee Sidor asked Mr. Kuehne to address the reserve fund question. Mr. Kuehne said there is a 25% minimum reserve, and because we don't want to fall below that amount, we keep more because the village is sales tax dependent. Sales taxes have leveled off over the past years and the telecom fees have drastically reduced too. There are a lot of issues that go into the total revenue package for the village.

Trustee LaBedz asked for residents to shop in the village so it can receive those tax dollars. If you have a choice for a store, pick Arlington Heights. The sales tax revenue goes to support the village services. Shop the small businesses so they will stay open. The internet sales boom makes this very difficult.

Trustee Glasgow asked how much the limb pick-up from the snowstorm is going to cost. Mr. Recklaus said it will depend. Overtime will be involved, but the Public Works Director thinks we will be able to cover it without outside help. Mr. Kuehne said storm clean-up is the kind of situation where the village will pull from reserves to cover unexpected costs.

Trustee Scaletta said in 2011 when we had the microburst, it cost over \$1 million to take care of the clean-up in the village. We try and use it for emergencies, and retail sales have leveled off. He said he manages commercial properties, and even when there are vacancies, a lot of taxes are paid.

Trustee Thomas Glasgow moved to close the Public Hearing. Trustee Mike Sidor Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

VIII. CITIZENS TO BE HEARD

Resident Jed Wiener said there were a litany of opportunities to be involved in the Budget process. He said he was chagrined that he missed all of it. He encouraged the Board to advertise the opportunities more in the future. He asked for more marketing and ways to support additional businesses coming in. He said he would hope that the State of Illinois, Cook County and the village would do something to enhance businesses here and promote all that is wonderful about Arlington Heights. He said to use what is being done as a foundation to commit to do more and solicit public comment any way that can be best accomplished. He asked to Board to commit to open participation and transparent local government.

President Hayes said he can commit to that.

IX. OLD BUSINESS

X. CONSENT AGENDA

CONSENT OLD BUSINESS

CONSENT APPROVAL OF BIDS

- A. Fire Rescue Squads Purchase - Fire Department Approved

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- B. Thomas & Well 16 West Water Tanks - Painting Approved
Design Services

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- C. Cypress Detention Basin - Christopher B. Burke Approved
Eng. Ltd. Change Order #1

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- D. Hot Mix Asphalt (HMA) - Contract Extension Approved

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- E. Furnishing Fire Line Meters, Associated Parts, & Approved
Equipment - Contract Extension

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz

Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- F. Stormwater Televising, Mapping & Condition Approved
Assesment - Contract Extension

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz

Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- G. Vendor Expenses Over 25,000 In Aggregate for Approved
Calendar Year 2019

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz

Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- H. Utility Vehicle Purchase - Fire Department Approved

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz

Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- I. Pickup Truck Purchase - Public Works Approved

Department

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

- J. Track Mounted Hydraulic Excavators - Contract Extension Approved

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

CONSENT NEW BUSINESS

- A. Cash in Lieu of Land Dedication Approved

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz
Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

CONSENT LEGAL

- | | | |
|----|--|----------|
| A. | An Ordinance Amending Special Use Permit Ordinances #83-014 and #91-082 and Granting a Variation from Chapter 28 of the Arlington Heights Municipal Code
(Taco Bell, 1530 W Algonquin Rd) | Approved |
|----|--|----------|

Trustee Thomas Glasgow moved to approve 18-043. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

- B. An Ordinance Amending the Zoning Ordinance of the Village of Arlington Heights and Granting a Variation from Chapter 28 of the Arlington Heights Municipal Code (Napleton Repair Facility, 3650 N Wilke Rd) Approved

Trustee Thomas Glasgow moved to approve 18-044. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

- C. An Ordinance Amending Chapter 30 of the Arlington Heights Municipal Code (Sign Regulations) Approved

Trustee Thomas Glasgow moved to approve 18-045. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

- D. An Ordinance Designating a Two-Way Stop Street (Walnut Ave to stop for Foxdale Ln) Approved

Trustee Thomas Glasgow moved to approve 18-046. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

CONSENT REPORT OF THE VILLAGE MANAGER

- A. Audit Service Agreement – One-Year Extension Approved

Trustee Thomas Glasgow moved to approve. Trustee Tom Hayes Seconded

the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

CONSENT PETITIONS AND COMMUNICATIONS

- A. Bond Waiver - Olive-Mary Stitt PTA Approved

Trustee Thomas Glasgow moved to approve. Trustee Robin LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

XI. APPROVAL OF BIDS

XII. NEW BUSINESS

XIII. LEGAL

- A. An Ordinance Abating Taxes Levied for the Year 2018, Heretofore Levied to Pay Principal and Interest on \$2,855,000 General Obligation Bonds, Series 2010, of the Village of Arlington Heights Approved

Trustee Thomas Glasgow moved to approve 18-047. Trustee Mike Sidor Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg

- B. An Ordinance Abating Taxes Levied for the Year 2018, Heretofore Levied to Pay Principal and Interest on \$9,530,000 General Obligation Bonds, Series 2018, of the Village of Arlington Heights Approved

Trustee John Scaletta moved to approve 18-048. Trustee Jim Tinaglia
Seconded the Motion.
The Motion: Passed
Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- | | | |
|----|---|----------|
| C. | An Ordinance Adopting a Budget and
Appropriations Ordinance and Amounts Set
Forth Therein for the Year Commencing January
1, 2019 and Ending December 31, 2019 | Approved |
|----|---|----------|

Trustee Thomas Glasgow moved to approve 18-049. Trustee Robin LaBedz
Seconded the Motion.
The Motion: Passed
Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

- | | | |
|----|---|----------|
| D. | An Ordinance Providing for the Levy,
Assessment and Collection of Taxes for the Year
Beginning January 1, 2019 and Ending
December 31, 2019, for the Village of Arlington
Heights | Approved |
|----|---|----------|

Trustee Richard Baldino moved to approve 18-050. Trustee Mike Sidor
Seconded the Motion.
The Motion: Passed
Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor,
Tinaglia

Absent: Rosenberg

XIV. REPORT OF THE VILLAGE MANAGER

XV. APPOINTMENTS

XVI. PETITIONS AND COMMUNICATIONS

President Hayes thanked the Rotary Club for their efforts in hosting the
Santa Run. He thanked the sponsors and 580 runners who came out despite
the rain.

Holiday Happenings at Harmony Park is on Friday night from 4:30-7:30
p.m. President Hayes invited everyone in the community to celebrate the

holidays at this event.

XVII. ADJOURNMENT

Trustee Robin LaBedz moved to adjourn at 9:00 p.m. Trustee Richard Baldino Seconded the Motion.

The Motion: Passed

Ayes: Baldino, Blackwood, Glasgow, Hayes, LaBedz, Scaletta, Sidor, Tinaglia

Absent: Rosenberg



Item: Committee of the Whole 12/10/2018

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Committee of the Whole 12/10/2018	Minutes



MINUTES

President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Board Room
Arlington Heights Village Hall
33 S. Arlington Heights Road
Arlington Heights, IL 60005
December 10, 2018
7:30 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

President Hayes and the following Trustees responded to roll: Glasgow, Tinaglia, Scaletta, LaBedz, Blackwood, Baldino, Sidor.

Trustee Rosenberg was absent.

Also present were: Randy Recklaus, James McCalister, Gerald Mourning and Becky Hume.

IV. NEW BUSINESS

- A. Proposal to Increase the Minimum Age for the Sale and Purchase of Tobacco Products to 21

Mr. Recklaus said the topic was forwarded by the Board of Health. In July, The Board of Health asked the Village Board to consider increasing the minimum age for the sale and purchase of tobacco products to 21. Simultaneously, the State was considering the issue so the Board decided to wait until the State decided upon its decision. President Hayes wrote a letter urging Governor Rauner to sign the bill. The bill passed, but it was vetoed by the governor. The senate voted to override the veto, but there were not sufficient votes to override the veto in the house.

Dr. Laurie, Chair of the Board of Health, said addressing tobacco and the age limitations is a major public health concern. We know the effect of tobacco on health. Times have changed and the delivery of nicotine has changed. The

highest risk age group is adolescents. That is the time when the brain is still developing and it can have lasting impacts throughout their lives. The age group is important, because once they are hooked, they will be addicted their entire lives. Raising the age limit reduces the access from teens' friends or older siblings. The electronic delivery devices have a higher level of nicotine and are being targeted to youth with flavors. The village sets a high standard for Public Health that started with the Clean Air Act, then targeted all tobacco products and electronic delivery devices. This is another step in our evolution to promote the health of our adolescent community.

Students supporting Tobacco 21 came from Stevenson High School's Catalyst Club, Hersey High School and Prospect High School. The following students presented the case to the Board: Audrey Liu, Matthew Brooks, Joe Lehman, Erika Zhang, Alyssa Shack, Mia Franco, Stella Mechkova, Yachi Patel and Aryana Thompson. They said tobacco use is the single most avoidable cause of disease, disability and death in the United States. There has been a 78% increase in e-cigarette use among high school students and a 48% increase among middle school students. The market has evolved. The vape juice used in e-cigarettes and Juuls has carcinogenic chemicals. The new systems don't smell as offensive or look as dangerous but 31% of vapers start using cigarettes within 6 months. Tobacco 21 seeks to increase the social gap, as it is harder for youth to access the products. They listed the neighboring municipalities who have passed Tobacco21 which included Buffalo Grove, Elk Grove, Lake Zurich and Hoffman Estates. The students noted that adolescent's brains are not fully mature, so their decision making is not the same as adults. 18 is a relatively arbitrary age requirement and 21 has been set as a threshold for many other risky behaviors. As a result of teen addiction, 3 out of 4 smokers continue to adulthood. 19-21 year olds are twice as likely as 16-17 year olds to be smokers. Big tobacco knows this. They try and addict people early in their lives. They said by raising the age, they talked about the social gap. It's easy for those under 18 to get tobacco product from their classmates who are 18, but much harder to access a 21 year old.

The students noted when the alcohol age was raised, there was a steep decline in consumption by adolescents. They cited a case study in Needham MA, where ½ the number of students using tobacco decreased by increasing the age. At 21 the brain is closer to being fully developed. Right now high school students see 18 year olds every day, but not 21 year olds. This would save lives.

They noted that 2% of tobacco sales are to students, so the tobacco companies will not be harmed. The California State Board of Equalization estimates that Tobacco 21 will reduce healthcare costs in their State by as much as \$2 billion a year.

Mr. Recklaus said staff is looking for direction on whether to draft an ordinance to raise the age from 18 to 21. The Chamber of Commerce is neutral on this issue. The business community asked whether or not if this would change the age that employees would have to be to sell nicotine

products, and it would not. 18 year old employees could still sell the products at retailers.

Each Trustee commended the Board of Health and the Students for their presentation.

President Hayes said the students made a great case why the Board should pass it. He asked what arguments from the opponents would be. It appears the negative impact is minimal and there may be medical savings.

Ms. Liu said one argument is if 18 year olds are able to serve in the military, so they should be able to purchase tobacco. But there are other things you can't do as an 18 year old like purchase alcohol, or rent a car. Serving is volunteer service but tobacco affects others around you. When you smoke, second hand smoke affect other people so this argument is not valid.

Jamie Epstein from the Stand Strong Coalition said the Department of Defense is going to a tobacco free policy in 2020. Military members won't be able to buy tobacco or smoke on base any more.

President Hayes generally he likes to see the appropriate level of government act on legislation, in this case the State. He already encouraged the State to enact this legislation so that the municipalities would have an even playing field. However, it appears the Board can't stand by and wait for the State to act and should take a leadership role by enacting Tobacco 21.

Trustee Scaletta asked Chief Mourning how he would review these establishments. Chief Mourning said currently the Department runs a compliance check once a year. There are 53-54 businesses that sell tobacco products. On average two businesses fail a year. The Department would simply enforce the age of 21 as opposed to 18. It already has this program in place for monitoring compliance. Trustee Scaletta said he was disappointed in the State's inability to handle issues like this. He asked if the motion included e-cigarettes. Mr. Recklaus said yes, the code was amended to define electronic smoking devices and alternative nicotine products previously.

Trustee Tinaglia said this target sales only, what about use? For alcohol, you can't buy or possess it if you are under age. How will this work? Chief Mourning said this is targeting the sale of tobacco products. It would be very difficult to enforce possession because someone living in another community could legally purchase it and be passing through not knowing it was illegal in Arlington Heights. This change in age would spreading the age of the kids that would have access to the products as high school aged kids don't have as easy access to 21 year olds as they do to 18 year olds. Trustee Tinaglia asked what would happen if a student went over to Palatine to buy tobacco and then came back to Hersey. Mr. Recklaus said this is one of the unfortunate consequences of the State not taking action. It is difficult to enforce possession penalty, but this rule would reduce the incidences of smoking, especially if our neighbors do the same. If there were a statewide ban, that would be more effective. This ordinance would impact sales only,

not possession. Chief Mourning said schools already prohibit tobacco on campus.

Trustee Glasgow said the village is surrounded by non-home rule areas like Prospect Heights. People will get something if it's legal or not if they want it. If we are not going to enforce possession, what is the Police Department's position on people who buy for others? Chief Mourning said it won't happen to the same extent that it is happening now, right now 18 year olds are doing that. By raising the age to 21 it lessens the opportunity for those kinds of transactions. Trustee Glasgow said this is spinning our wheels, if we are going to pass a law, let's have some teeth to it, otherwise we are wasting our time. People will become tobacco dealers if there is not a high risk of prosecution. He would like this issue addressed in the future.

Trustee Glasgow asked why the age of 21 was chosen versus 25. Dr. Laurie said there may be limitations in enforcement, but if you change the stigma or perception of smoking, you change behaviors and patterns. This shows we are committed to protecting our youth. That creates a culture. It gains popularity to promote public health. You are actually addressing a bigger issue by setting the culture. As far as the age of 21, the FDA's data shows changing the age from 21 to 25 does not have a significant impact. A huge impact happens between the ages of 18 and 21. The likelihood of addiction is more pronounced between 18 and 21, than 21 and 25. Trustee Glasgow said if you raise it to 25 it takes out all of the related impacts, the chances of addiction plummet if you don't have access up to 25. Why not make it 25? Dr. Laurie said the greatest impact on limiting addiction is from 18 to 21.

Ms. Epstein said the difference between 21 and 25 isn't that great. Trustee Glasgow said he would rather include more people than exclude more people. He asked if it will come to the State Legislature again. Julie Mirostaw of the American Heart Association said they will reintroduce the bill in January, but they appreciate local entities taking it up in the meantime as this will add more incentive for the State to act. Governor Pritzker has expressed his support.

Trustee Glasgow said he watched his grandfather die of lung cancer, so sees why this is important. This is not perfect, but it's something we need to do. He said he would prefer to see the State do what it is supposed to do.

Kris Zerfass of Link Together Coalition said they are leading the effort in Arlington Heights/Wheeling Township, but will be bringing it to the surrounding neighborhoods.

Trustee LaBedz said she wished this would have passed this long ago by the State and is convinced that this will have a positive impact.

Trustee Blackwood asked the difference in pricing between vaping devices and cigarettes. Hanna Caselton of Link Together Coalition said it's about \$40 for a starter vape pack and \$20 for a 4 pack of pods. With Juul products, you have to buy the pods, they are not refillable. So the cost depends on how

much the person is using. Some students choose refillable devices, which can be \$100-\$150 but are less expensive in the long run as the liquid is cheaper than the pods. Trustee Blackwood said it is hard to imagine a teenager coming up with the amount of money to sustain the habit. She said she came from a generation that was raised by smoking parents, often who were given cigarettes as soldiers. As their children, we saw them pass away from cancer. Now she sees young people smoking and wants to protect them. Ms. Caselton said vaping is what is cool and popular right now. Lately, the liquids put in refillable devices are growing in sales. Most students are underage and purchase from older people, so we don't know the original source of the product. There are a lot of online sales as well. Trustee Blackwood said she wasn't sure where enforcement should go, if the target should be vape shop or traditional retail sellers.

Trustee Sidor asked when the Board of Health started their discussion. Mr. McCalister said at the beginning of the year. Trustee Sidor asked the students what they do when they find out a friend is vaping. Ms. Zhang said she said she expresses her disappointment and a lot of them don't know that vaping can be harmful. Education is important and the statistics have powerful effects on peers and she shares them with her friends. Trustee Sidor asked if the schools have programs. The answer was yes. Trustee Sidor said he wished there was more teeth for the possession issue. Trustee Sidor said he agreed with Trustee Glasgow. Ms. Epstein said some towns have put possession in their ordinances, in this community having some charges for possession would work, in other communities, it punishes some in disadvantaged circumstances.

Mr. Recklaus said he was concerned about workload of the Police Department. He didn't want to put an ordinance on the books we can't enforce well and there were concerns we would have a hard time enforcing possession. He said the Board could revisit possession in the future. Trustee Sidor said his preference was for possession to be part of the ordinance and would like to revisit it in the future. Mr. Recklaus said it's also a fairness issue, someone could buy it in a town where it is legal, and comes to town and doesn't know our restrictions.

Trustee Baldino said he was in favor of this initiative. One counterargument was that the State would lose \$48 million in tax revenue but Cook County's cost of respiratory health care estimate is \$10 billion in health costs and productivity loss. These two things do not add up. He said he didn't think this is wasted effort if the State comes through, if the State doesn't pass the bill it is good for us. If they do, it will already be in place and no additional effort will be needed.

Jorie Ouimet of the Link Together Coalition said they are working with D214, D21 and D25 on the education component. Ms. Zerfass said the kids are hiding the vapes in sharpies. Ms. Caselton said they are also making their own devices. The impact is huge.

Ms. Miostaw said the AHA is promoting the health advocacy issue. They are

not promoting or supporting possession penalties in local ordinances. The State bill took out penalties. They are a science based organization and as such, there is no evidence or proof that penalizing an underage user deters or reduces smoking initiation. The onus should remain on the retailer. The idea is that the predatory marketing will be reduced. Kids shouldn't be penalized.

Dr. Laurie said cool kids have principles, stand up for themselves, speak their mind and make a difference. The cool kids are here making these presentations.

President Hayes said it is incumbent on the Board to look at both sides of issues. It is worthy to note that our Chamber of Commerce polled their members and they are neutral.

Trustee Glasgow said part of his concern is when you buy something like this you end up with other issues. Many times when you find something like this on a kid, you will find additional items, which helps the community identify illicit activity. He would like to give the Police more tools rather than less. The current County State's Attorney dismisses many cases including marijuana crimes. If we make it illegal, then it goes to our prosecutor versus sending it to the State where we have no control. The Police have discretion, they don't have to charge everyone they find, but having possession in the ordinance would give them another tool.

Trustee Scaletta asked what the controls were on online sales. Ms. Zerfass said in order to buy from Juul, you have to make an account, you have to say they are 21, and an email confirmation is sent with a code for the last 4 digits of a social security number. Juul is under a microscope now. There are a lot of sites, but there are some controls. Trustee Scaletta asked if the Governor would pass this before or after the legal marijuana.

Ms. Miostaw said she thinks this will move faster than the marijuana bill. Ms. Ouimet said there is a legislative breakfast in January about the possible impacts of recreational marijuana on local communities.

Trustee Sidor asked how the youth will be educated in the village if this passes. Mr. McCalister said they will use social media and work with the Linked Together Coalition. Ms. Ouimet said information will be sent to the schools. Mr. Recklaus said the village will correspond with all our retailers and the Chamber to get the word out.

Mr. Lehman said education doesn't do anything to fix this issue. The people who vape are aware, but don't care. High schools are short sighted. If they don't understate the facts, maybe they will understand a legal penalty.

President Hayes told staff to make sure and let the retailers know.

Trustee Sidor said the parents will need to know, and he hoped there is more outreach than just social media. President Hayes agreed. Mr. Recklaus said

we will explore all options and will communicate the plan to the Board. The media will hopefully spread the word as well.

Mr. Recklaus said the way the recommendation is written in Novus, it limits the age of those selling tobacco as well as those purchasing it. There was concern from one business owner about limiting the age to sell, you don't have to change the age to legally sell tobacco. You could keep that 18 so it doesn't impact hiring decisions of retailers. That's up to the Board. He said he wanted clear direction on that for when we draft the ordinance. Lincolnshire, Vernon Hills and Buffalo Grove did not change the age in which to sell.

President Hayes asked if in this recommended motion we would take out the word sell. Mr. Recklaus said yes.

Trustee Tinaglia said he wanted to be clear that this should go further. If people are vaping in the parks or in restaurants, do we want to go further at some point and say it is not allowed in Arlington Heights? He said the village should keep looking at this. He is in favor of taking it further. Mr. Recklaus said this point is not lost and staff has received this message.

Trustee Tinaglia moved to proposed to the Village Board to increase the minimum age for the purchase of tobacco products from 18 to 21. Trustee Baldino seconded the motion. The motion carried unanimously.

V. OTHER BUSINESS

VI.ADJOURNMENT

Trustee Scaletta moved to adjourn at 8:59 p.m. Trustee LaBedz seconded the motion. The motion carried unanimously.



Item: Warrant Register 12/15/2018

Department: Village Clerk

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Warrant Register 12/15/2018

Type

Warrant Register



**VILLAGE OF ARLINGTON
HEIGHTS
WARRANT REGISTER FOR
CHECK DATE: 12-15-2018**

Fund	Fund Description	Total Transaction Amount
101	General Fund	\$554,122.13
215	CDBG Fund	\$29.08
227	Foreign Fire Ins Tax Fund	\$7,711.89
231	Criminal Investigation Fd	\$811.40
235	Municipal Parkg Opr Fund	\$20,120.97
263	TIF IV	\$3,792.50
301	Debt Service Fund	\$6,204,237.50
401	Capital Projects Fund	\$295,364.72
426	Storm Water Control Fund	\$164,271.28
431	Public Building Fund	\$1,262,879.95
505	Water and Sewer Fund	\$120,136.92
511	Solid Waste Fund SWANCC	\$276,812.09
515	Arts,Entert & Events Fund	\$8,308.63
605	Health Insurance Fund	\$312,939.08
611	General Liability Ins Fnd	\$10,224.67
615	Workers Compensation Ins	\$82,589.01
621	Fleet Operations Fund	\$28,016.45
625	Technology Fund	\$26,889.30
715	Guaranty Deposits Fund	\$17,165.00
721	Escrow Deposits Fund	\$144,425.79
TOTAL ALL FUNDS		\$9,540,848.36

WARRANT REGISTER - GM0002**Department: 0****Division: 0**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
2161	505-0000-452.42-00	BEN MARADKEL	WATER BILL REFUND	\$257.17	\$257.17
2162	505-0000-452.42-00	JOANNE BENRUD	WATER BILL REFUND	\$375.35	\$375.35
215536	715-0000-220.93-00	AUTO-RAIN INC	BOND REFUND	\$200.00	\$200.00
215537	715-0000-220.93-00	A & A PAVING CONTR'S 181052	BOND REFUND	\$200.00	\$200.00
215538	715-0000-220.93-00	ABBAY PAVING 18889	BOND REFUND	\$150.00	\$150.00
215544	715-0000-220.93-00	AIELLO, DIANE 182483	BOND REFUND	\$200.00	\$200.00
215550	715-0000-220.93-00	AMDERSON, CANDICE 173586	BOND REFUND	\$200.00	\$200.00
215552	715-0000-220.93-00	AMERICAN NAT'L 183230	BOND REFUND	\$200.00	\$200.00
215553	505-0000-140.10-00	AMERICAN PRINTING TECHNOLOGIES	POSTAGE REIMBURSEMENT	\$1,865.86	\$1,865.86
215557	721-0000-221.10-11	ARLINGTON HTS MEMORIAL LIBRARY	CASH IN LIEU OF LAND	\$8,660.47	\$8,660.47
215558	721-0000-221.10-11	ARLINGTON HTS PARK DISTRICT	CASH IN LIEU OF LAND	\$107,811.17	\$107,811.17
215560	721-0000-221.10-11	ARLINGTON HTS SCHOOL DIST 25	CASH IN LIEU OF LAND	\$7,142.52	\$7,142.52
215567	715-0000-220.93-00	AUTO RAIN EVERGREEN 18 2764	BOND REFUND	\$200.00	\$200.00
215569	715-0000-220.93-00	BARBARA JACOBS 18 3422	BOND REFUND	\$200.00	\$200.00
215573	715-0000-220.93-00	BILMAR, GAIL & LARRY 182570	BOND REFUND	\$200.00	\$200.00
215576	715-0000-220.93-00	BRASCO INC 18 1747	BOND REFUND	\$200.00	\$200.00
215579	715-0000-220.93-00	CAPLAN, MICHAEL S 183030	BOND REFUND	\$200.00	\$200.00
215581	101-0000-421.15-00	DAN CAULFIELD	REFUND DOG TAG	\$12.00	\$12.00
215582	715-0000-220.93-00	CERNIGLIA, GREG & MARY 181244	BOND REFUND	\$200.00	\$200.00
215584	715-0000-220.93-00	CHICAGOLAND BRICK 18585	BOND REFUND	\$200.00	\$200.00
215594	715-0000-220.93-00	COOPER, MARK A 183088	BOND REFUND	\$200.00	\$200.00
215595	715-0000-220.93-00	CORCORAN, IRENE 183175	BOND REFUND	\$200.00	\$200.00
215596	715-0000-220.93-00	COSTELLO, DALE 183434	BOND REFUND	\$200.00	\$200.00

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215600	715-0000-220.93-00	DANLEYS GARAGE WORLD 171372	BOND REFUND	\$50.00	\$50.00
215606	101-0000-421.99-00	EL CID	OL REFUNDS	\$22.00	\$22.00
215608	101-0000-421.10-00	ENVIRONMENTAL LANDSCAPES	OL REFUNDS	\$65.00	\$65.00
215609	101-0000-421.05-00	JEROME FALKOWSKI	REFUND VEHICLE STICKER	\$12.00	\$12.00
215613	715-0000-220.93-00	FORTIS 183908	BOND REFUND	\$200.00	\$200.00
215614	715-0000-220.93-00	FORTIS CONCRETE 174108	BOND REFUND	\$150.00	\$150.00
215616	101-0000-421.05-00	RICHARD FRISBIE	REFUND VEHICLE STICKER	\$24.00	\$24.00
215622	715-0000-220.93-00	GRANT AND POWER LANDSCAPING	BOND REFUND	\$150.00	\$150.00
215623	715-0000-220.93-00	GREENSCAPE HOMES 172138	BOND REFUND	\$400.00	\$400.00
215624	715-0000-220.93-00	GREENSCAPE HOMES LLC 172875	BOND REFUND	\$150.00	\$150.00
215625	715-0000-220.93-00	GREENSCAPE HOMES LLC 172720	BOND REFUND	\$150.00	\$150.00
215626	715-0000-220.93-00	GREG ORTA 18 2639	BOND REFUND	\$200.00	\$200.00
215628	715-0000-220.93-00	HANSEN, BILL 183827	BOND REFUND	\$200.00	\$200.00
215629	715-0000-220.93-00	HARDROCK DESIGN INC 181407	BOND REFUND	\$200.00	\$200.00
215630	715-0000-220.93-00	HAROLD TRYCHTA 18 2735	BOND REFUND	\$200.00	\$200.00
215636	715-0000-220.93-00	HERTEL, SCOTT 181214	BOND REFUND	\$150.00	\$150.00
215637	101-0000-421.99-00	HIPPO BAKERY-RELEAF MATCHA	OL REFUNDS	\$100.00	\$100.00
215638	715-0000-220.93-00	HIROHIKO MURASE 18 2140	BOND REFUND	\$150.00	\$150.00
215639	715-0000-220.93-00	HOLUM, JUDITH E 182871	BOND REFUND	\$200.00	\$200.00
215641	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181276	BOND REFUND	\$200.00	\$200.00
215642	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181277	BOND REFUND	\$200.00	\$200.00
215643	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181279	BOND REFUND	\$200.00	\$200.00
215644	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181281	BOND REFUND	\$200.00	\$200.00
215645	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181283	BOND REFUND	\$200.00	\$200.00
215646	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181284	BOND REFUND	\$200.00	\$200.00

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215647	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181285	BOND REFUND	\$200.00	\$200.00
215648	715-0000-220.93-00	HUNTINGTON SQUARE TOWN 181286	BOND REFUND	\$200.00	\$200.00
215649	715-0000-220.93-00	HUTCHINI, ROBERT 183158	BOND REFUND	\$200.00	\$200.00
215650	101-0000-140.05-00	IL MUNICIPAL LEAGUE	2019 MUNICIPAL MEMBERSHIP	\$5,000.00	\$5,000.00
215657	715-0000-220.93-00	J & J PAVEMENT REPAIRS 181979	BOND REFUND	\$200.00	\$200.00
215661	101-0000-421.05-00	LAWRENCE JOHNSON	REFUND VEHICLE STICKER	\$30.00	\$30.00
215664	715-0000-220.93-00	JRC DESIGN BUILD 174729	BOND REFUND	\$4,800.00	\$4,800.00
215665	101-0000-421.05-00	TIFFANY JUERGENS	REFUND VEHICLE STICKER	\$5.00	\$5.00
215667	715-0000-220.93-00	KAPLAN PAVING	BOND REFUND	\$200.00	\$200.00
215670	715-0000-220.93-00	KRUEGERS CONCRETE LLC 18 2598	BOND REFUND	\$200.00	\$200.00
215672	715-0000-220.93-00	LAKE SHORE PAVING 182827	BOND REFUND	\$200.00	\$200.00
215675	715-0000-220.93-00	LEOPARDO COMPANIES 182050	BOND REFUND	\$300.00	\$300.00
215676	715-0000-220.93-00	LEXINGTON TOWNE LLC 18739	BOND REFUND	\$15.00	\$15.00
215680	505-0000-120.80-00	LUSK, MARY ANN	WATER BILL REFUND	\$15.32	\$15.32
215681	715-0000-220.93-00	MAJERCZAK, JASON 181450	BOND REFUND	\$150.00	\$150.00
215683	715-0000-220.93-00	MAVES, NATHAN 173322	BOND REFUND	\$50.00	\$50.00
215694	715-0000-220.93-00	MOHRBACHER, MICHAEL 183317	BOND REFUND	\$200.00	\$200.00
215701	715-0000-220.93-00	NEIGHBORHOOD REMODELERS 173733	BOND REFUND	\$700.00	\$700.00
215702	505-0000-452.42-00	JANINE NICOLAS	REFUND FINAL WATER BILL	\$224.11	\$224.11
215719	715-0000-220.93-00	PLATINUM POOLCARE AQUA- 174309	BOND REFUND	\$150.00	\$150.00
215727	715-0000-220.93-00	RENZ, BRUCE A 183285	BOND REFUND	\$200.00	\$200.00
215732	101-0000-421.05-00	ANDY RODRIGUEZ	REFUND VEHICLE STICKER	\$60.00	\$60.00
215737	505-0000-452.42-00	KAREN SCHUETZ	REFUND FINAL WATER BILL	\$33.00	\$33.00
215751	715-0000-220.93-00	STEGEN, CHARLES 182983	BOND REFUND	\$200.00	\$200.00
215755	101-0000-421.05-00	ANNIE SZNAJDER	REFUND VEHICLE STICKER	\$30.00	\$30.00

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215762	505-0000-120.80-00	TITRE, MAXINE	WATER BILL REFUND	\$14.64	\$14.64
215763	715-0000-220.93-00	TOM BISUGNANI 18 3155	BOND REFUND	\$200.00	\$200.00
215765	715-0000-220.93-00	TORRES, ARELI 182809	BOND REFUND	\$200.00	\$200.00
215766	721-0000-221.10-11	TOWNSHIP HIGH SCHOOL DIST #214	CASH IN LIEU OF LAND	\$7,623.07	\$7,623.07
215767	715-0000-220.93-00	TPC CONSTRUCTION 164036	BOND REFUND	\$550.00	\$550.00
215768	715-0000-220.93-00	TRAKAS, SAM 161571	BOND REFUND	\$400.00	\$400.00
215791	715-0000-220.93-00	WATSON, DONNA 183226	BOND REFUND	\$200.00	\$200.00
215794	721-0000-221.10-11	WHEELING SCHOOL DISTRICT 21	CASH IN LIEU OF LAND	\$13,188.56	\$13,188.56
215795	715-0000-220.93-00	WILCOX, FRANCES M 182743	BOND REFUND	\$200.00	\$200.00
215796	715-0000-220.93-00	WOLF, DONNA J 181511	BOND REFUND	\$150.00	\$150.00
215798	715-0000-220.93-00	XCLUSIVE CONCRETE	BOND REFUND	\$200.00	\$200.00
801791	101-0000-210.95-00	RTA/CTA BENEFIT PROGRAM	RTA CTA BENEFIT PROGRAM	\$91.35	\$91.35
901405	511-0000-140.05-00	SOLID WASTE AGENCY	TIPPING FEES	\$99,258.94	\$99,258.94
				Division 0 Total	\$269,086.53
				Department 0 Total	\$269,086.53

WARRANT REGISTER - GM0002**Department: 1 Board of Trustees****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215678	101-0101-501.21-65	LORELLE COMMUNICATIONS INC	SERVICE MISCELLANEOUS	\$4,500.00	\$4,500.00
				Division 1 Total	\$4,500.00
				Department 1 Total	\$4,500.00

WARRANT REGISTER - GM0002**Department: 2 Integrated Services****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215748	101-0201-502.21-65	SPRINT	ACCT 456761884	\$100.00	\$100.00
215753	101-0201-502.30-05	SUMMIT PRINT SOLUTIONS	SERVICE PRINTING	\$90.00	\$90.00
215780	101-0201-502.21-65	VERIZON WIRELESS	ACCT 9819226361	\$128.06	\$128.06
				Division 1 Total	\$318.06
				Department 2 Total	\$318.06

WARRANT REGISTER - GM0002**Department: 3 Human Resources****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215610	101-0301-503.22-05	FEDERAL EXPRESS	SHIPPING/DELIVERY SERVICE	\$83.59	\$83.59
215617	615-0301-552.42-75	GALLAGHER BASSETT SERVICES INC	CLAIMS - MEDICAL LOSS	\$10,062.99	\$10,062.99
	615-0301-552.42-80	GALLAGHER BASSETT SERVICES INC	CLAIMS - W/C	\$26,223.70	\$26,223.70
215632	101-0301-503.22-02	HARRIS TRUST & SAVINGS BANK	BUS MGMT DAILY	\$99.00	\$0.00
			BUS MGMT DAILY	(\$99.00)	
215654	615-0301-552.42-81	INTERGOVERNMENTAL RISK MGMT AGENCY	TRAINING - W/C	\$35.00	\$46,302.32
			CLAIMS - W/C	\$46,267.32	
215711	101-0301-503.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$99.27	\$100.94
			OFFICE SUPPLIES	\$1.67	
	605-0301-552.33-05	OFFICE DEPOT	OFFICE SUPPLIES	\$53.30	\$53.30
215779	101-0301-503.21-65	VERIZON WIRELESS	ACCT 9818739105	\$125.47	\$125.47
901404	605-0301-552.20-60	HMO ILLINOIS	HEALTH INSURANCE PREMIUM	\$312,885.78	\$312,885.78
				Division 1 Total	\$395,838.09
				Department 3 Total	\$395,838.09

WARRANT REGISTER - GM0002**Department: 4 Legal Department****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215592	101-0401-503.21-65	COOK COUNTY RECORDER OF DEEDS	2019 LOCK BOX ANNUAL FEE	\$240.00	\$240.00
215593	101-0401-503.21-65	COOK COUNTY RECORDER OF DEEDS	RECORDINGS	\$378.00	\$378.00
215610	101-0401-503.22-05	FEDERAL EXPRESS	SHIPPING/DELIVERY SERVICE	\$33.43	\$33.43
215733	101-0401-503.21-65	ROSE MARY JURINEK	COURT REPORTER	\$327.50	\$327.50
215786	101-0401-503.21-65	VERIZON WIRELESS	ACCT 68500580500002	\$92.05	\$92.05
				Division 1 Total	\$1,070.98
				Department 4 Total	\$1,070.98

WARRANT REGISTER - GM0002**Department: 5 Finance****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215553	505-0501-503.21-65	AMERICAN PRINTING TECHNOLOGIES	SERVICE PRINTING	\$720.35	\$1,440.70
			SERVICE PRINTING	\$720.35	
215572	101-0501-503.22-03	KEVIN BAUMGARTNER	TUITION REIMBURSEMENT	\$1,500.00	\$1,500.00
215632	101-0501-503.30-05	HARRIS TRUST & SAVINGS BANK	AMZN MKTP US*M07RI7C50	\$34.77	\$34.77
215654	611-0501-552.42-61	INTERGOVERNMENTAL RISK MGMT AGENCY	CLAIMS - AUTO	\$8,697.51	\$10,224.67
			CLAIMS - GEN LIABILITY	\$1,527.16	
215711	101-0501-503.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$298.76	\$349.11
			OFFICE SUPPLIES	\$50.35	
215715	101-0501-503.22-01	PADDOCK PUBLICATIONS INC	ADVERTISING	\$72.90	\$207.90
			ADVERTISING	\$81.00	
			ADVERTISING	\$54.00	
215787	101-0501-503.21-65	VERIZON WIRELESS	ACCT 38508581800001	\$56.04	\$56.04
Division 1 Total					\$13,813.19
Department 5 Total					\$13,813.19

WARRANT REGISTER - GM0002**Department: 6 Information Technology****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215632	625-0601-553.21-02	HARRIS TRUST & SAVINGS BANK	SGU*SG *OAK BROOK OFFI	\$333.00	\$333.00
	625-0601-572.50-10	HARRIS TRUST & SAVINGS BANK	AMAZON.COM*M086I30A2	\$941.98	\$2,351.37
			AMZN MKTP US*M00S73GS1	\$1,349.40	
			AMZN MKTP US*M07HI3G61	\$59.99	
215653	625-0601-553.20-39	INSIGHT PUBLIC SECTOR	COMPUTERS,DP & WORD PROC.	\$5,123.18	\$5,123.18
215697	625-0601-553.20-05	MUNICIPAL GIS PARTNERS INC	COMPUTERS,DP & WORD PROC.	\$16,574.41	\$16,574.41
215711	625-0601-553.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$227.65	\$227.65
215782	625-0601-553.21-65	VERIZON WIRELESS	ACCT 6850058050001	\$1,423.44	\$1,423.44
215783	625-0601-553.21-65	VERIZON WIRELESS	ACCT 98726153700001	\$464.95	\$464.95
215785	625-0601-553.21-65	VERIZON WIRELESS	ACCT 78036610800001	\$391.30	\$391.30
				Division 1 Total	\$26,889.30
				Department 6 Total	\$26,889.30

WARRANT REGISTER - GM0002**Department: 10 Boards & Commissions****Division: 8**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215563	101-1008-502.20-75	ARLINGTON RENTAL INC	RENTAL EQUIPMENT	\$1,003.34	\$1,003.34
215752	101-1008-502.20-75	STEPHEN LASER & ASSOCIATES	INDIVIDUAL ASSESSMENTS	\$1,100.00	\$1,100.00
				Division 8 Total	\$2,103.34

Division: 17

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215717	101-1017-502.20-24	PETTY CASH	DISABILITY COMMISSION	\$46.01	\$69.54
			DISABILITY SERVICE AWARD	\$23.53	
Division 17 Total					\$69.54

Division: 19

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215540	101-1019-502.22-02	ACTIVE TRANSPORTATION ALLIANCE	DUES RENEWAL/REGISTRATION	\$245.00	\$245.00
215729	101-1019-502.22-02	RIDE ILLINOIS	DUES RENEWAL	\$210.00	\$210.00
				Division 19 Total	\$455.00

Division: 21

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215717	101-1021-502.40-40	PETTY CASH	ECONOMIC ALLIANCE	\$29.98	\$29.98
				Division 21 Total	\$29.98
				Department 10 Total	\$2,657.86

WARRANT REGISTER - GM0002**Department: 20 Special Events****Division: 5**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215632	515-2005-525.50-55	HARRIS TRUST & SAVINGS BANK	AMAZON.COM*M02N64fX0	\$327.99	\$1,195.97
			AMZN MKTP US*M002B3OS0	\$368.98	
			SCAFFOLDSTORE.COM	\$499.00	
				Division 5 Total	\$1,195.97
				Department 20 Total	\$1,195.97

WARRANT REGISTER - GM0002**Department: 30 Police Department****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215541	101-3001-511.30-35	KEVIN ADAMS	CLOTHING REIMBURSEMENT	\$212.76	\$212.76
215561	101-3001-511.18-03	ARLINGTON HTS SCHOOL DIST 25	CROSSING GUARD REIMBURSE	\$33,736.94	\$33,736.94
215568	101-3001-511.33-25	AXON ENTERPRISE INC	TASER ACCESSORIES	\$1,095.00	\$1,095.00
215578	101-3001-511.21-65	CAMIC JOHNSON LTD	SERVICE PROFESSIONAL	\$525.00	\$525.00
215598	101-3001-511.21-65	CRASH DATA GROUP INC	RENEWAL	\$1,050.00	\$1,050.00
215607	101-3001-511.21-65	ELINEUP LLC	RENEWAL	\$600.00	\$600.00
215610	101-3001-511.22-05	FEDERAL EXPRESS	SHIPPING/DELIVERY SERVICE	\$74.42	\$74.42
215611	101-3001-511.21-65	FIFTH THIRD BANK	PROCESSING FEE	\$38.43	\$38.43
215620	101-3001-511.21-65	GOLF ROSE ANIMAL HOSPITAL	SUPPLIES	\$85.00	\$85.00
215632	101-3001-511.30-05	HARRIS TRUST & SAVINGS BANK	AMAZON.COM*M820U1VM2	\$290.14	\$521.07
			THE WEBSTAURANT STORE	\$245.36	
			THE WEBSTAURANT STORE	(\$14.43)	
	101-3001-511.33-05	HARRIS TRUST & SAVINGS BANK	GRAND FRAME INC	\$400.00	\$1,257.40
			GRAND FRAME INC.	\$800.00	
			JEWEL-OSCO	\$57.40	
	101-3001-511.33-25	HARRIS TRUST & SAVINGS BANK	ALLIVET	\$69.99	\$302.80
			AMZN MKTP US*M81J165M2	\$29.85	
			ANIMAL CARE EQUIPMENT	\$118.80	
			HERITAGE ANIMAL WEBSTO	\$34.21	
			STATELINETACK.COM	\$49.95	
	101-3001-511.33-30	HARRIS TRUST & SAVINGS BANK	MARIANOS #501	\$52.06	\$280.06
			HOO*HOOTSUITE INC	\$228.00	
215640	101-3001-511.33-25	HOME DEPOT CREDIT SERVICES	HARDWARE SUPPLIES	\$31.00	\$314.89

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215640	101-3001-511.33-25	HOME DEPOT CREDIT SERVICES	HARDWARE SUPPLIES	\$173.52	\$314.89
			HARDWARE SUPPLIES	\$110.37	
	235-3001-532.33-05	HOME DEPOT CREDIT SERVICES	HARDWARE SUPPLIES	\$82.74	\$82.74
215652	101-3001-511.22-03	IL TACTICAL OFFICERS ASSOC	REGISTRATION	\$325.00	\$325.00
215655	101-3001-511.22-02	INTL ASSOC CHIEFS OF POLICE	DUES	\$190.00	\$380.00
			DUES	\$190.00	
215658	101-3001-511.30-35	JG UNIFORMS	CLOTHING & APPAREL	\$19.50	\$4,616.00
			CLOTHING & APPAREL	\$267.40	
			CLOTHING & APPAREL	\$108.00	
			CLOTHING & APPAREL	\$266.50	
			CLOTHING & APPAREL	\$327.90	
			CLOTHING & APPAREL	\$327.90	
			CLOTHING & APPAREL	\$327.90	
			CLOTHING & APPAREL	\$327.90	
			CLOTHING & APPAREL	\$327.90	
			CLOTHING & APPAREL	\$785.00	
			CLOTHING & APPAREL	\$113.00	
			CLOTHING & APPAREL	\$199.95	
			CLOTHING & APPAREL	\$418.80	
			CLOTHING & APPAREL	\$218.85	
			CLOTHING & APPAREL	\$92.40	
			CLOTHING & APPAREL	\$173.00	
			CLOTHING & APPAREL	\$39.80	
			CLOTHING & APPAREL	\$18.75	
			CLOTHING & APPAREL	\$109.65	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215658	101-3001-511.30-35	JG UNIFORMS	CLOTHING & APPAREL	\$145.90	\$4,616.00
215663	101-3001-511.21-65	JP MORGAN CHASE	PROCESSING FEE	\$20.35	\$20.35
215669	101-3001-511.22-15	KONICA MINOLTA BUSINESS USA	OFFICE MACHINES & ACCESS	\$227.02	\$227.02
215687	101-3001-511.21-65	METRO-WESTERN COOK CREDIT	SERVICE MISCELLANEOUS	\$144.00	\$180.00
			SERVICE MISCELLANEOUS	\$36.00	
215692	101-3001-511.30-05	MIDWEST OFFICE INTERIORS INC	KEY DUPLICATION	\$24.00	\$24.00
215700	101-3001-511.22-03	NE MULTI REGIONAL TRAINING INC	REGISTRATION	\$500.00	\$500.00
215705	101-3001-511.21-65	NORTHERN IL FUNERAL SERVICES INC	SERVICE MISCELLANEOUS	\$425.00	\$425.00
215709	101-3001-511.21-02	NUMBERS AUTOMATION	SERVICE EQUIPMENT	\$448.00	\$448.00
215711	101-3001-511.30-05	OFFICE DEPOT	OFFICE SUPPLIES, GENERAL	\$53.17	\$2,339.82
			OFFICE SUPPLIES, GENERAL	\$728.41	
			OFFICE SUPPLIES, GENERAL	\$102.00	
			OFFICE SUPPLIES, GENERAL	\$359.32	
			OFFICE SUPPLIES, GENERAL	\$1,096.92	
215712	101-3001-511.33-25	ORION SAFETY PRODUCTS	SUPPLIES	\$3,042.48	\$3,042.48
215718	101-3001-511.22-05	PETTY CASH/POLICE	POSTAGE	\$20.00	\$20.00
	101-3001-511.33-25	PETTY CASH/POLICE	SUPPLIES	\$16.98	\$16.98
215720	101-3001-511.22-02	POLICE EXECUTIVE RESEARCH FORU	DUES	\$475.00	\$475.00
215724	101-3001-511.21-02	RADARSIGN	EQUIPMENT REPAIR	\$795.00	\$795.00
	101-3001-511.33-25	RADARSIGN	EQUIPMENT ACCESSORIES	\$1,870.00	\$1,870.00
215725	101-3001-511.30-35	RAY O'HERRON	CLOTHING & APPAREL	\$73.07	\$2,014.67
			CLOTHING & APPAREL	\$42.48	
			CLOTHING & APPAREL	\$29.74	
			CLOTHING & APPAREL	\$10.18	
			CLOTHING & APPAREL	\$56.95	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215725	101-3001-511.30-35	RAY O'HERRON	CLOTHING & APPAREL	\$164.06	\$2,014.67
			CLOTHING & APPAREL	\$162.77	
			CLOTHING & APPAREL	\$21.09	
			CLOTHING & APPAREL	\$113.89	
			CLOTHING & APPAREL	\$133.98	
			CLOTHING & APPAREL	\$55.19	
			CLOTHING & APPAREL	\$46.74	
			CLOTHING & APPAREL	\$124.06	
			CLOTHING & APPAREL	\$212.49	
			CLOTHING & APPAREL	\$328.47	
			CLOTHING & APPAREL	\$139.98	
			CLOTHING & APPAREL	\$21.24	
			CLOTHING & APPAREL	\$124.07	
			CLOTHING & APPAREL	\$154.22	
215726	101-3001-511.30-35	RED WING BUSINESS ADVANTAGE ACCT	CLOTHING & APPAREL	\$157.49	\$157.49
215740	101-3001-511.33-25	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$6.19	\$125.80
			HARDWARE SUPPLIES	\$57.96	
			HARDWARE SUPPLIES	\$14.67	
			BATTERIES	\$14.99	
			HARDWARE SUPPLIES	\$31.99	
215743	101-3001-511.30-35	GEOFFREY SOBEY	CLOTHING REIMBURSEMENT	\$235.98	\$235.98
215747	101-3001-511.21-65	SPRINT	PROCESSING FEE	\$150.00	\$150.00
215753	101-3001-511.22-10	SUMMIT PRINT SOLUTIONS	SERVICE PRINTING	\$127.50	\$127.50
215756	101-3001-511.21-65	T MOBILE	PROCESSING FEE	\$50.00	\$50.00
215761	101-3001-511.21-65	THOMSON REUTERS-WEST	SERVICE PROFESSIONAL	\$494.40	\$494.40

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215769	101-3001-511.21-02	TRITON ELECTRONICS INC	SERVICE EQUIPMENT	\$1,080.00	\$1,080.00
215770	101-3001-511.33-25	ULINE INC	ANIMAL WELFARE SUPPLIES	\$365.60	\$365.60
215771	401-3001-572.50-15	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENANCE SUPPLY	\$20.99	\$2,132.69
			VEH MAINTENANCE SUPPLY	\$2,111.70	
215775	101-3001-511.21-65	VERIZON WIRELESS	PROCESSING FEE	\$295.00	\$295.00
Division 1 Total					\$63,110.29

Division: 3

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215555	231-3003-511.40-01	ARLINGTON HEIGHTS ANIMAL HOSPITAL	VETERINARY SERVICES	\$90.00	\$90.00
215588	231-3003-511.40-11	CMS ACCOUNTING	SERVICE PROFESSIONAL	\$132.81	\$132.81
215632	231-3003-511.40-11	HARRIS TRUST & SAVINGS BANK	PAYPAL *MINDSPACE	\$152.00	\$152.00
215738	231-3003-511.40-01	SCIENTIFIC ANIMAL FEEDS AND NEEDS	CANINE UNIT PROGRAM	\$53.26	\$179.12
			CANINE UNIT PROGRAM	\$90.37	
			CANINE UNIT PROGRAM	\$35.49	
215740	231-3003-511.40-11	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$7.47	\$7.47
215764	231-3003-511.40-01	TOPS IN DOG TRAINING CORP	REGISTRATION	\$250.00	\$250.00
Division 3 Total					\$811.40
Department 30 Total					\$63,921.69

WARRANT REGISTER - GM0002**Department: 35 Fire****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215545	101-3501-512.21-02	AIR ONE EQUIPMENT	REPAIR SERVICE EQUIPMENT	\$309.52	\$309.52
	101-3501-512.30-35	AIR ONE EQUIPMENT	CLOTHING & APPAREL	\$305.00	\$610.00
			CLOTHING & APPAREL	\$305.00	
215563	101-3501-512.31-65	ARLINGTON RENTAL INC	TABLES, CHAIRS RENTAL	\$395.16	\$395.16
215571	101-3501-512.31-65	BATTERIES PLUS LLC	BATTERIES	\$72.00	\$72.00
215583	101-3501-512.21-02	CHICAGO COMMUNICATIONS LLC	INSTALL MODEM	\$515.00	\$515.00
215632	101-3501-512.22-02	HARRIS TRUST & SAVINGS BANK	4TE*EMT BASIC INITAL F	\$1.00	\$41.00
			4TE*IDPH EMS HWYSAFETY	\$40.00	
	101-3501-512.31-65	HARRIS TRUST & SAVINGS BANK	AMAZON.COM*M84X44771	\$89.05	\$89.05
215658	101-3501-512.30-35	JG UNIFORMS	CLOTHING & APPAREL	\$35.95	\$35.95
215707	101-3501-512.22-03	NORTHWEST COMMUNITY HOSP	TRAINING	\$7,024.00	\$7,024.00
215710	101-3501-512.31-60	O'REILLY AUTO PARTS	VEH MAINTENANCE SUPPLY	\$38.97	\$38.97
215711	101-3501-512.30-05	OFFICE DEPOT	OFFICE SUPPLIES, GENERAL	\$22.55	\$117.60
			OFFICE MACHINES & ACCESS	\$28.48	
			OFFICE SUPPLIES, GENERAL	\$66.57	
215722	101-3501-512.31-60	R H MEDICAL	MEDICAL OXYGEN	\$141.00	\$141.00
215739	101-3501-512.21-02	SENSIT TECHNOLOGIES LLC	GAS METER REPAIR	\$182.40	\$182.40
215776	101-3501-512.21-65	VERIZON WIRELESS	ACCT 9818980868	\$958.09	\$958.09
215797	101-3501-512.30-35	WS DARLEY & CO	SAFETY & FIRST AID EQUIP.	\$3,164.50	\$3,164.50
	101-3501-512.31-85	WS DARLEY & CO	SAFETY & FIRST AID EQUIP.	\$4,445.00	\$4,445.00
	401-3501-572.50-15	WS DARLEY & CO	SAFETY & FIRST AID EQUIP.	\$3,000.00	\$3,000.00
Division 1 Total					\$21,139.24
Department 35 Total					\$21,139.24

WARRANT REGISTER - GM0002**Department: 37 Foreign Fire Insurance****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215699	227-3701-512.22-03	MATT MURPHY	TUITION REIMBURSEMENT	\$1,300.00	\$1,300.00
215731	227-3701-512.22-03	DAVID ROBERTS	TUITION REIMBURSEMENT	\$940.00	\$940.00
215734	227-3701-512.30-35	RUNNERS HIGH N TRI	2019 ATHLETIC SHOE BUDGET	\$5,000.00	\$5,000.00
215735	227-3701-512.22-03	CHRISTOPHER RYMUT	TUITION REIMBURSEMENT	\$471.89	\$471.89
				Division 1 Total	\$7,711.89
				Department 37 Total	\$7,711.89

WARRANT REGISTER - GM0002**Department: 40 Planning****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215605	263-4001-571.20-05	EHLERS & ASSOCIATES INC	SERVICE CONSULTING	\$3,792.50	\$3,792.50
215662	101-4001-521.40-41	JOURNAL & TOPICS NEWSPAPERS	ADVERTISING	\$1,062.50	\$1,062.50
215673	101-4001-521.21-65	LEGRAND REPORTING & VIDEO SERVICES	OTHER SERVICES	\$184.95	\$184.95
215687	101-4001-521.40-43	METRO-WESTERN COOK CREDIT	PROFESSIONAL SERVICES	\$56.00	\$84.00
			PROFESSIONAL SERVICES	\$28.00	
215711	101-4001-521.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$51.29	\$51.29
215717	101-4001-521.40-40	PETTY CASH	TRAVEL ICSC CHICAGO	\$29.20	\$29.20
215781	101-4001-521.21-65	VERIZON WIRELESS	ACCT 9819103674	\$124.99	\$124.99
215793	101-4001-521.40-41	WGN AM	ADVERTISING	\$500.00	\$500.00
215799	101-4001-521.22-15	XEROX CORPORATION	OFFICE MACHINES & ACCESS	\$37.96	\$37.96
Division 1 Total					\$5,867.39
Department 40 Total					\$5,867.39

WARRANT REGISTER - GM0002**Department: 41 Community Devl Block Grnt****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215610	215-4101-522.41-02	FEDERAL EXPRESS	SHIPPING/DELIVERY SERVICE	\$29.08	\$29.08
				Division 1 Total	\$29.08
				Department 41 Total	\$29.08

WARRANT REGISTER - GM0002**Department: 45 Building****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215554	101-4501-523.33-05	AMPERAGE ELECTRICAL SUPPLY INC	ELECTRICAL SUPPLIES	\$13.23	\$13.23
215587	101-4501-523.30-35	CLASSIC INDUSTRIAL SUPPLIES	CLOTHING & APPAREL	\$432.50	\$432.50
215603	101-4501-523.30-35	DLS CUSTOM EMBROIDERY	CLOTHING & APPAREL	\$179.92	\$179.92
215627	101-4501-523.20-35	GRIVAS KRAUSE ASSOCIATES LTD	ENG REVIEW	\$840.00	\$2,280.00
			ENG REVIEW	\$360.00	
			ENG REVIEW	\$1,080.00	
215717	101-4501-523.21-65	PETTY CASH	OFFICE SUPPLIES	\$22.00	\$22.00
	101-4501-523.30-05	PETTY CASH	OFFICE SUPPLIES	\$4.00	\$72.74
			OFFICE SUPPLIES	\$8.98	
			OFFICE SUPPLIES	\$39.96	
			OFFICE SUPPLIES	\$19.80	
215777	101-4501-523.21-65	VERIZON WIRELESS	ACCT 9818998235	\$613.42	\$613.42
215778	101-4501-523.21-65	VERIZON WIRELESS	ACCT 9818998236	\$144.04	\$144.04
Division 1 Total					\$3,757.85

Division: 2

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215559	101-4502-523.41-16	ARLINGTON HTS PARK DISTRICT	CAP CHILDREN AT PLAY	\$1,582.44	\$5,516.94
			CAP CHILDREN AT PLAY	\$255.74	
			CAP CHILDREN AT PLAY	\$1,680.38	
			CAP CHILDREN AT PLAY	\$1,680.38	
			CAP CHILDREN AT PLAY	\$114.00	
			CAP CHILDREN AT PLAY	\$114.00	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215559	101-4502-523.41-16	ARLINGTON HTS PARK DISTRICT	CAP CHILDREN AT PLAY	\$90.00	\$5,516.94
215632	101-4502-523.21-65	HARRIS TRUST & SAVINGS BANK	J2 *MYFAX SERVICES	\$10.00	\$10.00
	101-4502-523.40-53	HARRIS TRUST & SAVINGS BANK	1048 - MOTEL 6	\$60.47	\$60.47
215651	101-4502-523.22-02	IL PUBLIC HEALTH ASSOCIATION	DUES FOR VACCINE PURCHASE	\$476.66	\$476.66
215674	101-4502-523.20-25	SHERRY LEMKE	COUNSELING	\$351.00	\$351.00
215711	101-4502-523.30-05	OFFICE DEPOT	OFFICE SUPPLIES	\$839.42	\$873.12
			OFFICE SUPPLIES	\$10.49	
			OFFICE SUPPLIES	\$23.21	
215717	101-4502-523.22-03	PETTY CASH	MILEAGE REIMBURSEMENT	\$9.81	\$9.81
	101-4502-523.33-10	PETTY CASH	BLOOD DRIVE SUPPLIES	\$30.00	\$97.55
			BLOOD DRIVE SUPPLIES	\$67.55	
215728	101-4502-523.40-60	RESIDENCES AT ARLINGTON HEIGHTS	RHAP RENTAL ASSISTANCE	\$300.00	\$1,091.19
			RHAP RENTAL ASSISTANCE	\$791.19	
215746	101-4502-523.40-60	GEORG SPERBER	RHAP RENTAL ASSISTANCE	\$1,600.00	\$1,600.00
215788	101-4502-523.21-65	VERIZON WIRELESS	ACCT 88556712200001	\$287.07	\$287.07
				Division 2 Total	\$10,373.81

Division: 3

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215631	101-4503-523.21-65	HARPER COLLEGE	SPANISH CLASS	\$17.50	\$17.50
215632	101-4503-523.21-65	HARRIS TRUST & SAVINGS BANK	VOLGISTICS INC	\$61.00	\$61.00
	101-4503-523.31-65	HARRIS TRUST & SAVINGS BANK	AMZN MKTP US*M83BV3Y31	\$171.87	\$445.42
			GFS STORE #0204	\$93.32	
			WAL-MART #5276	\$180.23	
215711	101-4503-523.31-65	OFFICE DEPOT	OFFICE SUPPLIES, GENERAL	\$64.95	\$64.95
215773	101-4503-523.31-65	KARIE VAN GRINSVEN	SUPPLIES REIMBURSEMENT	\$143.82	\$143.82

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
				Division 3 Total	\$732.69
				Department 45 Total	\$14,864.35

WARRANT REGISTER - GM0002**Department: 50 Engineering****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215564	401-5001-571.50-30	ARROW ROAD CONSTRUCTION CO	SERVICE CONSTRUCTION	\$123,583.92	\$123,583.92
	401-5001-571.50-45	ARROW ROAD CONSTRUCTION CO	SERVICE CONSTRUCTION	\$46,464.81	\$46,464.81
	426-5001-571.50-25	ARROW ROAD CONSTRUCTION CO	SERVICE CONSTRUCTION	\$5,000.00	\$5,000.00
215602	426-5001-571.50-25	DIMEO BROTHERS INC	SERVICE CONSULTING	\$10,000.00	\$10,000.00
215610	101-5001-524.22-05	FEDERAL EXPRESS	SHIPPING/DELIVERY SERVICE	\$33.43	\$33.43
215660	401-5001-571.50-30	JOHNSON PAVING CO	SERVICE CONSTRUCTION	\$109,016.08	\$109,016.08
215682	426-5001-571.50-25	MAURO SEWER CONSTRUCTION	SERVICE CONSTRUCTION	\$138,191.28	\$138,191.28
215760	401-5001-571.50-30	THOMAS ENGINEERING GROUP LLC	SERVICE PROFESSIONAL	\$10,306.80	\$10,306.80
215784	101-5001-524.21-65	VERIZON WIRELESS	ACCT 98547850100002	\$478.55	\$478.55
				Division 1 Total	\$443,074.87
				Department 50 Total	\$443,074.87

WARRANT REGISTER - GM0002**Department: 71 Public Works****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215539	101-7101-531.31-55	ACTIVE ELECTRICAL SUPPLY CO	ELECTRICAL SUPPLIES	\$183.00	\$183.00
	101-7101-531.31-75	ACTIVE ELECTRICAL SUPPLY CO	ELECTRICAL SUPPLIES	\$925.80	\$925.80
215543	101-7101-531.21-02	AFFILIATED CUSTOMER SERVICE INC	SERVICE BLDG MAINT	\$468.50	\$468.50
215547	101-7101-531.21-11	ALL WINDOW CLEANING SERV INC	WINDOW CLEANING	\$2,745.00	\$5,855.00
			WINDOW CLEANING	\$750.00	
			WINDOW CLEANING	\$2,360.00	
215548	101-7101-531.21-11	ALPHA BUILDING MAINTENANCE SRVS	SERVICE BLDG MAINT	\$3,562.50	\$3,562.50
215551	101-7101-531.21-11	AMERICAN DOOR & DOCK	SERVICE BLDG MAINT	\$136.80	\$1,310.99
			SERVICE BLDG MAINT	\$398.39	
			SERVICE BLDG MAINT	\$775.80	
215562	101-7101-531.31-85	ARLINGTON POWER EQUIPMENT	FORESTRY SUPPLIES	\$1,845.84	\$1,845.84
215565	101-7101-531.22-70	AT & T	ACCT 84725331203952	\$9,381.70	\$9,381.70
215566	101-7101-531.22-70	AT & T LONG DISTANCE	ACCT 2147713	\$355.14	\$355.14
215574	101-7101-531.30-39	BP	FUEL	\$79.81	\$79.81
215577	101-7101-531.31-90	BUSHNELL INC	SERVICE BLDG MAINT	\$58.47	\$58.47
215585	101-7101-531.21-11	CINTAS CORP	FLOOR MATS	\$80.40	\$80.40
215586	101-7101-531.21-55	CITY ESCAPE GARDEN CENTER & DESIGN	SERVICE MISCELLANEOUS	\$5,710.34	\$14,989.64
			SERVICE MISCELLANEOUS	\$5,710.34	
			SERVICE MISCELLANEOUS	\$2,855.17	
			SERVICE MISCELLANEOUS	\$713.79	
215589	101-7101-531.22-70	COMCAST CABLE	TV	\$21.09	\$176.94
			INTERNET	\$155.85	
215591	101-7101-531.21-11	COMPLETE CLEANING CO INC	SERVICE BLDG MAINT	\$5,211.07	\$5,211.07

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215599	101-7101-531.21-11	CRYSTAL MAINTENANCE & MGMT SRVS	SERVICE BLDG MAINT	\$7,645.00	\$7,645.00
215601	101-7101-531.30-39	DETROIT SALT CO. LLC	STREET/SIDEWALK SUPPLIES	\$63,084.79	\$63,084.79
	101-7101-531.31-90	DETROIT SALT CO. LLC	STREET/SIDEWALK SUPPLIES	\$69,467.74	\$101,126.94
			STREET/SIDEWALK SUPPLIES	\$31,659.20	
215612	101-7101-531.21-55	FLECKS LANDSCAPING	LANDSCAPE MAINTENANCE	\$1,011.00	\$19,151.60
			LANDSCAPE MAINTENANCE	\$1,000.00	
			LANDSCAPE MAINTENANCE	\$13,540.60	
			LANDSCAPE MAINTENANCE	\$300.00	
			LANDSCAPE MAINTENANCE	\$3,300.00	
215615	101-7101-531.21-02	FOUNTAIN TECHNOLOGIES LTD	FOUNTAIN MAINTENANCE	\$340.00	\$340.00
215618	101-7101-531.30-39	GAS DEPOT INC	FUEL,OIL,GREASE, & LUBES	\$14,881.04	\$31,674.45
			FUEL,OIL,GREASE, & LUBES	\$16,793.41	
215621	101-7101-531.31-55	GRAINGER W W INC	FIRE PROTECTION EQUIP/SUP	\$11.68	\$11.68
215632	101-7101-531.22-02	HARRIS TRUST & SAVINGS BANK	ARBOR DAY FOUNDATION	(\$7.95)	\$1,162.05
			INTL SOC ARBORICULTURE	\$175.00	
			INTL SOC ARBORICULTURE	\$175.00	
			INTL SOC ARBORICULTURE	\$175.00	
			INTL SOC ARBORICULTURE	\$175.00	
			INTL SOC ARBORICULTURE	\$175.00	
			INTL SOC ARBORICULTURE	\$295.00	
	101-7101-531.22-03	HARRIS TRUST & SAVINGS BANK	PAYPAL *ILLINOISARB	\$1,060.00	\$1,060.00
	101-7101-531.31-65	HARRIS TRUST & SAVINGS BANK	AMZN MKTP US	(\$24.95)	\$653.23
			AMZN MKTP US*M86AG7S31	\$24.95	
			APL*ITUNES.COM/BILL	\$0.99	
			GFS STORE #1913	\$318.42	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215632	101-7101-531.31-65	HARRIS TRUST & SAVINGS BANK	JEWEL-OSCO	\$126.97	\$653.23
			TOOLPARTSDIRECT	\$78.50	
			JEWEL-OSCO	\$128.35	
215633	101-7101-531.21-02	HAYES MECHANICAL	MONTHLY HVAC MAINTENANCE	\$868.00	\$5,406.00
			MONTHLY HVAC MAINTENANCE	\$520.00	
			MONTHLY HVAC MAINTENANCE	\$817.00	
			MONTHLY HVAC MAINTENANCE	\$281.00	
			MONTHLY HVAC MAINTENANCE	\$448.00	
			MONTHLY HVAC MAINTENANCE	\$1,660.00	
			MONTHLY HVAC MAINTENANCE	\$812.00	
215635	101-7101-531.21-55	HENDRICKSEN ROBERT W COMPANY	LANDSCAPE MAINTENANCE	\$6,837.00	\$63,759.00
			LANDSCAPE MAINTENANCE	\$20,002.00	
			LANDSCAPE MAINTENANCE	\$17,510.00	
			LANDSCAPE MAINTENANCE	\$19,410.00	
215656	101-7101-531.21-11	INTL EXTERMINATORS INC	PEST CONTROL	\$120.00	\$682.00
			PEST CONTROL	\$147.00	
			PEST CONTROL	\$59.00	
			PEST CONTROL	\$60.00	
			PEST CONTROL	\$296.00	
215659	101-7101-531.21-02	JOHNSON CONTROLS	MILLER HOUSE MONITOR	\$114.41	\$114.41
215666	101-7101-531.31-55	JUST FAUCETS	SERVICE BLDG MAINT	\$118.20	\$118.20
215677	426-7101-571.50-25	LO VERDE CONSTRUCTION CO INC	SERVICE CONSTRUCTION	\$11,080.00	\$11,080.00
215679	101-7101-531.31-55	LOWES COMMERCIAL SERVICES	HARDWARE SUPPLIES	\$14.78	\$70.81
			HARDWARE SUPPLIES	(\$1.94)	
			HARDWARE SUPPLIES	\$16.08	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215679	101-7101-531.31-55	LOWES COMMERCIAL SERVICES	HARDWARE SUPPLIES	\$18.92	\$70.81
			HARDWARE SUPPLIES	\$8.73	
			HARDWARE SUPPLIES	\$14.24	
	101-7101-531.31-80	LOWES COMMERCIAL SERVICES	HARDWARE SUPPLIES	\$112.50	\$112.50
	101-7101-531.31-85	LOWES COMMERCIAL SERVICES	HARDWARE SUPPLIES	\$122.18	\$122.18
	101-7101-531.33-05	LOWES COMMERCIAL SERVICES	DECORATIONS	\$308.75	\$741.05
			DECORATIONS	\$22.64	
			DECORATIONS	\$142.96	
			DECORATIONS	\$47.40	
			DECORATIONS	\$219.30	
215684	101-7101-531.21-01	MEADE ELECTRIC CO INC	SERVICE MISCELLANEOUS	\$4,916.00	\$4,916.00
215685	101-7101-531.31-55	MECOR INC	SERVICE BLDG MAINT	\$459.20	\$459.20
215689	101-7101-531.21-02	MID AMERICAN ELEVATOR CO INC	ELEVATOR MAINTENANCE	\$370.00	\$2,312.00
			ELEVATOR MAINTENANCE	\$185.00	
			ELEVATOR MAINTENANCE	\$185.00	
			ELEVATOR MAINTENANCE	\$740.00	
			ELEVATOR MAINTENANCE	\$832.00	
215690	101-7101-531.21-15	MIDWEST BRICK PAVING INC	SERVICE MISCELLANEOUS	\$18,400.00	\$18,400.00
215693	101-7101-531.21-55	MILIEU DESIGN LLC	SERVICE MISCELLANEOUS	\$2,246.24	\$4,492.48
			SERVICE MISCELLANEOUS	\$2,246.24	
215696	101-7101-531.31-75	MULTIPLE CONCRETE ACCESSORIES	STREETS SUPPLY	\$57.60	\$57.60
215703	101-7101-531.21-50	NICOR	ACCT 71251169620	\$105.72	\$105.72
215704	101-7101-531.21-50	NICOR	ACCT 01701843946	\$789.60	\$789.60
215708	101-7101-531.31-55	NORTHWEST ELECTRICAL SUPPLY CO	ELECTRICAL SUPPLIES	\$20.51	\$20.51
	101-7101-531.31-75	NORTHWEST ELECTRICAL SUPPLY CO	ELECTRICAL SUPPLIES	\$137.50	\$527.11

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215708	101-7101-531.31-75	NORTHWEST ELECTRICAL SUPPLY CO	ELECTRICAL SUPPLIES	\$321.81	\$527.11
			ELECTRICAL SUPPLIES	\$15.47	
			ELECTRICAL SUPPLIES	\$52.33	
215713	101-7101-531.31-90	OZINGA READY MIX CONCRETE INC	STREET/SIDEWALK SUPPLIES	\$1,164.33	\$1,164.33
215716	101-7101-531.21-15	RAYMOND PAGELS	MAILBOX REIMBURSEMENT	\$61.42	\$61.42
215721	101-7101-531.22-70	PRECISE MRM LLC	DATA PLAN / MONTHLY FEE	\$365.50	\$365.50
215726	101-7101-531.30-35	RED WING BUSINESS ADVANTAGE ACCT	CLOTHING & APPAREL	\$175.49	\$1,036.89
			CLOTHING & APPAREL	\$175.49	
			CLOTHING & APPAREL	\$195.49	
			CLOTHING & APPAREL	\$112.49	
			CLOTHING & APPAREL	\$99.97	
			CLOTHING & APPAREL	\$169.99	
			CLOTHING & APPAREL	\$107.97	
215736	101-7101-531.21-15	SCHROEDER ASPHALT	SERVICE CONSTRUCTION	\$19,875.22	\$19,875.22
215740	101-7101-531.31-45	SHERWIN ACE HARDWARE	JANITORIAL SUPPLIES	\$17.99	\$17.99
	101-7101-531.31-55	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$0.22	\$25.17
			HARDWARE SUPPLIES	\$24.95	
	101-7101-531.31-85	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$2,271.26	\$2,271.26
	101-7101-531.31-90	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$13.48	\$13.48
	101-7101-531.33-05	SHERWIN ACE HARDWARE	DECORATIONS	\$23.34	\$114.07
			DECORATIONS	\$27.18	
			DECORATIONS	\$63.55	
215745	101-7101-531.31-55	SOUTH SIDE CONTROL SUPPLY CO.	SERVICE BLDG MAINT	\$43.95	\$43.95
215750	101-7101-531.31-55	STANDARD PIPE & SUPPLY INC	SERVICE BLDG MAINT	\$379.26	\$404.68
			SERVICE BLDG MAINT	\$25.42	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215757	401-7101-571.50-30	TALLGRASS RESTORATION LLC	SERVICE MISCELLANEOUS	\$860.42	\$860.42
215759	101-7101-531.20-05	TEM INCORPORATED	AIR QUALITY ASSESSMENT	\$1,325.00	\$1,325.00
215789	101-7101-531.22-70	VERIZON WIRELESS	ACCT 58675303500001	\$4,641.95	\$4,641.95
215792	101-7101-531.30-39	WEX BANK	FUEL	\$66.29	\$66.29
215802	101-7101-531.31-45	ZEP MANUFACTURING CO	HARDWARE SUPPLIES	\$1,390.99	\$1,390.99
215803	101-7101-531.20-05	RYAN ZIMMERMAN	WEATHER SERVICE	\$100.00	\$100.00
801792	101-7101-531.22-70	AT & T	ACCT 84725334382001	\$88.42	\$1,317.22
			ACCT 84734215365273	\$41.10	
			ACCT 84739208661733	\$43.54	
			ACCT 84739271083278	\$41.23	
			ACCT 84739420624707	\$41.10	
			ACCT 84739443682112	\$41.10	
			ACCT 84739893361501	\$48.25	
			ACCT 84739893901330	\$47.40	
			ACCT 84759391411742	\$51.64	
			ACCT 84779713213488	\$41.23	
			ACCT 847R1902892011	\$832.21	
801793	101-7101-531.21-50	CONSTELLATION NEW ENERGY INC	ACCT 92054513	\$791.67	\$13,977.27
			ACCT 92054512	\$13,185.60	
801794	101-7101-531.21-50	COMMONWEALTH EDISON COMPANY	ACCT 0002031003	\$31.55	\$12,060.55
			ACCT 3183115007	\$5.86	
			ACCT 4103039009	\$277.17	
			ACCT 4321662000	\$844.78	
			ACCT 4643388009	\$493.13	
			ACCT 7363016029	\$10,408.06	

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Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
801795	101-7101-531.21-50	NICOR	ACCT 06802945268	\$28.56	\$7,306.60
			ACCT 15839647334	\$120.86	
			ACCT 19426400008	\$105.00	
			ACCT 25422686599	\$1,515.16	
			ACCT 28178600004	\$210.26	
			ACCT 38096400007	\$188.62	
			ACCT 38178600003	\$73.69	
			ACCT 40178600009	\$39.60	
			ACCT 43278600002	\$109.98	
			ACCT 53278600001	\$225.17	
			ACCT 55616726109	\$1,559.70	
			ACCT 58401600000	\$246.98	
			ACCT 72489260108	\$188.96	
			ACCT 94830700004	\$177.39	
			ACCT 95407400001	\$561.03	
			ACCT 96945600003	\$1,477.24	
			ACCT 97034457784	\$478.40	
Division 1 Total				\$453,121.16	
Department 71 Total				\$453,121.16	

WARRANT REGISTER - GM0002**Department: 72 Water and Sewer****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215542	505-7201-561.31-55	ADDISON BUILDING MATERIAL CO	SERVICE BLDG MAINT	\$1.15	\$1.15
215546	505-7201-561.31-60	ALEXANDER CHEMICAL CORP	CYL DEPOSIT REFUND	(\$500.00)	\$847.50
			CHLORINE FOR WATER SYSTEM	\$1,347.50	
215570	505-7201-561.31-65	BATTERIES PLUS LLC	BATTERIES	\$6.00	\$6.00
	505-7201-561.33-05	BATTERIES PLUS LLC	BATTERIES	\$67.80	\$67.80
215590	505-7201-561.21-50	COMMONWEALTH EDISON COMPANY	ACCT 0705092066	\$217.88	\$217.88
215597	505-7201-561.50-15	COURTESY ELECTRIC INC	SERVICE EQUIPMENT	\$31,916.00	\$31,916.00
215604	505-7201-561.31-65	EDEN BROTHERS	WATER SEWER SYSTEM SUPPLY	\$15,249.00	\$15,249.00
215634	505-7201-561.21-35	HBK WATER METER SERVICE INC	METER TESTING	\$3,501.00	\$3,880.33
			METER TESTING	\$153.33	
			METER TESTING	\$226.00	
	505-7201-561.31-02	HBK WATER METER SERVICE INC	HARDWARE SUPPLIES	\$31.75	\$31.75
215671	505-7201-561.31-05	LAI LTD	SALT CREEK VFD MOUNTS	\$370.00	\$370.00
215679	505-7201-561.31-05	LOWES COMMERCIAL SERVICES	HVAC EQUIPMENT SUPPLIES	\$113.76	\$113.76
	505-7201-561.31-07	LOWES COMMERCIAL SERVICES	VEH MAINTENANCE SUPPLY	\$18.04	\$18.04
	505-7201-561.31-55	LOWES COMMERCIAL SERVICES	PLUMBING EQUIP FIXT,SUPP	\$57.48	\$64.98
			PLUMBING EQUIP FIXT,SUPP	\$7.50	
	505-7201-561.31-85	LOWES COMMERCIAL SERVICES	HARDWARE SUPPLIES	\$122.55	\$169.07
			PLUMBING EQUIP FIXT,SUPP	\$46.52	
215691	505-7201-561.31-02	MIDWEST METER INC	WATER SEWER SYSTEM SUPPLY	\$1,990.00	\$1,990.00
215698	505-7201-561.50-15	MUNICIPAL WELL & PUMP	SERVICE CONSTRUCTION	\$14,613.65	\$14,613.65
215708	505-7201-561.31-05	NORTHWEST ELECTRICAL SUPPLY CO	PLUMBING EQUIP FIXT,SUPP	\$31.46	\$31.46
215713	505-7201-561.31-90	OZINGA READY MIX CONCRETE INC	STREET/SIDEWALK SUPPLIES	\$1,118.50	\$1,118.50

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215721	505-7201-561.22-70	PRECISE MRM LLC	DATA PLAN / MONTHLY FEE	\$365.51	\$365.51
215726	505-7201-561.30-35	RED WING BUSINESS ADVANTAGE ACCT	CLOTHING & APPAREL	\$166.49	\$519.22
			CLOTHING & APPAREL	\$182.74	
			CLOTHING & APPAREL	\$169.99	
215736	505-7201-561.21-30	SCHROEDER ASPHALT	SERVICE CONSTRUCTION	\$17,611.04	\$17,611.04
215740	505-7201-561.31-55	SHERWIN ACE HARDWARE	PLUMBING EQUIP FIXT,SUPP	\$9.99	\$10.56
			PLUMBING EQUIP FIXT,SUPP	\$0.57	
	505-7201-561.31-85	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$28.74	\$3,813.56
			HARDWARE SUPPLIES	\$1,462.48	
			HARDWARE SUPPLIES	\$1,992.35	
			HARDWARE SUPPLIES	\$329.99	
215741	505-7201-561.50-15	SMART COVER SYSTEMS	WATER SEWER SYSTEM SUPPLY	\$6,944.00	\$6,944.00
215749	505-7201-561.31-07	STANDARD EQUIPMENT CO	WATER SEWER SYSTEM SUPPLY	\$130.68	\$130.68
215750	505-7201-561.31-55	STANDARD PIPE & SUPPLY INC	SERVICE BLDG MAINT	\$105.42	\$105.42
	505-7201-561.33-05	STANDARD PIPE & SUPPLY INC	SERVICE BLDG MAINT	\$52.77	\$297.51
			SERVICE BLDG MAINT	\$244.74	
215758	505-7201-561.21-35	TAYLOR PLUMBING	SERVICE METER	\$1,155.00	\$1,155.00
215774	505-7201-561.50-15	VEGA AMERICAS INC	SERVICE BLDG MAINT	\$1,603.49	\$1,603.49
215790	505-7201-561.22-70	VERIZON WIRELESS	ACCT 78653116200001	\$586.81	\$586.81
215802	505-7201-561.31-65	ZEP MANUFACTURING CO	HARDWARE SUPPLIES	\$607.20	\$607.20
215804	505-7201-561.31-55	1000BULBS.COM	ELECTRICAL SUPPLIES	\$744.64	\$744.64
801792	505-7201-561.22-70	AT & T	ACCT 84725301748135	\$43.13	\$43.13
801793	505-7201-561.21-50	CONSTELLATION NEW ENERGY INC	ACCT 92054511	\$226.27	\$8,951.70
			ACCT 9205453	\$2,228.72	
			ACCT 9205454	\$1,912.20	

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
801793	505-7201-561.21-50	CONSTELLATION NEW ENERGY INC	ACCT 9205456	\$4,584.51	\$8,951.70
801794	505-7201-561.21-50	COMMONWEALTH EDISON COMPANY	ACCT 0087155164	\$61.46	\$1,246.79
			ACCT 0111076085	\$464.16	
			ACCT 0117046072	\$71.00	
			ACCT 0645171017	\$72.92	
			ACCT 0684023014	\$112.31	
			ACCT 0831076049	\$109.22	
			ACCT 1092085063	\$112.89	
			ACCT 1104021044	\$102.27	
			ACCT 1284169036	\$77.48	
			ACCT 3973144001	\$63.08	
801795	505-7201-561.21-50	NICOR	ACCT 04055600003	\$119.39	\$467.64
			ACCT 19278600002	\$186.23	
			ACCT 42567835683	\$28.55	
			ACCT 58544400003	\$36.57	
			ACCT 90920700003	\$96.90	
Division 1 Total				\$115,910.77	
Department 72 Total				\$115,910.77	

WARRANT REGISTER - GM0002**Department: 73 Parking****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215742	235-7301-532.31-90	SNI SOLUTIONS INC	STREET/SIDEWALK SUPPLIES	\$5,026.00	\$5,026.00
801794	235-7301-532.21-50	COMMONWEALTH EDISON COMPANY	ACCT 0368380009	\$34.62	\$718.72
			ACCT 4286290000	\$587.26	
			ACCT 4643715006	\$24.35	
			ACCT 5231622008	\$72.49	
Division 1 Total					\$5,744.72

Division: 2

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215689	235-7302-532.21-02	MID AMERICAN ELEVATOR CO INC	ELEVATOR MAINTENANCE	\$875.00	\$875.00
215742	235-7302-532.31-90	SNI SOLUTIONS INC	STREET/SIDEWALK SUPPLIES	\$5,024.50	\$5,024.50
801792	235-7302-532.21-50	AT & T	ACCT 84725309782425	\$147.59	\$147.59
Division 2 Total					\$6,047.09

Division: 3

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215689	235-7303-532.21-02	MID AMERICAN ELEVATOR CO INC	ELEVATOR MAINTENANCE	\$370.00	\$370.00
215742	235-7303-532.31-90	SNI SOLUTIONS INC	STREET/SIDEWALK SUPPLIES	\$5,024.50	\$5,024.50
801793	235-7303-532.21-50	CONSTELLATION NEW ENERGY INC	ACCT 92054510	\$2,727.09	\$2,727.09
801795	235-7303-532.21-50	NICOR	ACCT 12690400002	\$28.56	\$28.56
Division 3 Total					\$8,150.15

Division: 4

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
801795	235-7304-532.21-50	NICOR	ACCT 92296400002	\$96.27	\$96.27
				Division 4 Total	\$96.27
				Department 73 Total	\$20,038.23

WARRANT REGISTER - GM0002**Department: 74 Solid Waste Dispsl SWANCC****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901403	511-7401-562.21-54	SOLID WASTE AGENCY	TIPPING FEES	\$99,258.94	\$99,258.94
901405	511-7401-562.21-54	SOLID WASTE AGENCY	2018 O&M TRUE UP	\$78,294.21	\$78,294.21
				Division 1 Total	\$177,553.15
				Department 74 Total	\$177,553.15

WARRANT REGISTER - GM0002**Department: 75 Municipal Fleet Services****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215549	621-7501-551.21-07	ALTEC INDUSTRIES INC	VEH MAINTENANCE SUPPLY	\$2,500.57	\$2,500.57
215556	621-7501-551.21-07	ARLINGTON HTS FORD INC	VEH MAINTENANCE SUPPLY	\$48.15	\$48.15
215562	621-7501-551.31-51	ARLINGTON POWER EQUIPMENT	VEH MAINTENANCE SUPPLY	\$3,115.94	\$3,385.86
			VEH MAINTENANCE SUPPLY	\$269.92	
215570	621-7501-551.31-51	BATTERIES PLUS LLC	VEH MAINTENANCE SUPPLY	\$476.80	\$512.80
			VEH MAINTENANCE SUPPLY	\$36.00	
215580	621-7501-551.31-51	CASSIDY TIRE & SERVICE	VEH MAINTENANCE SUPPLY	\$351.00	\$351.00
215619	621-7501-551.21-07	GLOBAL EMERGENCY PRODUCTS	VEH MAINTENANCE SUPPLY	\$14,786.91	\$14,786.91
	621-7501-551.31-51	GLOBAL EMERGENCY PRODUCTS	VEH MAINTENANCE SUPPLY	(\$372.00)	(\$372.00)
215632	621-7501-551.21-65	HARRIS TRUST & SAVINGS BANK	IL TOLLWAY AUTO REPLEN	\$40.00	\$40.00
	621-7501-551.31-51	HARRIS TRUST & SAVINGS BANK	UNITY SCHOOL BUS PARTS	\$268.43	\$268.43
	621-7501-551.31-65	HARRIS TRUST & SAVINGS BANK	ZORO TOOLS INC	\$56.13	\$56.13
215668	621-7501-551.31-51	KEYSTONE	VEH MAINTENANCE SUPPLY	\$184.82	\$184.82
215669	621-7501-551.21-02	KONICA MINOLTA BUSINESS USA	COPIER CONTRACT	\$342.91	\$342.91
215695	621-7501-551.31-51	MONROE TRUCK EQUIPMENT	VEH MAINTENANCE SUPPLY	\$1,342.63	\$1,342.63
215706	621-7501-551.21-07	NORTHWEST AUTO WASH	CAR WASHES	\$418.20	\$418.20
215723	621-7501-551.21-07	RACEWAY CARWASH	CAR WASHES	\$174.00	\$174.00
215740	621-7501-551.31-51	SHERWIN ACE HARDWARE	HARDWARE SUPPLIES	\$3.20	\$3.58
			HARDWARE SUPPLIES	\$0.38	
215749	621-7501-551.21-07	STANDARD EQUIPMENT CO	VEH MAINTENANCE SUPPLY	\$542.84	\$542.84
	621-7501-551.31-51	STANDARD EQUIPMENT CO	VEH MAINTENANCE SUPPLY	\$163.42	\$163.42
215754	621-7501-551.21-07	SYN TECH SYSTEMS INC	FUEL ISLAND REPAIRS	\$135.00	\$135.00
215771	621-7501-551.21-07	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENANCE SUPPLY	\$1,950.00	\$1,950.00

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215772	621-7501-551.30-35	UNIFIRST CORPORATION	CLOTHING & APPAREL	\$50.60	\$101.20
			CLOTHING & APPAREL	\$50.60	
215801	621-7501-551.31-51	ZARNOTH BRUSH WORKS INC	VEH MAINTENANCE SUPPLY	\$1,080.00	\$1,080.00
Division 1 Total					\$28,016.45
Department 75 Total					\$28,016.45

WARRANT REGISTER - GM0002**Department: 90 Capital****Division: 13**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215575	431-9013-571.50-15	BRADFORD SYSTEMS CORP	FURNITURE, OFFICE	\$316,440.00	\$396,356.76
			SERVICE CONSTRUCTION	\$79,916.76	
215686	431-9013-571.50-15	MERIDIAN IT INC	COMPUTERS,DP & WORD PROC.	\$46.25	\$46.25
215692	431-9013-571.50-15	MIDWEST OFFICE INTERIORS INC	FURNITURE, OFFICE	\$481,482.91	\$481,482.91
215714	431-9013-571.50-15	PACE SYSTEMS INC	VISUAL EQUIPMENT/SUPPLIES	\$72,385.00	\$72,385.00
215730	431-9013-571.50-25	RILEY CONSTRUCTION	SERVICE CONSTRUCTION	\$298,933.09	\$298,933.09
215744	431-9013-571.50-25	SOIL & MATERIAL CONSULTANTS	MATERIAL TESTING	\$2,727.50	\$2,727.50
215800	431-9013-571.50-25	YPI ARLINGTON LLC	RENTAL/LEASE EQUIPMENT	\$10,948.44	\$10,948.44
				Division 13 Total	\$1,262,879.95
				Department 90 Total	\$1,262,879.95

WARRANT REGISTER - GM0002**Department: 95 Debt Service****Division: 47**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901402	301-9547-581.60-05	BANK OF NEW YORK MELLON	DEBT SERVICE PRINCIPAL	\$345,000.00	\$345,000.00
	301-9547-582.60-15	BANK OF NEW YORK MELLON	DEBT SERVICE INTEREST	\$6,900.00	\$6,900.00
				Division 47 Total	\$351,900.00

Division: 50

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901402	301-9550-581.60-05	BANK OF NEW YORK MELLON	DEBT SERVICE PRINCIPAL	\$245,000.00	\$245,000.00
	301-9550-582.60-15	BANK OF NEW YORK MELLON	DEBT SERVICE INTEREST	\$20,337.50	\$20,337.50
				Division 50 Total	\$265,337.50

Division: 51

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901402	301-9551-581.60-05	BANK OF NEW YORK MELLON	DEBT SERVICE PRINCIPAL	\$65,000.00	\$65,000.00
	301-9551-582.60-15	BANK OF NEW YORK MELLON	DEBT SERVICE INTEREST	\$188,825.00	\$188,825.00
				Division 51 Total	\$253,825.00

Division: 52

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901402	301-9552-581.60-05	BANK OF NEW YORK MELLON	DEBT SERVICE PRINCIPAL	\$1,000,000.00	\$1,000,000.00
	301-9552-582.60-15	BANK OF NEW YORK MELLON	DEBT SERVICE INTEREST	\$75,200.00	\$75,200.00
				Division 52 Total	\$1,075,200.00

Division: 53

WARRANT REGISTER - GM0002

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901402	301-9553-581.60-05	BANK OF NEW YORK MELLON	DEBT SERVICE PRINCIPAL	\$1,530,000.00	\$1,530,000.00
	301-9553-582.60-15	BANK OF NEW YORK MELLON	DEBT SERVICE INTEREST	\$70,600.00	\$70,600.00
				Division 53 Total	\$1,600,600.00

Division: 54

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901401	301-9554-581.60-05	UMB BANK	DEBIT SERVICE PRINCIPAL	\$1,390,000.00	\$1,390,000.00
	301-9554-582.60-15	UMB BANK	DEBIT SERVICE INTEREST	\$55,275.00	\$55,275.00
				Division 54 Total	\$1,445,275.00

Division: 55

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
901401	301-9555-581.60-05	UMB BANK	DEBIT SERVICE PRINCIPAL	\$665,000.00	\$665,000.00
	301-9555-582.60-15	UMB BANK	DEBIT SERVICE INTEREST	\$547,100.00	\$547,100.00
				Division 55 Total	\$1,212,100.00
				Department 95 Total	\$6,204,237.50

WARRANT REGISTER - GM0002**Department: 99 Non Operating****Division: 1**

Check #	Account Number	Payee	Description 1	Transaction Amount	Total Trans Amount
215688	515-9901-525.40-83	METROPOLIS COMMERCIAL CONDO ASSN	CAM CHARGE	\$6,281.96	\$6,281.96
	515-9901-525.40-92	METROPOLIS COMMERCIAL CONDO ASSN	BUILDING RESERVE CHARGE	\$830.70	\$830.70
Division 1 Total					\$7,112.66
Department 99 Total					\$7,112.66
TOTAL ALL FUNDS:					\$9,540,848.36



Item: Recognition of State Representative David Harris

Department: Village Manager's Office

Recognition of State Representative David Harris

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Report of Committee-of-the-Whole Meeting December 10, 2018

Department: Village Manager's Office

Report of the Committee-of-the-Whole Meeting of December 10, 2018

Proposal to Increase the Minimum Age for the Sale and Purchase of Tobacco Products to 21

Recommendation

It is recommended that the Village Board adopt an amendment to the Municipal Code changing the age to sell and buy tobacco products to 21. This change is not intended to prohibit employees over 18 but under 21 from selling tobacco products in businesses that sell such products.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Pavement Management Services

Department: Public Works

After review by key staff, Public Works has made several key decisions about our Pavement Management Program. Based on a presentation by our consultant, Infrastructure Management Services (IMS), we believe a complete survey of the Village's road system should be performed, and include both laser and deflection testing. After we have a baseline set by surveying the entire system, subsequent surveys will only be needed on one-third of the roadway segments in future years.

We are also recommending that additional deflection testing be performed. Our first partial surveys only included a laser survey which does not give information about conditions below the asphalt pavement. Information about soil and stone conditions below the pavement is considered essential to predicting the future behavior of a street.

Staff is also recommending that the Village purchase and begin using a new software program. This new PavePRO Program will allow us to develop multi-year plans for our various rehabilitation and resurfacing programs based on funding levels. We can also run various funding scenarios to see their effect in the overall pavement condition.

Staff is therefore recommending that we continue with IMS as our Pavement Management consultant and recommend a contract for \$93,081 to complete the work summarized above. The Village will utilize the existing Joint Northwest Illinois Partnering Consortium for pricing. This is a consortium of North and Northwest Chicago area municipalities that jointly bid this work to benefit from larger scale.

RECOMMENDATION

It is recommended that the Village Board award a contract for Pavement Management Services for the Village's road system to Infrastructure Management Services (IMS) of Rolling Meadows, Illinois. The services rendered under this engagement shall include a complete laser and deflection survey of all Village streets, purchase of the PavePRO software, and visual imagery, for a total cost not-to-exceed \$93,081. Funds for this study are budgeted in Account No. 401-5001-571.50-30 (ST-9008).

Bid Section

Item:	Pavement Management Services
Bid Opening Date:	
Account Numbers:	401-5001-571.50-30 (ST-9008)
Total Budget for Specific Item:	
Bid Amount:	\$93,081



Item: Microfiche Permit Scanning Project

Department: Building & Life Safety

Building Services is responsible for retaining records of permits, plans, and related documentation. Several years ago, the scanning budget was increased to allow for catching up with scanning of microfilm, as well as continually scanning our more current projects. We are at the last phase of scanning the microfilm records for this year. The Village has been using Microsystems Inc. for many years. To date this year, we have spent \$25,200 on scanning projects. We are looking to spend an additional \$17,300 to complete this fiscal year's scanning. Funds are available in this year's budget to pay for this work.

Recommendation

It is recommended that the Village Board authorize Microsystems, Inc. to perform scanning work over \$25,000, but not-to-exceed the budgeted amount in account 101-4501-523-2165.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:



Item: Elevator and Stairwell Cleaning - Contract Extension 2018

Department: Public Works

On January 19, 2016, the Mayor and Village Board approved a three-year contract for Elevator and Stairwell Cleaning at the four municipal-owned parking structures. Eco Clean Maintenance of Elmhurst, Illinois was the low bidder and has completed the work satisfactorily over the past three years. They have agreed to extend the contract for one additional year without a cost increase.

In accordance with fiscal policy, staff is requesting a one-year extension to the contractual cleaning of our parking structure's elevators and stairwells. This is the first of three possible extensions. This request will extend the contract until January 19, 2020.

RECOMMENDATION

It is recommended that the Village Board approve a one-year contract extension for Elevator and Stairwell Cleaning to ECO Clean Maintenance of Elmhurst, Illinois at the monthly bid price and authorize staff to execute the necessary documents.

Bid Section

Item: Elevator and Stairwell Cleaning - Contract Extension 2018

Bid Opening

Date:

Account Numbers: 235-7301-532.21-11 (Municipal Garage), 235-7302-532.21-11 (Vail Garage), 235-7303-532.21-11 (North Garage), 235-7304-532.21-11 (Evergreen Garage)

Total Budget
for Specific

Item:

Bid Amount: \$3,782/month



Item: Station 17 Emergency Generator Upgrade and Replacement - Design Services

Department: Public Works

The 2019 Capital Improvement Program includes funding for replacement of the Emergency Generator at Booster Station #17 located at Public Works. The generator is part of the Village's aging electrical systems related to water and sewer services throughout the Village. Station #17 includes booster pumps, above ground water storage tanks and a standby well.

This will be the second of three booster station generator replacements in recent years. Proposals for Professional Engineering Services were solicited in 2016 from four qualified firms with extensive experience in this type of design work. The scope of proposals included the design for replacement of the generators and associated switching hardware at Booster Station #13 (first generator replacement). The proposal established a not-to-exceed cost for necessary design, preparation of bid specifications and construction inspection services.

Burns and McDonnell provided the most comprehensive and cost competitive proposal. Their proposal included the use of local experienced personnel with oversight from more senior personnel located at other national offices to leverage cost savings for the Village. Staff was satisfied with the services provided from Burns and McDonnell for our first generator replacement project and recommend they are selected for Station #17 design.

RECOMMENDATION

It is recommended that the Village Board award the contract for Station #17 Emergency Generator Upgrade and Replacement Design to Burns & McDonnell for the not-to-exceed amount of \$35,000 and authorize Staff to execute a contract.

Bid Section

Item: Station 17 Emergency Generator Upgrade and Replacement - Design Services

Bid Opening Date:

Account Numbers: 505-7201-561.50-15 (EQ9902)

Total Budget for Specific Item:	\$879,500
Bid Amount:	\$35,000



Item: Emergency Repairs to Melas Park Stormwater Pump #2

Department: Public Works

At the end of October 2018, the #2 storm water pump at Melas Park failed. This pump is one of three stormwater pumps that dewater Melas Detention Basin. The Melas Detention Basin stores stormwater for the eastern and central portion of Arlington Heights. Staff solicited quotes from several pump contractors for the removal and reinstallation of the pump. At the time it was assumed that there would be nominal work associated with rebuilding the pump. Xylem Water Solutions was hired to perform removal, assessment and reinstallation of the pump and motor. Xylem Water Solutions had the entire pump and motor assembly at their shop and reported that the pump must be replaced. Village Staff inspected the pump and verified the condition. The column and other assemblies can be salvaged and this work was therefore not included in the quote.

The 2018 Capital Budget includes replacing of pump #3 at Melas Park. The #3 pump at Melas Park is not very reliable and was scheduled to be rebuilt before the end of 2018. Unfortunately, the #2 pump failed before that could happen. Due to the critical nature of reliably moving storm related water out of the Melas Basin, Public Works is asking to waive the formal bid procedure and award to the lowest quote for the replacement of the Melas Pump #2. Pump #3 will be rebuilt in 2019, once funds are available.

The Water Production Unit solicited two quotes for the replacement pump, with the lowest quote provided by Xylem Water Solutions. The quotes were \$46,168.54 and \$57,927. The Village has had positive experiences with Xylem Water Solutions in the past and recommends award.

RECOMMENDATION

It is recommended that the Village Board award the Emergency replacement of the Stormwater Pump #2 at Melas Park in the amount of \$46,168.54 to Xylem Water Solutions of Mokena, Illinois.

Bid Section

Emergency Repairs to Melas Park Stormwater Pump

Item:

#2

Bid Opening Date:

Account Numbers: 505-7201-561.50-15 (EQ1530)

Total Budget for Specific
Item: \$46,168.54

Bid Amount: \$46,168.54



Item: Northwest Highway Beautification

Department: Planning & Community Development

The Planning and Community Development and the Public Works Departments have developed a comprehensive landscape improvement plan for the Northwest Highway corridor identifying priorities and key focal points. The plan sets forth goals for the corridor and identifies a framework to evaluate improvements based upon minimum maintenance, opportunity, and enhancement areas. The plan is a multi-year, phased approach. As part of the third phase, plantings are proposed on the west end of Northwest Highway between Wilke Road and Ridge Avenue. The landscaping will be located along Northwest Highway adjacent to the railroad tracks. It is anticipated that the landscaping will be installed in late spring/early summer of 2019. The goal is to develop a landscape that is sustainable, has or requires low-maintenance and provides storm water benefits by utilizing primarily native plant material.

The 2018 capital budget includes \$98,000 for construction of phase three of this plan. On December 6, 2018, a public bid opening was held and five bids were publicly opened and read aloud. The following bids were received:

Alvurez Landscaping \$29,337.40
Flecks Landscaping \$36,954.00
Greenacres Landscaping \$68,718.00
Copenhaver Construction \$109,190.00
Milieu Design, Inc \$109,537.28

The lowest apparent bidder, Alvurez Landscaping, did not submit a complete proposal and was disqualified. The second lowest bidder was Fleck Landscaping. The Village has previously worked with Fleck Landscaping. In addition, Staff checked their references and found them to be favorable for similarly completed projects in neighboring communities.

Recommendation

It is recommended that the Village Board reject the bid from Alvurez Landscaping and authorize the Village Manager to enter into an agreement with Fleck Landscaping for phase three of the Northwest Highway landscaping in the amount of \$36,954. The bidder has been determined to be responsible with a bid that met all specifications.

Bid Section

Item:	Northwest Highway Landscaping
Bid Opening Date:	December 6, 2018
Account Numbers:	401-7101-571.50-30 (SFT1620)
Total Budget for Specific Item:	\$98,000
Bid Amount:	\$36,954



Item: Ordinance - Surplus Property - Public Works Equipment

Department: PW/Legal

An Ordinance Authorizing the Sale of Surplus Personal Property Owned by the Village of Arlington Heights
(Public Works equipment)

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Surplus Property - PW Equipment	Ordinance

**AN ORDINANCE AUTHORIZING THE SALE
OF SURPLUS PERSONAL PROPERTY OWNED
BY THE VILLAGE OF ARLINGTON HEIGHTS**

WHEREAS, the Village of Arlington Heights is a home rule unit pursuant to Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, the Village of Arlington Heights is the owner of certain equipment, which property was purchased for use by the Public Works Department; and

WHEREAS, in the opinion of at least three-fourths of the corporate authorities of the Village of Arlington Heights, it is no longer necessary or useful to or in the best interests of the Village of Arlington Heights to retain ownership of said property,

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: Pursuant to its home rule authority and the Illinois Municipal Code (65 ILCS 5/11-76-4), the President and Board of Trustees of the Village of Arlington Heights find that it is no longer necessary, appropriate, or in the best interests of the Village of Arlington Heights to retain title to the property described in this Ordinance and that the property is no longer required by or profitable for the Village of Arlington Heights.

SECTION TWO: Pursuant to Section One, the Village Manager is hereby authorized and directed to dispose of the following described property in whatever manner considered most advantageous to the Village:

ASSET #	YEAR	SERIAL #	MAKE	MODEL	ESTIMATED VALUE
1014	1995	21Z5579	Caterpillar	963 Crawler Loader	\$17,000
1670	2005	FDP22933	Caterpillar	420D Backhoe	\$25,000

SECTION THREE: The Village Manager is hereby authorized to dispose of the property provided that the sale price is not less than the estimated minimum value.

SECTION FOUR: Upon the sale of the aforementioned property, the Village Manager is authorized and directed to convey and transfer title, if applicable, to the property to the purchaser.

SECTION FIVE: This Ordinance shall be in full force and effect from and after its passage by a vote of at least three-fourths of the corporate authorities and approval in the manner provided by law.

AYES:

NAYS:

PASSED AND APPROVED this 17th day of December 2018.

ATTEST:

Village President

Village Clerk

MISCORDINANCES: SURPLUS PROPERTY – PW 2018 December



Item: Ordinance - 2-way Stop Street - Walnut Ave and Fairview St

Department: Engineering/Legal

Recent resident requests have been made to evaluate the intersection of Walnut Avenue and Fairview Street to see if the Village would consider changing the current 2-way yield signs to 2-way stop signs.

A review of the traffic accident history for the past 10 years showed no recorded accidents on file until June of 2017. In the second half of 2017 there were two angle collisions, and again in 2018 to date an additional two angle crashes have occurred.

Based upon this recent increase in the accident rate, it is recommended that the current yield control be changed to a 2-way stop restriction for Walnut Avenue to stop for Fairview Street traffic.

RECOMMENDATION

It is recommended that the attached Ordinance Designating a Two-Way Stop Street for Walnut Avenue to stop for Fairview Street be approved.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
2-way Stop Street - Walnut and Fairview	Ordinance

AN ORDINANCE DESIGNATING
A TWO-WAY STOP STREET

BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS:

SECTION ONE: The following described intersection is hereby designated as a stop intersection. It shall be unlawful for any person operating a motor vehicle within the designated streets to enter into such intersection without coming to a full and complete stop as required by a stop sign appropriately located:

TWO-WAY STOP: Walnut Avenue to stop for Fairview Street

SECTION TWO: The Village Manager is hereby directed to install appropriate signs as indicated in this Ordinance to effectuate the purposes of this Ordinance.

SECTION THREE: Any person, firm or corporation violating any of the terms of this Ordinance shall be fined not more than \$750 for each such offense.

SECTION FOUR: That any ordinance or part of ordinance in conflict with the provisions of this Ordinance are hereby repealed.

SECTION FIVE: This Ordinance shall be in full force and effect from and after its passage, approval, publication in pamphlet form and the posting of signs at the intersection set forth above in the manner provided by law.

AYES:

NAYS:

PASSED AND APPROVED this 17th day of December, 2018.

Village President

ATTEST:

Village Clerk

TRAFFICREGS:Two-way stop: Walnut and Fairview



Item: BCRB - Proposed variance request from Chapter 23, Section 23-402(f)

Department: Building & Life Safety

Request

Petitioner, Nancy Tolan, on behalf of Presbyterian Homes, requested a variance from Chapter 23, Section 23-402[F] 903.2 of the Arlington Heights Municipal Code that requires a sprinkler system to be installed for the new Salt Storage Shed which will be located on the Moorings of Arlington Heights Campus. This new building is a 328.4 Square Foot unheated shed to be used to house deicing salts during winter and black dirt/gravel during the rest of the year. The shed is located more than 61 feet from a residential building on campus.

Recommendation

At the meeting on November 29, 2018, the Building Code Review Board made a motion recommending to the Village Board to grant the storage shed to be built without the requirement of a sprinkler system.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Draft Minutes	Minutes

DRAFT
BUILDING CODE REVIEW BOARD
MINUTES OF A MEETING BEFORE THE
VILLAGE OF ARLINGTON HEIGHTS
BUILDING CODE REVIEW BOARD

November 29, 2018

MEMBERS PRESENT:

Rich Bondarowicz, Chairman
John Carrato
Scott Smith

ADMINISTRATION PRESENT:

Steven Touloumis, Director of Building & Life Safety
Mark Fink, Assistant Building Official
Don Lay, Fire Safety Supervisor
Andrew Larson, Acting Fire Chief
Patty LeVee, Recording Secretary

OTHERS PRESENT:

Eileen Schoeb, OKW Architects – Presbyterian Homes/The Moorings of Arlington Heights
Keith Ginnodo, Kingsley & Ginnodo Architects – 132 W. Northwest Hwy.
Michael and Ellen Para – Owners, 132 W. Northwest Hwy.

SUBJECT:

- Item 1. Variance request from Chapter 23, Section 23-402(f) of the Arlington Heights Municipal Code at The Moorings of Arlington Heights Campus, 811 E. Central Rd.
 - Item 2. Variance request from Chapter 23, Section 903.2.8 and 703.2 of the Arlington Heights Municipal Code at 132 W. Northwest Highway.
 - Item 3. Proposed Modification to Village Code Chapters 23 and 27
-

There being a quorum present, the meeting was called to order at 7:00pm.

APPROVAL OF MINUTES

MR. CARRATO MOTIONED TO APPROVE THE DECEMBER 12, 2017 MINUTES, SECONDED BY MR. SMITH, THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

ITEM I – Petitioner: Presbyterian Homes, 811 E. Central Rd.

Ms. Eileen Schoeb, of OKW Architects, representing Presbyterian Homes at The Moorings, stated there is a small shed, which they refer to as a salt barn that is going adjacent to the maintenance area at the Presbyterian Homes Facilities. It is a 328 square foot storage barn for the winter snow

salt removal and in the off season will be used for miscellaneous landscape material. The existing location that they have this stored on their site was back around the lake, adjacent to where the new assistant living and memory care were in place. This is open concrete barrier with a tarp over the top and they would like to protect it. Since it is moving to the maintenance area they want an aesthetically acceptable facade around the front so people cannot see the pile of salt as it sits there.

Ms. Schoeb noted the amendment requires that all buildings need sprinklers in the IBC 2009 Section, in the standard code this building would not require a sprinkler. The shed is very small, it is unheated and has no water source. They are requesting the variation to allow this to be installed without a sprinkler system. The closest it is to any residential building is about 60 feet away.

Mr. Smith mentioned that when coming to this Board seeking relief they offer alternatives. Something they would do to achieve the same effect but in a different way.

Ms. Schoeb responded that this is a very small building, trying to install a sprinkler system with water is actually creating a higher fire risk because they would have to install heat in that space. It is not occupied, it is just storage material. The chances of something occurring in that space would be higher if it was a heated building and they would be doing this to install only one required sprinkler head. If they installed a dry system, it would be expensive and it is a chemical process. Again, they just need one head. The alternative is they are using wood frame system because it is a salt product. It is encased with a concrete barrier to keep the salt out of the way but because of deterioration they want to have the wood product. They are siding this with a hardy fiberboard. The roof is Class A asphalt singled roof and there is an overhead garage door. The materials being stored are non-combustible.

Ms. Schoeb concluded saying in the straight code world, this would not be required to be sprinklered.

Mr. Touloumis stated the Building & Life Safety Department would make the recommendation to waive the sprinklers.

Mr. Lay stated he would support this. It is non-combustible material. The way the code is written, the model code, does not require it to be sprinklered and the only reason that relief is being sought is because of the local amendment that was made when this was passed for the 2009 Code. That amendment required all U Use buildings to have fire sprinklers, which is not required in the Code. **Mr. Lay** has no objection to this variation at all.

Chairman Bondarowicz asked if there were any concerns about the use of this changing. **Mr. Lay** responded that he would not, Presbyterian Homes has been very responsible, we go there on regular fire inspections and we have been there through their projects over the last couple of years. Presbyterian Homes is aware of our concerns and Mr. Lay does not see a change of use

happening. This is being erected for the purpose of holding salt, and it would not be conducive to any other use because it would cause corrosion.

Mr. Touloumis added that even if they were to make a tool shed or store a lawn mower, it still wouldn't change the classification of the building. Due to the small size of this, he does not foresee any way it would ever get the classification change to storage use or something of that nature because of the small size and because of the accessory nature of the building. It would always stay U Use.

MR. CARRATO MOVED TO APPROVE THIS VARIANCE REQUEST TO THE VILLAGE TRUSTEES, SECONDED BY MR. SMITH, THE MOTION WAS APPROVED.

ITEM II. – Petitioner: Keith Ginnodo, 132 W. Northwest Hwy.

Mr. Keith Ginnodo, of Kingsley & Ginnodo Architects, introduced himself as architect for the project at 132 W. Northwest Highway, along with Michael and Ellen Para, the owners of the property. He is seeking two petitions, (1) the elimination of the automatic fire suppression system; and (2) regarding the floor ceiling assembly that calculates to an hour but is not specifically adhering to the UL assembly.

Mr. Ginnodo gave an overview of the project. They are going to build a second floor over an existing masonry building. It is a commercial space that they are going to build a 1350 square foot residence on the top.

Mr. Ginnodo began with Petition 1 stating he did not initially think they would need a sprinkler system. They proceeded assuming it was not necessary as they have a 2nd floor residence with dedicated stairway interior and exterior, it is 12 ½ feet above ground and windows are all egress. He also discovered the existing buildings category in the code and found a compliance alternative method. They decided to try this and see where the building falls in terms of general safety. He noted that it is technically not applicable because **Mr. Touloumis** determined that the sprinkler part of this is a requirement of the code, whether he can demonstrate this or not.

Mr. Ginnodo decided to go through the categories anyway, and explained there are three major set categories -Fire Safety, means of egress and general safety, followed by 19 sub-categories. He explained the process of compliance alternatives, mathematically analyzing the building (height, area, compartmentation, tenant and dwelling unit separations, quarter walls, vertical opening formula, HVAC systems, Fire Alarm, Smoke control, means of egress, etc.). After tabulating scores and comparing to the mandatory safety scores, the most severe shows Fire Safety being the lowest score but still positive by six points. Mr. Ginnodo quoted the sections that states: "where the final score of any category equals zero or more, the building is in compliance". This method illustrates that it is a small project and they feel this is a good demonstration for how well the building is going to perform in reality.

Mr. Ginnodo said that on the question of hardship, in general they feel like the site is already very challenged by its boundaries. They have done all they can to make a code compliant and safe building. It is small and there is well over \$550,000 tied up into the construction without consideration of the sprinkler system. Adding the fire suppression system, they would have to upgrade the water main 150 feet over, would have to remove and replace the side walk, fire hydrant, auxiliary valve box, rpz, etc. Estimate of these costs comes out to be \$35,000 to \$50,000. These costs put the economic viability of the project at risk. The hardship is that it seems to put undue burden on viability to build on the site.

Mr. Touloumis commented that the compliance alternative is not used very often. It is part of the Code, but unfortunately the Code section reads a little bit unclearly. In the beginning, it states "Additions- additions shall conform to new construction." You cannot use this for an addition, as **Mr. Ginnodo** pointed out, you cannot even apply the compliance alternative for this type of scenario because the basis is not established using this method for an addition. The Code clearly says follow the new code for an addition. He cannot take into consideration this methodology because it was not designed with an addition as a basis in mind. **Mr. Touloumis** stated he does not support this approach.

Chairman Bondarowicz asked what the use for the building is as well as the zoning. **Mr. Ginnodo** replied that the first floor is currently offices to house attorneys. They are planning to have Michael Para's office in back and Ellen Para's shop in front. Her shop is home goods and apothecary (essential oils, non-toxic skin care etc.) It is a B5, it is central business district.

Mr. Touloumis said the standard code requires all R uses to be sprinklered. The IBC is applicable and IBC requires all R occupancies to be sprinklered. In general, he does not see any way around this.

Mr. Ginnodo said he has talked to **Mr. Touloumis** and understands that code indicates sprinklers are required. He feels it seems like an undue burden and after the exercise thought maybe they are required but they sure are not necessary. One step they took was to increase the fire alarm system from basic to a reportable, monitored system. The quote went from a \$7,000 system to a \$10,000 system in order to put the building in the best possible situation as far as fire detection alarm system goes.

Mr. Carrato reminded that the Board never considers cost as a hardship. Typically when looking for relief, they need to provide something different to provide an equivalent. It looks like **Mr. Touloumis** is saying that is not possible.

Mr. Lay stated there was an alternative available to them. They are quoting a regular NFPA 13 System. That is not required in this particular occupancy. They can put in a 13D System, which goes right off the domestic water and eliminates all of these extra requirements. This really amounts to the same type of system put in townhomes. 13D Systems do not have the exterior connections as 13 Systems do. They do not have the Fire Department connections. These

systems are much smaller, and consist of about 4 or 5 heads that get tapped right into the domestic system.

Chairman Bondarowicz said this is like a typical residential system that you see in many communities.

Mr. Lay continued stating this fire alarm is not required by code, this alarm does not have to be monitored. They would be required to put in an exterior strobe light that would activate if a water flow was detected. It would be entirely up to them to upgrade the alarm, but it is not required and it does not have to be monitored per the Code. The Code and requirement that you would have to meet is the 13D System. The system that they are looking at is above and beyond what is really required. It can be done, but it is not needed.

Chairman Bondarowicz asked **Mr. Ginnodo** if what he has is 158 feet of water service, and said a new water service that would go to the main would be required with the commercial system. Currently it is a 2 inch system, typically it is 1 ½ inch service.

Mr. Carrato noted they need to upgrade the service regardless. **Mr. Ginnodo** responded yes, they are tapping into the existing 2" pipe and not replacing it all the way down.

Mr. Lay stated that if they go with the 13D residential system, it would eliminate all of the excess expense that they are concerned about, and it is a lot more conducive to this type of a project.

Mr. Carrato stated the Building Code Review Board could deny the request and if the Petitioner is meeting the Code, they do not need to come back or the Petitioner, Mr. Ginnodo, could withdraw his request.

Mr. Ginnodo chose to withdraw Petition 1.

Mr. Ginnodo discussed Petition 2. He stated that relief from the requirement of a one hour fire-resistant rating either as listed assembly or as tested and instead accept a variation of UL L570. He indicated the cross section of the drawing basically shows the residence above, and the existing building now mercantile and business. He explained the bar joist going through and showed a comparison of detail. He noted the UL L570, which is a one hour rating assembly. For the suspension system, they do not specify how much space can or should be in between and, similar to the drop in ceiling, would be a more robust metallic system also by USG that basically suspends frame all the way across with maybe two layers of dry wall.

Mr. Ginnodo said this is one way they could do this and comply with the ordinance; however, the downside for the owners is that one of the cool parts of the building going in is the bar joist and looking up and seeing the metal deck that gives a quasi-industrial feel to it. They would have to take that out and feel that is a hardship as it would reduce the value of the building taking the architectural component of the building away.

Mr. Ginnodo said they are proposing instead of having a hung connection between the dry wall and the bottom of the joist, they are leaving clear space and fastening directly to the metal deck two layers of drywall in the appropriate fashion. Below that they keep the metal deck, and instead keep the bar joist system.

Chairman Bondarowicz asked for clarification that the metal deck exists and the dry wall is new. He pointed out this is not a UL rated wall. Mr. Ginnodo agreed and said you cannot classify it but it is really close to the UL L570.

Mr. Touloumis said the only difference between the two and his concerns is where you attach the drywall to the bottom side of something you get a push up from heat or something; whereas when they are attached to the top of something you do not have any back support. With that being said, he believes it is close enough, if enough fasteners were added to facilitate the same type of safety level they would get with the one hour true design and they are very similar. The Department would recommend approving.

Chairman Bondarowicz had brief discussion regarding mold resistance drywall.

MR. SMITH MOVED TO APPROVE PETITION II, SECONDED BY MR. CARRATO, THE MOTION CARRIED.

OLD BUSINESS

Mr. Touloumis discussed the proposed language to our existing code that he presented at the last meeting on December 12, 2017. The reason for the quick change was to try and eliminate coming before this Board for variations on sprinklers for a tool sheds and small utility buildings.

Mr. Touloumis read his points for the substantiation of this, as written in the "Recommendation for Amendments to the Village of Arlington Heights Municipal Code".

Mr. Touloumis next responded to the questions presented to him at the last meeting when this was first presented. Questions and responses being:

1. Is there a size limit on U Buildings? No, the Code does not have any listed size limits on U Buildings. The Code says the U Buildings are accessory in nature. It is not designed as a storage building, which would fall under a different classification.
2. Are there any barns in town that would fall under a U Building? Mr. Touloumis has not been able to discover any barns. There are barns that are on one and two family dwelling properties, but those would not fall under this Use group or the IBC. It wouldn't be applicable.
3. Do commercial garages need sprinklers? Yes, except if they are open parking structures. A great majority of our parking structures in town are open.

4. Can you provide Use group examples of all exempt buildings from sprinklers? The current Code allows (1) exemption from sprinklers to open parking structures (Vail garage, Village Hall garage), (2) Exempt would be open air portions of Group A-5, which again would be open air portions of the race track, the bleachers etc., and (3) Group F-2 is another example and that is factory use for basically non-combustible type materials. This would be if you were making salt or ice or cement blocks or something of that nature.

Mr. Touloumis concluded he is asking the Building Code Review Board to recommend adding the Group U occupancy.

Mr. Lay commented that this has been discussed at length and he wholeheartedly agrees with Mr. Touloumis' summation. It does not make sense, in his opinion, to require a shed to be sprinklered. If it is not a shed, then it is a storage building and that is another issue. These are accessory uses and they are specifically exempt from the model Code. He believes that when this was created it was overlooked and did not seem to make sense.

Mr. Smith asked if the language was exactly the same in both Codes. **Mr. Touloumis** responded it is slightly different but not contextually.

MR. CARRATO MOVED TO APPROVE THESE TWO MODIFICATIONS TO THE VILLAGE CODE CHAPTERS 23 AND 27. SECONDED BY MR. SMITH, THE MOTION CARRIED.

OTHER BUSINESS

Mr. Touloumis explained he had begun making modifications to the Village Ordinance and proposed the procedure he plans to implement on the Code updates.

WITH NO FURTHER BUSINESS, MR. CARRATO MOVED TO ADJOURN, SECONDED BY MR. SMITH, ALL WERE IN FAVOR.

The meeting adjourned at 8:07PM.



Item: BCRB - Proposed variance request from Chapter 23, Section 903.2.8 and 703.2

Department: Building & Life Safety

Request

Petitioner, Keith Ginnodo, Kingsley & Ginnodo Architects, requested a variance from Chapter 23, Section 903.2.8 and 703.2 of the Arlington Heights Municipal Code for relief from the requirement of a 1-hour fire resistant rating either as listed assembly or as tested and instead accept a variation of UL L570.

Recommendation

At the meeting on November 29, 2018, the Building Code Review Board made a motion recommending to the Village Board to grant relief from the requirement of a 1-hour fire resistant rating.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Draft Minutes

Type

Minutes

DRAFT
BUILDING CODE REVIEW BOARD
MINUTES OF A MEETING BEFORE THE
VILLAGE OF ARLINGTON HEIGHTS
BUILDING CODE REVIEW BOARD

November 29, 2018

MEMBERS PRESENT:

Rich Bondarowicz, Chairman
John Carrato
Scott Smith

ADMINISTRATION PRESENT:

Steven Touloumis, Director of Building & Life Safety
Mark Fink, Assistant Building Official
Don Lay, Fire Safety Supervisor
Andrew Larson, Acting Fire Chief
Patty LeVee, Recording Secretary

OTHERS PRESENT:

Eileen Schoeb, OKW Architects – Presbyterian Homes/The Moorings of Arlington Heights
Keith Ginnodo, Kingsley & Ginnodo Architects – 132 W. Northwest Hwy.
Michael and Ellen Para – Owners, 132 W. Northwest Hwy.

SUBJECT:

- Item 1. Variance request from Chapter 23, Section 23-402(f) of the Arlington Heights Municipal Code at The Moorings of Arlington Heights Campus, 811 E. Central Rd.
 - Item 2. Variance request from Chapter 23, Section 903.2.8 and 703.2 of the Arlington Heights Municipal Code at 132 W. Northwest Highway.
 - Item 3. Proposed Modification to Village Code Chapters 23 and 27
-

There being a quorum present, the meeting was called to order at 7:00pm.

APPROVAL OF MINUTES

MR. CARRATO MOTIONED TO APPROVE THE DECEMBER 12, 2017 MINUTES, SECONDED BY MR. SMITH, THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

ITEM I – Petitioner: Presbyterian Homes, 811 E. Central Rd.

Ms. Eileen Schoeb, of OKW Architects, representing Presbyterian Homes at The Moorings, stated there is a small shed, which they refer to as a salt barn that is going adjacent to the maintenance area at the Presbyterian Homes Facilities. It is a 328 square foot storage barn for the winter snow

salt removal and in the off season will be used for miscellaneous landscape material. The existing location that they have this stored on their site was back around the lake, adjacent to where the new assistant living and memory care were in place. This is open concrete barrier with a tarp over the top and they would like to protect it. Since it is moving to the maintenance area they want an aesthetically acceptable facade around the front so people cannot see the pile of salt as it sits there.

Ms. Schoeb noted the amendment requires that all buildings need sprinklers in the IBC 2009 Section, in the standard code this building would not require a sprinkler. The shed is very small, it is unheated and has no water source. They are requesting the variation to allow this to be installed without a sprinkler system. The closest it is to any residential building is about 60 feet away.

Mr. Smith mentioned that when coming to this Board seeking relief they offer alternatives. Something they would do to achieve the same effect but in a different way.

Ms. Schoeb responded that this is a very small building, trying to install a sprinkler system with water is actually creating a higher fire risk because they would have to install heat in that space. It is not occupied, it is just storage material. The chances of something occurring in that space would be higher if it was a heated building and they would be doing this to install only one required sprinkler head. If they installed a dry system, it would be expensive and it is a chemical process. Again, they just need one head. The alternative is they are using wood frame system because it is a salt product. It is encased with a concrete barrier to keep the salt out of the way but because of deterioration they want to have the wood product. They are siding this with a hardy fiberboard. The roof is Class A asphalt singled roof and there is an overhead garage door. The materials being stored are non-combustible.

Ms. Schoeb concluded saying in the straight code world, this would not be required to be sprinklered.

Mr. Touloumis stated the Building & Life Safety Department would make the recommendation to waive the sprinklers.

Mr. Lay stated he would support this. It is non-combustible material. The way the code is written, the model code, does not require it to be sprinklered and the only reason that relief is being sought is because of the local amendment that was made when this was passed for the 2009 Code. That amendment required all U Use buildings to have fire sprinklers, which is not required in the Code. **Mr. Lay** has no objection to this variation at all.

Chairman Bondarowicz asked if there were any concerns about the use of this changing. **Mr. Lay** responded that he would not, Presbyterian Homes has been very responsible, we go there on regular fire inspections and we have been there through their projects over the last couple of years. Presbyterian Homes is aware of our concerns and Mr. Lay does not see a change of use

happening. This is being erected for the purpose of holding salt, and it would not be conducive to any other use because it would cause corrosion.

Mr. Touloumis added that even if they were to make a tool shed or store a lawn mower, it still wouldn't change the classification of the building. Due to the small size of this, he does not foresee any way it would ever get the classification change to storage use or something of that nature because of the small size and because of the accessory nature of the building. It would always stay U Use.

MR. CARRATO MOVED TO APPROVE THIS VARIANCE REQUEST TO THE VILLAGE TRUSTEES, SECONDED BY MR. SMITH, THE MOTION WAS APPROVED.

ITEM II. – Petitioner: Keith Ginnodo, 132 W. Northwest Hwy.

Mr. Keith Ginnodo, of Kingsley & Ginnodo Architects, introduced himself as architect for the project at 132 W. Northwest Highway, along with Michael and Ellen Para, the owners of the property. He is seeking two petitions, (1) the elimination of the automatic fire suppression system; and (2) regarding the floor ceiling assembly that calculates to an hour but is not specifically adhering to the UL assembly.

Mr. Ginnodo gave an overview of the project. They are going to build a second floor over an existing masonry building. It is a commercial space that they are going to build a 1350 square foot residence on the top.

Mr. Ginnodo began with Petition 1 stating he did not initially think they would need a sprinkler system. They proceeded assuming it was not necessary as they have a 2nd floor residence with dedicated stairway interior and exterior, it is 12 ½ feet above ground and windows are all egress. He also discovered the existing buildings category in the code and found a compliance alternative method. They decided to try this and see where the building falls in terms of general safety. He noted that it is technically not applicable because **Mr. Touloumis** determined that the sprinkler part of this is a requirement of the code, whether he can demonstrate this or not.

Mr. Ginnodo decided to go through the categories anyway, and explained there are three major set categories -Fire Safety, means of egress and general safety, followed by 19 sub-categories. He explained the process of compliance alternatives, mathematically analyzing the building (height, area, compartmentation, tenant and dwelling unit separations, quarter walls, vertical opening formula, HVAC systems, Fire Alarm, Smoke control, means of egress, etc.). After tabulating scores and comparing to the mandatory safety scores, the most severe shows Fire Safety being the lowest score but still positive by six points. Mr. Ginnodo quoted the sections that states: "where the final score of any category equals zero or more, the building is in compliance". This method illustrates that it is a small project and they feel this is a good demonstration for how well the building is going to perform in reality.

Mr. Ginnodo said that on the question of hardship, in general they feel like the site is already very challenged by its boundaries. They have done all they can to make a code compliant and safe building. It is small and there is well over \$550,000 tied up into the construction without consideration of the sprinkler system. Adding the fire suppression system, they would have to upgrade the water main 150 feet over, would have to remove and replace the side walk, fire hydrant, auxiliary valve box, rpz, etc. Estimate of these costs comes out to be \$35,000 to \$50,000. These costs put the economic viability of the project at risk. The hardship is that it seems to put undue burden on viability to build on the site.

Mr. Touloumis commented that the compliance alternative is not used very often. It is part of the Code, but unfortunately the Code section reads a little bit unclearly. In the beginning, it states "Additions- additions shall conform to new construction." You cannot use this for an addition, as **Mr. Ginnodo** pointed out, you cannot even apply the compliance alternative for this type of scenario because the basis is not established using this method for an addition. The Code clearly says follow the new code for an addition. He cannot take into consideration this methodology because it was not designed with an addition as a basis in mind. **Mr. Touloumis** stated he does not support this approach.

Chairman Bondarowicz asked what the use for the building is as well as the zoning. **Mr. Ginnodo** replied that the first floor is currently offices to house attorneys. They are planning to have Michael Para's office in back and Ellen Para's shop in front. Her shop is home goods and apothecary (essential oils, non-toxic skin care etc.) It is a B5, it is central business district.

Mr. Touloumis said the standard code requires all R uses to be sprinklered. The IBC is applicable and IBC requires all R occupancies to be sprinklered. In general, he does not see any way around this.

Mr. Ginnodo said he has talked to **Mr. Touloumis** and understands that code indicates sprinklers are required. He feels it seems like an undue burden and after the exercise thought maybe they are required but they sure are not necessary. One step they took was to increase the fire alarm system from basic to a reportable, monitored system. The quote went from a \$7,000 system to a \$10,000 system in order to put the building in the best possible situation as far as fire detection alarm system goes.

Mr. Carrato reminded that the Board never considers cost as a hardship. Typically when looking for relief, they need to provide something different to provide an equivalent. It looks like **Mr. Touloumis** is saying that is not possible.

Mr. Lay stated there was an alternative available to them. They are quoting a regular NFPA 13 System. That is not required in this particular occupancy. They can put in a 13D System, which goes right off the domestic water and eliminates all of these extra requirements. This really amounts to the same type of system put in townhomes. 13D Systems do not have the exterior connections as 13 Systems do. They do not have the Fire Department connections. These

systems are much smaller, and consist of about 4 or 5 heads that get tapped right into the domestic system.

Chairman Bondarowicz said this is like a typical residential system that you see in many communities.

Mr. Lay continued stating this fire alarm is not required by code, this alarm does not have to be monitored. They would be required to put in an exterior strobe light that would activate if a water flow was detected. It would be entirely up to them to upgrade the alarm, but it is not required and it does not have to be monitored per the Code. The Code and requirement that you would have to meet is the 13D System. The system that they are looking at is above and beyond what is really required. It can be done, but it is not needed.

Chairman Bondarowicz asked **Mr. Ginnodo** if what he has is 158 feet of water service, and said a new water service that would go to the main would be required with the commercial system. Currently it is a 2 inch system, typically it is 1 ½ inch service.

Mr. Carrato noted they need to upgrade the service regardless. **Mr. Ginnodo** responded yes, they are tapping into the existing 2" pipe and not replacing it all the way down.

Mr. Lay stated that if they go with the 13D residential system, it would eliminate all of the excess expense that they are concerned about, and it is a lot more conducive to this type of a project.

Mr. Carrato stated the Building Code Review Board could deny the request and if the Petitioner is meeting the Code, they do not need to come back or the Petitioner, Mr. Ginnodo, could withdraw his request.

Mr. Ginnodo chose to withdraw Petition 1.

Mr. Ginnodo discussed Petition 2. He stated that relief from the requirement of a one hour fire-resistant rating either as listed assembly or as tested and instead accept a variation of UL L570. He indicated the cross section of the drawing basically shows the residence above, and the existing building now mercantile and business. He explained the bar joist going through and showed a comparison of detail. He noted the UL L570, which is a one hour rating assembly. For the suspension system, they do not specify how much space can or should be in between and, similar to the drop in ceiling, would be a more robust metallic system also by USG that basically suspends frame all the way across with maybe two layers of dry wall.

Mr. Ginnodo said this is one way they could do this and comply with the ordinance; however, the downside for the owners is that one of the cool parts of the building going in is the bar joist and looking up and seeing the metal deck that gives a quasi-industrial feel to it. They would have to take that out and feel that is a hardship as it would reduce the value of the building taking the architectural component of the building away.

Mr. Ginnodo said they are proposing instead of having a hung connection between the dry wall and the bottom of the joist, they are leaving clear space and fastening directly to the metal deck two layers of drywall in the appropriate fashion. Below that they keep the metal deck, and instead keep the bar joist system.

Chairman Bondarowicz asked for clarification that the metal deck exists and the dry wall is new. He pointed out this is not a UL rated wall. Mr. Ginnodo agreed and said you cannot classify it but it is really close to the UL L570.

Mr. Touloumis said the only difference between the two and his concerns is where you attach the drywall to the bottom side of something you get a push up from heat or something; whereas when they are attached to the top of something you do not have any back support. With that being said, he believes it is close enough, if enough fasteners were added to facilitate the same type of safety level they would get with the one hour true design and they are very similar. The Department would recommend approving.

Chairman Bondarowicz had brief discussion regarding mold resistance drywall.

MR. SMITH MOVED TO APPROVE PETITION II, SECONDED BY MR. CARRATO, THE MOTION CARRIED.

OLD BUSINESS

Mr. Touloumis discussed the proposed language to our existing code that he presented at the last meeting on December 12, 2017. The reason for the quick change was to try and eliminate coming before this Board for variations on sprinklers for a tool sheds and small utility buildings.

Mr. Touloumis read his points for the substantiation of this, as written in the "Recommendation for Amendments to the Village of Arlington Heights Municipal Code".

Mr. Touloumis next responded to the questions presented to him at the last meeting when this was first presented. Questions and responses being:

1. Is there a size limit on U Buildings? No, the Code does not have any listed size limits on U Buildings. The Code says the U Buildings are accessory in nature. It is not designed as a storage building, which would fall under a different classification.
2. Are there any barns in town that would fall under a U Building? Mr. Touloumis has not been able to discover any barns. There are barns that are on one and two family dwelling properties, but those would not fall under this Use group or the IBC. It wouldn't be applicable.
3. Do commercial garages need sprinklers? Yes, except if they are open parking structures. A great majority of our parking structures in town are open.

4. Can you provide Use group examples of all exempt buildings from sprinklers? The current Code allows (1) exemption from sprinklers to open parking structures (Vail garage, Village Hall garage), (2) Exempt would be open air portions of Group A-5, which again would be open air portions of the race track, the bleachers etc., and (3) Group F-2 is another example and that is factory use for basically non-combustible type materials. This would be if you were making salt or ice or cement blocks or something of that nature.

Mr. Touloumis concluded he is asking the Building Code Review Board to recommend adding the Group U occupancy.

Mr. Lay commented that this has been discussed at length and he wholeheartedly agrees with Mr. Touloumis' summation. It does not make sense, in his opinion, to require a shed to be sprinklered. If it is not a shed, then it is a storage building and that is another issue. These are accessory uses and they are specifically exempt from the model Code. He believes that when this was created it was overlooked and did not seem to make sense.

Mr. Smith asked if the language was exactly the same in both Codes. **Mr. Touloumis** responded it is slightly different but not contextually.

MR. CARRATO MOVED TO APPROVE THESE TWO MODIFICATIONS TO THE VILLAGE CODE CHAPTERS 23 AND 27. SECONDED BY MR. SMITH, THE MOTION CARRIED.

OTHER BUSINESS

Mr. Touloumis explained he had begun making modifications to the Village Ordinance and proposed the procedure he plans to implement on the Code updates.

WITH NO FURTHER BUSINESS, MR. CARRATO MOVED TO ADJOURN, SECONDED BY MR. SMITH, ALL WERE IN FAVOR.

The meeting adjourned at 8:07PM.



Item: BCRB - Proposed Modification to Village Code Chapters 23 and 27

Department: Building & Life Safety

Request

Building & Life Safety Department requests modification to the Village Code Chapter 23, Article IV, Section 402 of the Building Code and Chapter 27, Article I, Section 102, of the Fire Code.

The proposed change is in regards to fire sprinklers in Utility type buildings such as sheds. Specifically, the proposed change will include Utility type buildings to the list of other types of buildings that do not require fire sprinklers. The language and substantiation is attached. The Village Board has approved variances for these types of Buildings on multiple occasions in the recent past. The change is intended to streamline the process for applicants given the Village's history of approving variations for these type of Buildings. The highlighted wording noted in the attachment is the only contextual change to the ordinance. Also, the wording of the existing ordinance is written to replace wording directly from the Building and Fire Code books.

Recommendation

At the meeting on November 29, 2018, the Building Code Review Board made a motion recommending to the Village Board to grant modification to Chapter 23, Article IV, Section 402 of the Building Code and Chapter 27, Article I, Section 102 of the Fire Code.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description

Proposed Language
Draft Minutes

Type

Exhibits
Minutes

Recommendation for Amendments to the Village of Arlington Heights Municipal Code.

Municipal Code Section:

23-402 Modification by Amendment and Deletion of Various Sections of the International Building Code.

Existing Language:

[F] 903.2 Delete this section in its entirety and replace with the following:

Approved automatic sprinkler systems shall be required in all new buildings and structures, except for open parking structures, open-air portions of Group A-5, and Group F-2 occupancies.

Proposed Language to Entirely Replace Existing Language:

[F] 903.2 Delete this section in its entirety and replace with the following:

Approved automatic sprinkler systems shall be required in all new buildings and structures, except for open parking structures, open-air portions of Group A-5, Group F-2 occupancies, and Group U occupancies.

Municipal Code Section:

27-102 Modification by Amendment and Deletion of Various Sections of the International Fire Code.

Existing Language:

903.2 Sprinklers where required

Revise 903.2 to read as follows:

Approved automatic sprinkler systems shall be required in all new buildings and structures, except for open parking structures, open-air portions of Group A-5, and Group F-2 occupancies.

Proposed Language to Entirely Replace Existing Language:

903.2 Sprinklers where required

Revise 903.2 to read as follows:

Approved automatic sprinkler systems shall be required in all new buildings and structures, except for open parking structures, open-air portions of Group A-5, Group F-2 occupancies, and Group U occupancies.

Substantiation (for both sections):

Adding Group U occupancies to the list of other buildings that do not require fire sprinklers makes common sense. The hazard risk is low for fires that may start in utility buildings and the installation of fire sprinklers in utility buildings adds unreasonable and impractical costs, and in many cases would make a utility building project infeasible.

Further, by requiring fire sprinklers in utility buildings, people may choose not to build one and instead keep materials that could contribute to a fire stored inside a primary use structure where the hazard risk from a fire is much higher.

Further, it is regularly recommended by the BCRB to the Village Board to waive this code requirement. Not requiring it in the Municipal Code would save significant time and cost for the applicant and the Village.

Lastly, it is believed that it was never intended to be required, but that there was an oversight in the current amendment language. This change would just be clarifying what was originally intended.

DRAFT
BUILDING CODE REVIEW BOARD
MINUTES OF A MEETING BEFORE THE
VILLAGE OF ARLINGTON HEIGHTS
BUILDING CODE REVIEW BOARD

November 29, 2018

MEMBERS PRESENT:

Rich Bondarowicz, Chairman
John Carrato
Scott Smith

ADMINISTRATION PRESENT:

Steven Touloumis, Director of Building & Life Safety
Mark Fink, Assistant Building Official
Don Lay, Fire Safety Supervisor
Andrew Larson, Acting Fire Chief
Patty LeVee, Recording Secretary

OTHERS PRESENT:

Eileen Schoeb, OKW Architects – Presbyterian Homes/The Moorings of Arlington Heights
Keith Ginnodo, Kingsley & Ginnodo Architects – 132 W. Northwest Hwy.
Michael and Ellen Para – Owners, 132 W. Northwest Hwy.

SUBJECT:

- Item 1. Variance request from Chapter 23, Section 23-402(f) of the Arlington Heights Municipal Code at The Moorings of Arlington Heights Campus, 811 E. Central Rd.
 - Item 2. Variance request from Chapter 23, Section 903.2.8 and 703.2 of the Arlington Heights Municipal Code at 132 W. Northwest Highway.
 - Item 3. Proposed Modification to Village Code Chapters 23 and 27
-

There being a quorum present, the meeting was called to order at 7:00pm.

APPROVAL OF MINUTES

MR. CARRATO MOTIONED TO APPROVE THE DECEMBER 12, 2017 MINUTES, SECONDED BY MR. SMITH, THE MOTION PASSED UNANIMOUSLY.

NEW BUSINESS

ITEM I – Petitioner: Presbyterian Homes, 811 E. Central Rd.

Ms. Eileen Schoeb, of OKW Architects, representing Presbyterian Homes at The Moorings, stated there is a small shed, which they refer to as a salt barn that is going adjacent to the maintenance area at the Presbyterian Homes Facilities. It is a 328 square foot storage barn for the winter snow

salt removal and in the off season will be used for miscellaneous landscape material. The existing location that they have this stored on their site was back around the lake, adjacent to where the new assistant living and memory care were in place. This is open concrete barrier with a tarp over the top and they would like to protect it. Since it is moving to the maintenance area they want an aesthetically acceptable facade around the front so people cannot see the pile of salt as it sits there.

Ms. Schoeb noted the amendment requires that all buildings need sprinklers in the IBC 2009 Section, in the standard code this building would not require a sprinkler. The shed is very small, it is unheated and has no water source. They are requesting the variation to allow this to be installed without a sprinkler system. The closest it is to any residential building is about 60 feet away.

Mr. Smith mentioned that when coming to this Board seeking relief they offer alternatives. Something they would do to achieve the same effect but in a different way.

Ms. Schoeb responded that this is a very small building, trying to install a sprinkler system with water is actually creating a higher fire risk because they would have to install heat in that space. It is not occupied, it is just storage material. The chances of something occurring in that space would be higher if it was a heated building and they would be doing this to install only one required sprinkler head. If they installed a dry system, it would be expensive and it is a chemical process. Again, they just need one head. The alternative is they are using wood frame system because it is a salt product. It is encased with a concrete barrier to keep the salt out of the way but because of deterioration they want to have the wood product. They are siding this with a hardy fiberboard. The roof is Class A asphalt singled roof and there is an overhead garage door. The materials being stored are non-combustible.

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Mr. Lay stated he would support this. It is non-combustible material. The way the code is written, the model code, does not require it to be sprinklered and the only reason that relief is being sought is because of the local amendment that was made when this was passed for the 2009 Code. That amendment required all U Use buildings to have fire sprinklers, which is not required in the Code. **Mr. Lay** has no objection to this variation at all.

Chairman Bondarowicz asked if there were any concerns about the use of this changing. **Mr. Lay** responded that he would not, Presbyterian Homes has been very responsible, we go there on regular fire inspections and we have been there through their projects over the last couple of years. Presbyterian Homes is aware of our concerns and Mr. Lay does not see a change of use

happening. This is being erected for the purpose of holding salt, and it would not be conducive to any other use because it would cause corrosion.

Mr. Touloumis added that even if they were to make a tool shed or store a lawn mower, it still wouldn't change the classification of the building. Due to the small size of this, he does not foresee any way it would ever get the classification change to storage use or something of that nature because of the small size and because of the accessory nature of the building. It would always stay U Use.

MR. CARRATO MOVED TO APPROVE THIS VARIANCE REQUEST TO THE VILLAGE TRUSTEES, SECONDED BY MR. SMITH, THE MOTION WAS APPROVED.

ITEM II. – Petitioner: Keith Ginnodo, 132 W. Northwest Hwy.

Mr. Keith Ginnodo, of Kingsley & Ginnodo Architects, introduced himself as architect for the project at 132 W. Northwest Highway, along with Michael and Ellen Para, the owners of the property. He is seeking two petitions, (1) the elimination of the automatic fire suppression system; and (2) regarding the floor ceiling assembly that calculates to an hour but is not specifically adhering to the UL assembly.

Mr. Ginnodo gave an overview of the project. They are going to build a second floor over an existing masonry building. It is a commercial space that they are going to build a 1350 square foot residence on the top.

Mr. Ginnodo began with Petition 1 stating he did not initially think they would need a sprinkler system. They proceeded assuming it was not necessary as they have a 2nd floor residence with dedicated stairway interior and exterior, it is 12 ½ feet above ground and windows are all egress. He also discovered the existing buildings category in the code and found a compliance alternative method. They decided to try this and see where the building falls in terms of general safety. He noted that it is technically not applicable because **Mr. Touloumis** determined that the sprinkler part of this is a requirement of the code, whether he can demonstrate this or not.

Mr. Ginnodo decided to go through the categories anyway, and explained there are three major set categories -Fire Safety, means of egress and general safety, followed by 19 sub-categories. He explained the process of compliance alternatives, mathematically analyzing the building (height, area, compartmentation, tenant and dwelling unit separations, quarter walls, vertical opening formula, HVAC systems, Fire Alarm, Smoke control, means of egress, etc.). After tabulating scores and comparing to the mandatory safety scores, the most severe shows Fire Safety being the lowest score but still positive by six points. Mr. Ginnodo quoted the sections that states: "where the final score of any category equals zero or more, the building is in compliance". This method illustrates that it is a small project and they feel this is a good demonstration for how well the building is going to perform in reality.

Mr. Ginnodo said that on the question of hardship, in general they feel like the site is already very challenged by its boundaries. They have done all they can to make a code compliant and safe building. It is small and there is well over \$550,000 tied up into the construction without consideration of the sprinkler system. Adding the fire suppression system, they would have to upgrade the water main 150 feet over, would have to remove and replace the side walk, fire hydrant, auxiliary valve box, rpz, etc. Estimate of these costs comes out to be \$35,000 to \$50,000. These costs put the economic viability of the project at risk. The hardship is that it seems to put undue burden on viability to build on the site.

Mr. Touloumis commented that the compliance alternative is not used very often. It is part of the Code, but unfortunately the Code section reads a little bit unclearly. In the beginning, it states "Additions- additions shall conform to new construction." You cannot use this for an addition, as **Mr. Ginnodo** pointed out, you cannot even apply the compliance alternative for this type of scenario because the basis is not established using this method for an addition. The Code clearly says follow the new code for an addition. He cannot take into consideration this methodology because it was not designed with an addition as a basis in mind. **Mr. Touloumis** stated he does not support this approach.

Chairman Bondarowicz asked what the use for the building is as well as the zoning. **Mr. Ginnodo** replied that the first floor is currently offices to house attorneys. They are planning to have Michael Para's office in back and Ellen Para's shop in front. Her shop is home goods and apothecary (essential oils, non-toxic skin care etc.) It is a B5, it is central business district.

Mr. Touloumis said the standard code requires all R uses to be sprinklered. The IBC is applicable and IBC requires all R occupancies to be sprinklered. In general, he does not see any way around this.

Mr. Ginnodo said he has talked to **Mr. Touloumis** and understands that code indicates sprinklers are required. He feels it seems like an undue burden and after the exercise thought maybe they are required but they sure are not necessary. One step they took was to increase the fire alarm system from basic to a reportable, monitored system. The quote went from a \$7,000 system to a \$10,000 system in order to put the building in the best possible situation as far as fire detection alarm system goes.

Mr. Carrato reminded that the Board never considers cost as a hardship. Typically when looking for relief, they need to provide something different to provide an equivalent. It looks like **Mr. Touloumis** is saying that is not possible.

Mr. Lay stated there was an alternative available to them. They are quoting a regular NFPA 13 System. That is not required in this particular occupancy. They can put in a 13D System, which goes right off the domestic water and eliminates all of these extra requirements. This really amounts to the same type of system put in townhomes. 13D Systems do not have the exterior connections as 13 Systems do. They do not have the Fire Department connections. These

systems are much smaller, and consist of about 4 or 5 heads that get tapped right into the domestic system.

Chairman Bondarowicz said this is like a typical residential system that you see in many communities.

Mr. Lay continued stating this fire alarm is not required by code, this alarm does not have to be monitored. They would be required to put in an exterior strobe light that would activate if a water flow was detected. It would be entirely up to them to upgrade the alarm, but it is not required and it does not have to be monitored per the Code. The Code and requirement that you would have to meet is the 13D System. The system that they are looking at is above and beyond what is really required. It can be done, but it is not needed.

Chairman Bondarowicz asked **Mr. Ginnodo** if what he has is 158 feet of water service, and said a new water service that would go to the main would be required with the commercial system. Currently it is a 2 inch system, typically it is 1 ½ inch service.

Mr. Carrato noted they need to upgrade the service regardless. **Mr. Ginnodo** responded yes, they are tapping into the existing 2" pipe and not replacing it all the way down.

Mr. Lay stated that if they go with the 13D residential system, it would eliminate all of the excess expense that they are concerned about, and it is a lot more conducive to this type of a project.

Mr. Carrato stated the Building Code Review Board could deny the request and if the Petitioner is meeting the Code, they do not need to come back or the Petitioner, Mr. Ginnodo, could withdraw his request.

Mr. Ginnodo chose to withdraw Petition 1.

Mr. Ginnodo discussed Petition 2. He stated that relief from the requirement of a one hour fire-resistant rating either as listed assembly or as tested and instead accept a variation of UL L570. He indicated the cross section of the drawing basically shows the residence above, and the existing building now mercantile and business. He explained the bar joist going through and showed a comparison of detail. He noted the UL L570, which is a one hour rating assembly. For the suspension system, they do not specify how much space can or should be in between and, similar to the drop in ceiling, would be a more robust metallic system also by USG that basically suspends frame all the way across with maybe two layers of dry wall.

Mr. Ginnodo said this is one way they could do this and comply with the ordinance; however, the downside for the owners is that one of the cool parts of the building going in is the bar joist and looking up and seeing the metal deck that gives a quasi-industrial feel to it. They would have to take that out and feel that is a hardship as it would reduce the value of the building taking the architectural component of the building away.

Mr. Ginnodo said they are proposing instead of having a hung connection between the dry wall and the bottom of the joist, they are leaving clear space and fastening directly to the metal deck two layers of drywall in the appropriate fashion. Below that they keep the metal deck, and instead keep the bar joist system.

Chairman Bondarowicz asked for clarification that the metal deck exists and the dry wall is new. He pointed out this is not a UL rated wall. Mr. Ginnodo agreed and said you cannot classify it but it is really close to the UL L570.

Mr. Touloumis said the only difference between the two and his concerns is where you attach the drywall to the bottom side of something you get a push up from heat or something; whereas when they are attached to the top of something you do not have any back support. With that being said, he believes it is close enough, if enough fasteners were added to facilitate the same type of safety level they would get with the one hour true design and they are very similar. The Department would recommend approving.

Chairman Bondarowicz had brief discussion regarding mold resistance drywall.

MR. SMITH MOVED TO APPROVE PETITION II, SECONDED BY MR. CARRATO, THE MOTION CARRIED.

OLD BUSINESS

Mr. Touloumis discussed the proposed language to our existing code that he presented at the last meeting on December 12, 2017. The reason for the quick change was to try and eliminate coming before this Board for variations on sprinklers for a tool sheds and small utility buildings.

Mr. Touloumis read his points for the substantiation of this, as written in the "Recommendation for Amendments to the Village of Arlington Heights Municipal Code".

Mr. Touloumis next responded to the questions presented to him at the last meeting when this was first presented. Questions and responses being:

1. Is there a size limit on U Buildings? No, the Code does not have any listed size limits on U Buildings. The Code says the U Buildings are accessory in nature. It is not designed as a storage building, which would fall under a different classification.
2. Are there any barns in town that would fall under a U Building? Mr. Touloumis has not been able to discover any barns. There are barns that are on one and two family dwelling properties, but those would not fall under this Use group or the IBC. It wouldn't be applicable.
3. Do commercial garages need sprinklers? Yes, except if they are open parking structures. A great majority of our parking structures in town are open.

4. Can you provide Use group examples of all exempt buildings from sprinklers? The current Code allows (1) exemption from sprinklers to open parking structures (Vail garage, Village Hall garage), (2) Exempt would be open air portions of Group A-5, which again would be open air portions of the race track, the bleachers etc., and (3) Group F-2 is another example and that is factory use for basically non-combustible type materials. This would be if you were making salt or ice or cement blocks or something of that nature.

Mr. Touloumis concluded he is asking the Building Code Review Board to recommend adding the Group U occupancy.

Mr. Lay commented that this has been discussed at length and he wholeheartedly agrees with Mr. Touloumis' summation. It does not make sense, in his opinion, to require a shed to be sprinklered. If it is not a shed, then it is a storage building and that is another issue. These are accessory uses and they are specifically exempt from the model Code. He believes that when this was created it was overlooked and did not seem to make sense.

Mr. Smith asked if the language was exactly the same in both Codes. **Mr. Touloumis** responded it is slightly different but not contextually.

MR. CARRATO MOVED TO APPROVE THESE TWO MODIFICATIONS TO THE VILLAGE CODE CHAPTERS 23 AND 27. SECONDED BY MR. SMITH, THE MOTION CARRIED.

OTHER BUSINESS

Mr. Touloumis explained he had begun making modifications to the Village Ordinance and proposed the procedure he plans to implement on the Code updates.

WITH NO FURTHER BUSINESS, MR. CARRATO MOVED TO ADJOURN, SECONDED BY MR. SMITH, ALL WERE IN FAVOR.

The meeting adjourned at 8:07PM.



Item: Arlington Executive Plaza - 3335-3395 N. Arlington Heights Rd. - PC# 18-022

Department: Planning & Community Development

Requested Action

Amendment to PUD Ordinances #79-166, #80-105, #81-028, and #81-035.

Variations Required

Variation from Chapter 28, Section 10.4-2, Schedule of Parking Requirements – Retail, Commercial and Service Uses, to reduce the required off-street parking from 266 spaces to 238 spaces.

Recommendation

A public hearing was held by the Plan Commission on December 12, 2018 where Commissioner Green moved and Commissioner Jensen seconded:

A motion to recommend approval to the Village Board of Trustees of PC#18-022, an amendment to PUD Ordinances #79-166, #80-105, #81-028, and #81-035, and the following variation:

- Variation from Chapter 28, Section 10.4-2, Schedule of Parking Requirements – Retail, Commercial and Service Uses, to reduce the required off-street parking from 266 spaces to 238 spaces.

This recommendation shall be subject to the following conditions:

1. The property owner shall install a 15-space bicycle rack on the east side of the 3385 N. Arlington Heights Road Building, per the submitted documentation, by March 15, 2019.
2. The square-footage of all medical uses within the PUD shall be limited to total of 14,419 square-feet. Any future expansion of medical uses beyond the total of 14,419 square-feet shall require a PUD amendment and parking variation.

Roll Call Vote: Commissioners Lorenzini, Cherwin, Dawson, Drost, Green, Jensen, Sigalos, Warskow and Chair Ennes voted in favor. All were in favor.

Motion carried.

Bid Section

Item:

Bid Opening Date:

Account Numbers:

Total Budget for Specific Item:

Bid Amount:

ATTACHMENTS:

Description	Type
Staff Report	Board or Commission Report
PC Minutes 12-12-18 DRAFT	Minutes
Aerial	Exhibits
Project Narrative	Correspondence
Plat of Survey	Exhibits
Floor Plan	Exhibits
Justification for Variations	Correspondence
Agreement from Property Owner	Correspondence
Petitioner Parking Counts	Exhibits
REA - Shared Parking & Access	Exhibits
Department Comments - Round 1	Correspondence
Petitioner Response to Department Comments - Round 1	Exhibits
PC Timeline Tracker	Exhibits



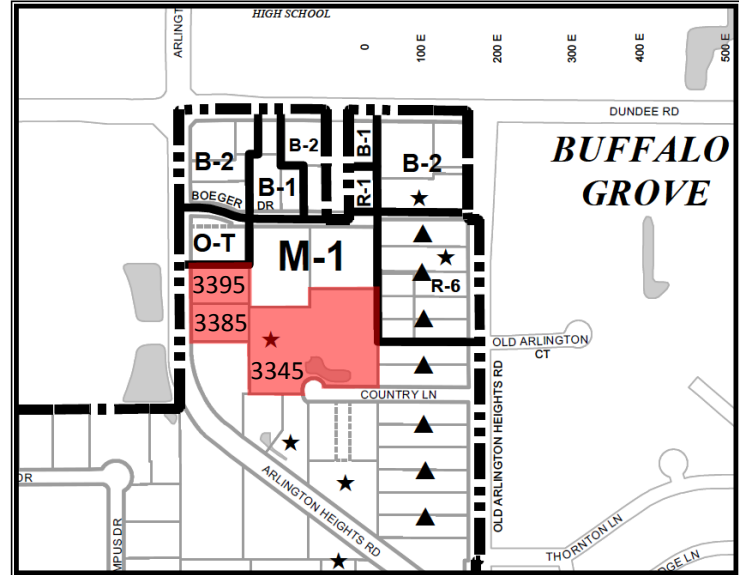
VILLAGE OF ARLINGTON HEIGHTS **STAFF DEVELOPMENT** **COMMITTEE REPORT**

PC File Number: 18-022
Project Title: Arlington Executive Plaza PUD
 Amendment
Address: 3335-3395 N. Arlington Heights Rd.
PIN: 03-08-100-035, -036, and -040

To: Plan Commission
Prepared By: Jake Schmidt, Assistant Planner
Meeting Date: December 12, 2018
Date Prepared: December 3, 2018

Petitioner: Karissa McCallum
Address: Family Tree Holistic Health
 3345 N. Arlington Heights Rd.
 Suite D
 Arlington Heights, IL 60004

Existing Zoning: M-1: Research, Development, and
 Light Manufacturing District
Comprehensive Plan: R&D, Mfg., Warehouse



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	M-1: Research, Development, and Light Manufacturing District, OT: Office Transitional	Johler Demolition, Office building, Cell Tower	R&D, Mfg, Warehousing
South	M-1: Research, Development, and Light Manufacturing District	Office Buildings	R&D, Mfg, Warehousing
East	M-1: Research, Development, and Light Manufacturing District, R-6: Multi-Family Dwelling District	Townhomes, Office Building	R&D, Mfg, Warehousing, Moderate Density Residential
West	Village of Buffalo Grove		

Requested Action:
 1. Amendment to PUD Ordinances #79-166, #80-105, #81-028, and #81-035

Variations Required:
 1. Variation from Chapter 28, Section 10.4-2, Schedule of Parking Requirements – Retail, Commercial and Service Uses, to reduce the required off-street parking from 266 spaces to 238 spaces.

Project Background:

The subject property is approximately 7.60 acres and is located south of the intersection of North Arlington Heights Road and Dundee Road on the northern side of the Village. The property is occupied by an existing office complex composed of seven one-story buildings totaling approximately 73,000 square feet of floor space. The development was approved as a PUD in 1979 with three subsequent amendments in 1980 and 1981. Access to the site comes from two full access non-signalized curb cuts onto Arlington Heights Road (one of which being on the neighboring property to the north but accessible through a driveway connection to that property and authorized via an existing easement), and a curb cut on Country Lane.

When the PUD was amended in 1981, it was discussed that the leasing of space for medical offices could potentially cause the PUD to fall below the parking requirements, since medical offices require more parking than non-medical offices. A condition of approval in Ordinance 81-028 required the landlord to notify the Village if any space was leased to medical offices. This condition, Condition 5, specifically states: *“that if medical facilities are rented, the Building and Zoning Commissioner be notified”*. In the years since PUD approval, multiple medical users have moved into the complex without Village notification, resulting in a code-required parking deficit. At present, there is 14,419 square-feet of medical office space within the complex. A letter dated October 31, 2018 has been provided by an agent for the property owner, stating that currently vacant spaces shall remain vacant until this petition is approved or denied.

The petitioner, Karissa McCallum of Family Tree Holistic Health, is a tenant within one of the buildings, and in June of 2018 applied for a building permit to expand into a vacant unit located adjacent to their existing space. The current size of the business is approximately 1,018 square feet and the proposed expansion would result in a total unit size of approximately 2,033 square feet. During the building permit review process it was determined that the PUD does not conform to parking requirements and therefore a variation (via a PUD amendment) is required to allow for the proposed expansion. In an effort to assist the petitioner, prior to Plan Commission Application submittal (October 30, 2018), the petitioner was offered an option to proceed with the interior build-out of her space while awaiting Plan Commission and Village Board review of her petition. However, the petitioner opted not to pursue this option, as the work would be conducted “at her own risk”. Rejection of this petition by the Plan Commission or Village Board would result in the petitioner being unable to secure an occupancy permit for her space upon completion of the build-out, which was a risk the petitioner did not want to take.

Family Tree Holistic Health provides adult and pediatric acupuncture and reiki; herbal therapy, essential oils, and supplements; doula services and HypnoBirthing® education; as well as community-based workshops and support groups. As such, it is defined by the Zoning Code as a “medical office”. Hours of operation are generally 9:00am – 8:00pm on Mondays, Tuesday’s, and Thursdays, and 12:00pm - 7:00pm on Wednesdays, 9:00am – 2:00pm on Friday, and 8:00am – 1:00pm on Saturday. There are currently three employees working at Family Tree.

Zoning and Comprehensive Plan

The subject property is within the M-1, Research, Development, and Light Manufacturing District. Medical offices are a permitted use within the M-1 District. The Comprehensive Plan identifies this site as suitable for research and development, manufacturing, and warehousing. The proposed medical office is compatible with this classification as medical offices are a permitted use within the M-1 District.

Building, Site, Landscaping:

The petitioner is not proposing any changes to building other than the buildout of the adjacent unit to allow for the proposed expansion, nor are they proposing any changes to the site. As part of the Plan Commission review process, Staff has reviewed the existing site landscaping, and determined that it complies with code requirements.

Traffic and Parking:

Relative to code requirements, 266 off-street parking spaces are required within the PUD and only 238 spaces exist on the site (the detailed breakdown of the parking calculations is provided within **Exhibit 1** at the end of this report). Therefore, the following variation is required:

- Variation from Chapter 28, Section 10.4-2, Schedule of Parking Requirements – Retail, Commercial and Service Uses, to reduce the required off-street parking from 266 spaces to 238 spaces.

Out of the seven office buildings within the PUD, the northernmost building has been sold to a separate owner (3395 N. Arlington Heights Rd.). The Village has been unable to determine exact occupancy for this building – though a leasing agent for the building indicated that approximately 1,000 square-feet of the building is occupied by a general office user. For the purposes of the following analyses, it is assumed that the 3395 Building would be completely occupied by general office users.

Section 6.12-1 of the Zoning Code does not require a parking and traffic study by a qualified Traffic Engineer on projects that are less than 5,000 square feet in floor area and located along a major arterial. However, three days of parking surveys (including Saturday) per week, over a two-week period, have been conducted by the petitioner to demonstrate the current parking usage within the PUD. The lot was surveyed hourly on Tuesday, September 11th, Thursday, September 13th, Saturday, September 15th, Tuesday, September 18th, Thursday, September 20th, and Saturday, September 22nd. Per the surveys provided, peak utilization of the lot occurred at 3 PM on Tuesday, September 20th, where 126 vehicles were observed utilizing the lot (53% of total parking lot capacity). A detailed summary of the Petitioner's hourly parking counts is provided within **Exhibit 2** at the end of this report. It should be noted that the petitioner did not survey the portion of the lot adjacent to the sold-off 3395 Building. However, assuming that all vacant spaces in the complex (including the 3395 Building) are fully tenanted at a future date, with parking generation for these spaces equal in intensity to the code-required parking ratio for general office uses, an additional 57 parking spaces would be occupied. The adjusted total of occupied parking spaces using this methodology is 183 total spaces, which would be 77% of total parking lot capacity.

Staff has conducted their own survey of parking lot utilization as well, and found numbers of occupied spaces consistent with those provided by the petitioner. Staff surveyed the entirety of the parking lot on Friday, October 26th at 10:00 AM and 3:00 PM, and utilized aerial imagery for spot counts dating back to 2014. A detailed summary of Staff's parking counts is provided within **Exhibit 3** at the end of this report. Of all these counts, peak parking lot utilization occurred on Tuesday, October 16th 2018 at 10:00 AM, when 116 vehicles were observed utilizing the lot (49% of total parking lot capacity). Again factoring in the assumed 57 parking spaces that could be generated by currently vacant spaces, an adjusted peak total of 173 parking spaces would be occupied, which is 73% of total parking lot capacity.

With the results of these two surveys and analyses in mind, Staff is supportive of granting the requested parking variation, as current and adjusted parking demand does not exceed existing parking lot capacity.

Relative to bicycle parking, the Zoning Code requires that when any change in use results in the requirement for additional off-street motor vehicle parking, conformance to the bicycle parking regulations shall be required. Therefore, since the addition of medical spaces within the development has resulted in the requirement for additional motor vehicle parking, the PUD must provide the code required bicycle parking spaces (14 spaces). The property owner has identified an area east of the 3385 N. Arlington Heights Road Building, in which they plan to install a 15-space bicycle rack. The estimated installation date for this rack is March 15, 2019.

RECOMMENDATION

The Staff Development Committee (SDC) has reviewed the proposed PUD amendment and parking variation and recommends **approval** of the requested PUD Amendment and following variation:

- Variation from Chapter 28, Section 10.4-2, Schedule of Parking Requirements – Retail, Commercial and Service Uses, to reduce the required off-street parking from 266 spaces to 238 spaces.

This recommendation shall be subject to the following conditions:

1. The property owner shall install a 15-space bicycle rack on the east side of the 3385 N. Arlington Heights Road Building, per the submitted documentation, by March 15, 2019.
2. The square-footage of all medical uses within the PUD shall be limited to total of 14,419 square-feet. Any future expansion of medical uses beyond the total of 14,419 square-feet shall require a PUD amendment and parking variation.

December 7, 2018

Bill Enright, Deputy Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads
PC File 18-022

Exhibit 1 – Parking Calculations

Tenant	Bldg	Suite#	SF	Parking Ratio	Stalls Required
Mycomp Computer Center, Inc.	3335	A	1,724	300	6
Northwest Suburban Pediatrics (medial)	3335	C	1,878	200	9
Nikolay Tokmakov	3335	E	730	300	2
Coinnie Vitale (counselor)	3335	F	850	300	3
Dr. Kordas Pediatric Health	3335	G	2,060	200	10
Michael Ventura State Farm	3335	J	1,570	300	5
Arlington Insurance Services	3335	M	1,620	300	5
Market Max Realty, Inc.	3335	A	660	300	2
Bact Process Systems, Inc.	3345	B	2,816	300	9
Family Medical Supply	3345	C	756	300	3
Family Tree Holistic Health (medical)	3345	D	1,018	200	5
Arlington Counseling Associates	3345	E	1,600	300	5
Vacant	3345	F	800	300	3
Bact Process Systems, Inc.	3345	J	1,015	300	3
Family Tree Holistic Health (medical)	3345	K	1,015	200	5
Vacant	3345	L	715	300	2
Dr. Mary Doxas Weber	3345	M	800	200	4
Dawe's, LLC (accounting)	3355	H	4,832	300	16
Cooperative Computer Service	3355	J	5,518	300	18
Morris Shafran (counseling)	3365	A	800	300	3
FG Engineered Solutions, LLC	3365	B	440	300	1
Tactical Security, LLC	3365	C	1,422	300	5
Midwest Allergy Relief	3365	D	968	200	5
The Perfect Workout, Inc.	3365	E	800	250	3
Vacant	3365	F	800	300	3
Safeguard Business Management	3365	G	1,600	300	5
Murray Grishaber, LLC (accountant)	3365	J	1,005	300	3
Dr. Mikhail Berfman, MD (medical)	3365	K	1,025	200	5
Authentic Self Psychological	3365	L	795	300	3
Vacant	3365	M	800	300	3
Vacant	3375	A	1,500	300	5
Vacant	3375	B	1,483	300	5
New Look Laser Center (medical)	3375	C	2,455	200	12
Arlington Counseling Associates	3375	E	3,200	300	11
Vacant	3375	J	757	300	3
Neuropsychological Services PC (counseling)	3375	K	1,045	300	3
Dina Kaner, MD, SC (medical, pediatrician)	3385	A	1,583	200	8
Autism Home Support Services (office/counseling)	3385	C	1,015	300	3
Autism Home Support Services (office/counseling)	3385	D	1,320	300	4
Autism Home Support Services (office/counseling)	3385	E	737	300	2
Autism Home Support Services (office/counseling)	3385	F	620	300	2
Premier Foot & Ankle, PC (medical)	3385	G	1,617	200	8
Autism Home Support Services (office/counseling)	3385	J	1,015	300	3
Autism Home Support Services (office/counseling)	3385	K	2,473	300	8
Unknown	3395		10,360	300	35
TOTAL SQUARE FOOTAGE			73,612	TOTAL PARKING PROVIDED	266
TOTAL NUMBER OF PARKING SPACES PROVIDED					238
SURPLUS / (DEFICIT)					(28)

Exhibit 2 – Petitioner’s Parking Survey

Petitioner's Parking Survey

Tuesday, Sept. 11th

Time	Number of Cars Parked	Number of vacant
9am	84	120
10am	106	98
11am	87	117
12pm	108	96
1pm	95	109
2pm	124	80
3pm	123	81
4pm	120	84
5pm	94	110
6pm	70	134
7pm	51	153

Tuesday Sept. 18th

Time	Number of Cars Parked	Number of vacant
9am	74	130
10am	97	107
11am	110	94
12pm	108	96
1pm	104	100
2pm	117	87
3pm	126	78
4pm	125	79
5pm	107	97
6pm	84	120
7pm	52	152

Thursday Sept. 13th

Time	Number of Cars Parked	Number of vacant
9am	72	132
10am	89	115
11am	104	100
12pm	94	110
1pm	101	103
2pm	101	103
3pm	109	95
4pm	108	96
5pm	100	104
6pm	81	123
7pm	40	164

Thursday Sept. 20th

Time	Number of Cars Parked	Number of vacant
9am	80	124
10am	98	106
11am	98	106
12pm	100	104
1pm	108	96
2pm	110	94
3pm	112	92
4pm	116	88
5pm	101	103
6pm	81	123
7pm	48	156

Saturday Sept. 15th

Time	Number of Cars Parked	Number of vacant
8am	19	185
9am	65	139
10am	70	134
11am	76	128
12pm	61	143
1pm	43	161

Saturday Sept. 22nd

Time	Number of Cars Parked	Number of vacant
8am	15	189
9am	57	147
10am	71	133
11am	69	135
12pm	61	143

Exhibit 3 – Staff Parking Survey

**Observed and Estimated Parking Generation:
Arlington Executive Office Plaza**

<i>Day</i>	<i>Date</i>	<i>Time</i>	<i>Occupied Spaces</i>
Monday	11/3/2014	1:00 PM	83
Sunday	4/26/2015	10:00 AM	17
Sunday	6/28/2015	9:30 AM	11
Wednesday	9/16/2015	10:00 AM	84
Thursday	10/22/2015	10:00 AM	103
Tuesday	4/12/2016	10:00 AM	97
Thursday	10/13/2016	12:00 PM	98
Monday	2/27/2017	11:00 AM	113
Saturday	9/2/2017	12:00 PM	24
Sunday	11/19/2017	1:00 PM	14
Sunday	3/18/2018	12:30 PM	15
Wednesday	7/11/2018	2:45 PM	111
Tuesday	10/16/2018	10:00 AM	116
Friday*	10/26/2018	10:00 AM	107
Friday*	10/26/2018	3:00 PM	96
Provided:	238	Average:	73
*On-site counts conducted by Staff. All others via aerial imagery.			

Total Demand, with Vacant Spaces:			
Peak:	173	Average:	130
(Surplus of 65)		(Surplus of 108)	
Assumed Demand of Vacant Areas, Per Code: 57 Spaces			

<i>Site Square-Footage Calculations</i>			
Occupied SF	56,397	Vacant SF	17,215
Occupied %	76.6%	Vacant %	23.4%
Total SF		73,612	

PLAN

REPORT OF THE PROCEEDINGS OF A PUBLIC HEARING
 BEFORE THE VILLAGE OF ARLINGTON HEIGHTS
 PLAN COMMISSION

COMMISSION

RE: ARLINGTON EXECUTIVE PLAZA -
 3335-3395 NORTH ARLINGTON HEIGHTS ROAD - PC# 18-022
 AMENDMENT TO PUD, PARKING VARIATION

REPORT OF PROCEEDINGS had before the Village of
 Arlington Heights Plan Commission Meeting taken at the Arlington Heights Village
 Hall, 33 South Arlington Heights Road, 3rd Floor Board Room, Arlington Heights,
 Illinois on the 12th day of December, 2018 at the hour of 7:32 p.m.

MEMBERS PRESENT:

TERRY ENNES, Chairman
 LYNN JENSEN
 MARY JO WARSKOW
 JOE LORENZINI
 BRUCE GREEN
 GEORGE DROST
 SUSAN DAWSON
 JOHN SIGALOS
 JAY CHERWIN

ALSO PRESENT:

SAM HUBBARD, Development Planner

CHAIRMAN ENNES: The meeting of the Arlington Heights Plan Commission is called to order. Would you all please rise and join me in the pledge of allegiance?

(Pledge of allegiance recited.)

CHAIRMAN ENNES: Thank you. Please be seated. Sam, would you call the roll?

MR. HUBBARD: Commissioner Cherwin.

COMMISSIONER CHERWIN: Here.

MR. HUBBARD: Commissioner Dawson.

COMMISSIONER DAWSON: Here.

MR. HUBBARD: Commissioner Drost.

COMMISSIONER DROST: Here.

MR. HUBBARD: Commissioner Green.

COMMISSIONER GREEN: Here.

MR. HUBBARD: Commissioner Jensen.

COMMISSIONER JENSEN: Here.

MR. HUBBARD: Commissioner Lorenzini.

COMMISSIONER LORENZINI: Here.

MR. HUBBARD: Commissioner Sigalos.

COMMISSIONER SIGALOS: Here.

MR. HUBBARD: Commissioner Warskow.

COMMISSIONER WARSKOW: Here.

MR. HUBBARD: Chairman Ennes.

CHAIRMAN ENNES: Here. We have a full house tonight.

COMMISSIONER DROST: We do, yes.

CHAIRMAN ENNES: It's been a while since we've had that. Sam, were all public notices issued?

MR. HUBBARD: Yes.

CHAIRMAN ENNES: We have the minutes from our last meeting. Bruce, what were the two?

COMMISSIONER GREEN: Taco Bell and the Napleton Repair Facility from 10/24/18.

CHAIRMAN ENNES: Thank you. Can we have a motion to approve the minutes?

COMMISSIONER CHERWIN: I move to approve the minutes.

COMMISSIONER DROST: I'll second them.

CHAIRMAN ENNES: And a second, thank you. All in favor?

(Chorus of ayes.)

CHAIRMAN ENNES: Anybody that was absent?

COMMISSIONER SIGALOS: I was absent.

COMMISSIONER WARSKOW: I was absent as well.

CHAIRMAN ENNES: Anybody opposed?

(No response.)

CHAIRMAN ENNES: Okay, thank you. So, our first petition this evening is going to be the Arlington Executive Plaza. Is the Petitioner here? Would you be the only one

speaking or will any of your other partners be talking to us about the topic?

MS. McCALLUM: I'll be speaking, and then the owner of the property could speak as well.

CHAIRMAN ENNES: Okay, would you both come forward? I'll swear you both in.

MS. McCALLUM: Come forward forward?

CHAIRMAN ENNES: Yes, right up here. Would you please raise your hand?

(Witnesses sworn.)

CHAIRMAN ENNES: Okay, thank you. Who would like to start?

MS. McCALLUM: Yes, could I?

CHAIRMAN ENNES: Okay, I'm going to ask you, as you testify, to please tell us your name and spell it for our court reporter?

MS. McCALLUM: Yes, it's Karissa McCallum, K-a-r-i-s-s-a M-c-C-a-l-l-u-m.

CHAIRMAN ENNES: Okay, thank you. Tell us about your proposal.

MS. McCALLUM: So, I'm trying to figure out where to start, I joined what used to be known as Sassack Family Acupuncture just over a year ago, I left another location in Arlington Heights and decided to partner with him. Shortly after we were working together, we thought it would be a good idea to expand so we had a little bit more flexibility with our schedules and whatnot. So, that was when I signed the lease on Suite K that is behind us because we realized we could knock a wall through and we would just have a longer space with extra change rooms. So, that was signed end of February, beginning of March, and then I met with contractors to see who could do the best bid and whatnot.

I decided on someone in the summer. My contractor went to submit the application to the Village, and that's when we found out about the PUD issue. At first, there were some other things, concern for the electrical work and whatnot, and so my contractor and I were working through that. Then I talked to someone about the PUD and realized that it would be a process of at least a few months which I wasn't expecting.

The landlord has been really great and we'd already had an amendment in my lease that I wouldn't pay rent until the build-out was complete. So, thankfully that was already there and they're being really flexible in working with that. But it's my understanding that no one really knew that was in place, because I was trying to figure out where would this have been caught, you know. I hired a lawyer to help me with my lease and whatnot, did they miss something? Or did something kind of get put past us that I didn't realize? So, to my best knowledge, no one really knew that this was in place, that we would get to this spot.

CHAIRMAN ENNES: So, what you want to do is you want to expand your existing practice in the building?

MS. McCALLUM: Correct.

CHAIRMAN ENNES: And you have, in that process, you have discovered that the landlord isn't supposed to be expanding the medical use within the complex without getting approval from the Village because of the PUD?

MS. McCALLUM: Thank you, you probably said it better than me, yes. So, we are currently in Suite D, and then we would just be knocking the wall behind us and going into K.

CHAIRMAN ENNES: Okay, so, and you brought the owner of the property

with you?

MS. McCALLUM: Yes, he's here for support and any questions.

MR. LOMBARDO: My name is Tony Lombardo. Tony, T-o-n-y, Lombardo, L-o-m-b-a-r-d-o. I'm the president of Property Services. We're the managing agent and owner's agent for the Arlington Executive Plaza.

I have to say I've managed the property for about seven years. I had no idea there was a PUD in place. You know, a client came to me, asked us to manage the property, I never saw a closing file. We managed the property with all the facts.

When Karissa had let me know that she needed a parking variation, at first I thought, well, that's run of the mill for a medical tenant. After I realized the gravity of the situation, that it was a nonconforming, you know, PUD parking ratio, I got involved and I stepped in to help her with my staff to get everything required and needed to get the variance. I think at the end of the day, if you look at the parking counts and peak hours or off hours, there really is not a parking problem at that property. I think that there's plenty of room for expansion.

If you have any questions, I'm happy to answer them.

CHAIRMAN ENNES: Okay, well, we're going to, if that's all you have to say, I'll let you sit down now and we'll hear from Staff about the project.

MR. LOMBARDO: Okay, great. Thank you for your time.

MS. McCALLUM: Thanks.

CHAIRMAN ENNES: Thank you. Sam or Jake?

MR. SCHMIDT: So, as the Petitioner mentioned, she's here tonight on behalf of the Family Tree Holistic Health, of which she's a member, who is seeking to expand their existing facility into an adjacent tenant space, and consequently seeking a parking variation and PUD amendment in order to do so.

The subject site, Arlington Executive Plaza, is located at 3335-3395 North Arlington Heights Road. The property is zoned M-1 Research Development in Light Manufacturing District, which does allow medical and professional offices by right. In the Comprehensive Plan, the site is designated as R&D Manufacturing Warehouse, and M-1 zoning is the appropriate zoning district for this designation.

The requested action tonight is an amendment to PUD Ordinances #79-166, #80-105, #81-028, and #81-035, in order to allow a parking variation from Chapter, or a variation from Chapter 28, Section 10.4-2, Schedule of Parking Requirements for Retail, Commercial, and Service Uses, to reduce the required off-street parking from 266 spaces to 238 spaces.

The property is approximately 7.6 acres in size and is a complex of seven one-story buildings which total approximately 73,000 square feet in area. One of these buildings, 3395 North Arlington Heights Road has been sold and is currently under separate ownership, I'll touch on this subject later on in the presentation. The complex was approved as a PUD back in 1979 with subsequent amendments in 1980 and 1981. Condition 5 in one of the amending ordinances, Ordinance #81-028, specifically required that if medical facilities are rented, the Building and Zoning Commissioner be notified. However, in the years since the initial PUD approval and amendments, multiple medical tenants had been leased to which has resulted in a code-required parking deficit.

At present, there's 14,419 square feet of medical office space within the complex which does include the proposed expanded Family Tree Holistic Health space. The

impetus for this project, as the Petitioner mentioned, stems from a proposed expansion of Family Tree Holistic Health. In June 2018, they applied for a business permit to expand into that adjacent tenant space. Currently, their space is around 1,018 square feet, and with the expansion they would enlarge the space to 2,033 square feet. During building permit review process, it was determined that the PUD has not conformed with the parking requirements and, therefore, in order to approve the expansion, a parking variation via a PUD amendment is required.

The subject site is located south of Dundee Road, immediately east of Arlington Heights Road. It is served by four driveways, two on Arlington Heights Road and two on Country Lane, which borders the property to the south. Three of the buildings have been labeled for clarity on this aerial, starting with the northwest building, 3395 North Arlington Heights Road, is the aforementioned building that has been sold off. It's currently under separate ownership. Immediately south is 3385 North Arlington Heights Road. The property owner is proposing adding bicycle parking spaces to the side of this building. I'll go into further detail on this later on in the presentation. Lastly, at the southwest corner of the site is 3345 North Arlington Heights Road. This is the building in which Family Tree Holistic Health is located, and in which they propose to expand. Aside from the addition of bicycle parking spaces and the internal expansion of Family Tree Holistic Health, no other changes are proposed to this site or buildings at this time.

The property is compliant with bulk and setback allowances. During the review process, no issues were identified with the existing landscaping at the site with respect to code or plans. No full traffic study is required as part of this petition. Section 6.12-1 of the zoning code states that properties requiring a Plan Commission review do not need to provide a full traffic study if the project comprises less than 5,000 square feet in floor area and is located along a major secondary arterial street as defined by the Village's Thoroughfare Plan. As the property is located on Arlington Heights Road which is a major arterial in the Village's Thoroughfare Plan, and as the Petitioner is proposing no major changes to the site aside from the bicycle rack and the internal expansion of the Family Tree Holistic Health space, this project falls under that 5,000 square-foot threshold outlined in the zoning code and, therefore, a full traffic study is not required. However, as a parking variation is requested, the Petitioner has provided a parking survey to illustrate current utilization of parking at the facility.

Starting off with the code-required parking for the site, before you is a chart listing the various tenants within the complex. Of note among these is, in the right-hand corner of the chart, a space labeled unknown and highlighted yellow, this space refers to the sold off 3395 building. During the review process, it was hard to determine the exact balance of occupied to vacant space in this building. The Petitioner was provided information that half of the building is leased to a general office tenant. When I spoke with the leasing agent for the property, I was told that 1,000 square feet is leased to a general office tenant. Regardless, it is known there is a general office tenant there and the remaining space is vacant.

So, per code, both general office and vacant space is assessed at one space every 300 square-foot ratio. So, therefore, the entirety of the building has been assessed at that ratio and 35 spaces are required for the building. Adding that to the required spaces of other tenants within the building, a grand total of 266 spaces are required for the entire complex. As only 238 parking spaces are provided on site, there is a code-required parking deficit of 28 spaces.

Both the Petitioner and Staff surveyed parking lot utilization at the site. Staff conducted 15 separate counts of parking lot utilization, two of which were conducted in person on October 26th at 10:00 o'clock a.m. and 3:00 o'clock p.m. The remaining Staff counts were conducted utilizing historic aerial imagery taken at various times between 2014 and 2018. Peak parking lot utilization was observed to have occurred on Tuesday, October 16th, 2018 when 116 parking spaces were observed to be used. It should be noted that there is a bit of vacant space within the complex which could later become tenanted and could generate parking. So, in order to extrapolate what this parking generation might be, these spaces were assessed at a ratio of generating one space per 300 square feet which is a code requirement for vacant space or general office. Applying this ratio to the amount of vacant space, an additional 57 spaces could be generated by vacant spaces. The adjusted estimated total of their parking spaces using that ratio results in a peak total of 173 occupied parking spaces which is 73 percent of the total parking lot capacity.

The Petitioner also surveyed parking lot utilization on six separate days over two consecutive weeks, on two Tuesdays, on two Thursdays, and on two Saturdays. The Petitioner observed peak utilization of the lot to be 126 parking spaces, which is 53 percent of total lot capacity. This occurred at 3:00 p.m. on Tuesday, September 18th. Using the same methodology used in the Staff parking survey, projecting what the currently vacant spaces could produce, an adjusted estimated total of utilized parking spaces would be 183 total spaces at this time, which is 77 percent of total parking lot capacity.

Both the Staff survey and the Petitioner survey illustrate that given the current mix of tenants and projected possible generation of vacant spaces, the generation of parking for the entire complex is less than the provided parking. So, there is, in essence, no parking lot deficit for the generation of the existing spaces.

With regard to bicycle parking, code requires that when any change of use results in the requirement for additional off-street motor vehicle spaces, conformance with bicycle parking requirements shall be required. As multiple medical tenants have been moved into this building, consequently, there's an increase in the required number of off-street motor vehicle spaces. Therefore, the PUD must provide code-required bicycle parking spaces. For the entire site, this is 14 total spaces.

The property owner has identified an area east of the 3385 North Arlington Heights Road building in which they plan to install a 15-space bicycle rack. They anticipate this to be complete by March 15th, 2019, and this would fulfill bicycle parking requirements.

Reviewing the request of the Petitioner and the data provided, Staff recommends approval of the requested PUD amendment and on-site parking variation, which would be as mentioned before an amendment to PUD Ordinances #79-166, #80-105, #81-028, and #81-035, to allow a variation from Chapter 28, Section 10.4-2, Schedule of Parking Requirements, to reduce the required off-street parking from 266 to 238 spaces. This recommendation is subject to two conditions, the first being the property owner shall provide a 15-space bicycle parking rack on the east side of the 3385 North Arlington Heights Road building per the submitted documentation by March 15th, 2019. The second condition is that the square footage of all medical uses within the PUD shall be limited to a total of 14,419 square feet, which includes all existing medical spaces and the proposed expansion of Family Tree Holistic Health. Any future expansion of medical uses beyond the total of 14,419 square feet shall require a

PUD amendment and parking variation.

This concludes my presentation, and if there are any questions, I'd be certainly happy to answer.

CHAIRMAN ENNES: Jake, thank you very much. Is there a motion to accept the Staff report?

COMMISSIONER CHERWIN: So moved.

COMMISSIONER SIGALOS: I'll second.

CHAIRMAN ENNES: So, a first and a second, all in favor?

(Chorus of ayes.)

CHAIRMAN ENNES: Anybody opposed?

(No response.)

CHAIRMAN ENNES: Okay, for ease of calling up the Petitioner and/or Staff for questions that we might have, I have one thing just to clarify. If I can ask Mr. Lombardo to please come up? I should have asked you earlier. So, you are a manager for the property?

MR. LOMBARDO: Right.

CHAIRMAN ENNES: Are you also an owner?

MR. LOMBARDO: I am not.

CHAIRMAN ENNES: You are not.

MR. LOMBARDO: I'm the owner's agent.

CHAIRMAN ENNES: So, are you, you're a property manager but are you the broker? Lease broker?

MR. LOMBARDO: I'm the sales broker on the building, not the leasing broker.

CHAIRMAN ENNES: Okay, are you an agent of the owner?

MR. LOMBARDO: I am.

CHAIRMAN ENNES: So, you can agree to accept the conditions that Staff has placed on this?

MR. LOMBARDO: Yes, sir.

CHAIRMAN ENNES: And are you agreeable to them?

MR. LOMBARDO: I am.

CHAIRMAN ENNES: So, what I'd like to do is, if we want to start down here on the left, if the Commissioners want to ask any questions they had, we'll just proceed up.

COMMISSIONER CHERWIN: Yes, I think, you know, I saw this project in the Conceptual Review Committee, and I think was familiar with it then and I'm generally supportive of it. I don't have any further questions.

COMMISSIONER SIGALOS: I was also at the Conceptual Review and, again, I don't have any issues with it. I saw your actual parking counts that are far less than what's actually provided there, so I don't really have any issues at this point.

CHAIRMAN ENNES: Commissioner Dawson?

COMMISSIONER DAWSON: I don't have any questions other than the comment that the tenant had made relative to who should have caught this. The owner should know this, not necessarily the property manager, I don't know your relationship or what they would have told you. But one hundred percent your owner should know what can and can't be in their building. So, it's not Staff, it's not the Village, it's the owner.

CHAIRMAN ENNES: I agree.

COMMISSIONER DROST: I think the project makes a lot of sense. You know, if I were in the Petitioner's shoes, you know, c'est la vie, I'd go ahead and knock a hole in the wall and it's, you know, no problem, especially with the mix of the tenants. It's really a professional campus and, you know, it works very well. But the point I was going to make was how do you prevent this from happening in the future? Do your lease documents explain this? That it's part of a PUD or, you know, what's the tripwire here?

MR. LOMBARDO: I think now that we're aware of it, this --

COMMISSIONER DROST: Of course you are.

MR. LOMBARDO: This is a conversation for, also to have with the leasing brokers, and for that matter, any future owners of the property, to have with whoever is going to be leasing out a building, because this is something that the leasing brokers are going to need to know. If they have a medical tenant or they have a medical tenant that's expanding, this is something that needs to be on the front end of a lease negotiation.

You know, there's many ways a lease negotiation can take place. For example, Ms. McCallum leased the space as is which put the onus, ultimately I get it, it's on the ownership. But from the time it leases a space as is and it's going to be their own construction, the leasing brokers hand off the executed lease to the management company and we wait for the tenant to go in for a permit. This is something that if the landlord was going to do reconstruction, that it would fall on the landlord's lap because you only went in for a permit if we were doing a build-out for the tenant and it would have become a landlord issue.

In this case, I think it made all the sense in the world for me to recognize that this wasn't the tenant's fault and that we needed to step up as a landlord and help her through this and, you know, not let her feel repercussions. Unfortunately, she feels the repercussions of it anyways because her practice expansion is being delayed by several months. At the end of the day, you know, I don't know who should have caught this. I understand that --

COMMISSIONER DROST: Yes, and I don't want to, you know, it's fine, you've done your confessional here. I'm not looking for that. I'm looking for a way to solve this for future --

MR. LOMBARDO: In the future --

COMMISSIONER DROST: This is more of an administrative one because my position is this, you know, we want to be an inviting community. We don't want to bog anybody down with, you know, these details, the devil is in the details. But how do we alert, and this may be a better question to Staff is how do we as a Village let people know or let potential tenants who are expanding, in this case, you know, someone who's been in the neighborhood for a while, it's not like, oh, you know, gotcha, but how do we, and this is maybe more of a rhetorical question, but it is just what can we do to make it more friendly and advise people and not go through this administrative nightmare? This is ridiculous.

MR. SCHMIDT: I mean, you know, our door is always open as far as, you know, you can always reach out with a phone call or come to the front counter. Doing a parking analysis is --

COMMISSIONER DROST: Yes, but we don't know. There is not a title in the report that's going to say this is part of a PUD, and all of a sudden the attorney, you know --

COMMISSIONER DAWSON: It's not there, it will show up on the title.

COMMISSIONER DROST: Yes, it would but not in a lease.

COMMISSIONER DAWSON: No, for sure, but it would --

COMMISSIONER DROST: There's not a title there.

COMMISSIONER DAWSON: Okay, I see what you're saying. It would show up on the title.

COMMISSIONER DROST: This is the point, you know, you looked at a lease, you know, there is nothing that --

COMMISSIONER DAWSON: Sure, but when the owner bought it, they got a title report.

COMMISSIONER DROST: No, when there's a title report, yes, but this is going to go play under the radar screen. That's the point I'm making is how do we get it up there and, yes, the door is always open, and had they known they'd knock on the door, but they didn't know. It's a joke.

COMMISSIONER DAWSON: But the owner knew.

CHAIRMAN ENNES: Sam and Jake?

COMMISSIONER DROST: It's not up to you. I'm just saying --

MR. LOMBARDO: No, no, I understand. But at the end of the day, it needs to be handled on the front end by --

CHAIRMAN ENNES: When a petitioner presents a permit request, would this be discovered through that?

MR. SCHMIDT: Yes, and that's how this particular issue was discovered.

CHAIRMAN ENNES: I know it now, but why wasn't it found out? Did you say that the tenant did the additional build-out?

MR. LOMBARDO: The tenant applied for her build-out. She leased the space as is, she applied for a building permit. Her building permit was rejected.

CHAIRMAN ENNES: No, I'm talking about when she first moved into her first occupancy.

COMMISSIONER DROST: Yes, the first thousand square feet.

CHAIRMAN ENNES: Did she do that original build-out? Was a permit applied for? That's another major issue.

MS. McCALLUM: I don't know because I wasn't with, we changed names, I wasn't with --

MR. LOMBARDO: She joined that practice.

CHAIRMAN ENNES: Well, you might have a tenant that has a problem. She mentioned that the current contractor said there might be some electrical problems. Well, this is something this new permitting process might look into, the existing space and prior. I mean there could be a bigger problem here with just --

COMMISSIONER DROST: Yes, right, and this isn't to solve the problem, but bring the attention to it so that, you know, we can make it easier for folks that are doing good in the community, not to punish them because of 'I gotcha.'

CHAIRMAN ENNES: Absolutely.

MR. SCHMIDT: No, that's certainly not our intent. Definitely with this project, we have kind of been reexamining our process of how we keep track of, especially the larger complexes, being sure to keep that up to date and being able to identify these issues earlier on in the process so similar events like this are less frequent or less likely to occur.

COMMISSIONER DROST: That's it.

CHAIRMAN ENNES: Lynn?

COMMISSIONER JENSEN: I don't have any questions. Everything that I had a concern about was resolved before you brought it to the Plan Commission. So, I don't have any questions.

CHAIRMAN ENNES: Mary Jo?

COMMISSIONER WARSKOW: No questions.

COMMISSIONER LORENZINI: Yes, something really for Staff. I'm all for the project, it's fine. But just out of curiosity, so the parking calculations and parking ratio is figured on the tenants, the square footage and who's occupying that. Some you have 300, you're figuring on 300, some figured on 200.

MR. SCHMIDT: Right, it's use based.

COMMISSIONER LORENZINI: So, but if they were all figured on 300 or the way you figured it, wasn't this originally built without enough parking spots to begin with?

MR. SCHMIDT: So, I actually looked at the original parking plan for it, and there were more spaces when it was initially approved in 1979. I'm not sure exactly when some of these spaces were lost, whether it was because of changing accessible parking space requirements where, you know, you have to expand the width or change the striping, of course an accessible space requires another space at the side for you to get out of the car, or whether it changed during restriping. It would have met general office requirements with a little bit of a bonus when initially approved. I forget the exact numbers off the top of my head. But the fact now is that there are only 238 spaces on the site and, therefore, they have a parking deficit.

COMMISSIONER LORENZINI: I mean the reason it worked obviously is because there's a lot of vacant spots. But, hopefully it happens, but if this building ever fills up, there's going to be a real problem down the road and everything.

MR. SCHMIDT: Right, and that was why we put in that condition suggesting that medical uses be capped where they're at. I mean right now you have a lot of general office users that are clearly, the parking they're generating is less than the code requirement. Our code requirement is more of a most intense use sort of situation where, you know, there are some users that will generate that many spaces and so you can't, you know, pretend that those spaces won't be intense. But in many circumstances, which is the case with this development, they're generating fewer spaces that are required by code. By extrapolating that, even if the remaining vacant spaces generate the general office requirement, there still is surplus on the site based on what is actually being used.

COMMISSIONER LORENZINI: All right, Jake, thank you. That's all I have.

CHAIRMAN ENNES: Thank you. Commissioner Green?

COMMISSIONER GREEN: I have no questions. I think it's a good use for what we're doing.

CHAIRMAN ENNES: I think the project is a good project also. I just am concerned because we've had a number of these, in particular, medical uses which require additional parking, and brokers are bringing people into this without checking this. I would be concerned if one of these build-outs was done, so this was done prior to your management of the property? The original build-out?

MR. LOMBARDO: You know, I can't, I believe so, I can't say for certain.

CHAIRMAN ENNES: At the prior meeting, prior hearing with the Conceptual Review, there was a question asked about the occupancy of the building. Were you

at that meeting?

MR. LOMBARDO: I was not.

CHAIRMAN ENNES: You weren't, okay. Do you know what the current occupancy is?

MR. LOMBARDO: I believe it's approximately 82 percent.

CHAIRMAN ENNES: Has that continued to improve irrespective of the recession since you guys have been managing the property?

MR. LOMBARDO: Since I've been involved with the property, I believe it's increased about 30 percent.

CHAIRMAN ENNES: Because that property used to have a pretty significant vacancy.

MR. LOMBARDO: There was a very large vacancy, yes.

CHAIRMAN ENNES: That is good to hear. I hope that you really take this seriously because --

MR. LOMBARDO: Absolutely.

CHAIRMAN ENNES: And I sense you do, because it can create problems. We've had a number of properties in town that have huge parking problems.

MR. LOMBARDO: Absolutely.

CHAIRMAN ENNES: They're busing people in. So, the parking requirements are important. Good to hear that the occupancy is going up. That's all I have. Do we have a motion?

COMMISSIONER DAWSON: Any public comment?

CHAIRMAN ENNES: Yes, I'm sorry. Is there anybody in the audience that would like to comment? Seeing nobody, I would like to hear a motion.

COMMISSIONER GREEN: I'd like to make a motion.

CHAIRMAN ENNES: Go ahead, Bruce.

A motion to recommend to the Village Board of Trustees approval of PC# 18-022, an Amendment to PUD Ordinances #79-166, #80-105, #81-028, and #81-035, and the following variation:

- 1. Chapter 28, Section 10.4-2, *Schedule of Parking Requirements--Retail, Commercial, and Service Uses*, to reduce the required off-street parking from 266 spaces to 238 spaces.**

This recommendation shall be subject to the following conditions:

- 1. The property owner shall install a 15-space bicycle rack on the east side of the 3385 N. Arlington Heights Road building, per the submitted documentation, by March 15, 2019.**
- 2. The square footage of all medical uses within the PUD shall be limited to a total of 14,419 square feet. Any future expansion of medical uses beyond the total of 14,419 square feet shall require a PUD amendment and parking variation.**

CHAIRMAN ENNES: Is there a second?

COMMISSIONER JENSEN: Second.

CHAIRMAN ENNES: Okay, can we have a roll call vote?

MR. SCHMIDT: Commissioner Cherwin.

COMMISSIONER CHERWIN: Yes.

MR. SCHMIDT: Commissioner Dawson.

COMMISSIONER DAWSON: Yes.

MR. SCHMIDT: Commissioner Drost.

COMMISSIONER DROST: Aye.

MR. SCHMIDT: Commissioner Green.

COMMISSIONER GREEN: Yes.

MR. SCHMIDT: Commissioner Jensen.

COMMISSIONER JENSEN: Yes.

MR. SCHMIDT: Commissioner Lorenzini.

COMMISSIONER LORENZINI: Yes.

MR. SCHMIDT: Commissioner Sigalos.

COMMISSIONER SIGALOS: Yes.

MR. SCHMIDT: Commissioner Warskow.

COMMISSIONER WARSKOW: Yes.

MR. SCHMIDT: Chairman Ennes.

CHAIRMAN ENNES: Yes. So, you've gotten a unanimous approval.

Thank you for coming here and working this out. Good luck on the results on the next one and good luck to expanding your business.

MS. McCALLUM: Thank you.

MR. LOMBARDO: Thank you, Commissioners. Thank you, Jake, thank you, Sam, for all your help. We appreciate it.

COMMISSIONER DAWSON: While we're transitioning, Jake, can I ask you a question really quick?

MR. SCHMIDT: Certainly.

COMMISSIONER DAWSON: You did, it shouldn't hold up the, I didn't want to do it before the vote because it has nothing to do with the voting on the property. But you did the calculations and showed, you said one parking per 300 square feet would bring us to 73 percent occupancy?

MR. SCHMIDT: Yes.

COMMISSIONER DAWSON: And that code requirement is based on general office space, not additional medical space?

MR. SCHMIDT: Correct.

COMMISSIONER DAWSON: Okay, have you done the calculation if there was additional medical space? Because 73 percent parking vacancy is still a significant, it's not a full parking lot.

MR. SCHMIDT: Right, I mean I did run the numbers and it did still come out under where even if those spaces were medically tenanted and if it was generated at that ratio for medical, there's still would be a little bit of wiggle room in terms of parking space availability.

COMMISSIONER DAWSON: So, it seems like the code for this particular

property is perhaps not appropriate. I just would want to avoid the landlord not being able to rent any more medical space when there still is room for more medical space in that building. I don't know if the property owner could talk to the Village or maybe try to do some sort of amendment or adjustment to this PUD because there's still room for parking spots based on these counts. That's all I was commenting on. I don't think the comment that there should be no more medical use at all is necessarily appropriate based on the report, and maybe the property owner should work with the Village and see if there's some sort of resolution and be a little bit more flexible.

These medical uses are a great use for that area. It's very medical, it's going to attract more medical. So, I'd hate for them to be restricted off of a code that perhaps isn't fitting appropriately.

MR. SCHMIDT: I can understand that. But the one caution and the reason we did include that in there is, you know, certainly there have been properties that have come before the Commission where there are these medical uses that are very intense and are spilling out the parking lot. If the tenancy does change in a building and if more, you know, practically intense office users move in, it could start eating up those available spaces. So, we don't want to create a situation where, you know, these medical uses are approved and then you have more intense office using the parking lot as well. We want to try to be as cautious as possible when we grant a variation.

COMMISSIONER DAWSON: All right, we understand. It's just a comment was made there should be no more medical and I don't agree with that comment based on the counts that you provided. I think that there's still flexibility in that space. So, I'd hate for the property owner to have a potential tenant for a space and have Staff just say no, no more medical use. I think it needs to be adjusted and discussed and I think there's probably a reasonable solution. That's all.

CHAIRMAN ENNES: Thank you, Commissioner Dawson.

(Whereupon, the above-mentioned petition was adjourned at 8:05 p.m.)

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Disclaimer: This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

Family Tree Holistic Health (previously Sassack Family Acupuncture) is an acupuncture and healing center in Arlington Heights, IL dedicated to helping families achieve their highest level of health and wellness through natural and holistic practices. We provide affordable adult and pediatric acupuncture and reiki; the highest quality herbs, essential oils, and supplements; doula services and HypnoBirthing® education; and community-based workshops and support groups. At Family Tree Holistic Health, we treat a wide variety of conditions including, but not limited to, colds and flu, muscle and joint pain, headaches and migraines, asthma, allergies, anxiety and depression, gastrointestinal issues, women's health.

Hours of Operation:

Monday, Tuesday and Thursday 9AM-8PM

Wednesday 12-7PM

Friday 9AM- 2PM

Saturday 8AM-1PM

There are currently three practitioners:

Michael Sassack, L.Ac

Mon 3-8PM

Tues & Thurs 9AM-3PM

Wed 12-7PM

Friday 9AM- 2PM

Saturday 8AM-1PM

Karissa McCallum, L.Ac, DC(DONA)

Mon 9AM-3PM

Tues & Thurs 3-8PM

Jasmine Sassack, Reiki Practitioner, HBCE, CBE

Jasmine more recently started practicing out of the space and comes in when someone schedules an appt. She does not have set hours.

At this time there is not any additional staff. We have discussed having a front desk employee once we expand but haven't made a final decision on that.

In suite D, there are currently three treatment rooms, which allow for a maximum of four patients to be treated at one time (One room is "shared" with two treatment tables, so it's usually siblings, a parent and a child or partner treatments.); however, it's more common to be treating three patients at the same time.

I, Karissa, was an employee of Sassack Family Acupuncture but made the decision to become a partner in the spring of 2018. As a result, we are looking to double our number of treatment rooms (3-->6), to add a bathroom, to have a small space for older children to spend time while their parents are being treated, to have a classroom space for education and to have a larger space for employees by expanding into suite K. This allows me to have more hours to see patients. We would love to bring other qualified, trusted practitioners in, but it's hard to say how many. If it's another acupuncturist, there would probably be a maximum of two practitioners in the space at a time, three if Jasmine is using a room. If we brought someone like a massage therapist in, who can only use one room at a time, there could be more than three practitioners in the office at one time. We don't have anyone specific in mind at this point in time.

Attached to email is the original architectural drawing. We are making the necessary changes for our permit to be approved. Please let me know if you need any other information.

Best,
Karissa McCallum

GREMLEY & BIEDERMANN

A DIVISION OF
PLCS Corporation

LICENSE NO. 184-005322

PROFESSIONAL LAND SURVEYORS

4505 NORTH ELSTON AVENUE, CHICAGO, IL 60630

TELEPHONE: (773) 685-5102 FAX: (773) 286-4184 EMAIL: INFO@PLCS-SURVEY.COM

ALTA / ACSM Land Title Survey

PARCEL 1:

LOT 3 IN NORTH RIDGE SUBDIVISION IN ARLINGTON HEIGHTS BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

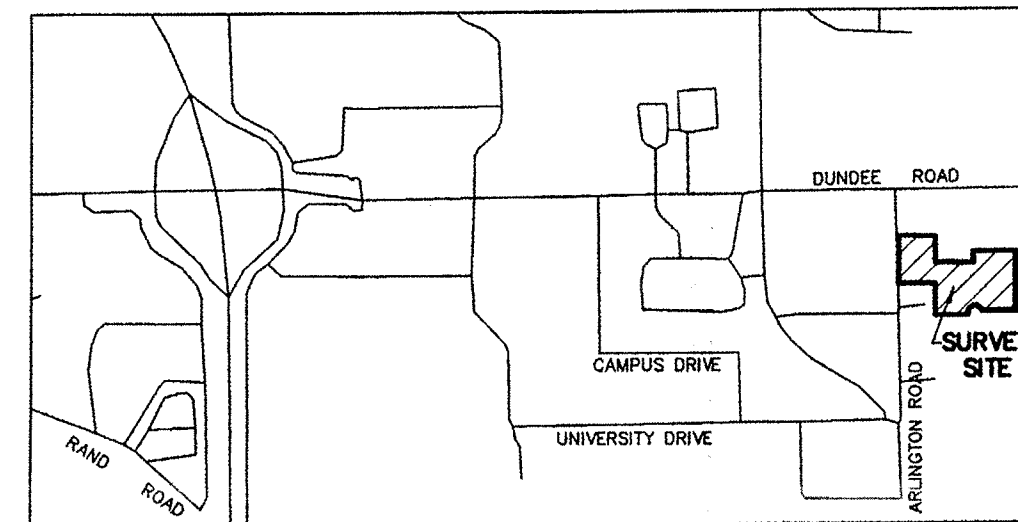
PARCEL 2:

LOT 3 IN TSCURTZ'S SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

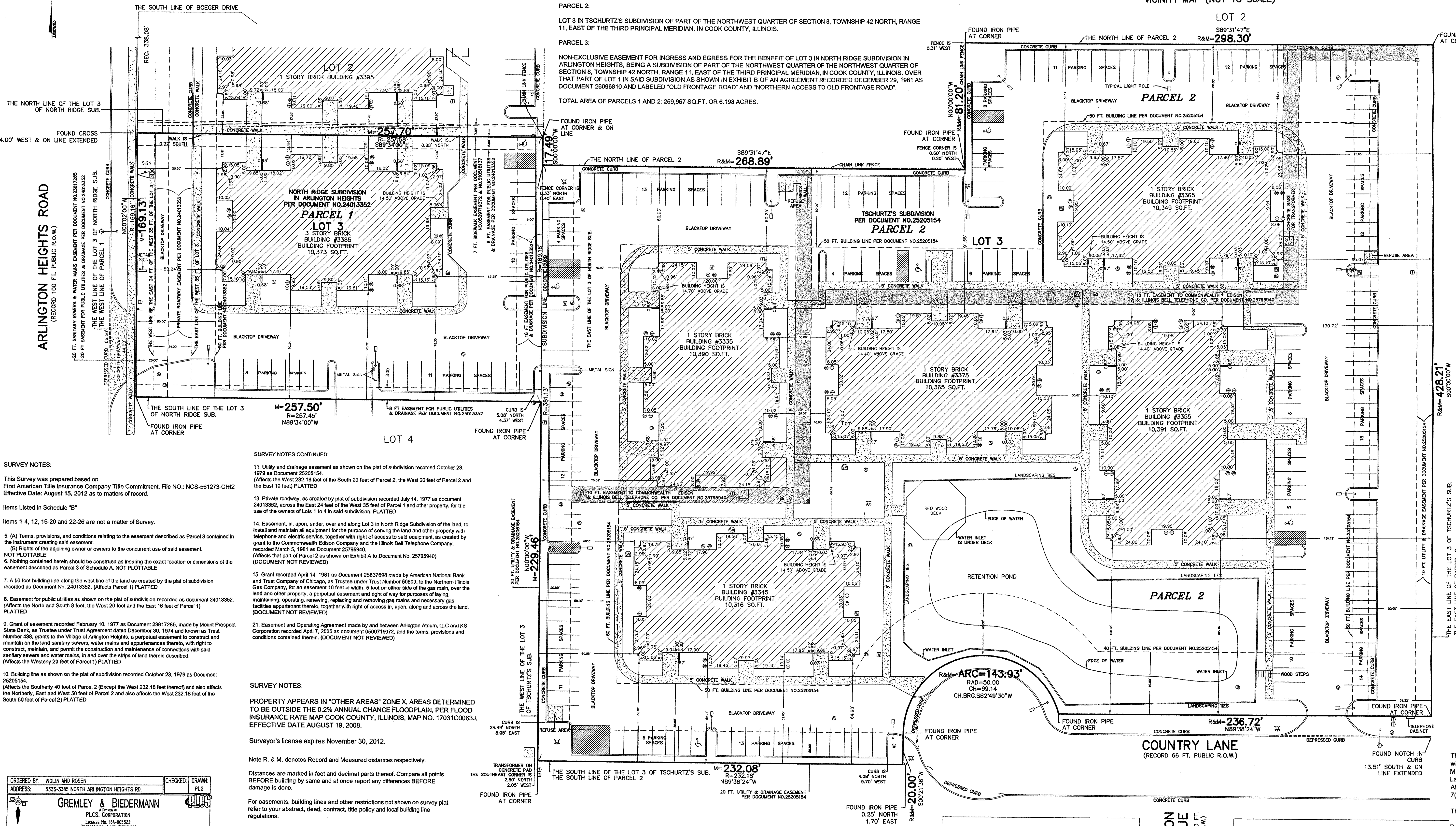
PARCEL 3:

NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF LOT 3 IN NORTH RIDGE SUBDIVISION IN ARLINGTON HEIGHTS, BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, OVER THAT PART OF LOT 1 IN SAID SUBDIVISION AS SHOWN IN EXHIBIT B OF AN AGREEMENT RECORDED DECEMBER 29, 1981 AS DOCUMENT 26096810 AND LABELED "OLD FRONTAGE ROAD" AND "NORTHERN ACCESS TO OLD FRONTAGE ROAD".

TOTAL AREA OF PARCELS 1 AND 2: 269,967 SQ.FT. OR 6.198 ACRES.



VICINITY MAP (NOT TO SCALE)



SURVEY NOTES:

This Survey was prepared based on First American Title Insurance Company Title Commitment, File NO.: NCS-561273-CH2 Effective Date: August 15, 2012 as to matters of record.

Items Listed in Schedule "B"

Items 1-4, 12, 16-20 and 22-28 are not a matter of Survey.

- (A) Terms, provisions, and conditions relating to the easement described as Parcel 3 contained in the instrument creating said easement.
- (B) Rights of the adjoining owner or owners to the concurrent use of said easement.
- NOT PLOTTABLE.
- Nothing contained herein should be construed as insuring the exact location or dimensions of the easement described as Parcel 3 of Schedule A. NOT PLOTTABLE.
- A 50 foot building line along the west line of the land as created by the plat of subdivision recorded as Document No. 24013352. (Affects Parcel 1) PLATTED
- Easement for public utilities as shown on the plat of subdivision recorded as document 24013352. (Affects the North and South 8 feet, the West 20 feet and the East 16 feet of Parcel 1) PLATTED
- Grant of easement recorded February 10, 1977 as Document 23817285, made by Mount Prospect State Bank, as Trustee under Trust Agreement dated December 30, 1974 and known as Trust Number 438, grants to the Village of Arlington Heights, a perpetual easement to construct and maintain on the land sanitary sewers, water mains and appurtenances thereto, with right to construct, maintain, and permit the construction and maintenance of connections with said sanitary sewers and water mains, in and over the strips of land therein described. (Affects the Westerly 20 feet of Parcel 1) PLATTED
- Building line as shown on the plat of subdivision recorded October 23, 1979 as Document 25205154. (Affects the Southerly 40 feet of Parcel 2 (Except the West 232.18 feet thereof) and also affects the Northern, East and West 50 feet of Parcel 2 and also affects the West 232.18 feet of the South 50 feet of Parcel 2) PLATTED

SURVEY NOTES CONTINUED:

- Utility and drainage easement as shown on the plat of subdivision recorded October 23, 1979 as Document 25205154. (Affects the West 232.18 feet of the South 20 feet of Parcel 2, the West 20 feet of Parcel 2 and the East 10 feet) PLATTED
- Private roadway, as created by plat of subdivision recorded July 14, 1977 as document 24013352, across the East 24 feet of the West 35 feet of Parcel 1 and other property, for the use of the owners of Lots 1 to 4 in said subdivision. PLATTED
- Easement, in, upon, under, over and along Lot 3 in North Ridge Subdivision of the land, to install and maintain all equipment for the purpose of serving the land and other property with telephone and electric service, together with right of access to said equipment, as created by grant to the Commonwealth Edison Company and the Illinois Bell Telephone Company, recorded March 5, 1981 as Document 25795940. (Affects that part of Parcel 2 as shown on Exhibit A to Document No. 25795940). (DOCUMENT NOT REVIEWED)
- Grant recorded April 14, 1981 as Document 25937698 made by American National Bank and Trust Company of Chicago, as Trustee under Trust Number 50809, to the Northern Illinois Gas Company, for an easement 10 feet in width, 5 feet on either side of the gas main, over the land and other property, a perpetual easement and right of way for purposes of laying, maintaining, operating, renewing, replacing and removing gas mains and necessary gas facilities appurtenant thereto, together with right of access in, upon, along and across the land. (DOCUMENT NOT REVIEWED)
- Easement and Operating Agreement made by and between Arlington Atrium, LLC and KS Corporation recorded April 7, 2005 as document 0509719072, and the terms, provisions and conditions contained therein. (DOCUMENT NOT REVIEWED)

SURVEY NOTES:

PROPERTY APPEARS IN "OTHER AREAS" ZONE X. AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN, PER FLOOD INSURANCE RATE MAP COOK COUNTY, ILLINOIS, MAP NO. 17031C0063J, EFFECTIVE DATE AUGUST 19, 2008.

Surveyor's license expires November 30, 2012.

Note R. & M. denotes Record and Measured distances respectively.

Distances are marked in feet and decimal parts thereof. Compare all points BEFORE building by same and at once report any differences BEFORE damage is done.

For easements, building lines and other restrictions not shown on survey plat refer to your abstract, deed, contract, title policy and local building line regulations.

No dimensions shall be assumed by scale measurement upon this plat.

Unless otherwise noted hereon the Bearing Basis, Elevation Datum and Coordinate Datum if used is ASSUMED.

COPYRIGHT GREMLEY & BIEDERMANN, INC. 2012 "All Rights Reserved"

PARKING SPACES:

REGULAR PARKING - 199
HANDICAPPED - 6

ORDERED BY: WOLIN AND ROSEN	CHECKED: DRAWN
ADDRESS: 3335-3345 NORTH ARLINGTON HEIGHTS RD.	PLG
GREMLEY & BIEDERMANN	
PLCS CORPORATION	
LICENSE NO. 184-005322	
PROFESSIONAL LAND SURVEYORS	
4505 NORTH ELSTON AVENUE, CHICAGO, IL 60630	
TELEPHONE: (773) 685-5102 FAX: (773) 286-4184 EMAIL: INFO@PLCS-SURVEY.COM	
ORDER NO.	DATE:
2012-16827-001	AUGUST 28, 2012
SCALE:	PAGE NO.
1" = 30' FEET	1 OF 1

G:\CAD\2012\2012-16827\2012-16827-001.dwg

Legend:

- Storm MH
- Storm CB
- Storm Inlet
- San MH
- San Clean Out
- Water Valve Vault
- Water MH
- Water Buffalo Box
- Water Hand Hole
- Water Meter
- Water Fire Hydrant
- Telephone MH
- Telephone Vault
- Telephone Pedestal
- Public Telephone
- Combination Pedestal
- Utility Pole
- Electric Manhole
- Electric MH
- Electric Vault
- Electric Meter
- Electric Pad
- Electric Pedestal
- Electric Light Pole
- Electric Traffic Signal
- Electric Light Pole with Traffic Signal
- Electric Traffic Control Box
- Electric Traffic Vault
- Electric Ground Light
- Gas Buffalo Box
- Gas Hand Hole
- Gas Meter
- Gas Valve
- Gas MH
- Gas Vault
- Cable TV Pedestal
- Tree - Deciduous
- Tree - Evergreen
- Parking Meter
- Sign Post
- Mail Box
- Bumper Post
- Guy Anchor
- Soil Boring
- Unclassified Manhole
- Auto Sprinkler
- Sprinkler Control Valve
- Hose Connection
- Fire Alarm
- Flag Pole
- Handicapped Parking

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2011 Minimum Standard Detail Requirements for ALTA/ACSM Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 7(a), 7(b)(1), 7(c), 8, 9, and 11(a) of Table A thereof.

The field work was completed on AUGUST 28, 2012.

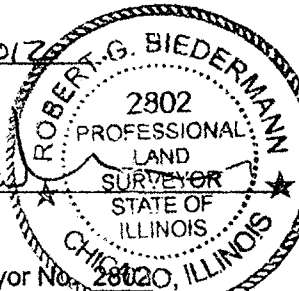
Date of Plat Sept. 14, 2012

By: Robert G. Biedermann

Professional Illinois Land Surveyor No. 028020

Robert G. Biedermann

Professional Illinois Land Surveyor No. 028020



FAMILY TREE HOLISTIC HEALTH

3345 N ARLINGTON HEIGHTS RD, UNITS D & K
ARLINGTON HEIGHTS, IL 60004

DRAWING INDEX

COVER

G101 - COVER

ARCHITECTURAL

- D101 - DEMOLITION PLAN
- A101 - FLOOR PLAN
- A121 - ELECTRICAL AND LIGHTING PLAN

GENERAL NOTES

- ALL WORK SHALL BE PERFORMED IN ACCORDANCE WITH ALL APPLICABLE LOCAL, STATE AND NATIONAL CODES AND ORDINANCES AND ALL AUTHORITIES HAVING JURISDICTION.
- DO NOT SCALE DRAWINGS; DIMENSIONS TAKE PRECEDENCE. REPORT ANY DISCREPANCIES TO THE ARCHITECT FOR RESOLUTION.
- WHERE DISCREPANCIES EXIST BETWEEN THE DRAWINGS OF VARIOUS TRADES, CONSULT THE ARCHITECT BEFORE PROCEEDING WITH WORK.
- PERIMETER OF ALL OPENINGS TO BE BACKED AS NECESSARY AND CAULKED OR SEALED, INTERIOR AND EXTERIOR.
- WOOD BLOCKING IS SHOWN GENERICALLY TO ACHIEVE AN OVERALL CONFIGURATION OF FINISHED MATERIALS. ITS RELATIONSHIP TO OTHER MATERIALS CAN BE ALTERED OR REPLACED AS REQUIRED BY APPROPRIATE CONSTRUCTION PRACTICES TO ACHIEVE THE FINAL APPEARANCE INDICATED ON DRAWINGS.
- NOTHING CONTAINED IN THESE NOTES OR DRAWINGS SUPERCEDES OR RELIEVES THE CONTRACTOR(S) OF THEIR RESPONSIBILITIES FOR THE MEANS METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES OF CONSTRUCTION, SAFETY PRECAUTIONS AND PROGRAMS, SAFETY OF PERSONS AND PROPERTY.
- REVIEW ALL SHEETS THOROUGHLY AS EACH SHEET MAY HAVE INFORMATION CONCERNING EACH TRADE OR SYSTEM TO BE USED.

ARCHITECT:
CARLSON ARCHITECTURE, LTD.

334 E COLFAX ST.
PALATINE, ILLINOIS 60067

PHONE: 847.845.6946

PROJECT SCOPE : RENOVATION

COMPLIANCE STATEMENT:

- DRAWINGS AND SPECIFICATIONS HAVE BEEN PREPARED IN ACCORDANCE WITH THE LOCAL CODES AND AMENDMENTS LISTED BELOW:

- 2014 State of Illinois Plumbing Code
- 2005 National Electric Code
- 2009 International Building Code (IBC)
- 2009 International Fire Code (IFC)
- 2009 International Mechanical Code (IMC)
- 2009 International Fuel Gas Code (IMC)
- 2009 International Property Maintenance Code (IPMC)
- 2015 International Energy Conservation Code (IECC)

CARLSON ARCHITECTURE LTD.



11-18
LIC. EXP. DATE
06-07-18
DATE

THESE DRAWING WERE PREPARED UNDER MY SUPERVISION AND TO THE BEST OF MY KNOWLEDGE COMPLY WITH THE REQUIREMENTS OF ARLINGTON HEIGHTS. THIS STAMP APPLIES TO ARCHITECTURAL DRAWINGS ONLY - SEE DRAWING INDEX.

FAMILY TREE HOLISTIC HEALTH
3345 N ARLINGTON HEIGHTS RD, UNITS D & K
ARLINGTON HEIGHTS, IL 60004

CARLSONARCHITECTURE
334 E COLFAX ST - UNIT D
PALATINE, ILLINOIS 60067
Phone 847.845.6946
WWW.CARLSONARCHITECTURE.COM

PROJECT NUMBER:
18005

DATE	REVISION REMARKS	PERMIT ISSUE	NO.
06-07-18			

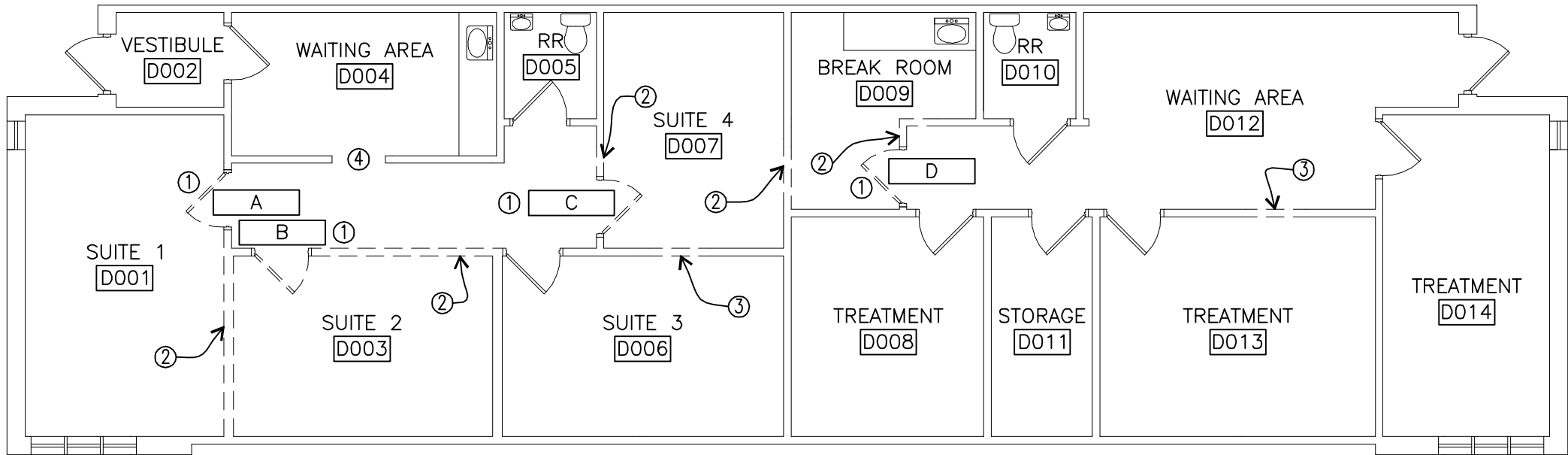
DATE:
06.07.2018

COVER

SHEET NUMBER:
G101

KEY NOTES

- 1. RE-USE EXISTING DOOR. SEE PROPOSED PLAN FOR NEW LOCATION.
- 2. REMOVE WALL AND ASSOCIATED CONSTRUCTION. SEE PROPOSED PLAN FOR LIMITS.
- 3. REMOVE PORTION OF WALL FOR NEW DOOR OPENING.
- 4. ADJUST OPENING FOR NEW DOOR AND FRAME SIZE.



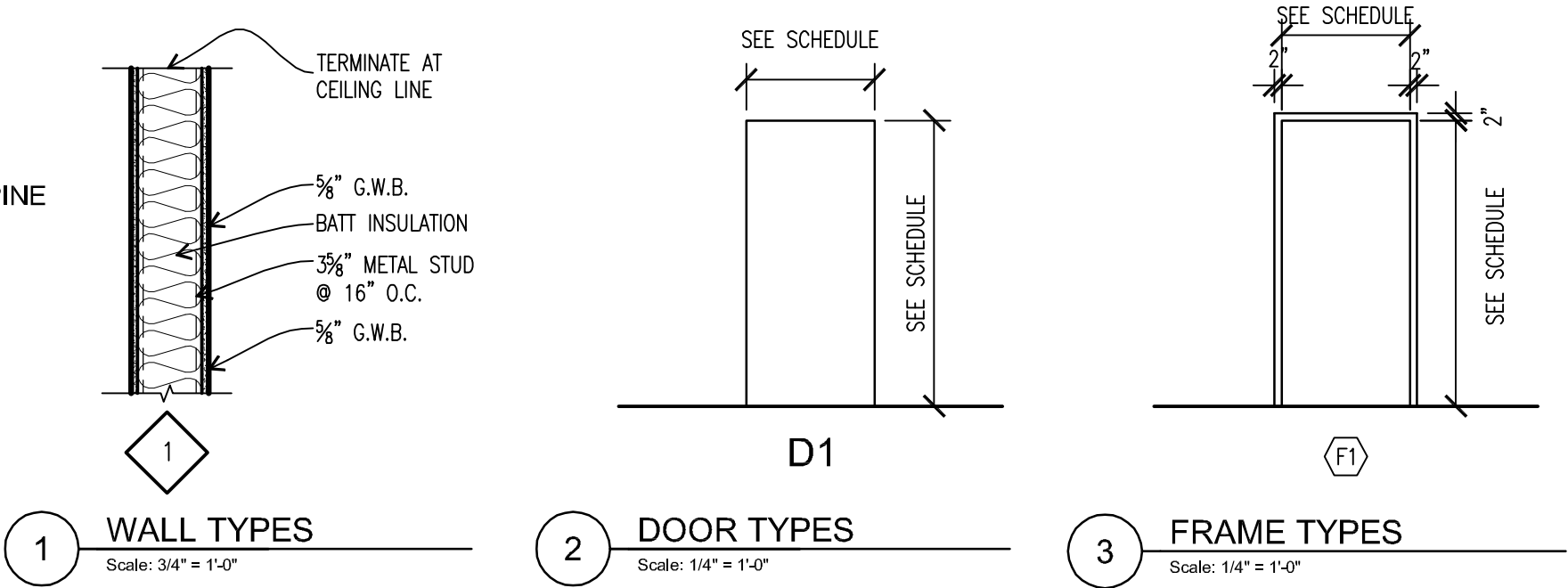
11-18
LIC. EXP. DATE
06-07-18
DATE



PROJECT NUMBER:	
18005	
DATE	06-07-18
REVISION	
REVISION	
REVISION	
REVISION	
REVISION	
NO.	
DATE:	06.07.2018

GENERAL NOTES

- A. NEW DOORS, FRAMES, AND HARDWARE TO MATCH EXISTING.
- B. FLOORING: FAIR OAKS BARTLEY PINE LAMINATE 7MM SKU#944101346 STANDARD UNDERLAY PADDING

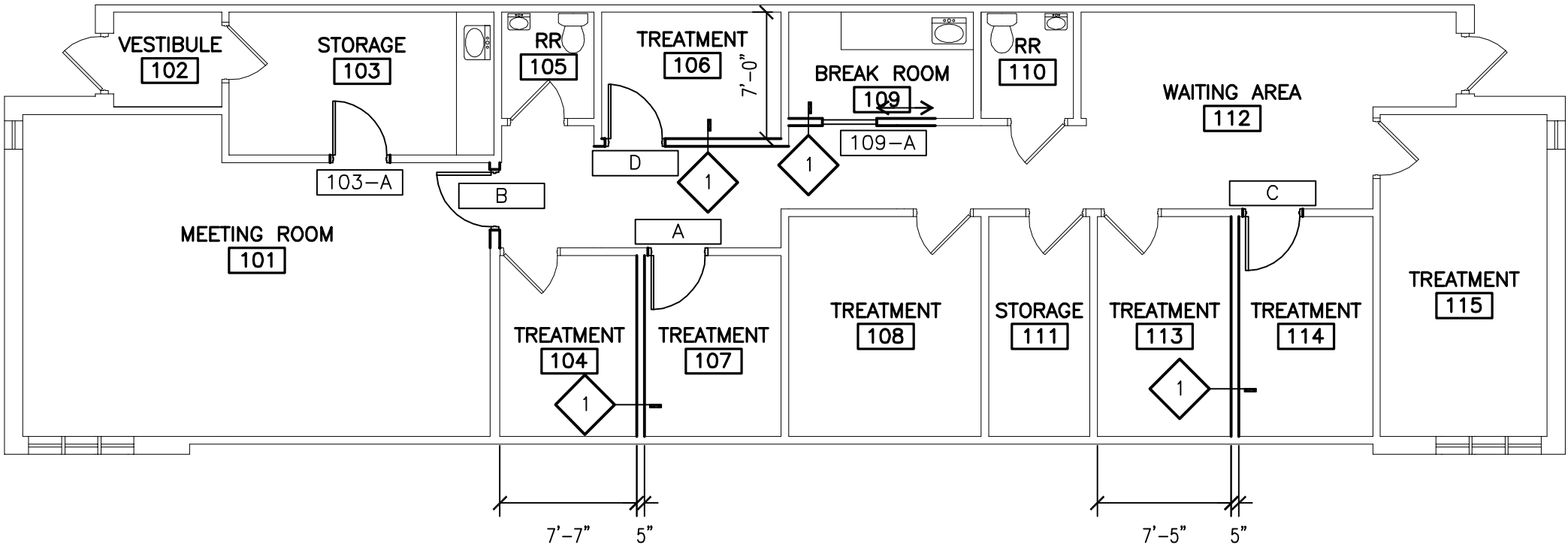


11-18
LIC. EXP. DATE
06-07-18
DATE

DOOR AND FRAME TYPE SCHEDULE															
DOOR No.	DOOR						FRAME							FIRE RATING	REMARKS
	SIZE			TYPE	GLASS	MAT'L	TYPE	GLASS	MAT'L	DETAIL					
	WD	HGT	THK							HEAD	JAMB	SILL			
103-A	3'-0"	*	1-3/4"	D1	--	WOOD	F1	--	WOOD	--	--	--		--	2
109-A	3'-0"	*	1-3/4"	D1	--	WOOD	F1	--	WOOD	--	--	--		--	1, 2

REMARKS

- 1 - POCKET DOOR
- 2 - MATCH EXISTING DOOR HEIGHT



4 PROPOSED FLOOR PLAN
Scale: 1/8" = 1'-0"



FAMILY TREE HOLISTIC HEALTH
3345 N ARLINGTON HEIGHTS RD, UNITS K & D
ARLINGTON HEIGHTS, IL 60004

PROJECT NUMBER:		18005
DATE	06-07-18	
REVISION	PERMIT ISSUE	
NO.		
DATE:		06.07.2018

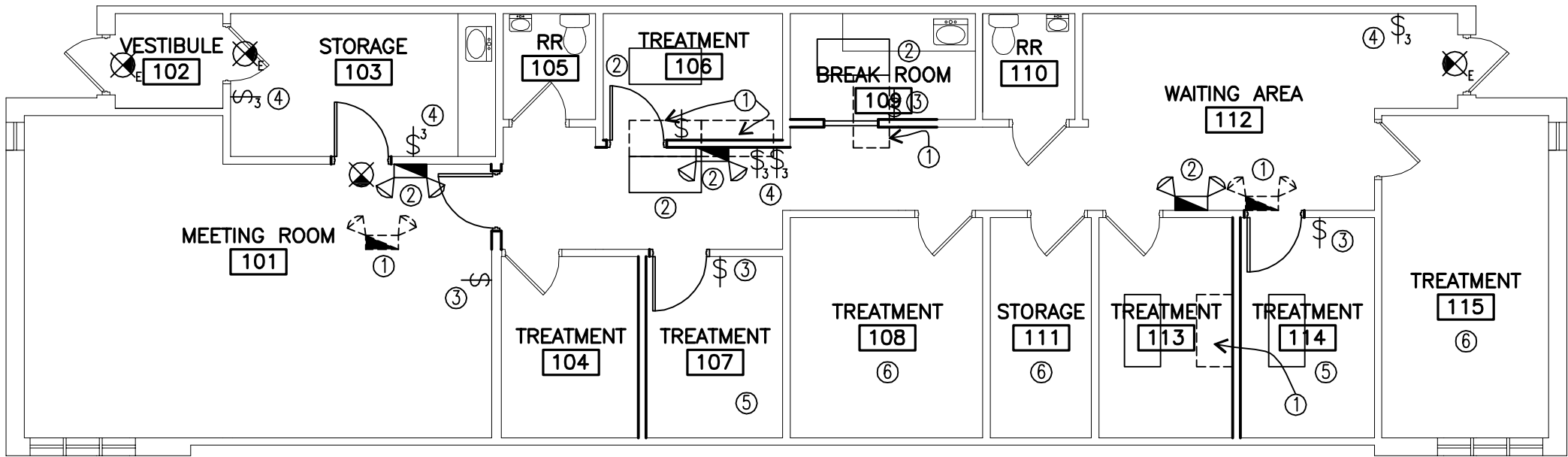
PROPOSED FLOOR PLAN
SHEET NUMBER:
A101

GENERAL NOTES

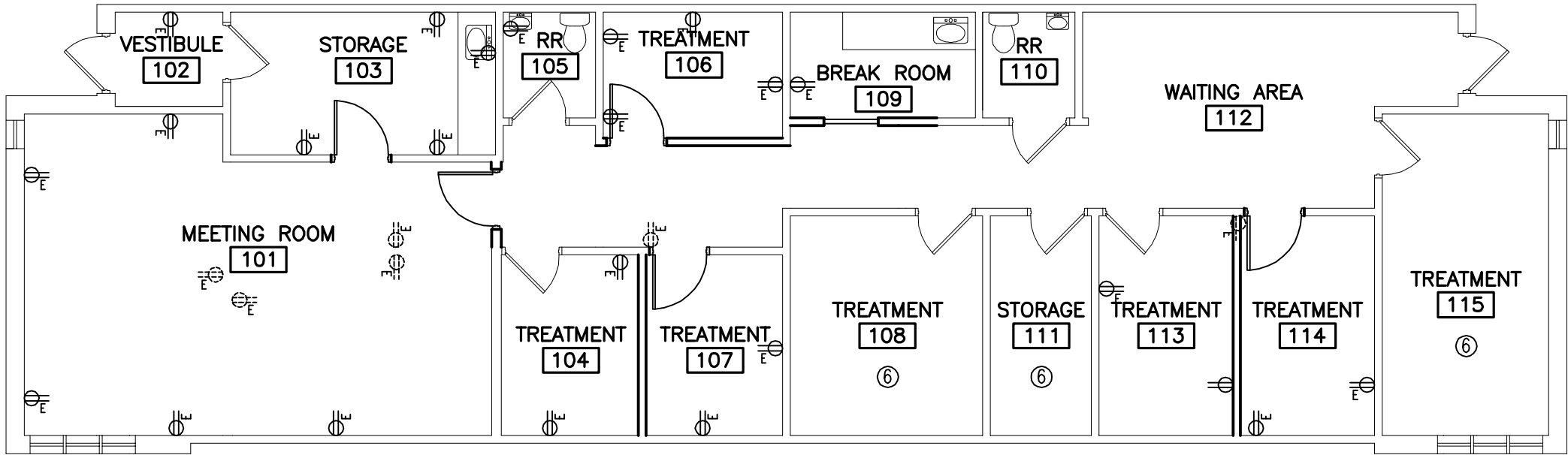
- A. COORDINATE ALL DEVICE LOCATIONS WITH OWNER IN FIELD.
- B. REMOVE AND DISCONNECT ALL DEVICES IN WALLS TO BE REMOVED.
- C. ADJUST LOCATIONS AND ADD RETURN AND SUPPLY AIR INTO NEW OR RENOVATED TREATMENT ROOMS SO THAT EACH TREATMENT ROOM CONTAINS ONE SUPPLY AND ONE RETURN.

KEY NOTES

- 1. RELOCATE EXISTING LIGHT FIXTURE.
- 2. NEW LOCATION OF EXISTING LIGHT FIXTURE. CONNECT TO EXISTING CIRCUIT.
- 3. CONNECT NEW SWITCH TO EXISTING LIGHT FIXTURE.
- 4. NEW "3-WAY" SWITCH. CONNECT TO EXISTING LIGHT FIXTURE.
- 5. DISCONNECT EXISTING LIGHT FIXTURE FROM EXISTING SWITCH.
- 6. POWER AND LIGHTING TO REMAIN UNCHANGED.



1 ELECTRICAL LIGHTING PLAN
Scale: 1/8" = 1'-0"

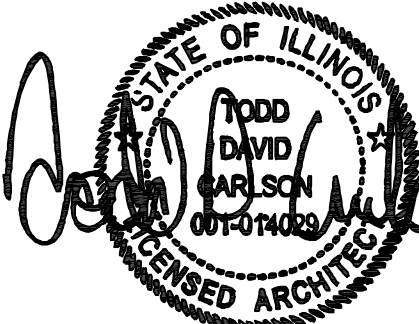


2 ELECTRICAL POWER PLAN
Scale: 1/8" = 1'-0"

KEY

EXIT

EMERGENCY LIGHTING



11-18
LIC. EXP. DATE
06-07-18
DATE



FAMILY TREE HOLISTIC HEALTH
3345 N ARLINGTON HEIGHTS RD, UNITS D & K
ARLINGTON HEIGHTS, IL 60004

PROJECT NUMBER:	18005
DATE	06-07-18
REVISION	
PERMIT ISSUE	
DATE	06-07-2018

ELECTRICAL POWER
AND LIGHTING PLAN

SHEET NUMBER:
A121

CARLSONARCHITECTURE
334 E COLFAX ST - UNIT D
PALATINE, ILLINOIS 60067
Phone 847.845.6946
WWW.CARLSONARCHITECTURE.COM

October 31, 2018

VIA EMAIL: shubbard@vah.com

Mr. Sam Hubbard

Development Planner

Department of Planning and Development

Village of Arlington Heights

33 S. Arlington Heights Rd.

Arlington Heights, IL 60005

Zoning Requirement: PUD Amendment

Variation Requested: Justification of Variance

1. The proposed use will not alter the essential character of the locality and will be compatible with existing use and zoning of nearby property.

Response: From the outside, there will be no noticeable changes to the character of the locality. The only current concern is adequate parking.

2. The plight of the owner is due to unique circumstances, which may include the length of time the subject property has been vacant as zoned.

Response: The plight of the petitioner is certainly unique. When she signed the lease for suite K, she was unaware of the PUD amendment that was put into place so long ago. It was first brought up when she submitted the plans for the buildout a few months after signing her lease.

3. The proposed variation is in harmony with the spirit and intent of this chapter.

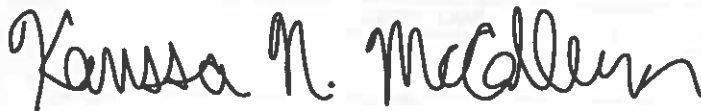
In line with Section 28-2, 2.1, Building out suite K will promote and protect the public health and general welfare of the people.

4. The variance requested is the minimum variance necessary to allow reasonable use of the property.

Response: From the petitioner's knowledge, the only variance needed before moving forward with the buildout, is a review of this PUD Amendment.

Thank you to everyone who helped me gather this information and to those of you reviewing all of it.

Best,

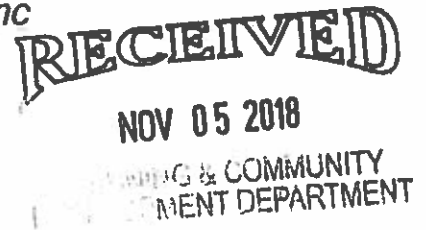


Karissa N. McCallum, L.Ac CD(DONA)

RECEIVED

OCT 31 2018

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT



October 31, 2018

SENT VIA EMAIL (mmertes@vah.com) & REGULAR U.S. POSTAL SERVICE

Mr. Michael Mertes
Business Development Coordinator
Department of Planning and Community Development
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, Illinois 60005

RE: Arlington Executive Plaza, 3335-3385 N. Arlington Heights Road

Dear Mr. Mertes,

It was a pleasure speaking to you yesterday regarding the above-referenced subject property.

Property Services, Inc. is the agent for property ownership, managing agent, and sales brokerage agent for the subject property.

Property ownership understands that the Village of Arlington Heights has taken the position that the subject property currently does not meet zoning code parking requirements per the respective PUD, and further understands that you are requesting an amendment/variance be applied.

Karissa McCallum of Family Tree Holistic Health, a tenant at the subject property, will be submitting an application to amend PUD ordinances #79-166, #80-105, #81-028, and #81-035. The requested variation will be to Chapter 28, Section 10.4-2, Retail – Commercial and Service Uses, to reduce the off-street parking from 270 spaces to 238 spaces. It is anticipated that Ms. McCallum will submit the application this week for review.

The property owner agrees to hold all existing vacant spaces as vacant space until Ms. McCallum's application is approved or denied. Additionally, the property owner agrees not to re-tenant any additional spaces for medical office use until Ms. McCallum's application is approved or denied. Should Ms. McCallum's application not be submitted for unforeseen reasons, or excessively delayed, property ownership reserves the right to reconsider the statements contained within this letter.

Thank you in advance for your help throughout this process.

Sincerely,

A handwritten signature in black ink, appearing to read "Tony Lombardo", written over a horizontal line.

Tony Lombardo
Principal
Property Services, Inc.

Parking Survey

Tuesday, Sept. 11th

Time	Number of Cars Parked	Number of vacant spaces
9am	84	120
10am	106	98
11am	87	117
12pm	108	96
1pm	95	109
2pm	124	80
3pm	123	81
4pm	120	84
5pm	94	110
6pm	70	134
7pm	51	153

Tuesday Sept. 18th

Time	Number of Cars Parked	Number of vacant spaces
9am	74	130
10am	97	107
11am	110	94
12pm	108	96
1pm	104	100
2pm	117	87
3pm	126	78
4pm	125	79
5pm	107	97
6pm	84	120
7pm	52	152

Thursday Sept. 13th

Time	Number of Cars Parked	Number of vacant spaces
9am	72	132
10am	89	115
11am	104	100
12pm	94	110
1pm	101	103
2pm	101	103
3pm	109	95
4pm	108	96
5pm	100	104
6pm	81	123
7pm	40	164

Thursday Sept. 20th

Time	Number of Cars Parked	Number of vacant spaces
9am	80	124
10am	98	106
11am	98	106
12pm	100	104
1pm	108	96
2pm	110	94
3pm	112	92
4pm	116	88
5pm	101	103
6pm	81	123
7pm	48	156

Saturday Sept. 15th

Time	Number of Cars Parked	Number of vacant spaces
8am	19	185
9am	65	139
10am	70	134
11am	76	128
12pm	61	143
1pm	43	161

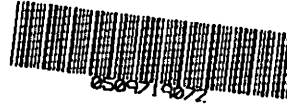
Saturday Sept. 22nd

Time	Number of Cars Parked	Number of vacant spaces
8am	15	189
9am	57	147
10am	71	133
11am	69	135
12pm	61	143

THIS DOCUMENT PREPARED BY AND
AFTER RECORDING RETURN TO:

Keith A. Ross, Esq.
Levenfeld Pearlstein, LLC
Two N. LaSalle Street
Suite 1300
Chicago, Illinois 60602
(312) 476-7549

LP File No. 28074-56406



Doc#: 0509719072
Eugene "Gene" Moore Fee: \$64.50
Cook County Recorder of Deeds
Date: 04/07/2005 11:15 AM Pg: 1 of 21

(This Space for Recorder's Use Only)

EASEMENT AND OPERATING AGREEMENT

THIS EASEMENT AND OPERATING AGREEMENT (the "Agreement") is made as of the 24th day of March, 2005, by and between ARLINGTON ATRIUM, L.L.C., an Illinois limited liability company (the "Company") and KS CORPORATION, an Illinois corporation ("KS").

RECITALS

A. The Company owns certain land situated in Cook County, Illinois, more particularly described in Exhibit A attached hereto and made a part hereof and shown on the Site Plan attached hereto as Exhibit D (the "Site Plan") as the Company Parcel (collectively, the "Company Parcel").

B. KS purchased certain land from the Company which is located adjacent to a portion of the Company Parcel situated in the Cook County, Illinois, more particularly described in Exhibit B attached hereto and made a part hereof and shown on the Site Plan as the KS Parcel (the "KS Parcel").

C. Pursuant to the Real Estate Sales Contract between the Company and KS, whereby the Company conveyed the KS Parcel to KS, the parties agreed to enter into an easement agreement in accordance with the terms and provisions contained herein.

NOW, THEREFORE, for good and valuable consideration, including the mutual promises, covenants and agreements herein contained, the parties agree as follows:

ARTICLE I. DEFINITIONS

As used in this Agreement, the following terms have the following meanings:

(a) "Easement Areas" means the circulation aisles, entry drives and driveways located on a Parcel and the area containing the sidewalk located immediately north of the south property line of the KS Parcel as legally described on Exhibit C (the "Sidewalk Parcel") and as shown on the Site Plan.

(b) **"Lease"** means any lease, sublease, license, concession, deed or other instrument or arrangement in writing (other than this Agreement) whereby a Person acquires rights to use and/or occupy any portion of a Party's building located on their respective Parcel.

(c) **"Occupant" or "Occupants"** means any Person entitled by ownership or Lease to use and occupy all or any portion of an improvement located on either Parcel.

(d) **"Parcel" or "Parcels"** means the Company Parcel and/or the KS Parcel.

(e) A **"Party"** shall mean each signatory hereto and their respective successors and assigns who become owners of any portion of the Parcels. Subject to the terms contained herein, each Party shall be liable for the performance of all covenants, obligations and undertakings herein set forth with respect to the portion of the Parcel owned by it which accrue during the period of such ownership, and such liability shall continue with respect to any portion transferred until the notice of transfer set forth below is given, at which time the transferring Party shall be released from the obligations of this Agreement arising subsequent to the effective date on the transfer notice. A Party transferring all or any portion of its interest in a Parcel shall give notice to all other Parties of such transfer and shall include therein at least the following information:

(i) the name and address of the new Party; and

(ii) a copy of the legal description of the Parcel or portion thereof transferred.

(f) **"Permittees"** means all Occupants and their respective officers, directors, employees, agents, partners, contractors, customers, visitors, invitees, licensees and concessionaires.

(g) **"Person" or "Persons"** means individuals, partnerships, associations, corporations and any other form of business organization, or one or more of them or combination of them.

ARTICLE II. EASEMENTS AND OPERATING COVENANTS

Section 2.1 **Definitions and Documentation.** For purposes of this Article, the following will apply:

(a) All rights, privileges and easements granted herein are non-exclusive and in common with the Party granting such rights, privileges and easements (the **"Grantor"**) and, unless provided otherwise, are irrevocable and for the benefit of each of the Parties hereto and their respective heirs, representatives, successors and assigns as owners of their respective Parcels.

(b) All easements granted hereunder and operating covenants agreed to herein shall exist by virtue of this Agreement, without the necessity of confirmation by any other document. Likewise, upon the termination of any easement and/or operating covenant (in whole or in part) or its release in respect of all or any part of any Parcel, the same shall be deemed to have been terminated or released without the necessity of confirmation by any other document. However, upon the request of any Party, the other Parties will sign and

acknowledge a document memorializing the existence (including the location and any conditions), or the termination (in whole or in part), or the release (in whole or in part), as the case may be, of any easement and/or operating covenant, if the form and substance of the document is acceptable to each Party.

Section 2.2 Easements for Use of Easement Areas.

(a) Each Party hereby grants to the other Party (Grantee) easements in the Easement Areas on its (Grantor's) Parcel for the benefit of each Grantee's Parcel and its Permittees for:

(1) ingress to and egress from the Grantee's Parcel and circulation and passage of vehicles over and across the Easement Areas of the Grantor's Parcel as the same exists or as may from time to time be constructed and maintained for such use;

(2) circulation, passage and accommodation of pedestrians over and across the Easement Areas of the Grantor's Parcel as the same may from time to time be constructed and maintained for such use; and

(3) with respect to the KS Parcel and for the benefit of the Company Parcel (i) use of the Sidewalk Parcel to accommodate pedestrians, workmen and other Persons going to and coming from the Company Parcel, (ii) use of that portion of the Sidewalk Parcel immediately south of the sidewalk located thereon for the Company's sprinklers servicing the adjacent portion of the Company Parcel and (iii) use of the portion of the KS Parcel where the valve box currently exists for the sprinklers mentioned in item (ii), above.

(b) Enjoyment of the easements granted by this Section 2.2 shall commence on the date hereof.

(c) Each Party hereby reserves the right to eject or cause to be ejected from such portions of the Easement Areas on its Parcel any Persons not authorized, empowered or privileged to use the same. In addition, each Party reserves the right to close off the Easement Areas (or portions thereof) of its Parcel for such reasonable periods of time for repairs and maintenance, and as may be legally necessary to prevent the acquisition of prescriptive rights by anyone; provided, however, before closing off any part of the Easement Areas as provided above, such Party shall use reasonable efforts to (i) notify the other Party of its intention to do so and (ii) coordinate its closing with the activities of the other Party so that no unreasonable interference with the operation of the other Party's Parcel occurs. Notwithstanding the foregoing, each Party hereto agrees and acknowledges that they and all Permittees are permitted by virtue of this Agreement to use each Parties' Easement Areas, subject to the terms contained herein. Therefore, such use is not adverse to each Parties' respective ownership interests in their Parcels.

Section 2.3 Parking. Each Party hereto grants to the other a non-exclusive easement to utilize unreserved parking spaces on each Parties' respective Parcel for the benefit of the other Parcel for the parking of non-commercial vehicles to satisfy municipal parking requirements. Each Party hereby reserves the right to eject or cause to be ejected from their respective parking area any Persons not authorized, empowered or privileged to use the same. In addition, each Party reserves the right to close off their respective parking area (or portions

thereof) for such reasonable periods of time for repairs, seal coating and re-striping, and as may be legally necessary to prevent the acquisition of prescriptive rights by anyone; provided, however, before closing off any part of their respective parking area as provided herein, such Party shall use reasonable efforts to (i) notify the other Party of its intention to do so and (ii) coordinate its closing so that no unreasonable interference with the operation of the other Party's Parcel occurs. Notwithstanding the foregoing, each Party hereto agrees and acknowledges that they and all Permittees are permitted by virtue of this Agreement to use each Parcel's parking spaces, subject to the terms contained herein. Therefore, such use is not adverse to each Parties' respective ownership interests in their Parcels. Each Party agrees that it shall not (a) cause a reduction in the number of parking spaces on its Parcel or (b) engage in a use on its Parcel, which would result in a Party not being able to satisfy municipal parking requirements. Each Party shall maintain, at its sole cost and expense, their respective parking area in a safe and sound condition and clean and free of rubbish, debris, snow and ice in accordance with practices prevailing in first-class office complex in the Chicago metropolitan area; provided, however, as of the date hereof the Company has engaged a contractor for snow removal for both of the Parcels and in accordance with Section 2.6 below, shall be entitled to bill to KS its proportionate share of such billing payable within ten (10) days of receipt of the Company notice but not later than two (2) business days prior to the date the underlying bill is due.

Section 2.4 Water Services. The Company hereby agrees to provide water services to the KS Parcel for purposes of sprinkling the KS Parcel landscaping as well as domestic water service to the building located on the KS Parcel. The Company shall use reasonable diligence in providing water services to the KS Parcel but shall not be liable under this Section 2.4 for interruption or inadequacy of service or loss or damage to the KS Parcel or any improvement located thereon arising out of such interruption or inadequacy. The Company reserves the right to curtail or halt the providing of water service under this Section 2.4 at any time in reasonable respects upon reasonable advance notice under the circumstance (except in the case of an emergency) and for a reasonable period of time to perform maintenance on the water facilities. KS shall be liable to pay its share of the water bill relating to water usage on the KS Parcel. In that regard, the Company shall cause, at KS's sole cost and expense, a sub-meter to be installed to measure KS's usage of water. Prior to the installation of the sub-meter the Company shall bill KS for its water usage, as reasonably estimated by the Company, and KS shall be obligated to pay to the Company such amount within ten (10) days of receipt of such bill but not later than two (2) business days prior to the due date of the underlying water bill. Each Party shall be responsible, at their sole cost and expense, to maintain the water facilities and lines dedicated to their respective Parcels, even if said lines (or a portion thereof) are located on the other Party's Parcel; provided, however, each Party shall bear its proportionate share of expenses relating to maintenance, repairs and replacements of the water vault and related facilities at the point where they are connected to the water main on the Company Parcel. For purposes of this Section 2.4, a Party's proportionate share shall be equal to a fraction in which the numerator is the number of buildings on said Party's Parcel receiving the benefit of the water facility over a denominator equal to the total number of buildings (on both Parcels) receiving the benefit of the water facility. Each Party shall bear the expense of maintaining their own meter or sub-meter, as the case may be.

Section 2.5 Scavenger Service. As of the date hereof, trash and refuse are deposited in the dumpsters located on the KS Parcel. Each Party shall continue to be entitled to place their trash and refuse in said dumpsters. Each Party shall bear its proportionate share of the expense for scavenger service in connection with the removal of such trash and refuse. At any time, the Company can construct its own dumpster area on its Parcel and contract for

separate scavenger service. Thereafter, the Company shall have no liability with respect to the scavenger service expenses related to the KS Parcel dumpster. For purposes of this Section 2.5, a Party's proportionate share shall be equal to a fraction in which the numerator is the number of buildings on said Party's Parcel utilizing the dumpsters over a denominator equal to the total number of buildings (on both Parcels) utilizing the dumpsters.

Section 2.6 Providing of Services. Notwithstanding anything to the contrary herein, the Party owning the majority of buildings as between the Parcels may elect, upon written notice to the other Party, to provide services to the Easement Areas, including but not limited to, parking lot maintenance including snow removal, sealcoating, re-striping, patching and replacement, landscaping, scavenger services and other services typical of office complexes in the Chicago metropolitan area, in the interest of maintaining uniformity in the appearances of the Parcels. Each Party shall bear its proportionate share of the expenses related to each service provided to the Parcels. For purposes of this Section 2.6, a Party's proportionate share shall be equal to a fraction in which the numerator is the number of buildings on said Party's Parcel receiving the benefit of the service in question over a denominator equal to the total number of buildings (on both Parcels) receiving the benefit of such service. Notwithstanding the foregoing to the contrary, KS shall be entitled to provide landscaping and snow/ice removal services (parking lot and walkways) for the KS Parcel so long as the same is performed and maintained on a consistent basis (including appearance and timing of providing said services). In the event KS elects to provide said services, KS agrees it is obligated to provide said services notwithstanding the occupancy level of the building on the KS Parcel or any building on the Company Parcel. The determination as to whether or not the aforementioned services are being provided to the KS Parcel as required herein, shall be made by the Company, in its reasonable discretion. In the event the Company determines KS is not providing said services in the manner required herein, the Company will notify KS of the same and may elect to provide said services as contemplated in the first three sentences of this Section 2.6, or the Company may take any other action, available at law or equity, to compel KS to perform said services in the manner required herein.

Section 2.7 No Dedication of Easements and Benefit to Permittees. Nothing contained in this Article II, including the grant of any or all easements herein provided, shall be deemed to constitute a dedication of any Parcel, or any portion or portions thereof, to any governmental body or agency or to the general public, or be construed to create any rights in or for the benefit of any Occupant of any part of any Parcel, it being the intention of the Parties that this Agreement shall be strictly limited to and for the purposes herein expressed. The easements created by this Article II may be extended to a Party's Permittees.

Section 2.8 Perpetual Easements; Operating Covenants. The easements granted in this Article II shall be perpetual easements and shall only be terminated with the consent of all of the Parties owning the Parcels benefited thereby. The operating covenants set forth in Sections 2.4, 2.5 and 2.6 above will continue to be binding on each Party until such time as the owner of the KS Parcel obtains its own water service with regard to Section 2.4 and until such time as the owner of the Company Parcel constructs its own dumpster area and contracts for scavenger service with regard to Section 2.5. In that regard, upon entering into this Agreement each Party will promptly commence the process to obtain such separate services as expeditiously as possible and, upon obtaining said service, the respective operating covenants will be of no further force or effect.

ARTICLE III. INSURANCE

Section 3.1 **Duty to Carry Liability Insurance.** Each Party shall carry (or cause to be carried) with financially responsible insurance companies, commercial general liability insurance covering its legal liability in connection with claims for personal injury or death and property damage incurred upon or about its Parcel. Such insurance shall have a single limit of coverage of not less than Two Million Dollars (\$2,000,000) and each of the other Parties shall be an "additional insured" under such policy provided such Party has notified the insuring Party of the necessary information to be named as an additional insured.

Section 3.2 **General Requirements for Liability Policies.** All insurance required by Section 3.1 above shall be procured from companies authorized to do in the State of Illinois and shall be rated by Best's Insurance Reports not less than A-/X. All insurance may be provided under an individual policy covering a Parcel, an umbrella policy or a blanket policy or policies which includes other liabilities, properties and locations of such Party. Each Party agrees to furnish to any Party requesting the same a certificate(s) of insurance evidencing that the insurance required to be carried by such Person is in full force and effect including identifying the requesting Party as an additional insured thereunder. The insurance policies shall also include the following provisions:

- (1) shall provide that the policy shall not be canceled, or reduced in amount or coverage below the requirements of this Agreement, nor shall it be allowed to expire without at least thirty (30) days prior written notice by the insurer to each insured and to each additional insured;
- (2) shall provide for severability of interest;
- (3) shall provide that an act or omission of one of the insureds or additional insureds which would void or otherwise reduce coverage, shall not reduce or void the coverage as to the other insureds; and
- (4) shall provide for contractual liability coverage with respect to the indemnity obligations contained herein.

Section 3.3 **Indemnification by Parties.** Each Party respectively agrees to defend, indemnify and save the other Party and the respective agents, contractors, Occupants and Permittees of such other Party harmless against and from all claims, losses, damages, costs and expenses, including reasonable attorneys' fees, because of bodily injury or death of persons or destruction of property resulting from or arising out of or in any manner connected with such Party's use of the easements granted to such Party under this Agreement except in the case where the Party seeking indemnification was negligent or acted willfully. Each Party further agrees to maintain contractual liability insurance insuring its obligations set forth above, with the same limits as provided in Section 3.1 hereof.

ARTICLE IV. NOTICES AND APPROVALS

Each notice, demand, request, consent, approval, disapproval, designation or other communication, (all of the foregoing are herein referred to as a "notice"), that a Party is required or desires to give or make or communicate to any other Party shall be in writing and shall be

deemed to have been given or made when mailed by certified or registered United States Mail, postage prepaid, return receipt requested, or sent via a recognized overnight courier service addressed as follows:

To the Company: c/o Vision Management, LLC
115 S. Wilke Road
Suite 102
Arlington Heights, Illinois 60005
Attention: Lowell Roseman

with a copy to: Levenfeld Pearlstein, LLC
Two N. LaSalle Street
Suite 1300
Chicago, Illinois 60602
Attention: Michael J. Tuchman, Esq.

To KS: 777 Mark Street
Wood Dale, Illinois 60191
Attention: Kyoo Seung Cho

with a copy to: Don Carrillo, Esq.
218 N. Jefferson
Suite 400
Chicago, Illinois 60661

subject to the right of a Party from time to time to designate a different address by giving notice similarly given, such different address being effective under this Section from and after the day of receipt of notice thereof by such other Party.

In the event any Party is a partnership or is composed of more than one Person, then such Party shall designate one Person for purposes of service of process and receipt of notices.

ARTICLE V. AMENDMENTS

This Agreement may be amended, modified or terminated by the Parties without the consent or approval of any other Person(s) (including Permittees of the Parties); provided, any amendment or modification of the Agreement made without the consent of the institutional holder of a mortgage against a Party's Parcel which has notified all Parties of its status as such a holder ("Mortgagee") shall not be binding upon such Mortgagee without such Mortgagee's consent; and except as expressly permitted by the terms of this Agreement, this Agreement shall not be terminated or amended or modified in any material respect which would or might adversely affect such Mortgagee without such Mortgagee's consent.

ARTICLE VI. TERM OF AGREEMENT

Except as otherwise provide for herein, the easements granted herein and the rights and obligations of the Parties hereunder shall remain binding from the date hereof and shall continue in perpetuity.

ARTICLE VII. MISCELLANEOUS

Section 7.1 **Captions/Exhibits.** The captions of this Agreement are inserted only as a matter of convenience and for reference. They do not define, limit or describe the scope or intent of this Agreement and they shall not affect the interpretation hereof. All exhibits attached hereto which are specifically mentioned in this Agreement are hereby made a part hereof.

Section 7.2 **Locative Adverbs; Terms.** The locative adverbs, "herein", "hereunder", "hereto", "hereby", "hereinafter", and like words, wherever the same appear herein, mean and refer to this Agreement in its entirety and not to any specific Article, Section or Subsection hereof, unless expressly otherwise provided. When used herein, the term, "including" shall mean "including without limitation" unless otherwise specifically provided.

Section 7.3 **Agreement for Exclusive Benefit of Parties.** The provisions of this Agreement are for the exclusive benefit of the Parties (and respective managing agents) hereto and not for the benefit of any other Person nor shall this Agreement be deemed to have conferred any rights, express or implied, upon any third person.

Section 7.4 **Default.**

(a) The occurrence of any one or more of the following events shall constitute a material default and breach of this Agreement by the non-performing Party (the "Defaulting Party"):

(i) The failure to make any payment required to be made hereunder when due; or

(ii) The failure to observe or perform any of the covenants, conditions or obligations of this Agreement, other than as described in (i) above, within ten (10) days after the issuance of a notice by another Party (the "Non-Defaulting Party") specifying the nature of the default claimed.

(b) Each Non-Defaulting Party shall have the right to prosecute any proceedings at law or in equity against any Defaulting Party hereto, or any other Person, violating or attempting to violate or defaulting upon any of the provisions contained in this Agreement, and to recover damages for any such violation or default. Such proceeding shall include the right to restrain by injunction any violation or threatened violation by another of any of the terms, covenants, or conditions of this Agreement, or to obtain a decree to compel performance of any such terms, covenants or conditions, it being agreed that the remedy at law for a breach of any such term, covenant, or condition (except those, if any, requiring the payment of a liquidated sum) is not adequate. All of the remedies permitted or available to a Party under this Agreement or at law or in equity shall be cumulative and not alternative, and invocation of any such right or remedy shall not constitute a waiver or election of remedies with respect to any other permitted or available right or remedy.

(c) In addition to all other remedies at law or in equity, the Non-Defaulting Party shall have the right, but not the obligation, to cure such default by the payment of money or the performance of some other action for the account of and at the expense of the Defaulting Party; provided, however, that in the event the default shall constitute an emergency condition, the Non-Defaulting Party, acting in good faith, shall have the right to cure such default upon

such advance notice as is reasonably possible under the circumstances or, if necessary, without advance notice, so long as notice is given as soon as possible thereafter. To effectuate any such cure, the Non-Defaulting Party shall have the right to enter upon the Parcel of the Defaulting Party (but not into any building) to perform any necessary work or furnish any necessary materials or services to cure the default of the Defaulting Party. Each Party shall be responsible for the default of its Occupants. In the event any Non-Defaulting Party shall cure a default, the Defaulting Party shall reimburse the Non-Defaulting Party for all reasonable costs and expenses incurred in connection with such curative action, plus interest as provided herein, within ten (10) days of receipt of demand, together with reasonable documentation supporting the expenditure made.

(d) Any claims for reimbursement, including interest as aforesaid and all costs and expenses including reasonable attorneys' fees awarded to the Non-Defaulting Party in enforcing any payment or other obligation in any suit or proceeding under this Agreement shall be assessed against the Defaulting Party in favor of the Non-Defaulting Party and shall constitute a lien (an "**Enforcement Lien**") against the Parcel of the Defaulting Party until paid, effective upon the recording of a notice of the Enforcement Lien in the Official Records of Cook County, Illinois (an "**Enforcement Lien Notice**") signed and acknowledged by the Non-Defaulting Party, setting forth: (a) a statement of the unpaid amount due; (b) a description sufficient for identification of the Parcel to which such delinquency relates; and (c) the name(s) of the record owner of the subject Parcel. Such Enforcement Lien Notice shall be additional evidence of the lien against the Parcel described in such notice, in the amount specified therein. A copy of the Enforcement Lien Notice shall be sent to the Defaulting Party of the Parcel against which the Enforcement Lien Notice is to be recorded. An Enforcement Lien may be foreclosed in accordance with then prevailing Illinois law relating to the foreclosure of realty mortgages (including the right to recover any deficiency). Upon the curing of any default for which an Enforcement Lien Notice was recorded by the Non-Defaulting Party, the Non-Defaulting Party shall record an appropriate release of the Enforcement Lien Notice upon payment by the Defaulting Party of a reasonable fee determined to cover the costs of preparing and recording such release together with the payment of such other costs, including, without limitation, reasonable legal fees and court costs, interest or charges, as the Non-Defaulting Party shall have incurred.

Section 7.5 Waiver of Default. No express written waiver of any default shall affect any default or cover any period of time other than the default and period of time specified in such express waiver. One or more written waivers of any default in the performance of any provision of this Agreement shall not be deemed to be a waiver of any subsequent default in the performance of the same provision or any other term or provision contained herein. The consent or approval by a Party to or of any act or request by another Party requiring consent or approval shall not be deemed to waive or render unnecessary the consent or approval to or of any subsequent similar acts or requests. Unless expressly herein provided to the contrary, the rights and remedies given to a Party by this Agreement shall be deemed to be cumulative and no one of such rights and remedies shall be exclusive of any of the others, or of any other right or remedy at law or in equity which a Party might otherwise have by virtue of a default under this Agreement, and the exercise of one such right or remedy by a Party shall not impair such Party's standing to exercise any other right or remedy.

Section 7.6 Payment on Default. If under this Agreement a Party is compelled or elects pursuant to this Agreement to pay any sum of money or do any acts that require the payment of money by reason of another Party's failure or inability to perform any of the

provisions of this Agreement to be performed by such other Party including the failure to pay money when otherwise required hereunder, the defaulting Party shall promptly, upon demand, reimburse the paying Party for such sums. All such sums shall bear interest at the rate of five percent (5%) per annum over the then existing prime rate of interest from time to time charged by LaSalle Bank National Association, Chicago Illinois (but in no event exceeding the applicable maximum rate per annum permitted by Illinois law) from the date of expenditure until the date of such reimbursement. The prime rate shall be the announced and published prime rate or corporate base rate by LaSalle Bank National Association (or any successor thereto; provided if such bank shall cease to exist then the prime rate shall be that announced by the largest (as measured by total assets) national bank having an office from which it makes loans in the City of Chicago at the time such bank ceases to exist) from time to time. A determination of the interest rate in effect as aforesaid shall be made on the date of expenditure and on the last business day of each month thereafter and shall remain in effect until the effective date of the next determination.

Section 7.7 No Partnership, Joint Venture or Principal-Agent Relationship. Neither anything in this Agreement contained nor any acts of the Parties hereto shall be deemed or construed by the Parties hereto, by any third person, to create the relationship of principal and agent, or of partnership, or of joint venture, or of any association between the Parties to this Agreement.

Section 7.8 Successors. This Agreement shall be binding upon and inure to the benefit of the respective successors and assigns of the Parties.

Section 7.9 Governing Laws. This Agreement shall be construed and governed in accordance with the laws of the State of Illinois.

Section 7.10 Written Consent Required. Whenever a Party or other Person is requested to consent to or approve of any matter with respect to which its consent or approval is required by this Agreement, such consent or approval shall not be unreasonably withheld, shall be given in writing and shall be given within thirty (30) days of request therefor, if the Party or other Person to whom the request is directed does not refuse such consent or approval within such thirty (30) day period, such consent or approval shall be deemed to have been given.

Section 7.11 Covenants Run With the Land. Subject to the terms contained herein, it is intended that the covenants, easements, agreements, promises and duties of each Party as set forth in this Agreement, shall be construed as covenants and that, to the fullest extent legally possible, all such covenants shall run with and be enforceable against both the covenantor and the land or constitute equitable servitude as between the Parcel of the respective covenantor, as the servient tenement, and the Parcel of the respective covenantee, as the dominant tenement.

Section 7.12 Default Shall Not Permit Termination of Agreement. No default under this Agreement shall entitle any Party to terminate, cancel or otherwise rescind this Agreement; provided, however, this limitation shall not affect any other rights or remedies the Parties may have by reason of any default under this Agreement.

Section 7.13 Right to Enjoin. In the event of any violation or threatened violation of any of the provisions of this Agreement by a Party or Occupant, the other Party shall have the right to apply to a court of competent jurisdiction for an injunction against such violation or threatened violation, and/or for a decree of specific performance.

Section 7.14 **Counterparts.** This Agreement may be signed in several counterparts, each of which shall be deemed an original, and all such counterparts shall constitute one and the same instrument.

Section 7.15 **Estoppel Certificate.** Upon the request of any Party, each other Party shall, from time to time, within ten (10) days following such request, execute and deliver to the requesting Party or any proposed purchaser or mortgagee of a Parcel, a certificate stating that this Agreement is in full force and effect and unmodified, or if modified identifying such modifications, whether there is any default or sums owed (and if so, how much) hereunder and such other matters as may be reasonably requested.

Section 7.16 **Condemnation.** In the event any portion of the Parcel of any Party shall be taken by right or eminent domain or any similar authority of law, the entire award for the value of the land and improvements so taken shall belong to the Party owning the Parcel, and no other Party shall claim any portion of such award by virtue of any interest created by this Agreement. If a separate claim can be filed for the taking of any other property interest existing pursuant to this Agreement which does not reduce or diminish the amount paid to the Party owning the land or the improvement taken, then the owner of such other property interest shall have the right to seek an award for the taking thereof. Except to the extent they burden the land taken, no easement set forth in this Agreement shall expire or terminate based solely upon such taking.

Section 7.17 **Hazardous Materials.** No Party shall use, or permit the use of Hazardous Materials on, about, under or in its Parcel in breach of any Environmental Laws. Each Party agrees to defend, protect, indemnify and hold harmless each other Party from and against all claims or demands, including any action or proceeding brought thereon, and all costs, losses, expenses and liabilities of any kind relating thereof, including but not limited to costs of investigation, remedial response, and reasonable attorneys' fees and cost of suit, arising out of or resulting from any Hazardous Materials used or permitted to be used by such Party, whether or not in the ordinary course of business. For the purpose of this Section 7.17, the term (i) "Hazardous Materials" shall mean petroleum products, asbestos, polychlorinated biphenyls, radioactive materials and all other dangerous, toxic or hazardous pollutants, contaminants, chemicals, materials or substances listed or identified in, or regulated by, any Environmental Law, and (ii) "Environmental Laws" shall mean all federal, state, county, municipal, local and other statutes, laws, ordinances and regulations which relate to or deal with human health, medical waste disposal or the environment, all as may be amended from time to time.

Section 7.18 **Severability.** Invalidity of any of the provisions contained in this Agreement, or of the application thereof to any person by judgment or court order shall in no way affect any of the other provisions hereof or the application thereof to any other person and the same shall remain in full force and effect.

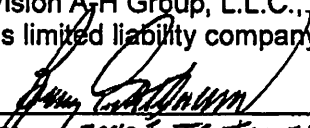
[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK;
SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, each Party has caused its duly authorized officers to sign and seal this Easement and Operating Agreement as of the day and year first above written.

ARLINGTON ATRIUM, L.L.C.,
an Illinois limited liability company

KS CORPORATION,
an Illinois corporation

By: Vision A-H Group, L.L.C., an
Illinois limited liability company, its Manager

By: 
Name: BRUCE TEITELBAUM
Title: Authorized Member

By: 
Name: _____
Title: _____

STATE OF ILLINOIS)
) SS
 COUNTY OF COOK)

I, Keith Ross, a Notary Public in and for said County and State aforesaid, DO HEREBY CERTIFY that Bruce Teitelbaum, the authorized member of Vision A-H Group, L.L.C., an Illinois limited liability company and the Manager of ARLINGTON ATRIUM, L.L.C., an Illinois limited liability company, who is personally known to me to be the same person whose name is subscribed to the foregoing instrument appeared before me this day in person and acknowledged that he signed and delivered the said instrument as his own free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this ____ day of March, 2005.



[Signature]
 Notary Public

STATE OF ILLINOIS)
) SS
 COUNTY OF COOK)

I, Meagan M. Williams, a Notary Public in and for said County and State aforesaid, DO HEREBY CERTIFY that Kyoo Seung Cho, the President of KS CORPORATION, an Illinois corporation who is personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that he signed and delivered the said instrument as his own free and voluntary act for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this 24th day of March, 2005.

[Signature]
 Notary Public

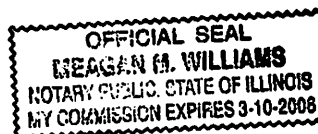
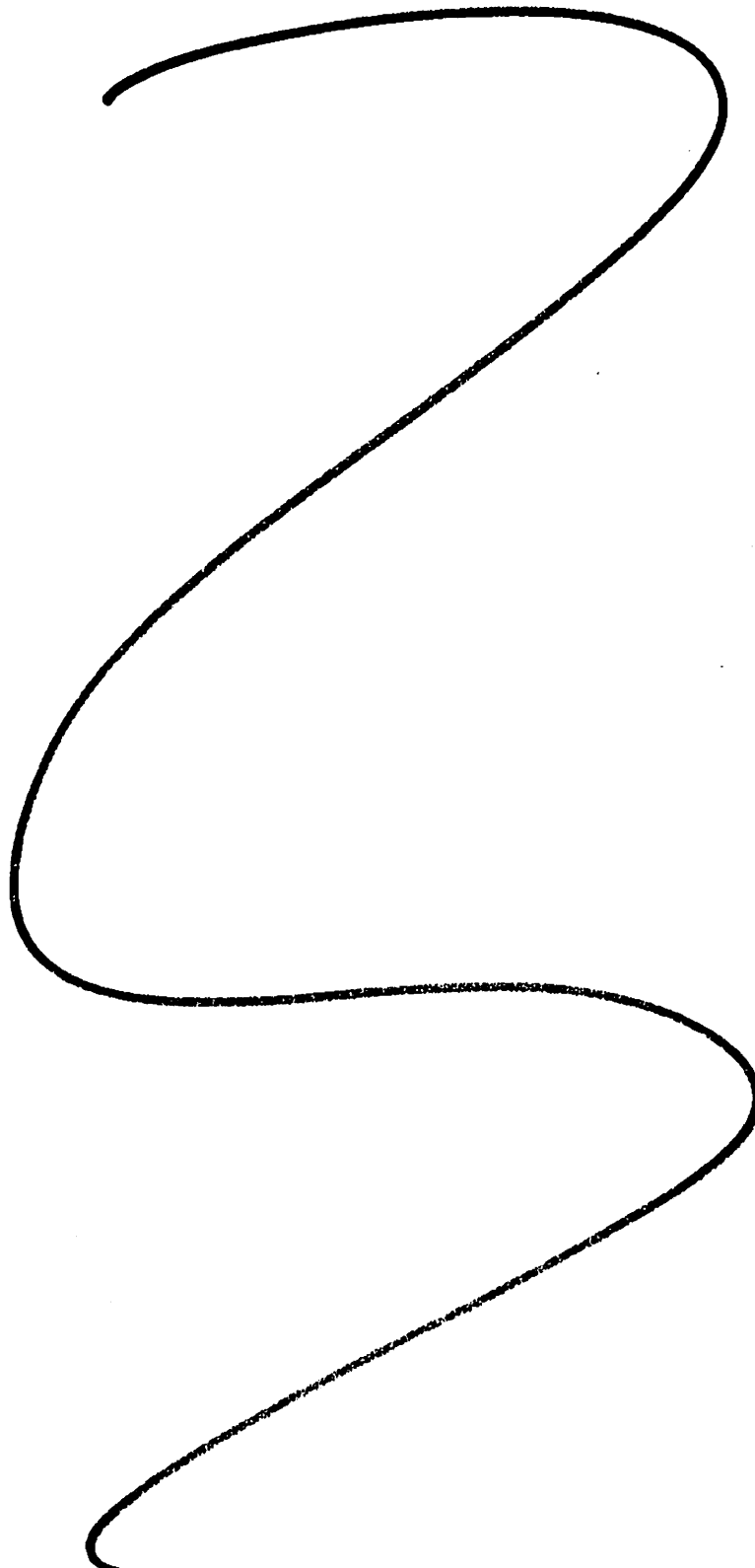


EXHIBIT A
THE COMPANY PARCEL



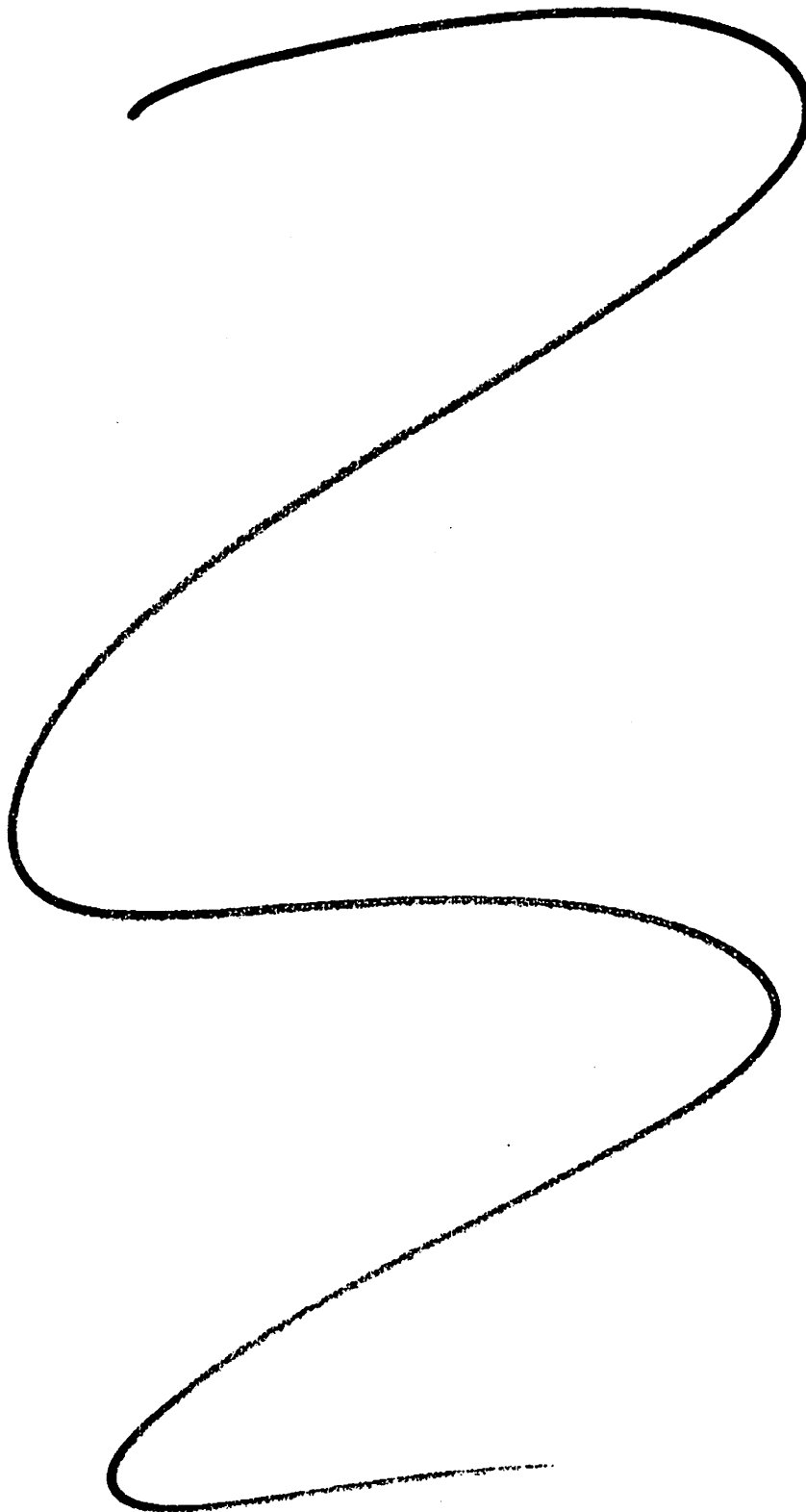
PARCEL 1: LOT 3 IN THE NORTH RIDGE SUBDIVISION IN ARLINGTON HEIGHTS BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2: LOT 3 IN TSCHURTZ'S SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF PARCEL 1 AS CONTAINED IN AGREEMENT RECORDED DECEMBER 29, 1981 AS DOCUMENT 26096810.

EXHIBIT B

KS PARCEL



PARCEL 1: LOT 2 IN THE NORTH RIDGE SUBDIVISION IN ARLINGTON HEIGHTS BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

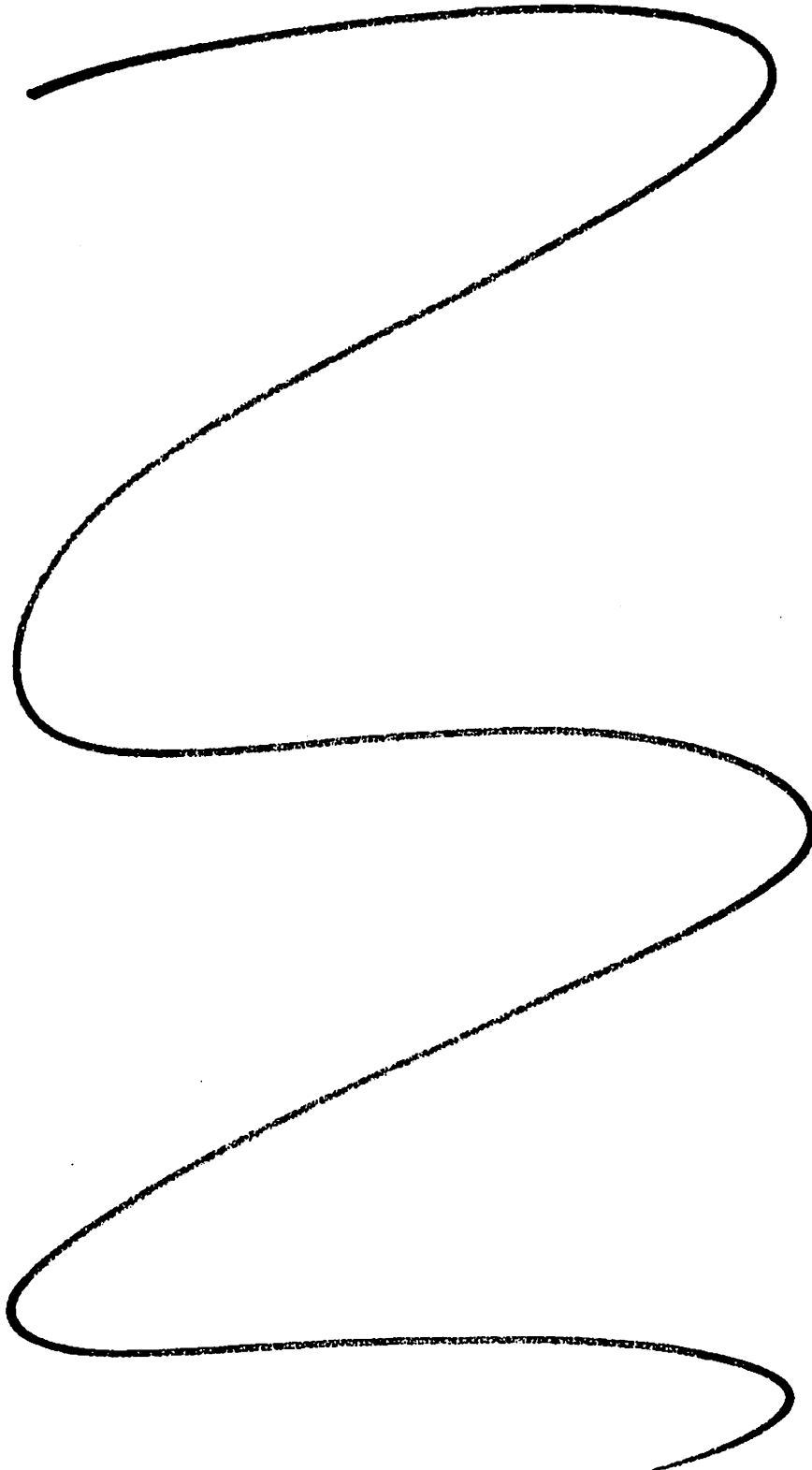
PARCEL 2: NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS FOR THE BENEFIT OF PARCEL 1 AS CONTAINED IN AGREEMENT RECORDED DECEMBER 29, 1981 AS DOCUMENT 26096810.

COMMON ADDRESS: 3395 North Arlington Heights Road
Arlington Heights, IL

PIN: 03-08-100-035-0000

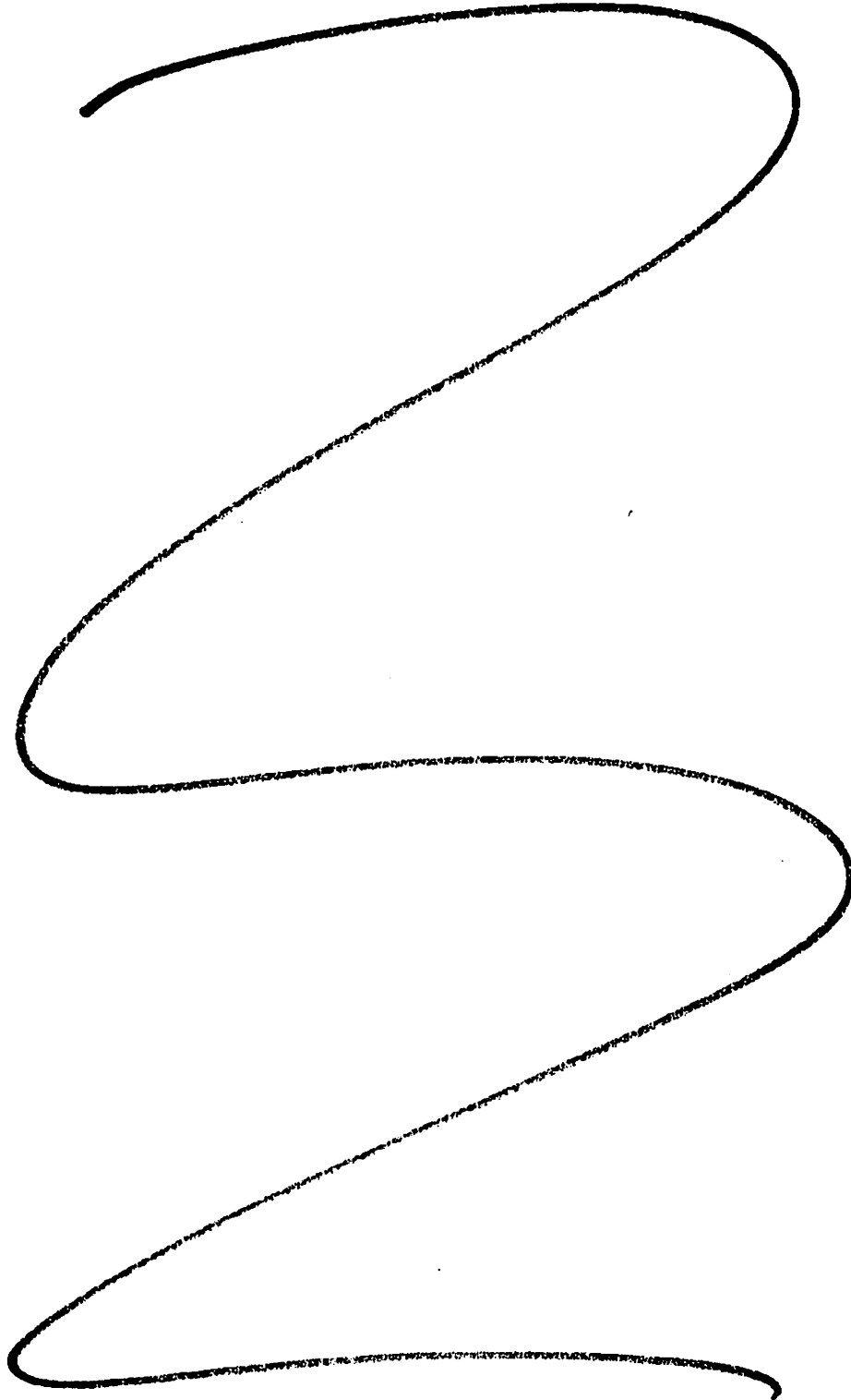
EXHIBIT C

SIDEWALK PARCEL



THE SOUTH 7.00 FEET OF LOT 2 IN NORTH RIDGE SUBDIVISION IN ARLINGTON HEIGHTS, BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

EXHIBIT D
EASEMENT AREA SITE PLAN







Village of Arlington Heights Building & Life Safety Department

Interoffice Memorandum

To: Jacob Schmidt, Assistant Planner, Planning and Community Development

From: Deb Pierce, Plan Reviewer, Building & Life Safety Department

Subject: 3335-3395 N Arlington Heights Rd – PUD Amendment to allow a Parking Varitaion

PC#: 18-022 – Round 1

Date: November 7, 2018

Jacob -

I do not have any objections to the request for a parking variance.

RECEIVED
NOV 15 2018
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

BUILDING DEPARTMENT

1A

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION ⁰³⁻⁰⁸⁻¹⁰⁰⁻⁰³⁵

Petition #: P.C. 18-022
 Petitioner: KINSS3 MCF211UM

Owner: SEBS ARLINGTON LLC
c/o PROPERTY SERVICES INC.

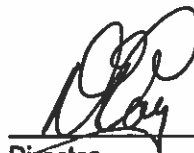
Contact Person:
 Address: 1601 W. Waverly Ct.
Arlington Hts IL 60007
 Phone#: 815-871-5322
 Fax #:
 E-Mail: KINSS3@familytreehobbystitchery.com

P.I.N.# 03-08-100-040-0000
 Location: 3335-3385 N. ARLINGTON HIGH RD
 Rezoning: _____ Current: _____ Proposed: _____
 Subdivision: _____
 # of Lots: _____ Current: _____ Proposed: _____
 PUD: ☒ For: _____
 Special Use: _____ For: _____
 Land Use Variation: _____ For: _____
 Land Use: _____ Current: _____
 Proposed: _____
 Site Gross Area: 7.6 ACRES
 # of Units Total: _____
 1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

FIRE PREVENTION

1. Any work must comply with adopted codes at the time of permit submission.


 Director

11/2/18
 Date

Memorandum

To: Sam Hubbard, Planning and Community Development
From: Cris Papierniak, Assistant Director of Public Works
Date: November 16, 2018
Subject: 3335-3395 N Arlington Heights Road, PC #18-022

Regarding the addition to 3335-3395 N Arlington Heights Road, PW has the following comments:

1. Replace the existing backflow device inside the facility with an approved RPZ.

If you have any further questions, please feel free to contact me.

C: File

ENGINEERING DEPARTMENT

3

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION 03-08-100-035

Petition #: P.C. 10-022
 Petitioner: Krissy McCullum

Owner: SEBS ARLINGTON LLC
C/O PROPERTY SERVICES INC

Contact Person: Krissy McCullum
 Address: 1001 N. Waverly Ct.
Arlington Heights IL 60004
 Phone #: 815. 871. 5322
 Fax #: _____
 E-Mail: Krissy@familytreeholistichealth.com

P.I.N.# 03-08-100-040-0000
 Location: 3335-3385 N. ARLINGTON Hts Rd
 Rezoning: _____ Current: _____ Proposed: _____
 Subdivision: _____
 # of Lots: _____ Current: _____ Proposed: _____
 PUD: ☒ For: _____
 Special Use: _____ For: _____
 Land Use Variation: _____ For: _____
 Land Use: _____ Current: _____
 Proposed: _____
 Site Gross Area: 7.6 ACRES
 # of Units Total: _____
 1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

1. PUBLIC IMPROVEMENTS

REQUIRED: _____ YES NO COMMENTS

- | | | | |
|--------------------------|-----------|--|--|
| a. Underground Utilities | | | |
| Water | <u>NO</u> | | |
| Sanitary Sewer | <u>NO</u> | | |
| Storm Sewer | <u>NO</u> | | |
| b. Surface Improvement | | | |
| Pavement | <u>NO</u> | | |
| Curb & Gutter | <u>NO</u> | | |
| Sidewalks | <u>NO</u> | | |
| Street Lighting | <u>NO</u> | | |
| c. Easements | | | |
| Utility & Drainage | <u>NO</u> | | |
| Access | <u>NO</u> | | |

2. PERMITS REQUIRED OTHER THAN VILLAGE:

- | | | | |
|--------------|-------|---------|-------|
| a. MWRDGC | _____ | b. IDOT | _____ |
| c. ARMY CORP | _____ | d. IEPA | _____ |
| e. CCHD | _____ | | |

- | | | | | |
|--------------------------------------|----------|-----|------------|----------|
| 3. R.O.W. DEDICATIONS? | _____ | YES | NO | COMMENTS |
| 4. SITE PLAN ACCEPTABLE? | <u>X</u> | | | |
| 5. PRELIMINARY PLAT ACCEPTABLE? | | | <u>N/A</u> | |
| 6. TRAFFIC STUDY ACCEPTABLE? | <u>X</u> | | | |
| 7. STORM WATER DETENTION REQUIRED? | | | <u>X</u> | |
| 8. CONTRIBUTION ORDINANCE EXISTING? | | | <u>X</u> | |
| 9. FLOOD PLAIN OR FLOODWAY EXISTING? | | | <u>X</u> | |
| 10. WETLAND EXISTING? | | | <u>X</u> | |

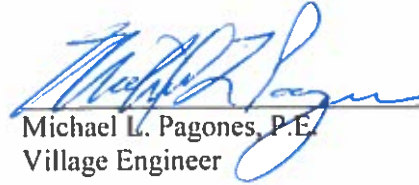
GENERAL COMMENTS ATTACHED

PLANS PREPARED BY: N/A
 DATE OF PLANS: N/A

Michael Lopez 11/13/18
 Director VILLAGE ENGINEER Date

PLAN COMMISSION PC #18-022
3335-3395 N Arlington Heights Rd
PUD Amendment to allow a Parking Variation
Round 1

1. The Engineering Division has no comments.

 11/13/18

Michael L. Pagones, P.E. Date
Village Engineer



Arlington Heights Fire Department Plan Review Sheet

P. C. Number 18-022

Project Name

Arlington Executive Plaza-Family Tree Holistic

Project Location

3335-3395 N. Arlington Heights Road

Planning Department Contact Sam Hubbard

General Comments

Round 1

The Fire Department needs to have access to occupancy through the use of a Knox Box lock box system.

RECEIVED
NOV 14 2018
PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

**NOTE: PLAN IS CONCEPTUAL ONLY
SUBJECT TO DETAILED PLAN REVIEW**

Date November 13, 2018

Reviewed By:

LT. Mark Aleckson

Arlington Heights Fire Department

ARLINGTON HEIGHTS POLICE DEPARTMENT

Community Services Bureau

RECEIVED

NOV 13 2018

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

DEPARTMENT PLAN REVIEW SUMMARY

3335-3395 N. Arlington Heights Rd.
PC#18-022

Round 1 Review Comments

11/12/2018

1. Character of use:

The character of use is consistent with the area and is not a concern.

2. Are lighting requirements adequate?

Lighting should be up to Village of Arlington Heights code. Special attention should be given to illuminating parking lot areas, entries and exits and any secluded areas on the property. These areas should be illuminated especially during nighttime hours for safety, to deter criminal activity and increase surveillance/visibility- potentially reducing theft, trespassing, vandalism, underage drinking, drug use and other criminal activity.

3. Present traffic problems?

There are no traffic problems at this location.

4. Traffic accidents at particular location?

This is not a problem area in relation to traffic accidents.

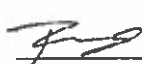
5. Traffic problems that may be created by the development.

This development should not create any additional traffic problems.

6. General comments:

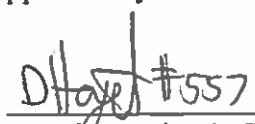
- Please ensure that there is an emergency information/contact card on file with the Arlington Heights Police Department and that it is up-to-date. Agent contact information must be provided to the Arlington Heights Police Department during all construction phases. The form is attached. Please complete and return. This allows police department personnel to contact an agent during emergency situations or for suspicious/criminal activity on the property during all hours.

- Consider posting no trespassing / loitering/ no un-authorized use signage. The Arlington Heights Police Dept. has and utilizes trespass warning forms under qualifying circumstances when requested by property management.

 #212

Brandi Romag, Crime Prevention Officer
Community Services Bureau

Approved by:

 #557
Supervisor's Signature

Arlington Heights Police Department

Emergency Information Card

1. Fill in all information by tabbing to each field.
2. When completed, save the form and send as an attachment to: policemail@vah.com.

Arlington Heights Police Department
200 E. Sigwalt Street
Arlington Heights, IL 60005-1499
Phone: 847/368-5300

Completed forms may also be printed and submitted in the following manner:

By Mail: Arlington Heights Police Department
200 E. Sigwalt Street, Arlington Heights, IL. 60005
Attention: Police Administration

By Fax: (847) 368-5970 - Attention: Police Administration

In Person: Dropped off at the Arlington Heights Police Department's front desk for forwarding to Police Administration.

Print Form (To Mail)

Name (Firm or Residence)

Address/City

Telephone Number

Date Information Obtained

IN CASE OF EMERGENCY PLEASE CALL:

Contact #1

Name

Address/City

Telephone Number

Cell Number

Contact #2

Name

Address/City

Telephone Number

Cell Number

Alarm System

☐ No

☐ Yes

Phone number:

Alarm Company Name

HEALTH SERVICES DEPARTMENT

6

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION 03-08-100-035

03-08-100-040-0000

Petition #: P.C. 18-022
 Petitioner: KANISSA MCCALLUM

P.I.N.# 03-08-100-036-0000Location: 3335-3385 N. ARLINGTON Hts Rd

Rezoning: _____ Current: _____ Proposed: _____

Subdivision: _____

of Lots: _____ Current: _____ Proposed: _____

PUD: ☒ For: _____

Special Use: _____ For: _____

Land Use Variation: _____ For: _____

Owner: S&BS ARLINGTON LLC
C/O PROPERTY SERVICES, INC.

Contact Person: KANISSA MCCALLUMAddress: 1601 W. Waverly Ct.ARLINGTON HEIGHTS, IL 60004Phone #: 815.871.5322

Fax #: _____

E-Mail: KANISSA@familytreeholistichealth.com

Land Use: _____ Current: _____

Proposed: _____

Site Gross Area: 7.6 ACRES

of Units Total: _____

1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

1. GENERAL COMMENTS:

No comments from this Department

RECEIVED

NOV 08 2018

PLANNING & COMMUNITY
DEVELOPMENT DEPARTMENT

Jeff Bohner 11/7/18

Environmental Health Officer

Date

James McCalister 11/7/18

tor

Direc
Date

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

7

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION

03-08-100-036

03-08-100-040-0000

Petition #: P.C. 18-022
Petitioner: KANSIS MCCALLUM

P.I.N.# 03-08-100-036-0000

Location: 3335-3385 N. ARLINGTON RD

Rezoning: _____ Current: _____ Proposed: _____

Subdivision: _____

of Lots: _____ Current: _____ Proposed: _____

PUD: _____ For: _____

Special Use: _____ For: _____

Land Use Variation: _____ For: _____

Owner: SEBS ARLINGTON, LLC
C/O PROPERTY SERVICES, INC.

Contact Person: KANSIS MCCALLUM

Address: 1601 W. Waverly Ct.

Arlington Heights, IL 60004

Phone #: 815.811.5322

Fax #: _____

E-Mail: KANSIS@familytreechrischealth.com

Land Use: _____ Current: _____

Proposed: _____

Site Gross Area: 7.6 ACRES

of Units Total: _____

1BR: _____ 2BR: _____ 3BR: _____ 4BR: _____

(Petitioner: Please do not write below this line.)

YES NO

1. ☒ _____ COMPLIES WITH COMPREHENSIVE PLAN?
2. ☒ _____ COMPLIES WITH THOROUGHFARE PLAN?
3. ☒ _____ VARIATIONS NEEDED FROM ZONING REGULATIONS?
(See below.)
4. _____ ☒ VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS?
(See below.)
5. _____ ☒ SUBDIVISION REQUIRED?
6. _____ ☒ SCHOOL/PARK DISTRICT CONTRIBUTIONS REQUIRED?
(See below.)

Comments:

PLEASE SEE ATTACHED



11.9.18

Date

Planning & Community Development Dept. Review

November 9, 2018



REVIEW ROUND 1

Project: Arlington Executive Plaza – Family Tree Holistic Health – PUD Amendment.

Case Number: PC 18-022

General:

7. The following variation is needed:
 - **28 Space Variation from Chapter 28, Section 10.4-2, Retail – Commercial and Service Uses, to reduce the required off-street parking from 266 spaces to 238 spaces.**
8. The following approval is needed:
 - **Amendment to PUD Ordinances #79-166, #80-105, #81-028, and #81-035.**

Variation Criteria:

9. The provided written justification to the hardship criteria is acceptable.

Parking Survey:

10. The provided parking survey is acceptable.

Parking:

11. It is acknowledged that there are currently zero (0) bicycle parking spaces on the site, and that there is capacity to install up to 30 bicycle parking spaces. A minimum of 14 bicycle parking spaces are required by code – please identify the location in which these bicycle parking spaces will be provided, and the number that will be provided.

General:

12. The property owner shall provide written acknowledgement of the existing PUD approval condition requiring Village notification when any space is proposed to be leased to a medical office tenant.

Prepared by: _____

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

7A

PETITIONER'S APPLICATION - ARLINGTON HEIGHTS PLAN COMMISSION 03-08-100-035

03-08-100-040-0000

Petition #: P.C. 18-022
Petitioner: KANSIS MCCALLUM

P.I.N.# 03-08-100-036-0000

Location: 3335-3385 N. ARLINGTON RD

Rezoning: _____ Current: _____ Proposed: _____

Subdivision: _____

of Lots: _____ Current: _____ Proposed: _____

PUD: ☒ For: _____

Special Use: _____ For: _____

Land Use Variation: _____ For: _____

Owner: SEBS ARLINGTON, LLC
C/O PROPERTY SERVICES, INC.

Contact Person: KANSIS MCCALLUM

Address: 1601 W. Waverly Ct.

Arlington Heights, IL 60007

Phone #: 815.871.5322

Fax #: _____

E-Mail: KANSIS3@familytreeholistichealth.com 1BR: _____ 2BR: 3BR: 4BR: _____

Land Use: _____ Current: _____

Proposed: _____

Site Gross Area: 7.6 ACRES

of Units Total: _____

(Petitioner: Please do not write below this line.)

LANDSCAPE & TREE PRESERVATION:

1. Complies with Tree Preservation Ordinance
2. Complies with Landscape Plan Ordinance
3. Parkway Tree Fee Required
(See below.)

YES NO

N/A _____

_____ X

Comments:

NO COMMENT

 11/16/18

Coordinator

Date



November 23, 2018

SENT VIA UPS OVERNIGHT DELIVERY SERVICE & EMAIL (JMSCHMIDT@VAH.COM)

Mr. Jacob Schmidt
Planning and Community Development
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, Illinois 60005

RE: 3335-3395 N. Arlington Heights Road – PUD Amendment

Dear Mr. Schmidt,

As you know, Property Services, Inc. is the current property management and property ownership agent for the property located at 3335-3385 N. Arlington Heights Road, Arlington Heights, Illinois.

This letter is in response to your email dated November 20, 2018, regarding the first round of municipal department comments related to the PUD Amendment application that was filed with the Village of Arlington Heights in October 2018.

Please find my responses to each municipal department as follows:

Building Department

The Building Department stated in comment number 1, "Any work must comply with adopted codes at the time of permit submission".

Response: All future building related work and/or renovation work will be completed under a Village of Arlington Heights issued building permit, and all such work comply with current municipal/state codes.

Public Works Department

The Public Works Department stated in comment number 1, "Replace the existing backflow device inside the facility with an approved RPZ.

Response: During any new construction or renovation work at any of the individual buildings, a new municipal approved RPZ will be installed to replace the existing backflow device in that building.

Fire Department

The Fire Department stated in comment number 1, "The Fire Department needs to have access to occupancy through the use of a Knox Box lock box system".

Response: There is a Knox Box installed on the 3385 building at the entry to suites J&K. The Knox Box contains a building master key that provides access to all occupied and vacant suites in the 3335, 3345, 3355, 3365, 3375 & 3385 buildings. The 3395 N. Arlington Heights Road building is owned by a different ownership entity and it is not managed by PSI.



Police Department

The Police Department stated in comment number 1, "The use is consistent with the area and is not a concern". This comment does not require a response from property ownership.

The Police Department stated in comment number 2, "Lighting should be up to Village of Arlington Heights code. Special attention should be given to illuminating parking lot areas, entries and exits and any secluded areas on the property".

Response: The building lighting was designed and installed to code at the time the building was built. The management team believes the property's exterior is well illuminated throughout the property. There is ample parking lot pole lighting, as well as recessed exterior soffit lighting, and additional building mounted lighting packs. Additionally, the management team conducts weekly property inspections to ensure the property is in good condition. During the regular property inspections, the exterior lighting is tested and if any light bulbs require replacement, a work ticket is issued to the maintenance company that replaces burned out light bulbs. The lighting system is controlled by electronic light timers and/or photo cells, to ensure that the exterior is illuminated at dark. The property entrances, parking lot, and sidewalks are all well lit. See attached photos of an example of the parking lot pole lights, recessed lights, and wall mounted lighting packs.

The Police Department stated in comment number 3, "There are no traffic problems at this location". This comment does not require a response from property ownership.

The Police Department stated in comment number 4, "This is not a problem area in relation to traffic accidents". This comment does not require a response from property ownership.

The Police Department stated in comment number 5, "This development should not create any additional traffic problems". This comment does not require a response from property ownership.

The Police Department stated in comment number 6, "Please ensure that there is an emergency information contact card on file with the Arlington Heights Police Department and that it is up to date.....also, consider posting no trespassing/loitering/no un-authorized use signage".

Response: Property Services, Inc. has filled out the Police Departments emergency contact information sheet and emailed it to the Police Department on November 23, 2018 to policemail@vah.com. Additionally, property ownership will consider installing the suggested signs stated in comment number 6. See attached emergency contact form.

Planning & Development Department

The Planning & Development Departments comments 1 through 10 do not require property ownership's response.

The Planning & Development Departments comment number 11 states, "It is acknowledged that there are currently zero (0) bicycle parking spaces on the site, and that there is capacity to install up to 30 bicycle parking spaces. A minimum of 14 bicycle parking spaces are required by code – please identify the location in which these bicycle parking spaces will be provided, and the number that will be provided".

Response: The property ownership has ordered a bicycle rack system to be installed behind the 3385 N. Arlington Heights Road building at the east elevation. This bicycle rack system will accommodate up to 15 bicycles. Please see attached photo of location with hand drawn rendering of the bicycle rack system. It is anticipated that the bicycle rack will be installed by March 15, 2019.

The Planning & Development Departments comment number 12 states, "The property owners shall provide written acknowledgement of the existing PUD approval condition requiring Village notification when any space is proposed to be leased to a medical office tenant.



Response: Please see the attached letter that was sent to Michael Mertes at the Village of Arlington Heights on October 31, 2018.

Health Services Department

The Health Services Department did not have any comments, therefore a response from property ownership is not required.

Engineering Department

The Engineering Department did not have any comments, therefore a response from property ownership is not required.

Building & Life Safety Department

The Building & Life Safety Department did not have any comments, therefore a response from property ownership is not required.

Thank you for your time and guidance with this matter. Please do not hesitate to contact me if you require further explanation or action.

Sincerely,

A handwritten signature in black ink, appearing to read "Tony Lombardo".

Tony Lombardo
Principal
Property Services, Inc.







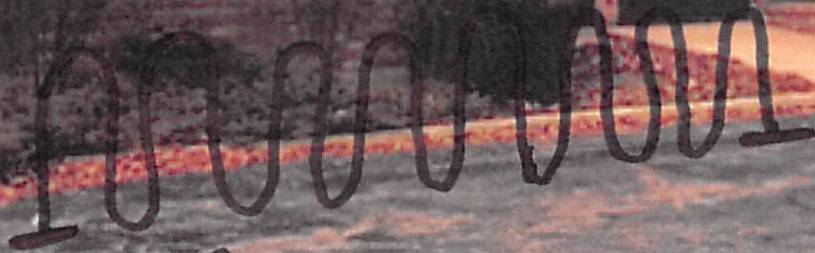
3335
L

3335
M

NO
SMOKING
&
FIREARMS
BEYOND



3385



PROPOSED BIKE RACK
LOCATION



October 31, 2018

SENT VIA EMAIL (mmertes@vah.com) & REGULAR U.S. POSTAL SERVICE

Mr. Michael Mertes
Business Development Coordinator
Department of Planning and Community Development
Village of Arlington Heights
33 S. Arlington Heights Road
Arlington Heights, Illinois 60005

RE: Arlington Executive Plaza, 3335-3385 N. Arlington Heights Road

Dear Mr. Mertes,

It was a pleasure speaking to you yesterday regarding the above-referenced subject property.

Property Services, Inc. is the agent for property ownership, managing agent, and sales brokerage agent for the subject property.

Property ownership understands that the Village of Arlington Heights has taken the position that the subject property currently does not meet zoning code parking requirements per the respective PUD, and further understands that you are requesting an amendment/variance be applied.

Karissa McCallum of Family Tree Holistic Health, a tenant at the subject property, will be submitting an application to amend PUD ordinances #79-166, #80-105, #81-028, and #81-035. The requested variation will be to Chapter 28, Section 10.4-2, Retail – Commercial and Service Uses, to reduce the off-street parking from 270 spaces to 238 spaces. It is anticipated that Ms. McCallum will submit the application this week for review.

The property owner agrees to hold all existing vacant spaces as vacant space until Ms. McCallum's application is approved or denied. Additionally, the property owner agrees not to re-tenant any additional spaces for medical office use until Ms. McCallum's application is approved or denied. Should Ms. McCallum's application not be submitted for unforeseen reasons, or excessively delayed, property ownership reserves the right to reconsider the statements contained within this letter.

Thank you in advance for your help throughout this process.

Sincerely,

A handwritten signature in black ink, appearing to read "Tony Lombardo", written over a horizontal line.

Tony Lombardo
Principal
Property Services, Inc.

PLAN COMMISSION PROJECT TIMELINE

Project Name: Arlington Executive Plaza PUD Amendment
PC Number: #18-022
Location: 3335-3395 N. Arlington Heights Rd.
Requested Action: Planned Unit Development Amendment, Parking Variation

	Date	# of Business Days
Petitioner Informed of PUD Amendment Req.	6/21/18	-
Conceptual Plan Review Committee Meeting	9/12/18	57
Plan Commission Application Submittal Date	10/31/18	35
1 st Round Departmental Comments Sent	11/15/18	10
Petitioner's Response	11/27/18	6
Plan Commission Hearing	12/12/18	27 days from application date
Village Board	12/17/18	3
Village Board Ordinance Adoption	1/7/19	12