



AGENDA
President and Board of Trustees
Village of Arlington Heights
Committee-of-the-Whole
Virtual Meeting

March 8, 2021
7:00 PM

I. CALL TO ORDER

- A. In response to the COVID-19 pandemic, this Committee-of-the-Whole meeting will be held virtually, which permits the public to fully participate via their computers or by using their phones.

To participate in the virtual meeting, please review these instructions.

If members of the public prefer, they can comment or ask a question pertaining to the meeting by emailing mmattio@vah.com by 3 p.m. on March 8. Please limit your email to 200 words and if your question relates to a specific Agenda item, please note that in the email. Emails will be read at the meeting.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

IV. NEW BUSINESS

- A. Public Hearing- Substantial Amendment to 2019 HUD Annual Action Plan for Community Development Block Grant - COVID3 (CDBG-CV3) funds
- B. Metropolis Theater Discussion

V. OTHER BUSINESS

VI. ADJOURNMENT

Any member of the public wishing to speak will be given the opportunity to do so. If the item is on the Agenda, that opportunity will be while that Agenda item is being discussed. Any member of the public wishing to speak

on an item not on the Agenda will be given the opportunity during the Other Business portion of the meeting. Please limit comments to three minutes.

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.



Committee-of-the-Whole
3/8/2021

Item: Public Hearing - Substantial Amendment to 2019 HUD Annual Action Plan for Community Development Block Grant - COVID3 (CDBG-CV3) funds

Department: Planning & Community Development

SUBSTANTIAL AMENDMENT TO 2019 ANNUAL ACTION PLAN FOR CDBG-CV3 FUNDS

In response to the COVID-19 pandemic, the Federal government allocated a second CARES Act CDBG-Covid (CV) grant to the Village of Arlington Heights in the amount of \$383,860. The purpose of this public hearing is for the Committee of the Whole to consider, and for the public to comment on, proposed uses for the \$383,860 in CDBG-CV3 funds.

Background

CDBG-CV grants to the Village have been as follows:

CDBG-CV1 Grant to Arlington Heights: \$164,062

The Village allocated these funds for public services including rent/mortgage assistance, counseling subsidies, and other resident public service needs.

CDBG-CV2 Grant to Arlington Heights: \$0 The Village did not receive a grant under the CV2 round. Grants under this round went to States and non-entitlement jurisdictions.

CDBG-CV3 Grant to Arlington Heights: \$383,860

For the most part, CDBG-CV funds are subject to the same regulations as regular CDBG funds with the overarching exception that CDBG-CV funds must be used to prevent, prepare for, or respond to the Coronavirus pandemic. Certain regulations have been waived with respect to CDBG-CV funds including a shortening of the normally required 30-day public comment period to 5 days. In order to utilize the CDBG-CV3 funds, the Village must approve a substantial amendment to its 2019 Annual Action Plan that acknowledges the CDBG-CV3 grant as available revenue and that states the activities to be funded with the CDBG-CV3 funds. If any CDBG-CV3 funding will be used for economic development purposes, the Village's 2015-2019 Consolidated Plan should be amended to change the existing Economic Development goal in the 2015-2019 Consolidated Plan from low to high priority.

Requests and Proposed Allocations

In October 2020, staff released a request for grant applications for Covid 19-related needs. The request for grant applications was sent to the same group of people and agencies who receive requests for grant applications under the process for regular CDBG funds. A summary of the grant requests is attached. The amendments to 2019 Annual Action Plan and the 2015-2019 Consolidated Plan are presented for discussion by the Village Board at its Committee of the Whole meeting on March 8, 2021. The proposed amendments will be made available for public comment from March 10 2021 – March 14, 2021. A second public hearing and adoption of the amendments are tentatively scheduled by the Village Board on Monday, March 15, 2021.

RECOMMENDATION

After consideration of public comment received during the public hearing, it is recommended that the Committee of the Whole recommend to the Village Board for approval at the March 15, 2021 Village Board meeting: 1) a proposed substantial amendment to the 2019 Annual Action Plan that allocates the CDBG-CV3 funds; 2) a proposed amendment to the 2015-2019 Consolidated Plan to change the priority level for the existing Economic Development goal in the Plan from low to high priority, and 3) an amendment to the 2021 Village of Arlington Heights budget to include \$383,860 in CDBG-CV revenue in Account 215-0000-41148-00 and CDBG-CV budgeted expenditures under accounts under the CDBG Program Account 215-4102-522-4181

ATTACHMENTS:

Description	Type
COVID Grant Applications	Exhibits
Amendments to 2019 Annual Action Plan	Exhibits
Modified Pages of Con Plan	Exhibits
Small Business Forgivable Loan	Exhibits
Summary-CDBG-CV	

Substantial Amendment 2019 Annual Action Plan
Covid 19 Grant Applications

REVENUE		Revenue
CDBG CV3 Grant		\$383,860
Total		\$383,860
EXPENDITURES		
Agency	Proposed Uses	Requests
Suburban Primary Health Care Access to Care Program	Funding for 7 additional clients	\$2,000
Arlington Heights Park District Children at Play Plus (all day) program	Funding for 5 additional low/mod children in full-day program; Wifi upgrade, and PPE	\$39,975
Children’s Advocacy Center	Funding for 10 additional clients	\$2,500
Clearbrook 1	Telehealth equipment and services for Arlington Heights group homes	\$26,040
Clearbrook 2	Cost for salary of staff person who manages Covid safety for Arlington Heights group homes and in-home Arlington Heights client/resident services including PPE costs.	\$31,077
Faith Community Homes	Funding for additional clients in short-term Covid program – Rent assistance and staff costs to assist 44 Arlington Heights residents	\$16,408
Journeys The Road Home	Hotel nights of shelter for homeless	\$253,008
North West Housing Partnership	Housing counseling for financially affected households	\$14,000
Northwest Compass	Housing counseling, hotel nights for homeless, and cleaning for transitional apartments in Arlington Heights	\$96,047
Wings Program, Inc.	Funding for nights of service for clients	\$3,000
Village of Arlington Heights	Small Business Forgivable Loan Program	\$115,000
Village of Arlington Heights	CDBG-CV3 Administration	\$15,000
Totals		\$614,055

Purpose of amendment is to: Substantially amend the 2019 Annual Action Plan to add \$383,860 in CDBG Covid-19 (CDBG-CV3) as available revenue, describe the public participation process for establishing the uses of the CDBG-CV3 funds, and allocate CDBG-CV3 funds to activities. Only the sections of the 2019 Annual Action plan with changes ready for publication for the March 8, 2021 Public Hearing are provided below.

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Purpose: The purpose of the Annual Action Plan is to describe the housing and community development goals that the Village plans to address during the program year and how it will utilize its Community Development Block Grant (CDBG) funds to address those goals.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

In this program year, the Village intends to address its goals in the areas of homeowner unit preservation, rental housing preservation, homeless services, public facilities, public services, infrastructure and planning and administration. CDBG-CV funds will be used for Covid-19 related public service needs.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The Village of Arlington Heights has been a recipient of Community Development Block Grant (CDBG) funds since 1974. For 44 years, the Village has addressed housing and community development needs of the Village's low and moderate income citizens, and has worked effectively with the US Department of Housing and Urban Development.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The Village held a public hearing on June 10, 2019 and held a second public hearing on July 15, 2019 during the development of the Annual Action Plan. The Village also made the draft Annual Action Plan available for a 30-day public comment period. Public notices of the public hearings and availability of the draft Annual Action Plan are published via a notices in the Daily Herald newspaper and through announcements directly mailed to persons and organizations of the Village's CDBG "interested persons" mailing list.

With respect to the Village's CDBG Covid 19 (CDBG-CV) funding, the Village sought information from Village departments and the Village's 2019 CDBG subrecipients on the needs they were experiencing related to the Covid 19 virus. The Village will hold two public hearings and a 5-day public comment period on the Substantial Amendment to the 2019 Annual Action Plan for the CDBG-CV3 grant.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The minutes of the June 10, 2019 and July 15, 2019 public hearing are posted on the Village's website. Comments made during the 30 day public comment period were included in materials sent to the Village Board for the July 15, 2019 public hearing and are attached to this Annual Action Plan.

Written comments received concerning Covid-19 related needs in the community were requested from the Village's 2019 subrecipients and the responses received are attached. Needs included client needs for housing assistance, alternative housing for homeless persons due to closure of emergency shelter facilities (i.e. motel room costs), and other subsistence needs due to lost or reduced household income. Some agencies also described costs incurred for physical modifications and cleaning supplied to serve locations to guard against virus transmission. No comments were received concerning the Village's specific plan to use its \$164,062 in CDBG-CV funds for public services.

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments were received and considered. Comments were received regarding the lack of funding for Northwest Compass in the public services budget. The commenters were informed that there was insufficient funds to provide public service funding to a new agency in this program year. The Village

Board was informed about the comments but did not change the public services budget to fund NW Compass due to limited funding for public services.

All comments related to the substantial amendment concerning the Village's CDBG-CV funds were considered.

7. Summary

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

Annual Action Plan public hearings held June 10, 2019 and July 15, 2019. The draft of the Annual Action Plan was made available for a 30-day public comment period. The Village published and mailed notices on public hearings and public comment period. Input from grant applicants and the Village's other partners impacts goal-setting by helping to identify priorities.

For the CDBG-CV funds, the Village invited its 2019 subrecipients to provide information of the Covid-19 related needs they and they clients were experiencing. The substantial amendment to the 2019 Annual Action Plan to include the CDBG-CV grant was published on the Village's website, discussed at a Village Board Committee of the Whole meeting on June 8, 2020, was made available for public comment for the required 5-day period, and was adopted by the Village Board at its June 15, 2020 meeting. The public had the opportunity to speak at both the June 8, 2020 and June 15, 2020 meetings. Input was used to guide the allocation decision regarding the CDBG-CV funds, which is to use the funds for Covid-19 public services.

For CDBG-CV3 funds, the Village invited agencies to submit grant applications, will hold public hearings on March 8, 2021 and March 15, 2021 and will hold a 5-day public comment period on the use of the funds from March 10, 2021 – March 14, 2021.

Citizen Participation Outreach

10	Newspaper/Mailing/ Website Notice	Non- targeted/broad community	Newspaper notice published for CDBG-CV3 Substantial Amendment to 2019 Annual Action Plan, Public Hearings on March 8, 2021 and March 15, 2021 and 5-day public comment period. Notices also mailed to the CDBG mailing list and announcements appeared on the Village website	TBD	TBD	www.vah.com
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Table 1 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The Village's FFY 2019 (Program year 2019 - 2020) CDBG entitlement allocation is \$269,344. Program year 2019 is the last year remaining in the 5-year Consolidated Plan (FFY 2015-2019).

The Village was allocated \$164,062 in CDBG-CV funds.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	269,344	50,000	182,243	501,587	0	2019 is the final year of the 2015-2019 Consolidated Plan.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Public Services	164,062	0	0	164,062	164,062	CDBG funds in the amount of \$164,062 were made available to the Village of Arlington Heights for Covid 19 response. These funds are available to the Village until September 30, 2022. The 2019 Annual Action Plan is amended to account for this revenue and to describe the uses for the funds.
Other CDBG-CV3	Public-federal	TBD	383,860	0	0	383,860	383,860	CDBG CV3 funds in the amount of \$383,860 were made available to the Village of Arlington Heights for Covid 19 preparation, prevention and response. The 2019 Annual Action Plan is being substantially amended to account for this revenue and to describe the uses for the funds.

Table 2 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The Village does not anticipate receiving any Federal funds that have matching requirements. CDBG funds are used to leverage many sources of other funds. Sub-recipient agencies receiving CDBG funding frequently site receiving Village/CDBG support of their programs as beneficial to

them when seeking other public and private funds. CDBG funds may also leverage other government funding from other federally funded programs such as the HOME program, State programs such as those administered by the Illinois Housing Development Authority (IHDA), other public housing funds, or funding from other public or private entities. The CDBG entitlement program has no matching requirements.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

At this time, no publicly owned land or property located within the jurisdiction has been identified to address the needs identified in the plan.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Homeowner Unit Preservation	2015	2019	Affordable Housing	Village of Arlington Heights, IL	Affordable Housing Other Special Housing/Non-Homeless Needs	CDBG: \$50,000	Homeowner Housing Rehabilitated: 2 Household Housing Unit
2	Rental Unit Preservation	2015	2019	Affordable Housing Public Housing	Village of Arlington Heights, IL	Affordable Housing Public Facilities	CDBG: \$13,960	Rental units rehabilitated: 4 Household Housing Unit
3	Homeless Services	2015	2019	Homeless	Village of Arlington Heights, IL	Homelessness	CDBG: \$4,500	Public service activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted
4	Public Facilities	2015	2017	Non-Homeless Special Needs Non-Housing Community Development	Village of Arlington Heights, IL	Public Facilities	CDBG: \$137,377	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 60 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Public Services	2015	2019	Non-Housing Community Development	Village of Arlington Heights, IL	Public Service Needs	CDBG: \$39,950 CDBG-CV: \$164,062	Public service activities other than Low/Moderate Income Housing Benefit: 470 Persons Assisted Public service activities for Low/Moderate Income Housing Benefit: 80 Households Assisted
6	Planning and Administration	2015	2019	Planning and Administration	Village of Arlington Heights, IL	Planning & Administration	CDBG: \$63,000	Other: 0 Other
7	Infrastructure	2015	2019	Non-Housing Community Development	Village of Arlington Heights, IL	Infrastructure	CDBG: \$192,800	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
8	Economic Development	2019	2022	Economic Development	Village of Arlington Heights	Economic Development	TBD	TBD

Table 3 – Goals Summary

Goal Descriptions

1	Goal Name	Homeowner Unit Preservation
	Goal Description	NA

2	Goal Name	Rental Unit Preservation
	Goal Description	NA
3	Goal Name	Homeless Services
	Goal Description	NA
4	Goal Name	Public Facilities
	Goal Description	NA
5	Goal Name	Public Services
	Goal Description	NA
6	Goal Name	Planning and Administration
	Goal Description	NA
7	Goal Name	Infrastructure
	Goal Description	None

AP-35 Projects - 91.420, 91.220(d)

Introduction

The Village CDBG program for 2019-2020 includes the following projects.

#	Project Name
1	Faith Community Homes
2	District 214 Community Education
3	Northwest Center Against Sexual Assault
4	Childrens Advocacy Center
5	WINGS Program Inc
6	Resources for Community Living
7	Escorted Transportation Service Northwest
8	Suburban Primary Health Care Council
9	Journeys The Road Home
10	Arlington Heights Park District Children at Play
11	Life Span
12	Alexian Brothers Center for Mental Health
13	Journeys The Road Home - Capital Project
14	Single Family Rehabilitation Loan Program
15	Group Home and Transitional Housing Acquisition and Rehab Program
16	Public Infrastructure
17	Public Facilities
18	CDBG Administration
19	CV1 Public Services
20	CV3 Programs and Projects - TBD

Table 4 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Strategic Plan

Purpose of amendment is to: Changes to the Strategic Plan Section of the 2015-2019 Consolidated Plan with regard to the Economic Development Goal – changing the priority designation from a low to high in anticipation of possible CDBG-CV3 funding. Only the sections of the 2015-2019 Consolidated Plan with changes ready for publication for the March 8, 2021 Public Hearing are provided below.

SP-05 Overview

Strategic Plan Overview

This section of the Consolidated Plan describes the Village of Arlington Heights' strategy for addressing the community development needs of the Village. The Village intends to use CDBG and other types of Federal funding (if available) to address the housing and other community development needs of its extremely low, low, and moderate income residents. Village General Funds will also continue to be used to support activities of the Department of Planning & Community Development, Building and Health Services Department, and other departments engaged in programs that benefit the extremely low, low, and moderate income persons residing in the Village. The Village will also seek private financing for projects, when appropriate, to match and extend the use of government funds. Finally, the Village will work with and support the work of the Housing Authority of Cook County (HACC) to make improvements to its public housing building in Arlington Heights and other actions agreed upon and expressed in the HACC's Plans.

7	Priority Need Name	Economic Development
	Priority Level	Low High
	Population	Extremely Low Low Moderate Non-housing Community Development
	Geographic Areas Affected	Municipality
	Associated Goals	Economic Development

	Description	Economic development is a high priority of the Village. However, at this time, it is not proposed that CDBG funds be used to support Village economic development activities, and therefore, as per HUD instructions with respect to the Consolidated Plan, economic development is assigned a low priority for CDBG funding. The Village is investigating economic development activities that it may propose receive funding through the CDBG program at which time the priority level with respect to CDBG funding would be changed to high. See the March 2021 amendment in the narrative section below.
	Basis for Relative Priority	Although economic development is a high priority of the Village, it is listed as a low priority in the Plan at this time because no CDBG funds for economic development have been budgeted. Economic development is a high priority of the Village Board and was a high priority as reflected in the community survey. See the March 2021 amendment in the narrative section below.
8	Priority Need Name	Infrastructure
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Non-housing Community Development
	Geographic Areas Affected	Municipality
	Associated Goals	Infrastructure
	Description	Infrastructure is a high priority of the Village. Infrastructure includes, but is not limited to, the installation, replacement, or improvement of roads, sidewalks, buildings, etc. Infrastructure needs funded with CDBG funds will take place in low and moderate income census tracts or for the benefit of persons with disabilities.
	Basis for Relative Priority	Infrastructure is a high priority of the Village. This priority area is discussed in the Village's Capital Improvement Plan (CIP).

Narrative (Optional)

In this Strategic Plan, the Village prioritizes various needs in the community that impact extremely low, low and moderate income individuals and households as either high or low priorities. These priority designations indicate whether the Village plans to dedication Community Development Block Grant (CDBG), or other Federal funding that may be received, to these priority needs.

High Priority - Means that the Village recognizes that there are community needs in this need area that can be effectively addressed using the Village's CDBG allocation.

Low Priority - Means that the Village does not intend, unless additional information is gathered or opportunities arise, to dedicate CDBG funds to the need area. A low priority designation does not necessarily mean that the need does not exist or that there is a low level of need. Rather, a low priority designation means that the Village does not intend to utilize CDBG funding to address the need. The need may be addresses by the Village using non-federal funds or funds other than CDBG funds.

2019: Substantial amendments were adopted in 2019 moving funding from the Single Family Owner Occupied Rehab program as well as other funds (such as program income) to program areas with greater demand for funding including rental rehab, public facilities and public infrastructure. This occurred due to the decline in participation in the Single Family Rehab Program during the first 4 years of this Consolidated Plan. Additionally, various homeless groups were added to the populations of persons who may benefit from public facility program. This was a result in increase non-profit agency efforts in this area including the potential for constructing a new homeless service center and transitional or permanent housing.

March 2021 Amendment for CDBG-CV3 Grant:

The Strategic Plan of the Village's 2105-2019 Consolidated Plan included Economic Development as a Goal, and the Village stated that it would consider funding an Economic Development program(s) if a funding source became available. In 2020, the Village received a CDBG-CV3 CARES Act grant for Coronavirus prevention, response and prevention. The Village may institute an Economic Development program(s) using these funds. The Village had said in its 2015-2019 Consolidated Plan that if the Village decided to use funds for an Economic Development program it would change the priority ranking for Economic Development from "low" to "high." This change does not meet the definition of a substantial amendment since the Economic Development goal is not new to the 2015-2019 Consolidated Plan. Details on the funding for an Economic Development program(s) using CDBG-CV3 funds (if any) will be included in a substantial amendment to the 2019 Annual Action Plan.

Potential CDBG-CV Small Business Forgivable Loan Summary of Potential Requirements

Mandatory Requirements

- Term of loan including forgiveness rate TBD
- Retention of eligible mid or lower income employee
- Demonstration of eligible expenses (rent; employee wage; PPE equipment; etc.)
- Documentation of how the financial assistance prevents, prepares for, or responds to COVID

Potential Requirements

- Max amount of forgivable loan (\$5,000 each)
- Max annual sales (no more than \$1 million in 2020)
- Max tenant space (no more than 5,000 square feet)
- Max number of employees (no more than 10)
- Demonstration of Covid revenue loss
- Business types (sales tax generating and/or entertainment uses only first priority)
- Limitations on their ability to operate at full capacity at physical location (State capacity restrictions)
- Good financial standing with the Village
- Other grant/loan recipients (priority to businesses that have not received standard AH 0% loan, Class 6/7, or IL BIG grant)
- Independent stores/businesses only (franchisees ok, but need to show proof of ownership)

Submittal Requirements

- Village application form
- Executed lease or property ownership verification
- Verification of business ownership (e.g. good standing w/State of IL;Village)
- Documentation demonstrating compliance with loan/grant criteria
- Proof of need
 - Verification of retained employee that meets low-income or moderate-income requirements.
- Other documentation as may be required

“contingent upon HUD’s approval and provision of funds”

February 23, 2021



Committee-of-the-Whole
3/8/2021

Item: Metropolis Theater Discussion

Department: Village Managers Office

Metropolis Theater Discussion

The Metropolis Theater has been effectively closed since last March. The theater approached Village Staff in late 2020 about setting up a large tent theater where shows could be provided in a safe and legally compliant environment. Their intention would be for shows to run between April and September. A number of options were explored. However, in the end, we identified the potential closure of Eastman Street between Evergreen and Arlington Heights Road to make a space for the theater as having the most potential. As the only two adjacent properties are the North Parking Garage and North School Park, Staff does not believe noise would be an issue. In addition, power for the theater and sound system is available in the garage. Parking is readily available in the garage itself. Staff also believes that the presence of the theater would be a benefit to the north side restaurants. The theater has agreed to reimburse the Village for any of its costs. The theater would like to serve alcohol to its patrons only in a roped off area. They would be providing washrooms with porta-potties on site. They also would be responsible for waste removal. A summary of their concept is attached for your review.

A number of details will have to be resolved before this concept could be implemented such as way to temporarily transfer the liquor license to this location and security. They will be required to sign a license agreement naming the Village as an additional insured in the same manner as the Alfresco agreements. These issues are already being evaluated. Staff would like to bring this overall concept before the Board for general discussion at the March 8th COW meeting. Representatives of the theater will be present for questions. If the Board is in favor of proceeding with this concept, Staff will continue to work with the Theater on implementation. Some additional formal approvals for various aspects of the plan will be required in upcoming meetings if the Board agrees.

Staff Recommendation: Direct Staff to continue to work with the Metropolis Theater Concept on Eastman Street between Arlington Heights Road and

Evergreen Avenue.

ATTACHMENTS:

Description

Metropolis Outdoor Venue

Type

Exhibits



Overview

Metropolis Performing Arts Centre seeks permission to create an outdoor, tented theater venue for productions scheduled from May through September. Through extensive discussions with Village Staff, we believe the most beneficial site for this venue will be Eastman Avenue, slightly east of Evergreen Street.



In order to site the venue in this area, it is necessary to close Eastman Avenue at Evergreen and at Arlington Heights Road.

Rationale

Under Phase Four of the Restore Illinois guidelines, theaters are permitted audiences of 50 in-door attendees while outdoor venues are permitted 100 patrons. Equally important, initial research and practical experience shows that patrons will be more likely to attend an “open-air” production rather than attending within the enclosed spaces of a theater.

Fortunately, the two shows slated for presentation this summer - *Little Shop of Horrors* and the Frank Sinatra tribute *My Way* - are well-suited to relaxed, open-air productions.

We believe this opportunity will provide the ability for Metropolis to extend the successes demonstrated through the hit Arlington Alfresco initiative. Metropolis will be working closely with restaurant partners to maximize benefits for our theater and the excellent establishments north of downtown.

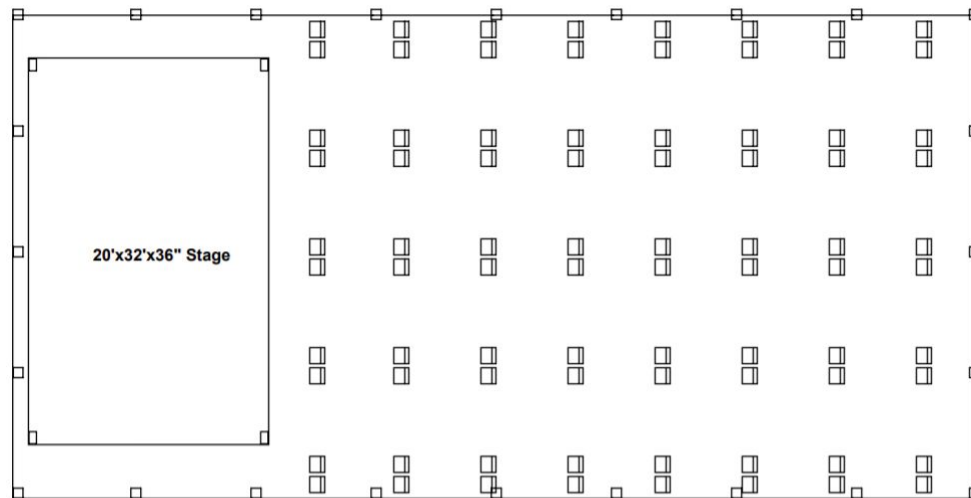
Venue Structure

The audience area and performance space will be covered by a 40x90 foot Clearspan tent supplied by Pro EM National Event Services. Side wall panels will be hung on the north and east sides of the tent during performances. The west end of the tent will be enclosed by stage structures. The south and east sides of the tent will remain open-air during performances. Locking wall panels will enclose the space for after-hours security.



Seating, sanitation and safety procedures will follow CDC and Illinois guidelines. All areas will be sanitized following each meeting, rehearsal and performance.

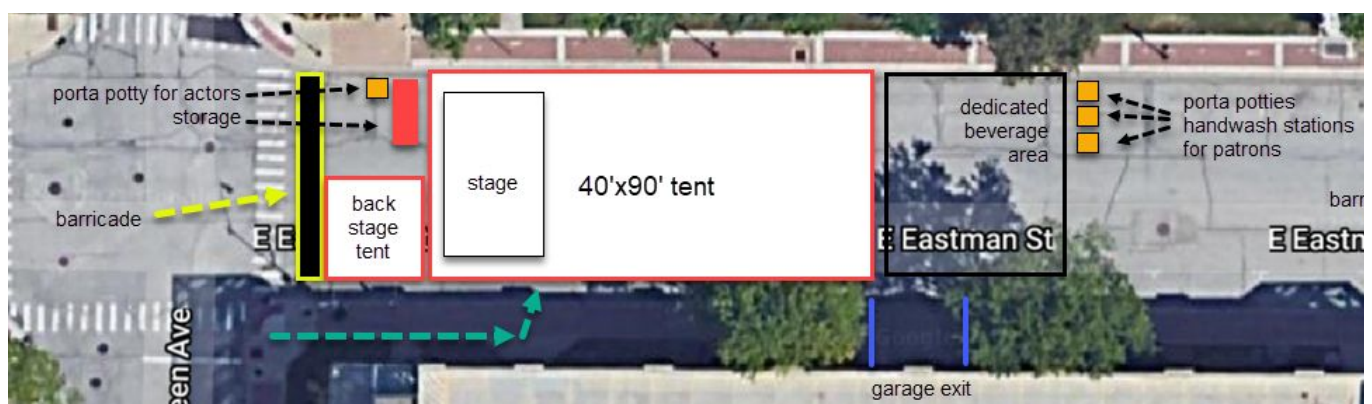




Other Elements

- Backstage, preparation areas and restrooms will reside to the west, behind the riser stage under a separate tent.
- Patron mobile restrooms will be sited to the east of the tent.
- Beverage service will be sited to the east of the tent.
- Technical areas - sound and lighting booths - will be located to the south and rear of the stage.

All elements will be stored and secured after each performance. The tent, panels and related access points will be locked down every evening. We are exploring further security measures that may be applicable.



Traffic and Parking

- Auto traffic will be rerouted through wayfinding signage and Public Works street barriers.
- While the northern access ramps will be blocked by barriers, parking will continue as usual in the adjacent lot.



Noise and Neighbors

Our tent will be sited 60 feet east of Evergreen on Eastman. The closest private properties are the condominiums in the eastern arm of Hancock Square, approximately 200 feet from the tent edge.

The west wall of the tent area will consist of audio curtains, directing sound eastward toward the audience. Metropolis is exploring the use of smaller, remote speakers sited on the tent pipes to direct audio toward the center of the audience area rather than from the stage outward.

Evening shows occur between 7:30 and 9:45 PM. Matinees occur Sundays between 3 and 5:15 PM. On-site rehearsals will end at 10 PM. Patrons, cast, crew and staff will be regularly encouraged to respect our neighbors and the neighborhood. Metropolis will contact Hancock Square administration to address items well in advance of production.

Safety

Metropolis Production and Audience Services Staff has begun crafting safety and emergency plans for patrons, cast, crew and staff should circumstances arise. We will be vetting plans with Arlington Heights Public Safety, Fire Department, Public Works and Building Services to meet and exceed the highest standards of safety.

The parking garage exit on the northeast side of the parking garage will remain unblocked by the tent - allowing for emergency access. The tent itself will include three exit signs with emergency backup and three ABC dry chemical 10lb fire extinguishers.

Benefits

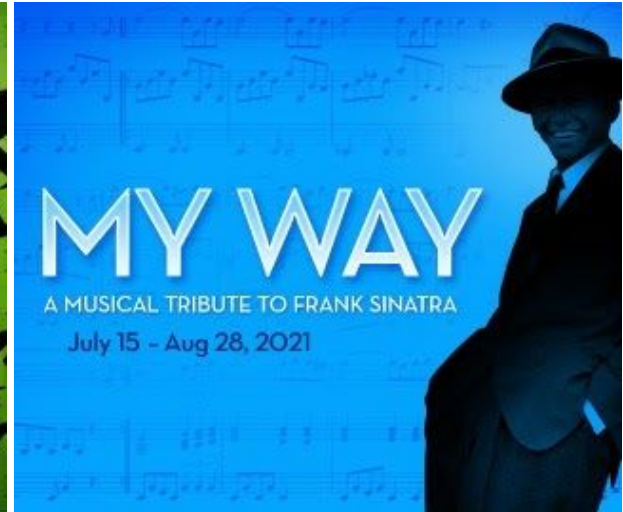
The outdoor venue provides the ability for Metropolis to return to its mission - crafting excellence in theatrical production for the best patrons in the world - sooner and with greater possibility of revenue generation. We view this opportunity as Metropolis Alfresco, an extension of the dynamic and thriving Arlington Heights initiatives supporting area restaurants and shops. We plan to build dinner-and-show relationships with area restaurants as we've done with our partner eateries near our theater.

Conclusion

On March 16, 2020, Metropolis ceased in-person performances - except for one concert test in August's Phase Four conditions which proved challenging.

Our excellent school has continued to operate through remote learning and limited private lessons. We have been able to produce several wonderful streaming productions throughout the quarantine duration.

Even recognizing these successes, revenues have been effectively frozen since that March 16 date.



The proposed Metropolis outdoor venue provides a critically important opportunity for our theater to emerge from the limbo of quarantine into a dynamic, energetic, joyful and revenue-generating spring environment.

We hope our Village Board will support this important initiative and perhaps join us for a show this spring. As ever, we treasure the many considerations provided by our elected officials and our excellent village staff. Please contact us with any questions or needs.

Yours in Great Theater,

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