



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
September 15, 2025
7:30 PM

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL OF MEMBERS
- IV. APPROVAL OF MINUTES
 - A. 9/2/25 Meeting Minutes
- V. APPROVAL OF ACCOUNTS PAYABLE
 - A. 9/15/25 Warrant Register
- VI. RECOGNITIONS AND COMMUNICATIONS
 - A. One Book, One Village presentation by Arlington Heights Memorial Library
 - B. Presentation of the 2025 Kenneth Hood Senior Service Award
 - C. 2025 Illinois Traffic Safety Challenge Awards
- 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. 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 request that the Board remove any item from this Consent Agenda for separate consideration after adoption of the Consent Agenda.
 4. One roll call vote will be taken and will cover all remaining Consent Agenda items.
 - A. Resolution Approving the Purchase of Private Office Furniture for the Fire Department
 - B. Resolution Approving a Contract for Backflow Device Testing and Repair Services
 - C. Resolution Approving an Agreement with the State of Illinois Organized Retail Crime Grant Program
 - D. Resolution Approving Schedules of Meetings for Calendar Year 2026 for the Village Board and Committee of the Whole
 - E. Resolution to Approve a Contract to Purchase a Bulk Oil Dispensing System for Public Works Fleet
 - F. Resolution Awarding a Contract for Hintz Road Reconstruction Project - Phase I Engineering Services
 - G. Resolution Approving an Agreement of Terms for Participation in the NORTAF Burglary Task Force
 - H. An Ordinance Amending Chapter 7 of the Municipal Code of the Village of Arlington Heights, and Repealing Ordinance No. 2025-40, Concerning a Municipal Grocery Retailers' Occupation Tax and Municipal Grocery Service Occupation Tax
- X. NEW BUSINESS
- A. Appointment of Sara Altieri to the Arts Commission, term ending April 30, 2028
 - B. 600 W. University Dr - Tasty Breads - PC25-016
Land Use Variation to permit Bakery Products, Production & Wholesale land use within the M-1 District
 - C. 3125 N. Wilke Rd-Unit F - Gold Star Massage - PC25-009
Planned Unit Development Amendment for a Land Use Variation to allow a Massage Establishment in M-1 District
 - D. 1407 E. Palatine Rd. - Cherepovich Tattoo - PC25-017
Planned Unit Development for a Land Use Variation to allow a Tattoo Parlor in the B-2 District
 - E. Ordinance Amending Chapter 18 of the Municipal Code of the Village of Arlington Heights regarding Mobility Vehicles and Devices

XI. CLOSED SESSION

5 ILCS 120/2(c)(11): litigation, when an action against, affecting or on behalf of the Village has been filed and is pending before a court or administrative tribunal, or when the Board finds that an action is probable or imminent

XII. ADJOURNMENT

Persons with disabilities requiring auxiliary aids or services, such as an American Sign Language interpreter or written materials in accessible formats, should contact the Health & Human Services Department, at 33 S. Arlington Heights Road, Arlington Heights, IL 60005, healthmail@vah.com or 847/368-5760.



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
September 2, 2025
7:30 PM

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL OF MEMBERS

President Tinaglia and the following Trustees responded to roll: James Bertucci, Wendy Dunnington, Robin LaBedz, Bill Manganaro, Tom Schwingbeck, Scott Shirley, Jim Tinaglia, Greg Zyck. Trustee Carina Santa Maria was absent.
Also present were: Randy Recklaus, Gregory Smith, Emily Rodman, and Maggie Mattio.

IV. APPROVAL OF MINUTES

A. 8/18/25 Meeting Minutes

Trustee LaBedz moved to Approve. Trustee Shirley Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Absent: Trustee Santa Maria

V. APPROVAL OF ACCOUNTS PAYABLE

A. 8/30/25 Warrant Register

Trustee Bertucci moved to Approve the Warrant Register in the amount of \$2,289,565.62.

Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Absent: Trustee Santa Maria

VI. RECOGNITIONS AND COMMUNICATIONS

VII. PUBLIC HEARINGS

VIII. CITIZENS TO BE HEARD

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Bridgit Christophersen and Daniel Lorden, both individual residents at Dunton Towers, mentioned that visitors have been parking in their assigned tenant spaces during Sounds of Summer concerts, leaving them circling the parking garage for available spaces or having to park elsewhere. They requested Village staff enforce the parking rules within the garage.

Donald Meersman of W. Wing Street, expressed safety concerns over the unhoused woman, Angel, who lives on the bench at Northwest Highway. He mentioned Angel does not have access to hygiene facilities, a place to store food properly, is exposed to extreme weather and overnight vulnerability, and resides on a public bench 15 feet away from a busy road. While he understands that relocating unhoused individuals did not solve the bigger problem, he believed relocating Angel could have a positive outcome. He encouraged enforcement of Village Ordinance 8-522, which states "It shall be unlawful for any person to remain in or on any land or facility owned or operated by the Village between the hours of 9:00 p.m. and 6:00 a.m. when such property or facility shall have been posted in an appropriate manner indicating said closing hours," or remove the bench all together.

Mr. Jannolta of E. Central Road, inquired about the homeless task force, its members, objectives and goals. He acknowledged that in prior years, the Village had done a great job at helping unhoused individuals and asked that Angel also receive help without criminalizing her. President Tinaglia assured Mr. Jannolta that neither the Board nor Village staff wanted to criminalize Angel or any unhoused individuals. He also clarified that there would not be a task force, rather a consortium of highly educated individuals from neighboring communities to brainstorm a solution without criminalizing unhoused individuals.

Henry Kiely of S. Evergreen Avenue, said that street racing on S. Arlington Heights Road between Central and White Oak has been a problem for several months. He and neighbors have contacted the police and while patrol cars have driven past, there have been no stops or arrests made. He said this past Sunday he witnessed a crowd of more than 70 people gathered at one of the strip malls cheering on loud vehicles and motorcycles speeding down Arlington Heights Road before circling back through side streets. He expressed the danger this situation imposed on innocent drivers and homeowners near the route.

Erin Doughty of E. Waverly Drive said the Village has always presented itself as a welcoming community and welcomed a solution to solving the unhoused issue within the Village without criminalization.

Dave Mathis of Hintz Road wanted to make the Board and Village staff aware that while campaigning for State Senate at the Farmer's Market, he was asked to leave. He said the

Farmer's Market was not a private event and believed it was his First Amendment right to freely speak to people.

IX. CONSENT AGENDA

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3. Citizens in the audience may request that the Board remove any item from this Consent Agenda for separate consideration after adoption of the Consent Agenda.

4. One roll call vote will be taken and will cover all remaining Consent Agenda items.

Trustee LaBedz moved to Approve. Trustee Dunnington Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Absent: Trustee Santa Maria

- A. Resolution Approving a Vehicle Purchase for the Building & Life Safety Department

R2025-112

- B. Resolution Approving the Fire Station #4 - Kitchen Area Remodel

R2025-113

A2025-69 to A2025-73

- C. Resolution Approving a Mutual Termination of Lease Agreement with Shree Neelkanth, Inc. for commercial space in the Village-owned Metra Train Station.

R2025-114

A2025-74

- D. Resolution Approving a Concession Agreement with Awesome B, Inc. to operate concessions in the Village-owned Metra Train Station.

R2025-115

A2025-75

- E. Resolution Authorizing Execution of a Consultant Agreement with Mac Strategies Group, LLC

R2025-116

A2025-76

X. NEW BUSINESS

A. 1331 W. Dundee Rd. - Jameson's Charhouse - PC#25-011
Amendment to Special Use Ordinance 04-028 to expand outdoor seating with
variance

Jameson's Charhouse owner, James Leberis, was seeking an Amendment to the existing Special Use Permit Ordinance granted in 2004 to expand the outdoor seating area to a total of 940 square feet for use from May to September. In addition, he requested a variation from Chapter 28, Section 5.1-23 to allow a partial closure to an outdoor dining area. He said both the expansion and variation would ensure his customers have a comfortable dining experience. Ms. Rodman presented the amendment and variation request in detail and said that after a public hearing with the Plan Commission, the amendment and variation were approved with certain conditions. The conditions included an agreement to only utilize the outdoor dining space from May to September, screens should be replaced with perforated, semi-transparent black screens, advertising and signage on the screens are prohibited, one shade tree should be planted on each of the three landscape islands, the six non-compliant parallel parking stalls should be removed, Mr. Leberis should submit a Design Commission application, and all Federal, State, and Village Codes, Regulations, and Policies must be complied with.

President Tinaglia asked how the non-compliant parallel stalls would be removed. Mr. Leberis said they would paint over them.

Trustee Dunnington inquired why the outdoor dining area would only be open from May through September. Mr. Leberis said those were the in-demand months by his customers.

Trustee LaBedz mentioned that, based on the pictures presented, the current screens were very dense with a tight weave. Mr. Leberis said he was working with the contractor on screen options and mentioned that last year they were only used during a passing shower. He said that on a rainy day, customers do not sit in the outdoor seating area.

Trustee Manganaro asked for clarification on the timeline of the outdoor seating area. Mr. Leberis said they were granted a Special Use Permit for the outdoor seating area in 2004 but never opened it because there wasn't a demand. After COVID, when the Village was allowing outdoor dining in tents, it became popular. Now, when customers call to make a reservation, they ask for outdoor seating.

Trustee LaBedz moved to Direct Staff and the Village Attorney to prepare final documents granting an approval of an Amendment to the Special Use Permit Ordinance 04-048 to expand the outdoor seating area to a total of 940 square-feet and the zoning relief requested, and subject to the recommended conditions, all as set forth in the agenda materials for tonight's Board Meeting. Trustee Shirley Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Abstain: None

Absent: Trustee Santa Maria

B. Dunkin' - 1010 E. Rand Rd. - Sign Variation - DC25-019

Sam, owner of Dunkin Donuts located at 1010 E. Rand Road, was seeking a sign variation to replace the drive-thru menu board with a digital version. He said the current menu board required employees to step outside and manually make any changes. A digital sign would allow for any changes to be made with a simple software

download. Ms. Rodman said there were three variations that would allow for the digital sign. A variation to allow for a 20 square foot fully digital drive-thru menu board, a variation to allow a drive-thru menu board to be located in the front of the building, and a variation to allow a menu board to be oriented towards the public right of way. She mentioned the location is unique in that it had frontages on three sides of the property, with the sign being visible from Jane Avenue and Rand Road. The new digital menu board is significantly smaller than the existing board. The Design Commission recommended the approval of the requested variations with the conditions that it comply with all regulations in terms of aesthetic displays, auto-dimming and the menu board be shut-off during non-operating hours.

Trustee Manganaro asked if the Ordinance against fully digital signs was outdated and should be revisited. Mr. Recklaus said the Ordinance was put into place to allow regulation of digital signs and message boards. The Village would like to ensure that the context remains appropriate and not a nuisance.

Trustee LaBedz recalled that, in some instances, an establishment is located within a residential area and the Village would like to have some input so that it wouldn't impact residents.

It was suggested that the Staff look into and update the Ordinance.

Trustee Bertucci moved to Direct Staff and the Village Attorney to prepare final documents granting the requested sign variation relief, subject to the recommended conditions, all as set forth in the agenda materials for tonight's Board Meeting. Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Abstain: None

Absent: Trustee Santa Maria

C. Village Bank & Trust - 234 W. Northwest Hwy. - Sign Variation - DC25-048

Lesley, Permit Specialist at Omega Sign & Lighting, was seeking a sign variation approval for Village Bank & Trust located at 234 W. Northwest Highway. She proposed the removal of existing signs for Baird & Warner and Village Bank & Trust, and replacing them with a multi-tenant ground sign measuring 66 square feet, which was larger than the 35 square feet maximum allowed by code. Ms. Rodman said the Bank's current sign had very limited visibility from Northwest Highway and only visible when traveling westbound. Staff did not object to the proposed sign size as the location of the business was on the edge of a zoning district that allowed 16'-6" tall, 66 square feet ground signs. The Design Commission recommended approval of the variation to allow a 66 square foot ground sign, where 35 square feet is the maximum allowed size.

Trustee LaBedz was in support of the variation and said it would be an improvement from the current sign. She inquired about landscaping at the base of the sign. Ms. Rodman said proposed landscaping would be 24 inches in height and may included yellow lilies.

Trustee Manganaro moved to Direct Staff and the Village Attorney to prepare final documents granting the requested sign variation relief, all as set forth in the agenda materials for tonight's Board Meeting. Trustee Zyck Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Abstain: None

Absent: Trustee Santa Maria

D. Approval of 2026-27 Village Strategic Priorities

Mr. Recklaus said that every two years the Board and staff identify desired areas of focus and create a list of strategic priorities for the following two years. Following the July retreat, Mr. Recklaus presented a draft of the 2026-2027 Strategic Priorities. Those priorities included continued collaboration efforts with the Chicago Bears and many stakeholders for the redevelopment of Arlington Park; expanding housing affordability and attainability strategies; promoting economic development initiatives to ensure timely progress on approved projects and attracting new projects to fill vacant properties; establishing policies to improve motorists, pedestrians, and transportation safety; determining what regulations should be implemented for historic preservation of residential areas; advancing environmental sustainability; and reinvigorating the roles of existing Boards and Commissions.

President Tinaglia asked if there would be any changes in the Village's recruitment process. Mr. Recklaus said the Village will continue to advertise job opportunities in various groups to continue to attract a diverse workforce, one that reflects the community in which it serves.

Trustee Dunnington said that the Board agreed that some historical preservation was needed and suggested changing the language of strategic priority number 5 to state the Board's commitment to review, assess, and determine what can be done, rather than if something should be done. She also mentioned that there was a strategic priority pertaining to supporting and enhancing the Village's Arts & Entertainment and would like to see it added as the 8th strategic priority to ensure dedication of staff time and budget. She said art was a unifying force that brought people together and fostered cohesion in the community and local pride.

Trustee Zyck agreed with Trustee Dunnington and asked if the strategic priority regarding economic development initiatives to encourage timely progress on projects was to find a quicker solution during the permit process. Mr. Recklaus said it was the process of seeking developers and encouraging them to bring their developments to the Village. He said that if it was the Board's will to create a process in which there would be an expedited permit process for new businesses and developments, it could be included in the business plan.

Trustee Schwingbeck asked if there should be an upfront fee for large developments that could go towards permitting once they are ready to be built. He said many times staff invest a tremendous amount of time in a project that does not come to fruition. Mr. Recklaus said that staff is conducting a fee study and that idea would be considered.

Trustee Shirley was in support of adding a strategic priority pertaining to Arts & Entertainment but expressed concern over staff time and budget. He mentioned that a few weeks ago, when an ordinance to retain the grocery tax and impose a streaming tax was discussed, it was a close vote to implement both taxes. He questioned where additional revenue would come from to fund arts and entertainment costs. Mr. Recklaus said there was a fiscal responsibility to comply with legal obligations, respond to emergencies or unwarranted circumstances, and maintain existing services. While there

were ways to advance this goal without additional funding, it would require staff time. Trustee Shirley asked if the Village proposed a 0% increase in the property tax levy, how much reserves would be needed to cover any shortfall. Mr. Recklaus could not provide a specific amount but said that the following year that amount would double, and a property tax increase would be required to return to a 40% reserve balance. The Board will be presented with different scenarios during the budget process.

Trustee LaBedz suggested that small projects be considered in the promotion of economic development initiatives as they too take time. With regard to the Arts & Entertainment strategic priority, she said that including it showed the Board's continued support for the arts.

Trustee Manganaro asked what happened with the unfinished goals from prior strategic planning sessions. Mr. Recklaus said priorities are set for a time period, while business plan items are worked on until completion. Trustee Manganaro mentioned that Urban Air was a great example of the economic development initiatives priority in that it will occupy a large vacant space. He agreed with Trustee Dunnington in that the Arts & Entertainment strategic priority should be restored and that we could seek local artists and approach local art schools.

Trustee Zyck mentioned that the strategic priorities can intermingle and serve multiple purposes and agreed that the language regarding historic preservation should be changed.

Trustee Dunnington mentioned that she researched how other communities fund their public art programs and found that some allocate a percentage of their Capital Improvement Projects or ZIP Funds to art. She said other options included grant funding, fundraising and a requirement for new developments to add an art installation. She mentioned that the Art Commission would also have a proposal.

Trustee LaBedz suggested that vacant windows be filled with art so long as landlords agree.

President Tinaglia said that before sharing the Board's 2026-2027 Strategic Priorities, the statement, which read that "The Village's highest priorities will always be the maintenance of public safety, the provision of core services, and the continuing of fiscal responsibility with taxpayer resources," should be in bold lettering. He agreed with the opportunity for public art.

Mr. Recklaus said there was good consensus about what changes should be made to the 2026-2027 Strategic Priorities, including changing the word "if" to "what," on the historic preservation priority; adding strategic priority number 8 to support and enhance the Village's Arts & Entertainment; and changing the lettering of the opening statement regarding the Village's highest priority to bold lettering.

Robert Schmidt was excited with the addition of strategic priority geared towards art.

Trustee Zyck moved to Approve the 2026-27 Strategic Priorities as Amended. Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Abstain: None
Absent: Trustee Santa Maria

XI. ADJOURNMENT

Trustee Schwingbeck moved to Adjourn at 9:16 PM. Trustee Dunnington Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee Dunnington, Trustee LaBedz, Trustee Manganaro, Trustee Schwingbeck, Trustee Shirley, President Tinaglia, Trustee Zyck

Nays: None

Absent: Trustee Santa Maria

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**VILLAGE OF ARLINGTON
HEIGHTS
WARRANT REGISTER FOR
CHECK DATE: 9/15/2025**

Fund	Fund Description	Total Transaction Amount
101	GENERAL FUND	\$376,801.26
227	FOREIGN FIRE INS TAX FUND	\$5,173.19
231	CRIMINAL INVESTIGATION FD	\$1,182.35
235	MUNICIPAL PARKG OPR FUND	\$111,773.46
401	CAPITAL PROJECTS FUND	\$60,113.68
426	STORM WATER CONTROL FUND	\$74,037.88
505	WATER AND SEWER FUND	\$179,459.64
506	LEAD SERVICE LINE REPL FUND	\$8,688.31
515	ARTS ENTERT & EVENTS FUND	\$13,233.64
605	HEALTH INSURANCE FUND	\$813,513.03
611	GENERAL LIABILITY INS FND	\$15,501.55
615	WORKERS COMPENSATION INS	\$64,877.19
621	FLEET OPERATIONS FUND	\$44,399.79
625	TECHNOLOGY FUND	\$2,952.84
715	GUARANTY DEPOSITS FUND	\$7,500.00
721	ESCROW DEPOSITS FUND	\$3,537.50
TOTAL ALL FUNDS		\$1,782,745.31

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 9/15/2025

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
NON DEPARTMENTAL					
313687	101-0000-411700-	IL DEPT OF TRANSPORTATION	REFUND OF DUPLICATE PAYMENT	\$2,143.42	\$2,143.42
313695	101-0000-411350-	JOHNSON, DAVID	REIMBURSEMENT	\$216.50	\$216.50
313711	101-0000-489850-	MERCHANTS CREDIT GUIDE CO	COLLECTION FEES	\$196.90	\$196.90
313714	101-0000-483460-	METROPOLIS PERFORMING ARTS CENTRE	REIMBURSEMENT	\$63.00	\$63.00
313729	715-0000-220930-	Archadeck of Chicagoland	BOND REFUND-REC-013366-2025	\$200.00	\$200.00
313730	715-0000-220930-	CHRIS DIAMOND	BOND REFUND-REC-013369-2025	\$200.00	\$900.00
313730	715-0000-220930-	CHRIS DIAMOND	BOND REFUND-REC-013369-2025	\$200.00	
313730	715-0000-220930-	CHRIS DIAMOND	BOND REFUND-REC-013369-2025	\$500.00	
313731	715-0000-220930-	Collins Van Liew	BOND REFUND-REC-013449-2025	\$2,000.00	\$2,000.00
313732	715-0000-220930-	Grade A Asphalt Services Inc	BOND REFUND-REC-013374-2025	\$200.00	\$200.00
313733	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013436-2025	\$200.00	\$200.00
313734	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013437-2025	\$200.00	\$200.00
313735	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013439-2025	\$200.00	\$200.00

Department 0000

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 9/15/2025

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313736	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013440-2025	\$200.00	\$200.00
313737	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013441-2025	\$200.00	\$200.00
313738	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013442-2025	\$200.00	\$200.00
313739	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013445-2025	\$200.00	\$200.00
313740	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013446-2025	\$200.00	\$200.00
313741	715-0000-220930-	JV Asphalt & concrete LLC	BOND REFUND-REC-013451-2025	\$200.00	\$200.00
313742	715-0000-220930-	K&K Concrete, LLC	BOND REFUND-REC-013453-2025	\$200.00	\$200.00
313743	715-0000-220930-	KAPLAN PAVING	BOND REFUND-REC-013360-2025	\$200.00	\$400.00
313743	715-0000-220930-	KAPLAN PAVING	BOND REFUND-REC-013360-2025	\$200.00	
313744	715-0000-220930-	korinek & Son concrete and asphalt llc	BOND REFUND-REC-013371-2025	\$200.00	\$200.00
313745	715-0000-220930-	M.S landscaping	BOND REFUND-REC-013372-2025	\$200.00	\$200.00
313746	715-0000-220930-	Mark Hempel	BOND REFUND-REC-013363-2025	\$200.00	\$200.00
313747	715-0000-220930-	MILIEU DESIGN LLC	BOND REFUND-REC-013359-2025	\$200.00	\$200.00
					\$200.00

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 9/15/2025

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313748	715-0000-220930-	SCENIC GREENS LANDSCAPE CONTRACTORS INC	BOND REFUND-REC-013452-2025	\$200.00	
					\$200.00
313749	715-0000-220930-	TimberBuilt Inc.	BOND REFUND-REC-013370-2025	\$200.00	
					\$200.00
313750	715-0000-220930-	Traversa Construction	BOND REFUND-REC-013364-2025	\$200.00	
					\$200.00
313751	715-0000-220930-	Vega's Landscaping Inc	BOND REFUND-REC-013373-2025	\$200.00	
					\$200.00
313752	715-0000-220930-	Xclusive Concrete	BOND REFUND-REC-013361-2025	\$200.00	
					\$120.00
313753	101-0000-421990-	ARTEMIY NOVIK	COC REFUND	\$120.00	
					\$160.00
313754	101-0000-421990-	SCOLORANT LLC	BUSINESS LICENSE REFUND	\$160.00	
					\$120.00
313755	101-0000-421990-	TW CHICAGO LLC	COC REFUND	\$120.00	
					\$3,537.50
313790	721-0000-231003-	T.Y. LIN INTERNATIONAL GREAT LAKES INC.	PROFESSIONAL SERVICES	\$3,537.50	
					\$4,087.71
902662	101-0000-210910-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$3,117.01	
902662	101-0000-210930-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$970.70	
					\$6,711.02
902665	101-0000-211060-	VISION SERVICE PLAN	VISION INSURANCE	\$1,714.68	
902665	101-0000-211060-	VISION SERVICE PLAN	VISION INSURANCE	\$4,996.34	
					(\$41,880.38)
902666	605-0000-471230-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 08/01-08/15	(\$41,880.38)	

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 9/15/2025

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
902667	101-0000-210910-	EMPLOYEE BENEFITS CORP	HEALTH/DEPENDENT CARE FSA	\$5,011.95	\$5,011.95
902668	101-0000-211070-	METLIFE LEGAL PLANS, INC	LEGAL PLANS	\$175.50	\$1,345.50
902668	101-0000-211070-	METLIFE LEGAL PLANS, INC	LEGAL PLANS	\$1,170.00	
902669	101-0000-210910-	EMPLOYEE BENEFITS CORP	MEDICAL/DEPENDENT CARE FSA	\$4,970.08	\$6,633.43
902669	101-0000-210930-	EMPLOYEE BENEFITS CORP	MEDICAL/DEPENDENT CARE FSA	\$1,663.35	
902671	605-0000-471100-	RICHARD MANSKE	MEDICAL INSURANCE REFUND	\$1,554.24	\$1,554.24
DEPARTMENT 0000 TOTAL:				(\$2,479.21)	

VILLAGE OF ARLINGTON HEIGHTS
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Department 0201

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
INTEGRATED SERVICES ADMIN					
313643	101-0201-522700-	AT & T MOBILITY	ACCT 232106787838	\$100.00	\$100.00
DEPARTMENT 0201 TOTAL:				\$100.00	

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Department 0301

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
HUMAN RESOURCES ADMIN					
313689	615-0301-542810-	INTERGOVERNMENTAL RISK MGMT AGENCY	IRMA JULY 2025	\$65,272.98	\$64,877.19
313689	615-0301-542810-	INTERGOVERNMENTAL RISK MGMT AGENCY	JULY DEDUCTIBLE	(\$395.79)	
902663	605-0301-520440-	EMPLOYEE BENEFITS CORP	ADMIN FEES	\$16.48	\$714.39
902663	605-0301-520440-	EMPLOYEE BENEFITS CORP	ADMIN FEES	\$46.35	
902663	605-0301-520440-	EMPLOYEE BENEFITS CORP	ADMIN FEES	\$651.56	
902666	605-0301-542750-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 08/01-08/15	\$503,225.84	\$533,687.91
902666	605-0301-542770-	BLUE CROSS BLUE SHIELD OF ILLINOIS	MEDICAL/DENTAL 08/01-08/15	\$30,462.07	
902670	605-0301-520600-	HMO ILLINOIS	SEPT 2025 HMO PREMIUM	\$319,436.87	\$319,436.87
DEPARTMENT 0301 TOTAL:				\$918,716.36	

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Department 0501

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
FINANCE ADMIN					
					\$134.43
313630	101-0501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$35.53	
313630	101-0501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$98.90	
					\$36.44
313651	101-0501-522150-	CANON U.S.A. INC	OFFICE MACHINES & ACCESS	\$36.44	
					\$15,501.55
313689	611-0501-542610-	INTERGOVERNMENTAL RISK MGMT AGENCY	IRMA JULY 2025	\$15,501.55	
					\$20.43
313771	101-0501-521020-	QUADIENT INC	EQUIPMENT MAINTENANCE	\$20.43	
					\$50.00
313789	101-0501-530050-	SUMMIT PRINT SOLUTIONS	OFFICE SUPPLIES	\$50.00	
					\$40.88
313807	101-0501-522700-	VERIZON WIRELESS	ACCT 38508581800001	\$40.88	
					\$4,948.12
902672	505-0501-522050-	SEBIS DIRECT INC	POSTAGE	\$4,948.12	
DEPARTMENT 0501 TOTAL:				\$20,731.85	

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Department 0601

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
INFORMATION TECHNOLOGY ADMIN					
					\$277.85
313630	625-0601-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$27.64	
313630	625-0601-550100-	AMAZON COM CAPITAL SERVICES	OFFICE EQUIPMENT	\$155.24	
313630	625-0601-550100-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$19.98	
313630	625-0601-550100-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$74.99	
					\$2,674.99
313663	625-0601-530050-	DELL MARKETING LP	OFFICE EQUIPMENT	\$53.24	
313663	625-0601-550100-	DELL MARKETING LP	OFFICE EQUIPMENT	\$2,621.75	
			DEPARTMENT 0601 TOTAL:	\$2,952.84	

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Department 3001

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
POLICE DEPT ADMIN					
					\$60.00
313626	101-3001-533250-	ACTIVE LOCK AND KEY LTD	POLICE EQUIPMENT & SUPPLY	\$60.00	
					\$87.94
313630	101-3001-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	(\$32.93)	
313630	101-3001-530050-	AMAZON COM CAPITAL SERVICES	POLICE EQUIPMENT & SUPPLY	\$54.96	
313630	101-3001-530050-	AMAZON COM CAPITAL SERVICES	POLICE EQUIPMENT & SUPPLY	\$65.91	
					\$755.00
313636	101-3001-533300-	ARLINGTON HTS PARK DISTRICT	POLICE EQUIPMENT & SUPPLY	\$755.00	
					\$120.00
313644	101-3001-522700-	AT&T	PROFESSIONAL SERVICES	\$120.00	
					\$816.84
313645	101-3001-530350-	AVALOS, RODOLFO	CLOTHING & APPAREL	\$243.99	
313645	101-3001-530350-	AVALOS, RODOLFO	CLOTHING & APPAREL	\$572.85	
					\$6,950.00
313647	101-3001-521651-	BRIGHTSIDE CLINIC	CARE GRANT	\$6,950.00	
					\$3,636.10
313652	101-3001-521655-	CASEBOOK PBC	OFFICE EQUIPMENT	\$3,636.10	
					\$415.00
313661	101-3001-521650-	COMPASSION FUNERAL SERVICES INC	PROFESSIONAL SERVICES	\$415.00	
					\$53.20
313670	101-3001-521650-	EXPERIAN	PROFESSIONAL SERVICES	\$53.20	
					\$410.00
313677	101-3001-522030-	GARY LYNCH	REIMBURSEMENT	\$410.00	
					\$1,900.00

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313684	101-3001-522030-	HEFFERNAN, JEFFREY	TUITION REIMBURSEMENT	\$1,900.00	
					\$36.25
313692	101-3001-533250-	INTOXIMETERS INC	POLICE EQUIPMENT & SUPPLY	\$36.25	
					\$5,200.90
313694	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-521651-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-530350-	JG UNIFORMS	CLOTHING & APPAREL	\$21.00	
313694	101-3001-530350-	JG UNIFORMS	CLOTHING & APPAREL	\$204.90	
313694	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
313694	101-3001-533250-	JG UNIFORMS	CLOTHING & APPAREL	\$497.50	
					\$500.00
313697	101-3001-521650-	KAWASAKI MOTORS CORP., U.S.A.	PROFESSIONAL SERVICES	\$500.00	
					\$80.00
313700	101-3001-522020-	LAW ENFORCEMENT RECORDS MNGRS OF IL	MEMBERSHIP FEES	\$40.00	
313700	101-3001-522020-	LAW ENFORCEMENT RECORDS MNGRS OF IL	MEMBERSHIP FEES	\$40.00	
					\$47.98
313706	101-3001-530050-	MATTS ACE HARDWARE	POLICE EQUIPMENT & SUPPLY	\$47.98	
					\$71.47
313709	101-3001-521650-	MCDONALD'S CORPORATION	PROFESSIONAL SERVICES	\$71.47	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$64.59
313766	101-3001-522030-	PETTY CASH/POLICE	POLICE PETTY CASH	\$50.34	
313766	101-3001-533050-	PETTY CASH/POLICE	POLICE PETTY CASH	\$14.25	
					\$187.20
313772	101-3001-530350-	RAY O'HERRON	CLOTHING & APPAREL	\$187.20	
					\$3,835.00
313775	401-3001-550100-	ROGUE FITNESS	EQUIPMENT	\$3,835.00	
					\$170.00
313782	101-3001-530350-	SEFTON, CHRISTOPHER	CLOTHING & APPAREL	\$170.00	
					\$564.00
313785	101-3001-522030-	SPECIAL T UNLIMITED	CLOTHING & APPAREL	\$564.00	
					\$319.00
313787	101-3001-521650-	STEVE KLOPACK	REIMBURSEMENT	\$319.00	
					\$4,025.00
313788	101-3001-521650-	SUBURBAN ACCENTS INC	POLICE EQUIPMENT & SUPPLY	\$225.00	
313788	101-3001-533250-	SUBURBAN ACCENTS INC	POLICE EQUIPMENT & SUPPLY	\$1,900.00	
313788	101-3001-533250-	SUBURBAN ACCENTS INC	POLICE EQUIPMENT & SUPPLY	\$1,900.00	
					\$420.13
313797	101-3001-533250-	ULINE INC	POLICE EQUIPMENT & SUPPLY	\$420.13	
					\$3,395.85
313798	401-3001-550150-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENANCE SUPPLY & SERVICES	\$3,395.85	
					\$156.00
313804	101-3001-533250-	VALLEY LITHO SUPPLY	POLICE EQUIPMENT & SUPPLY	\$156.00	
					\$36.01
313805	235-3001-533050-	VERIZON WIRELESS	ACCT 54209747800003	\$36.01	

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313806	101-3001-522700-	VERIZON WIRELESS	ACCT 6121822419	\$256.98	\$256.98
DEPARTMENT 3001 TOTAL:				\$34,570.44	

VILLAGE OF ARLINGTON HEIGHTS
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Department 3003

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
POLICE DEPT CRIMINAL INVEST					
					\$1,168.37
313763	231-3003-540010-	PARTNERS & PAWS VETERINARY SERVICES	K9 SERVICES	\$1,168.37	
					\$13.98
313770	231-3003-540010-	PSP STORES LLC	K9 SUPPLIES	\$13.98	
				DEPARTMENT 3003 TOTAL:	\$1,182.35

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
FIRE ADMIN					
					\$196.00
313627	101-3501-522030-	ADAM HOEFlich	TUITION REIMBURSEMENT	\$196.00	
					\$173.17
313630	101-3501-521020-	AMAZON COM CAPITAL SERVICES	FIRE EQUIPMENT & SUPPLY	\$13.84	
313630	101-3501-521110-	AMAZON COM CAPITAL SERVICES	BUILDING MAINTENANCE SUPPLIES	\$47.98	
313630	101-3501-521110-	AMAZON COM CAPITAL SERVICES	JANITORIAL SUPPLIES	\$94.64	
313630	101-3501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	(\$18.98)	
313630	101-3501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	(\$18.98)	
313630	101-3501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$26.88	
313630	101-3501-533450-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	(\$7.16)	
313630	101-3501-533500-	AMAZON COM CAPITAL SERVICES	FIRE EQUIPMENT & SUPPLY	\$34.95	
					\$65.01
313651	101-3501-522150-	CANON U.S.A. INC	OFFICE MACHINES & ACCESS	\$5.05	
313651	101-3501-522150-	CANON U.S.A. INC	OFFICE MACHINES & ACCESS	\$9.97	
313651	101-3501-522150-	CANON U.S.A. INC	OFFICE MACHINES & ACCESS	\$49.99	
					\$1,223.87
313665	101-3501-521020-	DJS SCUBA LOCKER INC	EQUIPMENT MAINTENANCE	\$1,223.87	
					\$395.00
313668	101-3501-522030-	ELGIN COMMUNITY COLLEGE	TRAVEL AND TRAINING	\$395.00	
					\$1,357.28
313679	101-3501-522100-	GRAND FRAME INC	PRINTING SERVICES	\$325.00	
313679	101-3501-531650-	GRAND FRAME INC	MISCELLANEOUS SERVICES	\$1,032.28	
					\$1,845.00
313726	101-3501-521160-	NORTHWEST COMMUNITY HOSP	TRAVEL & TRAINING	\$1,845.00	
					\$4,494.10

Department 3501

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$37.90	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$49.95	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$65.95	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$74.95	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$78.95	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$84.95	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$105.90	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$105.90	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$109.90	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$109.90	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$109.95	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$131.90	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$157.90	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$233.80	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$255.80	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$255.80	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$271.75	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$308.75	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$355.00	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$414.65	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$547.80	
313794	101-3501-530350-	TODAY'S UNIFORMS	CLOTHING & APPAREL	\$626.75	
					\$388.39
313795	101-3501-521020-	TOTAL FIRE & SAFETY INC	EQUIPMENT MAINTENANCE	\$388.39	
					\$12,432.76
313812	101-3501-531650-	WS DARLEY & CO	FIRE EQUIPMENT& SUPPLY	\$1,181.98	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313812	401-3501-550150-	WS DARLEY & CO	FIRE EQUIPMENT	\$11,250.78	
			DEPARTMENT 3501 TOTAL:	\$22,570.58	

VILLAGE OF ARLINGTON HEIGHTS
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Department 3701

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
FOREIGN FIRE INSURANCE ADMIN					
					\$5,173.19
313703	227-3701-550150-	LOWES COMMERCIAL SERVICES	TOOLS	\$63.95	
313703	227-3701-550150-	LOWES COMMERCIAL SERVICES	TOOLS	\$1,784.15	
313703	227-3701-550150-	LOWES COMMERCIAL SERVICES	TOOLS	\$3,325.09	
DEPARTMENT 3701 TOTAL:				\$5,173.19	

VILLAGE OF ARLINGTON HEIGHTS
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Department 4001

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PLANNING PLANNING					
					\$7,409.50
313654	401-4001-550300-	CHRISTOPHER B BURKE LTD	PROFESSIONAL SERVICES	\$735.00	
313654	401-4001-550300-	CHRISTOPHER B BURKE LTD	PROFESSIONAL SERVICES	\$2,561.00	
313654	401-4001-550300-	CHRISTOPHER B BURKE LTD	PROFESSIONAL SERVICES	\$4,113.50	
					\$623.70
313662	101-4001-522010-	DAILY HERALD	ADVERTISING	\$623.70	
					\$24,778.75
313696	101-4001-540430-	JT COMMERCIAL INVESTMENTS, LLC	ZERO INTEREST LOAN	\$24,778.75	
					\$409.50
313701	101-4001-521650-	LEGRAND REPORTING & VIDEO SERVICES	PROFESSIONAL SERVICES	\$158.00	
313701	101-4001-521650-	LEGRAND REPORTING & VIDEO SERVICES	PROFESSIONAL SERVICES	\$251.50	
					\$54.21
313727	101-4001-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$54.21	
					\$12,602.30
313803	401-4001-550300-	V3 COMPANIES, LTD	PROFESSIONAL SERVICES	\$12,602.30	
			DEPARTMENT 4001 TOTAL:	\$45,877.96	

VILLAGE OF ARLINGTON HEIGHTS
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Department 4501

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
BUILDING ADMIN					
313630	101-4501-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$22.02	\$22.02
313646	101-4501-530350-	BRANDING TOUCHPOINT / IPROMOTE U	CLOTHING & APPAREL	\$74.60	\$74.60
313680	101-4501-520350-	GRIVAS KRAUSE ASSOCIATES LTD	PROFESSIONAL SERVICES	\$600.00	\$600.00
313765	101-4501-522030-	PETTY CASH	TRAVEL & TRAINING	\$12.99	\$12.99
313808	101-4501-522700-	VERIZON WIRELESS	ACCT 54209747800002	\$165.62	\$165.62
313809	101-4501-522700-	VERIZON WIRELESS	ACCT 54209747800001	\$493.56	\$493.56
DEPARTMENT 4501 TOTAL:				\$1,368.79	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
HEALTH ADMIN					
					\$197.43
313630	101-7001-530050-	AMAZON COM CAPITAL SERVICES	OFFICE SUPPLIES	\$22.27	
313630	101-7001-533100-	AMAZON COM CAPITAL SERVICES	NURSING SUPPLIES	\$72.70	
313630	101-7001-533100-	AMAZON COM CAPITAL SERVICES	NURSING SUPPLIES	\$102.46	
					\$21.57
313651	101-7001-522150-	CANON U.S.A. INC	OFFICE MACHINES & ACCESS	\$21.57	
					\$5,266.49
313672	101-7001-533100-	FFF ENTERPRISES INC	MEDICAL SUPPLIES	(\$369.30)	
313672	101-7001-533100-	FFF ENTERPRISES INC	MEDICAL SUPPLIES	(\$22.50)	
313672	101-7001-533100-	FFF ENTERPRISES INC	MEDICAL SUPPLIES	\$2,253.79	
313672	101-7001-533100-	FFF ENTERPRISES INC	MEDICAL SUPPLIES	\$3,404.50	
					\$1,375.00
313673	101-7001-521100-	FLECK'S LANDSCAPING	LANDSCAPING SERVICES	\$240.00	
313673	101-7001-521100-	FLECK'S LANDSCAPING	LANDSCAPING SERVICES	\$1,135.00	
					\$100.00
313702	101-7001-520250-	LEMKE, SHERRY	COUNSELING SUBSIDY	\$100.00	
					\$40.09
313765	101-7001-522030-	PETTY CASH	TRAVEL & TRAINING	\$12.60	
313765	101-7001-522030-	PETTY CASH	TRAVEL & TRAINING	\$12.60	
313765	101-7001-533100-	PETTY CASH	MEETING SUPPLIES	\$14.89	
					\$215.00
313789	101-7001-533100-	SUMMIT PRINT SOLUTIONS	NURSING SUPPLIES	\$215.00	
			DEPARTMENT 7001 TOTAL:	\$7,215.58	

Department 7001

VILLAGE OF ARLINGTON HEIGHTS
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Department 7007

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
HEALTH SENIOR SERVICES					
313631	101-7007-522400-	AMERICAN TAXI	TAXI SUBSIDY	\$88.00	\$88.00
313674	101-7007-540160-	FOX VALLEY FARMS INC	PROGRAM SUPPLIES	\$243.35	\$243.35
313676	101-7007-540160-	GARY E MIDKIFF & COMPANY	PROGRAM INSTRUCTIONAL FEE	\$220.00	\$220.00
DEPARTMENT 7007 TOTAL:				\$551.35	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PUBLIC WORKS ADMIN					
313628	101-7101-531550-	ADDISON BUILDING MATERIAL CO	BUILDING MAINTENANCE SUPPLY	\$61.19	\$61.19
313629	101-7101-521020-	AFFILIATED CUSTOMER SERVICE INC	EQUIPMENT MAINTENANCE	\$590.98	\$590.98
313632	101-7101-531800-	AMERICAN TRAFFIC SAFETY MATERIALS	STREET SIGN SUPPLIES	\$264.30	\$264.30
313634	101-7101-531550-	ANDERSON LOCK	BUILDING MAINTENANCE SUPPLY	\$147.54	\$844.11
313634	101-7101-531550-	ANDERSON LOCK	BUILDING MAINTENANCE SUPPLY	\$291.00	
313634	101-7101-531550-	ANDERSON LOCK	BUILDING MAINTENANCE SUPPLY	\$405.57	
313638	101-7101-531800-	ARLINGTON SIGNS & BANNERS	STREET SIGN SUPPLIES	\$525.00	\$525.00
313639	101-7101-522700-	AT & T	ACCT 8310010146347	\$787.19	\$787.19
313641	101-7101-522700-	AT & T	ACCT 8310010134261	\$1,277.57	\$1,277.57
313642	101-7101-522700-	AT & T	ACCT 217S667106106	\$2,151.00	\$2,151.00
313649	101-7101-531900-	BUILDERS ASPHALT LLC	STREET SUPPLIES	\$65.00	\$27,988.84
313649	101-7101-531900-	BUILDERS ASPHALT LLC	STREET SUPPLIES	\$130.00	
313649	101-7101-531900-	BUILDERS ASPHALT LLC	STREET SUPPLIES	\$1,690.00	
313649	101-7101-531900-	BUILDERS ASPHALT LLC	STREET SUPPLIES	\$12,398.44	
313649	101-7101-531900-	BUILDERS ASPHALT LLC	STREET SUPPLIES	\$13,705.40	

Department 7101

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313655	101-7101-522700-	COMCAST CABLE	ACCT 8771100721360921	\$176.35	\$176.35
313658	101-7101-522700-	COMCAST CABLE	ACCT 8771100720049004	\$42.84	\$42.84
313659	101-7101-522700-	COMCAST CABLE	ACCT 8771100720048998	\$32.13	\$32.13
313666	101-7101-531550-	DREISILKER ELECTRIC MOTORS INC	BUILDING MAINTENANCE SUPPLY	\$217.32	\$217.32
313667	101-7101-531650-	EDUCATION & OUTREACH COMPANY	MISCELLANEOUS SUPPLIES	\$3,000.00	\$3,000.00
313669	426-7101-550250-	ENGINEERING RESOURCE ASSOCIATES	PROFESSIONAL SERVICES	\$33,450.15	\$74,037.88
313669	426-7101-550250-	ENGINEERING RESOURCE ASSOCIATES	PROFESSIONAL SERVICES	\$40,587.73	
313671	101-7101-531450-	FERGUSON FACILITIES SUPPLY HP# 3400	JANITORIAL SUPPLIES	\$4,460.80	\$4,460.80
313673	101-7101-521550-	FLECK'S LANDSCAPING	LANDSCAPING SERVICES	\$6,865.00	\$23,015.00
313673	101-7101-521550-	FLECK'S LANDSCAPING	LANDSCAPING SERVICES	\$16,150.00	
313675	401-7101-550200-	FUTURITY 19, INC	SERVICE BUILDING MAINTENANCE	\$4,430.00	\$14,440.00
313675	401-7101-550300-	FUTURITY 19, INC	SERVICE BUILDING MAINTENANCE	\$10,010.00	
313678	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$1.18	\$1,158.49
313678	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$162.08	
313678	101-7101-531550-	GRAINGER W W INC	BUILDING MAINTENANCE SUPPLY	\$165.72	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313678	101-7101-531850-	GRAINGER W W INC	SMALL TOOLS & EQUIPMENT	\$725.20	
313678	101-7101-531850-	GRAINGER W W INC	SMALL TOOLS & EQUIPMENT	\$104.31	
					\$97,384.50
313681	235-7101-550250-	HAMMER CONSTRUCTION, LLC	CONSTRUCTION SERVICES	\$9,450.00	
313681	235-7101-550250-	HAMMER CONSTRUCTION, LLC	CONSTRUCTION SERVICES	\$87,934.50	
					\$2,777.00
313682	101-7101-521020-	HASTINGS AIR ENERGY CONTROL	EQUIPMENT MAINTENANCE	\$898.00	
313682	101-7101-521020-	HASTINGS AIR ENERGY CONTROL	EQUIPMENT MAINTENANCE	\$1,879.00	
					\$425.00
313685	401-7101-550200-	HENRICKSEN & COMPANY INC	SERVICE BUILDING MAINTENANCE	\$425.00	
					\$7,800.00
313688	101-7101-521020-	INTERCLEAN EQUIPMENT	EQUIPMENT MAINTENANCE	\$3,900.00	
313688	101-7101-521020-	INTERCLEAN EQUIPMENT	EQUIPMENT MAINTENANCE	\$3,900.00	
					\$732.00
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$60.00	
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$60.00	
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$65.00	
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$88.00	
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$88.00	
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$104.00	
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$120.00	
313691	101-7101-521110-	INTL EXTERMINATORS INC	SERVICE BUILDING MAINTENANCE	\$147.00	
					\$6,975.00
313699	101-7101-521650-	LAFRANCE ENVIRONMENTAL	EQUIPMENT MAINTENANCE	\$6,975.00	
					\$40.88
313710	101-7101-531550-	MENARDS-LONG GROVE	BUILDING MAINTENANCE SUPPLY	\$40.88	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313712	101-7101-521020-	METRO DOOR AND DOCK	EQUIPMENT MAINTENANCE	\$983.24	\$983.24
313715	401-7101-550200-	MICHAEL WAGNER & SONS	SERVICE BUILDING MAINTENANCE	\$574.92	\$574.92
313716	101-7101-521020-	MID AMERICAN ELEVATOR CO INC	EQUIPMENT MAINTENANCE	\$1,660.00	\$1,660.00
313718	101-7101-521020-	MINUTEMAN SECURITY TECHNOLOGIES, INC.	EQUIPMENT MAINTENANCE	\$755.00	\$755.00
313723	101-7101-531750-	NEENAH FOUNDRY COMPANY	STREET LIGHT SUPPLIES	\$2,212.00	\$2,212.00
313724	101-7101-521500-	NICOR	ACCT 01701843946	\$1,639.09	\$1,639.09
313727	101-7101-530050-	ODP BUSINESS SOLUTIONS	OFFICE SUPPLIES	\$62.82	\$62.82
313728	101-7101-530390-	OFFEN PETROLEUM LLC	FUEL	\$21,483.37	\$21,483.37
313759	401-7101-550300-	ERIC BURCZY	RESIDENT REIMBURSEMENT	\$119.90	\$119.90
313760	401-7101-550300-	MUSTAFA ABDUL-KADER	RESIDENT REIMBURSEMENT	\$1,288.20	\$1,288.20
313761	401-7101-550300-	SHIVENDRA SINGH	RESIDENT REIMBURSEMENT	\$1,102.50	\$1,102.50
313762	101-7101-530350-	PAPIERNIAK, CRIS	REIMBURSEMENT	\$110.97	\$110.97
					\$140.93

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313765	101-7101-531650-	PETTY CASH	KITCHEN SUPPLIES	\$23.74	
313765	101-7101-531650-	PETTY CASH	KITCHEN SUPPLIES	\$28.74	
313765	101-7101-531650-	PETTY CASH	KITCHEN SUPPLIES	\$88.45	
					\$570.00
313768	101-7101-522700-	PRECISE MRM LLC	PROFESSIONAL SERVICES	\$570.00	\$728.95
313769	101-7101-530350-	PRO SAFETY INC	CLOTHING & APPAREL	\$73.75	
313769	101-7101-531650-	PRO SAFETY INC	MISCELLANEOUS SUPPLIES	\$655.20	
					\$2,216.04
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$68.00	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$70.04	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$99.57	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$102.46	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$102.58	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$148.56	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$153.02	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$219.30	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$219.69	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$222.93	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$226.06	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$287.67	
313776	101-7101-521110-	ROSCOE COMPANY	SERVICE BUILDING MAINTENANCE	\$296.16	
					\$3,549.00
313778	401-7101-550200-	SAFE-WAY TUCKPOINTING LLP	SERVICE BUILDING MAINTENANCE	\$3,549.00	\$116,753.13
313780	101-7101-521150-	SCHROEDER ASPHALT	CONSTRUCTION SERVICES	\$116,753.13	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313784	401-7101-550300-	SITEONE LANDSCAPE SUPPLY LLC	LANDSCAPING SERVICES	\$120.73	\$120.73
313791	101-7101-531650-	TENACIOUS BRANDS	MISCELLANEOUS SUPPLIES	\$3,268.00	\$3,268.00
313792	101-7101-521020-	TGF ENTERPRISES INC	LANDSCAPING SUPPLIES	\$573.90	\$573.90
313793	101-7101-521020-	TIMS GLASS AND MIRROR INC	BUILDING MAINTENANCE SUPPLY	\$327.96	\$327.96
313796	101-7101-531750-	TRADITIONAL CONCRETE INC	STREET LIGHT SUPPLIES	\$14,680.00	\$14,680.00
313810	235-7101-550250-	WALKER CONSULTANTS	PROFESSIONAL SERVICES	\$6,036.23	\$6,036.23
802521	101-7101-522700-	AT & T	ACCT 84779713213488	\$32.88	\$162.83
802521	101-7101-522700-	AT & T	ACCT 84739271083278	\$34.16	
802521	101-7101-522700-	AT & T	ACCT 84739208661733	\$37.54	
802521	101-7101-522700-	AT & T	ACCT 84734215365273	\$58.25	
802522	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 6437571222	\$92.21	\$9,497.84
802522	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 1158409000	\$317.51	
802522	101-7101-521500-	COMMONWEALTH EDISON COMPANY	ACCT 4410867000	\$9,088.12	
802523	101-7101-521500-	CONSTELLATION NEW ENERGY INC	ACCT 8063218	\$1,752.12	\$12,633.28
802523	101-7101-521500-	CONSTELLATION NEW ENERGY INC	ACCT 8063214	\$10,881.16	
					\$607.05

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
802524	101-7101-521500-	NICOR	ACCT 94830700004	\$210.45	
802524	101-7101-521500-	NICOR	ACCT 95407400001	\$396.60	
			DEPARTMENT 7101 TOTAL:	\$475,063.25	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
WATER AND SEWER ADMIN					
					\$87.00
313633	505-7201-522020-	AMERICAN WATER WORKS ASSOC	DUES	\$87.00	
					\$1,436.00
313637	505-7201-550150-	ARLINGTON POWER EQUIPMENT	EQUIPMENT	\$1,436.00	
					\$10,661.78
313648	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	EQUIPMENT MAINTENANCE	\$2,000.00	
313648	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	EQUIPMENT MAINTENANCE	\$3,200.00	
313648	505-7201-521020-	BUCKEYE POWER SALES CO. INC.	EQUIPMENT MAINTENANCE	\$5,461.78	
					\$1,079.70
313654	505-7201-521250-	CHRISTOPHER B BURKE LTD	PROFESSIONAL SERVICES	\$408.74	
313654	505-7201-521250-	CHRISTOPHER B BURKE LTD	PROFESSIONAL SERVICES	\$670.96	
					\$205.80
313656	505-7201-522700-	COMCAST CABLE	ACCT 8771100720175502	\$205.80	
					\$39.31
313660	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 4554927000	\$39.31	
					\$192.80
313664	505-7201-521500-	DIRECT ENERGY BUSINESS MARKETING LLC	ACCT 1806640	\$192.80	
					\$1,416.50
313667	505-7201-530050-	EDUCATION & OUTREACH COMPANY	MISCELLANEOUS SUPPLIES	\$1,416.50	
					\$207.82
313683	505-7201-531020-	HBK WATER METER SERVICE INC	METER SUPPLIES	\$207.82	
					\$880.00
313693	505-7201-531400-	JCK CONTRACTORS	AGRICULTURAL SUPPLIES	\$880.00	
					\$257.05

Department 7201

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313703	505-7201-550150-	LOWES COMMERCIAL SERVICES	EQUIPMENT	\$257.05	
					\$5.18
313706	505-7201-531550-	MATTS ACE HARDWARE	BUILDING MAINTENANCE SUPPLY	\$5.18	
					\$78,455.29
313707	505-7201-550150-	MAURO SEWER CONSTRUCTION	CONSTRUCTION SERVICES	\$78,455.29	
					\$20,321.50
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$225.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$552.84	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$1,010.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$1,437.86	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$2,156.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$2,400.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$2,501.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$2,990.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$148.80	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$175.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$295.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$345.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$855.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$855.00	
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$1,750.00	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313717	505-7201-531010-	MID AMERICAN WATER OF WAUCONDA, INC.	WATER SUPPLIES	\$2,625.00	
					\$27.00
313720	505-7201-522030-	MULLANY STEVE	TRAVEL & TRAINING	\$27.00	
					\$184.80
313721	505-7201-531010-	MULTIPLE CONCRETE ACCESSORIES	WATER SUPPLIES	\$184.80	
					\$52.46
313765	505-7201-531650-	PETTY CASH	KITCHEN SUPPLIES	\$23.73	
313765	505-7201-531650-	PETTY CASH	KITCHEN SUPPLIES	\$28.73	
					\$46.08
313767	505-7201-521250-	PIZZO & ASSOCIATES, LTD	PROFESSIONAL SERVICES	\$46.08	
					\$570.00
313768	505-7201-522700-	PRECISE MRM LLC	PROFESSIONAL SERVICES	\$570.00	
					\$194.85
313774	505-7201-530350-	RODRIGUEZ, BENJAMIN	REIMBURSEMENT	\$194.85	
					\$56,771.36
313780	505-7201-521300-	SCHROEDER ASPHALT	CONSTRUCTION SERVICES	\$56,771.36	
					\$17.96
313781	505-7201-522030-	SCOTT SCHWEDA	TRAVEL AND TRAINING	\$17.96	
					\$1,188.31
313791	506-7201-550150-	TENACIOUS BRANDS	MISCELLANEOUS SUPPLIES	\$1,188.31	
					\$259.50
313802	505-7201-531600-	USA BLUEBOOK	CHEMICALS	\$259.50	
					\$262.80
313813	505-7201-531850-	ZORO TOOLS INC	SMALL TOOLS & EQUIPMENT	\$262.80	
					\$118.40

VILLAGE OF ARLINGTON HEIGHTS

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802521	505-7201-522700-	AT & T	ACCT 84759080850047	\$118.40	
					\$150.84
802522	505-7201-521500-	COMMONWEALTH EDISON COMPANY	ACCT 9425223333	\$150.84	
					\$609.74
802524	505-7201-521500-	NICOR	ACCT 05850400002	\$54.90	
802524	505-7201-521500-	NICOR	ACCT 42567835683	\$57.12	
802524	505-7201-521500-	NICOR	ACCT 16797600000	\$178.19	
802524	505-7201-521500-	NICOR	ACCT 76830700001	\$319.53	
			DEPARTMENT 7201 TOTAL:	\$175,699.83	

VILLAGE OF ARLINGTON HEIGHTS
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Department 7301

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING ADMIN					
313640	235-7301-521500-	AT & T	ACCT 847R0608437214	\$244.13	\$244.13
802522	235-7301-521500-	COMMONWEALTH EDISON COMPANY	ACCT 9934124000	\$729.22	\$729.22
DEPARTMENT 7301 TOTAL:				\$973.35	

VILLAGE OF ARLINGTON HEIGHTS
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Department 7302

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING VAIL ST. GARAGE OPER					
313657	235-7302-521500-	COMCAST CABLE	ACCT 8771100721377909	\$176.35	\$176.35
313698	235-7302-521020-	KINGS III OF AMERICA, LLC	EQUIPMENT MAINTENANCE	\$245.25	\$245.25
313716	235-7302-521020-	MID AMERICAN ELEVATOR CO INC	EQUIPMENT MAINTENANCE	\$860.00	\$860.00
313783	235-7302-521020-	SEMACONNECT	PROFESSIONAL SERVICES	\$960.00	\$960.00
802523	235-7302-521500-	CONSTELLATION NEW ENERGY INC	ACCT 1050215	\$2,547.58	\$2,547.58
DEPARTMENT 7302 TOTAL:				\$4,789.18	

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Department 7303

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING NORTH GARAGE OPER					
802523	235-7303-521500-	CONSTELLATION NEW ENERGY INC	ACCT 1060231	\$1,508.29	\$1,508.29
DEPARTMENT 7303 TOTAL:				\$1,508.29	

VILLAGE OF ARLINGTON HEIGHTS
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Department 7304

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
PARKING EVERGREEN ST GAR OPER					
313629	235-7304-521020-	AFFILIATED CUSTOMER SERVICE INC	EQUIPMENT MAINTENANCE	\$1,045.90	\$1,045.90
DEPARTMENT 7304 TOTAL:				\$1,045.90	

VILLAGE OF ARLINGTON HEIGHTS

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CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
MUNICIPAL FLEET SVCS ADMIN					
					\$471.93
313635	621-7501-531510-	ARLINGTON HTS FORD	VEH MAINTENANCE SUPPLY	\$35.06	
313635	621-7501-531510-	ARLINGTON HTS FORD	VEH MAINTENANCE SUPPLY	\$63.97	
313635	621-7501-531510-	ARLINGTON HTS FORD	VEH MAINTENANCE SUPPLY	\$109.40	
313635	621-7501-531510-	ARLINGTON HTS FORD	VEH MAINTENANCE SUPPLY	\$263.50	
					\$314.65
313650	621-7501-531510-	BUMPER TO BUMPER	VEH MAINTENANCE SUPPLY	\$26.12	
313650	621-7501-531510-	BUMPER TO BUMPER	VEH MAINTENANCE SUPPLY	\$70.86	
313650	621-7501-531510-	BUMPER TO BUMPER	VEH MAINTENANCE SUPPLY	\$60.24	
313650	621-7501-531510-	BUMPER TO BUMPER	VEH MAINTENANCE SUPPLY	\$157.43	
					\$349.42
313653	621-7501-531510-	CHICAGO PARTS & SOUND ENTERPRISES	VEH MAINTENANCE SUPPLY	\$114.43	
313653	621-7501-531510-	CHICAGO PARTS & SOUND ENTERPRISES	VEH MAINTENANCE SUPPLY	\$234.99	
					\$33.44
313678	621-7501-531510-	GRAINGER W W INC	VEH MAINTENANCE SUPPLY	\$33.44	
					\$7,591.69
313686	621-7501-521080-	HILLSIDE AUTO BODY SERVICES	EQUIPMENT MAINTENANCE	\$7,591.69	
					\$15.09
313690	621-7501-531510-	INTERSTATE POWER SYSTEMS	VEH MAINTENANCE SUPPLY	\$15.09	
					\$6,523.81
313704	621-7501-521080-	MAACO COLLISION REPAIR & PAINTING	EQUIPMENT MAINTENANCE	\$6,523.81	
					\$2,875.67
313705	621-7501-531510-	MACQUEEN EMERGENCY GROUP	VEH MAINTENANCE SUPPLY	\$76.68	
313705	621-7501-531510-	MACQUEEN EMERGENCY GROUP	VEH MAINTENANCE SUPPLY	\$237.94	

Department 7501

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 9/15/2025

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313705	621-7501-531510-	MACQUEEN EMERGENCY GROUP	VEH MAINTENANCE SUPPLY	\$333.53	
313705	621-7501-531510-	MACQUEEN EMERGENCY GROUP	VEH MAINTENANCE SUPPLY	\$767.27	
313705	621-7501-531510-	MACQUEEN EMERGENCY GROUP	VEH MAINTENANCE SUPPLY	\$1,460.25	
					\$49.19
313708	621-7501-531510-	MC MASTER CARR SUPPLY CO	VEH MAINTENANCE SUPPLY	\$49.19	\$1,970.00
313719	621-7501-531510-	MPC COMMUNICATIONS & LIGHTING INC	VEH MAINTENANCE SUPPLY	\$1,970.00	
					\$670.12
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$209.12	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	(\$482.90)	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$21.96	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$59.48	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$72.96	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$143.30	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$144.72	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$165.92	
313722	621-7501-531510-	NAPA AUTO PARTS	VEH MAINTENANCE SUPPLY	\$335.56	\$909.15
313725	621-7501-521070-	NORTHWEST AUTO WASH	EQUIPMENT MAINTENANCE	\$909.15	
					\$0.00
313728	621-7501-521070-	OFFEN PETROLEUM LLC	FUEL	(\$22,312.77)	
313728	621-7501-521070-	OFFEN PETROLEUM LLC	FUEL	\$22,312.77	
					\$265.44
313764	621-7501-531510-	PATLIN INC	VEH MAINTENANCE SUPPLY	\$265.44	\$149.25

VILLAGE OF ARLINGTON HEIGHTS

WARRANT REGISTER

CHECK DATE: 9/15/2025

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
313773	621-7501-531510-	REGIONAL TRUCK EQUIPMENT CO	VEH MAINTENANCE SUPPLY	\$149.25	
					\$1,410.00
313777	621-7501-531510-	RUSH TRUCK CENTER-CAROL STREAM	VEH MAINTENANCE SUPPLY	(\$56.90)	
313777	621-7501-531510-	RUSH TRUCK CENTER-CAROL STREAM	VEH MAINTENANCE SUPPLY	\$56.90	
313777	621-7501-531510-	RUSH TRUCK CENTER-CAROL STREAM	VEH MAINTENANCE SUPPLY	\$1,410.00	
					\$325.00
313779	621-7501-531510-	SAKASH JOHN CO	VEH MAINTENANCE SUPPLY	\$325.00	
					\$12,354.06
313786	621-7501-531510-	STANDARD EQUIPMENT CO	EQUIPMENT	\$12,354.06	
313786	621-7501-531510-	STANDARD EQUIPMENT CO	VEH MAINTENANCE SUPPLY	\$651.99	
313786	621-7501-531510-	STANDARD EQUIPMENT CO	VEH MAINTENANCE SUPPLY	(\$651.99)	
					\$1,610.43
313798	621-7501-521070-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENANCE SUPPLY & SERVICES	\$792.71	
313798	621-7501-531510-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENANCE SUPPLY	\$25.00	
313798	621-7501-531510-	ULTRA STROBE COMMUNICATIONS INC	VEH MAINTENANCE SUPPLY & SERVICES	\$792.72	
					\$190.92
313799	621-7501-530350-	UNIFIRST CORPORATION	CLOTHING & APPAREL	\$95.46	
313799	621-7501-530350-	UNIFIRST CORPORATION	UNIFORMS	\$95.46	
					\$200.00
313800	621-7501-531510-	US AUTOFORCE	VEH MAINTENANCE SUPPLY	\$200.00	
					\$339.30
313801	621-7501-531510-	US UPFITTERS	VEH MAINTENANCE SUPPLY	\$339.30	
					\$4,153.47
313811	621-7501-531510-	WENTWORTH TIRE SERVICE	VEH MAINTENANCE SUPPLY	\$4,153.47	

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 9/15/2025

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
					\$1,627.76
313813	621-7501-531510-	ZORO TOOLS INC	VEH MAINTENANCE SUPPLY	\$656.98	
313813	621-7501-531650-	ZORO TOOLS INC	VEH MAINTENANCE SUPPLY	\$533.99	
313813	621-7501-531850-	ZORO TOOLS INC	SMALL TOOLS & EQUIPMENT	\$436.79	
DEPARTMENT 7501 TOTAL:				\$44,399.79	

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 9/15/2025

Department 9001

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
CAPITAL ADMIN					
313756	506-9001-550250-	LAURA & DUSTIN PUCKETT	LEAD LINE REIMBURSEMENT	\$2,500.00	\$2,500.00
313757	506-9001-550250-	SHARON SCHARRINGHAUSEN	LEAD LINE REIMBURSEMENT	\$2,500.00	\$2,500.00
313758	506-9001-550250-	TOM VORNDRAN	LEAD LINE REIMBURSEMENT	\$2,500.00	\$2,500.00
DEPARTMENT 9001 TOTAL:				\$7,500.00	

VILLAGE OF ARLINGTON HEIGHTS
WARRANT REGISTER
CHECK DATE: 9/15/2025

Department 9901

CHECK #	ACCOUNT #	VENDOR NAME/#	DESCRIPTION	AMOUNT	TOTAL AMOUNT
NON-OPERATING					
313713	515-9901-540830-	METROPOLIS COMMERCIAL CONDO ASSN	CAM CHARGE	\$9,004.45	\$13,233.64
313713	515-9901-540920-	METROPOLIS COMMERCIAL CONDO ASSN	BUILDING RESERVE CHARGE	\$4,229.19	
DEPARTMENT 9901 TOTAL:				\$13,233.64	
WARRANT TOTAL:				\$1,782,745.31	



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: One Book, One Village presentation by Arlington Heights
Memorial Library

Department: Integrated Services

Item Description:

Library representatives Sherri Tader, Info Services Advisor, and Neal Parker, Programs & Exhibit Specialist, will present the Arlington Heights Memorial Library's 2025 One Book, One Village selection, *The Stolen Queen*, by Fiona Davis, to the Arlington Heights Village Board. Celebrating its 12th year, the initiative will include engaging book discussions and programs, outreach in the community, and an after-hours gala, culminating in an in-person live author event at Forest View Education Center on Tuesday, October 28. Learn more at ahml.info/onebook.

ATTACHMENTS:

None



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Presentation of the 2025 Kenneth Hood Senior Service Award
Department: Integrated Services

Item Description:

Presentation of the 2025 Kenneth Hood Senior Service Award to Al and Donna Kunz by the Senior Citizens Commission

ATTACHMENTS:

None



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: 2025 Illinois Traffic Safety Challenge Awards
Department: Police

Item Description:

On August 15th, 2025 the Arlington Heights Police Department was presented with three (3) first place awards for the 2025 Illinois Traffic Safety Challenge and special recognitions including:

- 1st Place Municipal 101-250 Award
- Distracted Driving Specialty Award
- Occupant Protection Specialty Award

The first place award in Municipal 101-250 is presented to an agency with an authorized sworn staffing of at least 101 officers, but no more than 250 officers, which demonstrates the most comprehensive traffic safety program. The Distracted Driving and Occupant Protection Specialty Awards are awarded to a single law enforcement agency, regardless of size, which has exhibited exemplary education and enforcement efforts in these two particular traffic safety priorities. The awards were presented by the Illinois Association of Chiefs of Police at the Midwest Police and Security Expo in Tinley Park, Illinois.

The Illinois Traffic Safety Challenge is coordinated by the Illinois Association of Chiefs of Police (ILACP) and supported by a National Highway Traffic Safety Administration (NHTSA) grant administered through the Illinois Department of Transportation (IDOT). The challenge targets four major traffic safety priorities: occupant protection, distracted driving, speeding and impaired driving, in addition to other traffic safety initiatives. Programs receiving the award effectively combine traffic enforcement, public educational activities and innovative problem-solving strategies.

Applications are judged by law enforcement and traffic safety professionals from around the State of Illinois. The Illinois Traffic Safety Challenge award recipients manage comprehensive programs within their communities that identify traffic issues, plan strategies, reduce social harm and improve the quality of life in their communities. Traffic safety remains a top priority of the Arlington Heights Police Department and receiving these awards validates the ongoing commitment towards keeping the communities' roadways safe for residents, businesses and visitors.

Scott Kristiansen, the Director of the Illinois Traffic Safety Challenge, will be presenting the above-mentioned awards to Mayor Jim Tignalia.

ATTACHMENTS:

None



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Resolution Approving the Purchase of Private Office Furniture
for the Fire Department

Department: Fire

Item Description:

Background

The Fire Department 5-Year capital plan includes funding in the 2025 budget to replace the current office furniture for 3 private offices within Fire Administration. This is the first year of a 2-year project to replace the office furniture in all of the private offices located within Fire Administration. This furniture is original to the building construction in 2000. Much of it is past its useful life and shows significant signs of wear. These offices house the Chief Officers of the fire department and are routinely used for short meetings and visited by outside guests.

In 2024, staff worked with Warehouse Direct of Mount Prospect, IL, a distributor of Hon office furniture, to furnish and install new furniture in the administrative reception area. This furniture has been well received by both visitors to the office and the staff that uses it daily. The furniture proposed for the private offices is also from Hon and will match the new furniture recently installed in the open areas. Most Hon furniture has a limited lifetime warranty and is made in the United States at a manufacturing facility in Muscatine, Iowa. Hon is also dedicated to environmental sustainability, with materials carefully chosen to reduce environmental impacts. All items are available on a Hon joint purchasing contract through Omnia Partners, of which the Village is a participant. Hon is maintaining the same pricing level that the Fire Department received for our previous order since we are placing a second order within one calendar year.

Sufficient funding for the purchase of new office furniture for the 3 private offices is provided in the 2025 Capital Projects Fund. Funding for new furniture for the remaining private offices is budgeted in the 2026 Capital Projects Fund.

Recommendation

It is recommended that the Fire Department seek Village Board approval to waive the competitive bidding process and authorize the purchase of new office furniture for 3 private offices within Fire Administration from

Warehouse Direct of Mt. Prospect, IL through Omnia Partners Joint Purchasing Contract #R191804 in the total amount of \$40,780.43 from the Capital Projects Fund Account No. 401-3501-550100.

ATTACHMENTS:

1. Warehouse Direct Final Quote 9-2-2025
2. Resolution - Fire Administration Private Office Furniture

Item	Color	✓	🔒	📄	🗨️	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
1		✓							TARIFF	HON Tariff			1	\$ 0.00	\$ 1,150.00	\$ 0.00	\$ 1,150.00
2		✓							FREIGHT	HON Freight FREE			1	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
3		✓							DESIGN	Design Time FREE			1	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
4		✓							INSTALL	RDI ISI deliver/set up			1	\$ 0.00	\$ 5,495.00	\$ 0.00	\$ 5,495.00
sub									Subtotal							\$ 0.00	\$ 6,645.00
5		✓					HON	HCG	HF23C	Lock Core Replacement Kit Brushed Chrome	MISCELLANEOUS	CRR OFFICE	5	\$ 70.00	\$ 35.00	\$ 350.00	\$ 175.00
6		✓					HON	HSN	X120E	120E							
		✓					HON	HSN	HWCUSUBAMF	Uph Seat Uph Back Arm Multi-Fab	SEATING	CRR OFFICE	2	\$ 1,529.00	\$ 617.72	\$ 3,058.00	\$ 1,235.44
									.LE394	Lowell Ash							
									\$(1)	Grade 1 UPH							
									.UR	Contourett							
									22	Buff							
									\$(1)	Grade 1 UPH							
									.UR	Contourett							
									62	Flame							
7		✓					HON	HSN	HCFEUMF	Cofi Executive Height Chair-Multi-Fab	SEATING	CRR OFFICE	1	\$ 1,540.00	\$ 622.16	\$ 1,540.00	\$ 622.16
									.Y2	Advandc Synchro-Tilt/St Slider							
									.STC	Standard Cylinder							
									.F	Fixed							
									.R	Black Roll Control Caster							
									\$(1)	Grade 1 Uph							
									.UR	Contourett							
									22	Buff							
									.CHS	Channel Stitch							
									TC00	Coordinating							
									\$(1)	Grade 1 Uph							
									.UR	Contourett							
									62	Flame							
									.TC00	Coordinating							
									.PA	Polished Aluminum							
8		✓					HON	HCG	HLVPM1	Vertical Paper Manager 14-7/8Wx10-7/8Dx19 11/16H	UPPER STORAGE	CRR OFFICE	1	\$ 501.00	\$ 202.40	\$ 501.00	\$ 202.40
									\$(L2STD)	Grd L2 Standard Laminates							
									.LLA1	Lowell Ash							
9		✓					HON	HCG	HNL1572LL	72x15x15 Wall Mount Storage lam lk drs	UPPER STORAGE	CRR OFFICE	1	\$ 1,861.00	\$ 751.84	\$ 1,861.00	\$ 751.84
									.P	Black							
									\$(L2STD)	Grd L2 Standard Laminates							
									.LLA1	Lowell Ash							
									\$(L2STD)	Grd L2 Standard Laminates							
									.LLA1	Lowell Ash							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
10		✓					HON	HCG	HNLRC2472	72W x 24D Rectangle Worksurface	WORKSURFACE	CRR OFFICE	1	\$ 563.00	\$ 227.45	\$ 563.00	\$ 227.45
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
11		✓					HON	HCG	HNLRC2466	66W x 24D Rectangle Worksurface	WORKSURFACE	CRR OFFICE	1	\$ 542.00	\$ 218.97	\$ 542.00	\$ 218.97
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
12		✓					HON	HCG	HNL233628PSC	36Wx23-1/8Dx28-1/2H Storage Cabinet Pedestal	PEDESTALS	CRR OFFICE	1	\$ 1,257.00	\$ 507.83	\$ 1,257.00	\$ 507.83
									.I .P \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
13		✓					HON	HCG	HNL233628PLF	36Wx23-1/8Dx28-1/2H Lateral File Pedestal	PEDESTALS	CRR OFFICE	1	\$ 1,614.00	\$ 652.06	\$ 1,614.00	\$ 652.06
									.I .P \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
14		✓					HON	HCG	HNL233028PSL	30Wx23-1/8Dx28-1/2H Shelf/Box/Box/Lat File Ped	PEDESTALS	CRR OFFICE	1	\$ 1,848.00	\$ 746.59	\$ 1,848.00	\$ 746.59
									.I .P \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
15		✓					HON	HCG	HNLMP3628	36W x 27-7/8H Modesty / Ped Back Panel	WORKSURFACE SUPPORT	CRR OFFICE	2	\$ 295.00	\$ 119.18	\$ 590.00	\$ 238.36
									.P \$(L2STD) .LLA1	Black Grd L2 Standard Laminates Lowell Ash							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
16		✓					HON	HCG	HNLMP3028	30W x 27-7/8H Modesty / Ped Back Panel	WORKSURFACE SUPPORT	CRR OFFICE	1	\$ 275.00	\$ 111.10	\$ 275.00	\$ 111.10
		✓							.P \$(L2STD) .LLA1	Black Grd L2 Standard Laminates Lowell Ash							
17		✓				—	HON	HVO	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)	LIGHTING	CRR OFFICE	1	\$ 799.00	\$ 322.80	\$ 799.00	\$ 322.80
18		✓					HON	HCG	HNL30SHR	Shroud 30"D	FREESTANDING CASEGOODS	CRR OFFICE	2	\$ 1,258.00	\$ 508.23	\$ 2,516.00	\$ 1,016.46
		✓							.R P \$(L2STD) .LLA1	Right Hand Black L2 Standard Lam Opts Lowell Ash							
19		✓					HON	HTL	HHATB2S2LT	2 Stage 2 Leg Rectangle T Foot	TABLE	CRR OFFICE	1	\$ 1,134.00	\$ 458.14	\$ 1,134.00	\$ 458.14
		✓							\$(P2) .PR6 X .MEM	P2 Paint Opts Silver Standard Glide Memory Preset							
20		✓				—	HON	HCL	HLSLZ5SC72	60"W External Stiffener	FREESTANDING CASEGOODS	CRR OFFICE	1	\$ 168.00	\$ 67.87	\$ 168.00	\$ 67.87
		✓							.P	Black							
21		✓					HON	HCG	HNLBW3672	72W x 36D Bow Worksurface	WORKSURFACE	CRR OFFICE	1	\$ 939.00	\$ 379.36	\$ 939.00	\$ 379.36
		✓							.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
22		✓					HON	HCG	HNLRC2448	48W x 24D Rectangle Worksurface	WORKSURFACE	CRR OFFICE	1	\$ 424.00	\$ 171.30	\$ 424.00	\$ 171.30
		✓							.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
23		✓					HON	HCG	HLSL3028O	30"D x 28"H O-Leg Support for Wksf (single leg)	WORKSURFACE SUPPORT	CRR OFFICE	1	\$ 537.00	\$ 216.95	\$ 537.00	\$ 216.95
		✓							\$(P2) .PR3	P2 Paint Opts Gunmetal Metallic							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
24		✓					HON	HCG	HNL2116MBF	15-3/4x20-1/8x21-1/2 Mobile Pedestal box/file	PEDESTALS	CRR OFFICE	1	\$ 1,151.00	\$ 465.00	\$ 1,151.00	\$ 465.00
									.I \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
25		✓					HON	HVO	HLSL2028O	20"D x 28"H O-Leg Support for Wksf (single leg)	WORKSURFACE SUPPORT	CRR OFFICE	1	\$ 448.00	\$ 180.99	\$ 448.00	\$ 180.99
									\$(P2) .PR3	P2 Paint Opt Gunmetal Metallic							
26		✓					HON	HCG	H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure	ACCESSORY	CRR OFFICE	1	\$ 445.00	\$ 179.78	\$ 445.00	\$ 179.78
									\$(B) .SPIN 07	Grd B Fab Spin Flame							
27		✓					HON	HCG	HNL1530BK5	30x14-1/4x65 Bookcase 5-shelf	STORAGE	CRR OFFICE	1	\$ 1,297.00	\$ 523.99	\$ 1,297.00	\$ 523.99
									.G DL \$(L2STD) .LLA1 \$(L2STD) .LLA1	Smooth Flat Lowell Ash Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
28		✓					HON	HCL	HHN831124	Flat Bracket 24D	WORKSURFACE SUPPORT	CRR OFFICE	1	\$ 95.00	\$ 38.38	\$ 95.00	\$ 38.38
									.S	Charcoal							
29		✓					HON	HCG	HUSLMOD1354	Laminate Modesty 13h x 54w		CRR OFFICE	1	\$ 814.00	\$ 328.86	\$ 814.00	\$ 328.86
									\$(L2STD) .LLA1 .DL .P	Grd L2 Standard Laminates Lowell Ash Lowell Ash Black							
30		✓					HON	HND	HGRMTUSB2	3" Grommet with USB	ELECTRICAL - POWER	CRR OFFICE	1	\$ 332.00	\$ 134.13	\$ 332.00	\$ 134.13
									.X	Standard Color is Black							
31		✓					HON	HTL	HFTLD26	Flock 26 Cylinder Table Laminate	TABLE	CRR OFFICE	1	\$ 1,105.00	\$ 446.42	\$ 1,105.00	\$ 446.42
									.N ~ \$(L2STD) .LLA1 .TS \$(P1) .P7A	No Grommet Undecided PORT Option Grd L2 Standard Laminates Lowell Ash Tapered Square Leg P1 Paint Opt Textured Charcoal							

Item	Color	✓	🔒	📄	🖨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
32		✓					HON	HCG	HWWT2236L	Laminate Tile 22.5H x 36W	PANEL TILE	CRR OFFICE	2	\$ 493.00	\$ 199.17	\$ 986.00	\$ 398.34
									\$(L2STD) .LLA1 DL .P	Grd L2 Standard Laminates Lowell Ash Lowell Ash Black							
sub									CRR OFFICE Subtotal			CRR OFFICE				\$ 27,189.00	\$ 11,017.97
33		✓					HON	HCG	HF23C	Lock Core Replacement Kit Brushed Chrome	MISCELLANEOUS	DEPUTY CHIEF OFFICE	5	\$ 70.00	\$ 35.00	\$ 350.00	\$ 175.00
									.X110E	110E							
34		✓					HON	HSN	HWCUSUBAMF	Uph Seat Uph Back Arm Multi-Fab	SEATING	DEPUTY CHIEF OFFICE	2	\$ 1,529.00	\$ 617.72	\$ 3,058.00	\$ 1,235.44
									.LE394 \$(1) .UR 22 \$(1) .UR 62	Lowell Ash Grade 1 UPH Contourett Buff Grade 1 UPH Contourett Flame							
35		✓					HON	HSN	HCFEUMF	Cofi Executive Height Chair-Multi-Fab	SEATING	DEPUTY CHIEF OFFICE	1	\$ 1,663.00	\$ 671.85	\$ 1,663.00	\$ 671.85
									.Y2 .STC .P .R \$(1) .UR 22 .CHS TC00 \$(1) .UR 62 .TC00 .PA	Advancd Synchro-Tilt/St Slider Standard Cylinder Fixed Polished Aluminum Black Roll Control Caster Grade 1 Uph Contourett Buff Channel Stitch Coordinating Grade 1 Uph Contourett Flame Coordinating Polished Aluminum							
36		✓					HON	HCG	HLVPM1	Vertical Paper Manager 14-7/8Wx10-7/8Dx19 11/16H	UPPER STORAGE	DEPUTY CHIEF OFFICE	1	\$ 501.00	\$ 202.40	\$ 501.00	\$ 202.40
									\$(L2STD) .LLA1	Grd L2 Standard Laminates Lowell Ash							
37		✓					HON	HCG	HNL1572LL	72x15x15 Wall Mount Storage lam k drs	UPPER STORAGE	DEPUTY CHIEF OFFICE	1	\$ 1,861.00	\$ 751.84	\$ 1,861.00	\$ 751.84
									.SA \$(L2STD) .LLA1 \$(L2STD) .LLA1	Satin Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
38		✓					HON	HCG	HNLRC2472	72W x 24D Rectangle Worksurface	WORKSURFACE	DEPUTY CHIEF OFFICE	1	\$ 563.00	\$ 227.45	\$ 563.00	\$ 227.45
									.G DL .X \$(L2STD) .LLA1	Smooth Flat Lowell Ash No Grommet Grd L2 Standard Laminates Lowell Ash							
39		✓					HON	HCG	HNLRC2466	66W x 24D Rectangle Worksurface	WORKSURFACE	DEPUTY CHIEF OFFICE	1	\$ 542.00	\$ 218.97	\$ 542.00	\$ 218.97
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
40		✓					HON	HCG	HNL233628PSC	36Wx23-1/8Dx28-1/2H Storage Cabinet Pedestal	PEDESTALS	DEPUTY CHIEF OFFICE	1	\$ 1,257.00	\$ 507.83	\$ 1,257.00	\$ 507.83
									.I .P \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
41		✓					HON	HCG	HNL233628PLF	36Wx23-1/8Dx28-1/2H Lateral File Pedestal	PEDESTALS	DEPUTY CHIEF OFFICE	1	\$ 1,614.00	\$ 652.06	\$ 1,614.00	\$ 652.06
									.I .P \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
42		✓					HON	HCG	HNL233028PSL	30Wx23-1/8Dx28-1/2H Shelf/Box/Box/Lat File Ped	PEDESTALS	DEPUTY CHIEF OFFICE	1	\$ 1,848.00	\$ 746.59	\$ 1,848.00	\$ 746.59
									.I .P \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
43		✓					HON	HCG	HNLMP3628	36W x 27-7/8H Modesty / Ped Back Panel	WORKSURFACE SUPPORT	DEPUTY CHIEF OFFICE	2	\$ 295.00	\$ 119.18	\$ 590.00	\$ 238.36
									.P \$(L2STD) .LLA1	Black Grd L2 Standard Laminates Lowell Ash							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
44		✓					HON	HCG	HNLMP3028	30W x 27-7/8H Modesty / Ped Back Panel	WORKSURFACE SUPPORT	DEPUTY CHIEF OFFICE	1	\$ 275.00	\$ 111.10	\$ 275.00	\$ 111.10
									.P \$(L2STD) .LLA1	Black Grd L2 Standard Laminates Lowell Ash							
45		✓				—	HON	HVO	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)	LIGHTING	DEPUTY CHIEF OFFICE	1	\$ 799.00	\$ 322.80	\$ 799.00	\$ 322.80
46		✓					HON	HCG	HNL30SHR	Shroud 30"D	FREESTANDING CASEGOODS	DEPUTY CHIEF OFFICE	1	\$ 1,258.00	\$ 508.23	\$ 1,258.00	\$ 508.23
									.R P \$(L2STD) .LLA1	Right Hand Black L2 Standard Lam Opts Lowell Ash							
47		✓					HON	HCG	HNL30SHR	Shroud 30"D	FREESTANDING CASEGOODS	DEPUTY CHIEF OFFICE	1	\$ 1,258.00	\$ 508.23	\$ 1,258.00	\$ 508.23
									.L P \$(L2STD) .LLA1	Left Hand Black L2 Standard Lam Opts Lowell Ash							
48		✓					HON	HTL	HHATB2S2LT	2 Stage 2 Leg Rectangle T Foot	TABLE	DEPUTY CHIEF OFFICE	1	\$ 1,134.00	\$ 458.14	\$ 1,134.00	\$ 458.14
									\$(P2) .PR6 .X .MEM	P2 Paint Opts Silver Standard Glide Memory Preset							
49		✓					HON	HCL	HLSLZ5SC72	60"W External Stiffener	FREESTANDING CASEGOODS	DEPUTY CHIEF OFFICE	1	\$ 168.00	\$ 67.87	\$ 168.00	\$ 67.87
									.P	Black							
50		✓					HON	HCG	HNLBW3672	72W x 36D Bow Worksurface	WORKSURFACE	DEPUTY CHIEF OFFICE	1	\$ 939.00	\$ 379.36	\$ 939.00	\$ 379.36
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
51		✓					HON	HCG	HNLRC2448	48W x 24D Rectangle Worksurface	WORKSURFACE	DEPUTY CHIEF OFFICE	1	\$ 424.00	\$ 171.30	\$ 424.00	\$ 171.30
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
52		✓					HON	HCG	HLSL3028O	30"D x 28"H O-Leg Support for Wksf (single leg)	WORKSURFACE SUPPORT	DEPUTY CHIEF OFFICE	1	\$ 537.00	\$ 216.95	\$ 537.00	\$ 216.95
									\$(P2) .PR3	P2 Paint Opts Gunmetal Metallic							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
53		✓					HON	HCG	HNL2116MBF	15-3/4x20-1/8x21-1/2 Mobile Pedestal box/file	PEDESTALS	DEPUTY CHIEF OFFICE	1	\$ 1,151.00	\$ 465.00	\$ 1,151.00	\$ 465.00
									.I \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
54		✓					HON	HVO	HLSL20280	20"D x 28"H O-Leg Support for Wksf (single leg)	WORKSURFACE SUPPORT	DEPUTY CHIEF OFFICE	1	\$ 448.00	\$ 180.99	\$ 448.00	\$ 180.99
									\$(P2) .PR3	P2 Paint Opt Gunmetal Metallic							
55		✓					HON	HCG	H90056	10500 Series Tckbd for 72"W Stack on Strg Bck Enclosure	ACCESSORY	DEPUTY CHIEF OFFICE	1	\$ 445.00	\$ 179.78	\$ 445.00	\$ 179.78
									\$(B) .SPIN 07	Grd B Fab Spin Flame							
56		✓					HON	HCL	HHN831124	Flat Bracket 24D	WORKSURFACE SUPPORT	DEPUTY CHIEF OFFICE	1	\$ 95.00	\$ 38.38	\$ 95.00	\$ 38.38
									.S	Charcoal							
57		✓					HON	HCG	HUSLMOD1354	Laminate Modesty 13h x 54w		DEPUTY CHIEF OFFICE	1	\$ 814.00	\$ 328.86	\$ 814.00	\$ 328.86
									\$(L2STD) .LLA1 .DL .P	Grd L2 Standard Laminates Lowell Ash Lowell Ash Black							
58		✓					HON	HND	HGRMTUSB2	3" Grommet with USB	ELECTRICAL - POWER	DEPUTY CHIEF OFFICE	1	\$ 332.00	\$ 134.13	\$ 332.00	\$ 134.13
									.X	Standard Color is Black							
sub									DEPUTY CHIEF OFFICE Subtotal			DEPUTY CHIEF OFFICE				\$ 23,924.00	\$ 9,698.91
59		✓					HON	HSN	HWCUSUBAMF	Uph Seat Uph Back Arm Multi-Fab	SEATING	TRAINING CHIEF OFFICE	2	\$ 1,529.00	\$ 617.72	\$ 3,058.00	\$ 1,235.44
									.LE394 \$(1) .UR 22 \$(1) .UR 62	Lowell Ash Grade 1 UPH Contourett Buff Grade 1 UPH Contourett Flame							
60		✓					HON	HCG	HNL1530BK5	30x14-1/4x65 Bookcase 5-shelf	STORAGE	TRAINING CHIEF OFFICE	1	\$ 1,297.00	\$ 523.99	\$ 1,297.00	\$ 523.99
									.G DL \$(L2STD) .LLA1 \$(L2STD) .LLA1	Smooth Flat Lowell Ash Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
61		✓					HON	HTL	HFTLD26	Flock 26 Cylinder Table Laminate	TABLE	TRAINING CHIEF OFFICE	1	\$ 1,105.00	\$ 446.42	\$ 1,105.00	\$ 446.42
									.N ~ \$(L2STD) .LLA1 .TS \$(P1) .P7A	No Grommet Undecided PORT Option Grd L2 Standard Laminates Lowell Ash Tapered Square Leg P1 Paint Opt Textured Charcoal							
62		✓					HON	HSF	H9185A	Flagship 36W 5-Dr "A" Pull Lat64-1/4H 18D	FILE CABINETS	TRAINING CHIEF OFFICE	2	\$ 3,461.00	\$ 1,398.24	\$ 6,922.00	\$ 2,796.48
									.X \$(P2) .PR3	OMT Core to Order Key Alike P2 Paint Opt Gunmetal Metallic							
63		✓					HON	HSF	HF23C	Lock Core Replacement Kit Brushed Chrome	MISCELLANEOUS	TRAINING CHIEF OFFICE	2	\$ 70.00	\$ 35.00	\$ 140.00	\$ 70.00
									.X101E	101E							
64		✓					HON	HSF	H919436	36Wx18D Square Edge Laminate Top For Lateral File	FILE CABINETS	TRAINING CHIEF OFFICE	2	\$ 804.00	\$ 324.82	\$ 1,608.00	\$ 649.64
									\$(L2STD) .LLA1	Grd L2 Standard Laminates Lowell Ash							
65		✓					HON	HSN	HCFEUMF	Cofi Executive Height Chair-Multi-Fab	SEATING	TRAINING CHIEF OFFICE	1	\$ 1,663.00	\$ 671.85	\$ 1,663.00	\$ 671.85
									.Y2 .STC .P .R \$(1) .UR 22 .CHS TC00 \$(1) .UR 62 .TC00 .PA	Advancd Synchro-Tilt/St Slider Standard Cylinder Fixed Polished Aluminum Black Roll Control Caster Grade 1 Uph Contourett Buff Channel Stitch Coordinating Grade 1 Uph Contourett Flame Coordinating Polished Aluminum							
66		✓					HON	HCG	HLVPM1	Vertical Paper Manager 14-7/8Wx10-7/8Dx19 11/16H	UPPER STORAGE	TRAINING CHIEF OFFICE	1	\$ 501.00	\$ 202.40	\$ 501.00	\$ 202.40
									\$(L2STD) .LLA1	Grd L2 Standard Laminates Lowell Ash							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
67		✓					HON	HCG	HNLRC2478	78W x 24D Rectangle Worksurface	WORKSURFACE	TRAINING CHIEF OFFICE	1	\$ 670.00	\$ 270.68	\$ 670.00	\$ 270.68
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
68		✓					HON	HCG	HNLRC2436	36W x 24D Rectangle Worksurface / Ped Top	WORKSURFACE	TRAINING CHIEF OFFICE	1	\$ 361.00	\$ 145.84	\$ 361.00	\$ 145.84
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
69		✓					HON	HCG	HNL233628PLF	36Wx23-1/8Dx28-1/2H Lateral File Pedestal	PEDESTALS	TRAINING CHIEF OFFICE	1	\$ 1,614.00	\$ 652.06	\$ 1,614.00	\$ 652.06
									.I .P \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
70		✓					HON	HCG	HNLMP3628	36W x 27-7/8H Modesty / Ped Back Panel	WORKSURFACE SUPPORT	TRAINING CHIEF OFFICE	1	\$ 295.00	\$ 119.18	\$ 295.00	\$ 119.18
									.P \$(L2STD) .LLA1	Black Grd L2 Standard Laminates Lowell Ash							
71		✓					HON	HCG	HNL30SHR	Shroud 30"D	FREESTANDING CASEGOODS	TRAINING CHIEF OFFICE	1	\$ 1,258.00	\$ 508.23	\$ 1,258.00	\$ 508.23
									.R P \$(L2STD) .LLA1	Right Hand Black L2 Standard Lam Opts Lowell Ash							
72		✓					HON	HCL	HLSLZ5SC72	60"W External Stiffener	FREESTANDING CASEGOODS	TRAINING CHIEF OFFICE	2	\$ 168.00	\$ 67.87	\$ 336.00	\$ 135.74
									.P	Black							
73		✓					HON	HCG	HNL24SHR	Shroud 24"D	FREESTANDING CASEGOODS	TRAINING CHIEF OFFICE	1	\$ 1,234.00	\$ 498.54	\$ 1,234.00	\$ 498.54
									.L P \$(L2STD) .LLA1	Left Hand Black L2 Standard Lam Opts Lowell Ash							

Item	Color	✓	🔒	📄	📷	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
74		✓					HON	HCG	HNLBW3672	72W x 36D Bow Worksurface	WORKSURFACE	TRAINING CHIEF OFFICE	1	\$ 939.00	\$ 379.36	\$ 939.00	\$ 379.36
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
75		✓					HON	HCG	HNLRC2448	48W x 24D Rectangle Worksurface	WORKSURFACE	TRAINING CHIEF OFFICE	1	\$ 424.00	\$ 171.30	\$ 424.00	\$ 171.30
									.G DL .P \$(L2STD) .LLA1	Smooth Flat Lowell Ash Black Grd L2 Standard Laminates Lowell Ash							
76		✓					HON	HCL	HL2428O	24"D x 28"H O-Leg Support for Wksf (single leg)	WORKSURFACE SUPPORT	TRAINING CHIEF OFFICE	1	\$ 487.00	\$ 196.75	\$ 487.00	\$ 196.75
									\$(P2) .PR3	P2 Paint Opt Gunmetal Metallic							
77		✓					HON	HCG	HNL216MBF	15-3/4x20-1/8x21-1/2 Mobile Pedestal box/file	PEDESTALS	TRAINING CHIEF OFFICE	1	\$ 1,151.00	\$ 465.00	\$ 1,151.00	\$ 465.00
									.I \$(L2STD) .LLA1 \$(L2STD) .LLA1	TriangleBar/ChampagneMetallic Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
78		✓					HON	HCG	H90057	10500 Series Tckbd for 78"W Stack on Strg Bck Enclosure	ACCESSORY	TRAINING CHIEF OFFICE	1	\$ 468.00	\$ 189.07	\$ 468.00	\$ 189.07
									\$(B) .SPIN 07	Grd B Fab Spin Flame							
79		✓					HON	HVO	HLED31AS	31" LED LIGHT W/ POWER SUPPLY (SINGLE)	LIGHTING	TRAINING CHIEF OFFICE	1	\$ 799.00	\$ 322.80	\$ 799.00	\$ 322.80
80		✓					HON	HCG	HUSLMOD1354	Laminate Modesty 13h x 54w		TRAINING CHIEF OFFICE	1	\$ 814.00	\$ 328.86	\$ 814.00	\$ 328.86
									\$(L2STD) .LLA1 .DL .P	Grd L2 Standard Laminates Lowell Ash Lowell Ash Black							
81		✓					HON	HND	HGRMTUSB2	3" Grommet with USB	ELECTRICAL - POWER	TRAINING CHIEF OFFICE	1	\$ 332.00	\$ 134.13	\$ 332.00	\$ 134.13
									.X	Standard Color is Black							

Item	Color	✓	🔒	📄	🗨	Preview	Mfg	Cat	Part Number	Part Description	Category	Tag	Qty	List	Sell	Ext List	Ext Sell
82		✓					HON	HCG	HNL2978LL	78x15x28-1/2 Wall Mount Storage lam lk drs	UPPER STORAGE	TRAINING CHIEF OFFICE	1	\$ 2,429.00	\$ 981.32	\$ 2,429.00	\$ 981.32
									.P \$(L2STD) .LLA1 \$(L2STD) .LLA1	Black Grd L2 Standard Laminates Lowell Ash Grd L2 Standard Laminates Lowell Ash							
83		✓					HON	HCG	HNLLEP2428L	15-3/4Wx24Dx28-1/2H L-Shaped End Panel Left	WORKSURFACE SUPPORT	TRAINING CHIEF OFFICE	1	\$ 506.00	\$ 204.42	\$ 506.00	\$ 204.42
									.P \$(L2STD) .LLA1	Black Grd L2 Standard Laminates Lowell Ash							
84		✓					HON	HCG	H10524TSUPP	8Wx23-3/4Dx28-1/2H T-Support Brace	FREESTANDING CASEGOODS	TRAINING CHIEF OFFICE	1	\$ 324.00	\$ 130.90	\$ 324.00	\$ 130.90
									\$(L2STD) .LLA1	Grd L2 Standard Laminates Lowell Ash							
85		✓					HON	HCL	HLSLZ5SC54	42"W External Stiffener	FREESTANDING CASEGOODS	TRAINING CHIEF OFFICE	1	\$ 142.00	\$ 57.37	\$ 142.00	\$ 57.37
									.P	Black							
86		✓					HON	HCL	HHN831124	Flat Bracket 24D	WORKSURFACE SUPPORT	TRAINING CHIEF OFFICE	1	\$ 95.00	\$ 38.38	\$ 95.00	\$ 38.38
									.S	Charcoal							
87		✓					HON	HTL	HHATB2S3LT	2 Stage 3 Leg T Foot	TABLE	TRAINING CHIEF OFFICE	1	\$ 1,949.00	\$ 787.40	\$ 1,949.00	\$ 787.40
									\$(P2) .PR6 .X .MEM	P2 Paint Opt Silver Standard Glide Memory Preset							
88		✓					HON	HCG	HF23C	Lock Core Replacement Kit Brushed Chrome	MISCELLANEOUS	TRAINING CHIEF OFFICE	3	\$ 70.00	\$ 35.00	\$ 210.00	\$ 105.00
									.X105E	105E							
sub										TRAINING CHIEF OFFIC Subtotal		TRAINING CHIEF OFFIC				\$ 33,131.00	\$ 13,418.55
										Grand Total						\$ 84,244.00	\$ 40,780.43

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF
FIRE ADMINISTRATION PRIVATE OFFICE FURNITURE FROM WAREHOUSE DIRECT, OF
MOUNT PROSPECT, ILLINOIS

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois, and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorize and encourage intergovernmental cooperation; and

WHEREAS, the Village is eligible to participate in the Omnia Partners Cooperative Purchasing (“*Omnia*”), a purchasing cooperative that permits local governments to purchase and lease commodities and services according to contracts negotiated by Omnia, resulting in significant savings for the Village; and

WHEREAS, the Fire Department has identified the need to procure Fire Administration Private Office Furniture (“Fire Administration Private Office Furniture”); and

WHEREAS, Omnia sought bids for the award of the contract for the purchase of the Fire Administration Private Office Furniture (“*Purchase Contract*”); and

WHEREAS, Omnia identified Warehouse Direct, of Mount Prospect, Illinois (“Warehouse Direct”), as the low responsible bidder for the Purchase Contract; and

WHEREAS, the Village now desires to purchase the Fire Administration Private Office Furniture, in a total amount not to exceed \$40,780.43; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to purchase the Fire Administration Private Office Furniture from Warehouse Direct, in a total amount not to exceed \$40,780.43, in accordance with Omnia and the Purchase Contract;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF PURCHASE. The President and Board of Trustees hereby approve the purchase by the Village of the Fire Administration Private Office Furniture from Warehouse Direct, in a total amount not to exceed \$40,780.43, in accordance with Omnia and the Purchase Contract, is hereby approved.

SECTION 3. EXECUTION OF REQUIRED DOCUMENTATION. The Village Manager and the Village Clerk are hereby authorized to execute and attest, on behalf of the Village, all documents necessary to complete the purchase authorized pursuant to Section 2 of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of _____, 20__.

Village President

ATTEST:

Village Clerk



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
9/15/2025

Item: Resolution Approving a Contract for Backflow Device Testing and Repair Services

Department: Public Works & Engineering

Item Description:

The 2025 Budget includes \$199,000 for the testing and repair of backflow devices. The backflow device service contract covers the testing and repair of over 1,450 Village maintained backflow devices throughout the Community.

In May of 2023, the board approved a three-year contract for Backflow Device Testing and Repair to Alpine SAP, Inc. In June of this year, the contract was terminated due to numerous issues that were out of compliance with the contract such as inconsistent service, improper scheduling practices, and inconsistencies with repairs and billing.

Backflow devices are a required plumbing fixture, typically installed in a commercial building and in residential irrigation applications. The IEPA and Illinois State Plumbing Code require these devices to prevent potential for back-siphonage into the public water supply. This service ensures the protection of the water distribution system from potential cross connections and contamination, by having licensed technicians properly test and report all of these Village-owned devices.

On September 2, 2025, a public bid opening was held, and one bid proposal was opened and read aloud. The following bid was received:

BIDDER	TOTAL BID
HBK Water Meter Service, Inc	\$203,728

HBK Water Meter Service Inc. has performed work with the Village and currently holds a contract to perform required commercial meter testing. The proposal they submitted is complete and responsive. Staff has found their work and communication with the meter testing contract to be exceptional. Therefore, Staff recommends entering a one-year contract, with the option to extend for one year, with HBK Meter Services, to finalize the incomplete work from the previous contract.

This contract is based on line-item pricing. Therefore, staff will only authorize work to be completed in compliance with funding requested and available in the budget for these services.

The funding for these services is available in Account No 505-7201- 521350 for the current year (\$90,236.92) and the remaining amount from the 2026 budget.

RECOMMENDATION

It is recommended that the Village Board approve a one-year contract for Backflow Devices Testing and Repair to HBK Water Meter Service, Inc. of Palatine, Illinois, per contract terms up to the available budget amount not to exceed \$203,728 and authorize Staff to execute the necessary documents.

ATTACHMENTS:

1. 20250915_Backflow_Device_Testing_Repair_Resolution_and_Attachme
nt

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING THE AWARD OF A CONTRACT FOR THE BACKFLOW DEVICES TESTING AND REPAIRS TO HBK METER SERVICES INC., OF ROLLING MEADOWS, ILLINOIS

WHEREAS, the Village sought bids for the award of a contract for Backflow Testing and Repairs(“Contract”); and

WHEREAS, HBK Meter Services, Inc., of Rolling Meadows, Illinois, was the lowest responsible and responsive bidder of the firms that submitted bid packages to the Village for the Contract; and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Contract with Contractor will serve and be in the best interest of the Village and its residents;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF CONTRACT. The Board of Trustees hereby approves the Contract by and between the Village and Contractor, in substantially the form attached to this Resolution as Exhibit A, and in a final form and substance acceptable to the Village Administrator and Village Attorney.

SECTION 3. EXECUTION OF CONTRACT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Contract upon receipt by the Village Clerk of at least one original copy of the Contract executed by Contractor; provided, however, that if the executed copy of the Contract is not received by the Village Clerk within 30 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of _____, 20__.

Village President

ATTEST:

Village Clerk

EXHIBIT A
CONTRACT



Village of Arlington Heights

33 South Arlington Heights Road
Arlington Heights, Illinois 60005
847-368-5000
www.vah.com

NOTICE OF AWARD

HBK Water Meter Service, Inc.
3701 Berdnick Street- Unit H
Rolling Meadows, IL 60008

September 15, 2025

Project Description: Backflow Device Services

The Village of Arlington Heights has considered the proposal submitted by your Company for the above-described work in response to its INVITATION FOR BIDS opened September 2nd, 2025

YOU ARE HEAREBY NOTIFIED that your proposal/bid has been accepted by the Village Board on September 15, 2025 for items and services up to the budget amount not to exceed: **Two Hundred Three Thousand, Seven Hundred Twenty-Eight Dollars and 00/100ths** (\$203,728.00) for one year with the option to extend with an one-year extension.

You are required to execute the Contract Documents and provide necessary Insurance documentation within Fifteen (15) days from the date of this Notice to you.

If you fail to execute said Contract within Fifteen (15) days from the date of this Notice, said Owner will be entitled to consider all your rights arising out of the Owner's acceptance of your proposal as abandoned and the Owner will be entitled to such other rights as may be granted by law. Please return signed contracts to Lisa Subrin.

You are required to return an acknowledged copy of this Notice of award to the Village, with two signed copies of the contract.

Dated this 15th day of September, 2025

Village of Arlington Heights

By: _____

Lisa Subrin, Purchasing Coordinator

Acceptance of Notice

Receipt of the above Notice of Award is acknowledged by HBK Water Meter Service, Inc. this _____ of _____ (month), 2025.

By: _____

Title: _____

**VILLAGE OF ARLINGTON HEIGHTS
CONTRACT**

This Agreement is made and entered into this 15th day of September, 2025, between the Village of Arlington Heights "Village" and HBK Water Meter Service, Inc., "Vendor."

In consideration of the mutual benefits that will result to the parties in carrying out the terms of this Agreement, the parties agree as follows:

1. The Vendor agrees to do all the work, furnish all materials and all labor necessary to complete the work in full compliance with all of the terms of this agreement and the proposed specifications and the requirements of the Director under it;
2. The Village agrees to pay the Vendor based on unit prices for completion of the work in accordance with the bid documents;
3. It is understood and agreed that the Bid Documents, Specifications, Addenda, and the Bidder's response are all essential documents for the Backflow Device Services Bid. They are attached and hereby made part of this agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date indicated above.

Attest:

Village of Arlington Heights

Clerk
(Seal)

By: _____

Title: _____

Date: _____

Attest:

Bidder:

By: _____

Title: _____

Notary
(Seal)

Date: _____

Subscribed & sworn before me this _____ day of _____ 2025.

**VILLAGE OF ARLINGTON HEIGHTS
FINANCE DEPARTMENT, PURCHASING DIVISION
33 S. ARLINGTON HEIGHTS ROAD**

BID SPECIFICATIONS AND CONTRACT DOCUMENTS

BACKFLOW DEVICE SERVICES

Required for Use by: Village of Arlington Heights- Public Works

Bid Deposit: 10% of bid

Performance Bond: 100% of bid

Date and Time Bids Due: Submit electronically by Tues. September 2, 2025 at 10:00 am

Date & Time of Bid Opening: Tuesday September 2, 2025 at 10:00 am

Project Contact: Scott Schweda 847-368 5800

Purchasing Coordinator: Lisa Subrin, lsubrin@vah.com, 847-368-5509

This bid is utilizing our Electronic Bid Management System:

- * Please see the Bid Notice for the link to access the bid documents and instructions.
- * **If you have ever done business with the Village of Arlington Heights or if your company has reviewed a bid electronically with us, you ALREADY have a vendor number assigned to you. Please follow the instructions to LINK to your vendor # and do NOT create a new vendor #.** Please contact Lisa Subrin if you do not know your vendor number. Your vendor number can also be found on our POs and checks.
- * It is imperative that you register as a vendor and be logged in **PRIOR TO VIEWING** the Bid Documents. **This is the only way to connect you to the bid and allow us to send you updates, such as addendums.**
- * Required documents to be submitted with this bid are: Bid Bond, Bid Proposal Page which includes references, Vendor Application Form, and signed addendum, if applicable
- * Please allow yourself enough time to submit your bid before the bid closes.

In the event bidder cannot submit a bid on the requirements as set forth in the bid documents, he or she should return the bid documents with an explanation as to why he or she is unable to bid on these requirements. Because of the large number of firms listed on the Village's qualified bidder's list, it is necessary to delete from these lists the names of those persons, firms or corporations who fail to respond after having been invited to bid on a commodity or commodities.

BID NOTICE

BACKFLOW DEVICE SERVICES

Bid # 250011

The Village of Arlington Heights will accept sealed bids **electronically** for the Backflow Device Services until 10:00 am local time on Tuesday September 2, 2025, at which time they will be publicly opened and read.

All proposals or bids offered must be accompanied by a bid security in the amount of 10% of the total bid in the form of a certified check, bid bond or cashier's check made payable to the Village of Arlington Heights. No bids shall be considered unless accompanied by such security.

Bidders shall comply with the Prevailing Wage Rate Act (820 ILCS 130). Bidders will also be required to comply with the applicable equal employment opportunity provisions.

The Village of Arlington Heights reserves the right to reject any or all proposals, to waive informalities in bidding and to accept the proposal deemed by the Board of Trustees to be the most favorable to the interests of the Village.

This bid is utilizing our Electronic Bid Management System and specifications/bid documents may be obtained with the following link and instructions. This information and link can also be found at www.vah.com

<https://vilofarlingtonheightsil.munisselfservice.com/vss/Vendors/VBids/Default.aspx>

Type in the bid # and click search. Next click on the bid #, and then click on the attachments on the right-hand side to find instructions on How to Register and Submit a Bid.

*** If you have ever done business with the Village of Arlington Heights or if your company has reviewed a bid electronically with us, you ALREADY have a vendor number assigned to you. Please follow the instructions to LINK to your vendor # and do NOT create a new vendor #.** Please contact Lisa Subrin if you do not know your vendor number. Your vendor number can also be found on our POs and checks.

*** It is imperative that you register as a vendor and be logged in PRIOR TO VIEWING the Bid Documents. This is the only way to connect you to the bid and allow us to send you updates, such as addendums.**

Contact Lisa Subrin, Purchasing Coordinator, at lsubrin@vah.com, if you have issues accessing the bid.

For a list of our current bids, visit our website at www.vah.com.

**VILLAGE OF ARLINGTON HEIGHTS
GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS
PUBLIC IMPROVEMENT/SERVICES**

THE GENERAL TERMS AND CONDITIONS WHICH FOLLOW APPLY TO ALL PURCHASES AND SERVICES AND BECOME A DEFINITE PART OF EACH FORMAL INVITATION TO BID, PURCHASE ORDER, OR CONTRACT ISSUED BY THE VILLAGE OF ARLINGTON HEIGHTS ("VILLAGE"), UNLESS OTHERWISE SPECIFIED. BY SUBMITTING A BID, THE BIDDER AGREES TO BE BOUND BY THESE TERMS AND CONDITIONS. BIDDERS OR THEIR AUTHORIZED REPRESENTATIVES ARE EXPECTED TO FULLY INFORM THEMSELVES OF THE CONDITIONS, REQUIREMENTS, AND SPECIFICATIONS BEFORE SUBMITTING BIDS, FAILURE TO DO SO WILL BE AT THE BIDDER'S OWN RISK AND WILL NOT SECURE RELIEF ON THE PLEA OF ERROR.

1.01 PREPARATION OF PROPOSALS:

The bidder shall submit their sealed bid proposal on the proposal forms provided and shall be submitted electronically through the Bid Management System. The bidder shall specify in figures, in the places provided, a price for each of the separate items called for in the proposal forms. All information required by the bidding documents must be supplied to constitute a responsive bid.

All bid/proposals should be submitted electronically through the Bid Management System prior to the time specified for opening the bid. If a bid cannot be submitted electronically, please contact the Purchasing Coordinator.

If the bidder is a corporation, the legal name of the corporation, the state of incorporation and the business address shall be set forth together with signature of the officer or officers authorized to sign contracts on behalf of the corporation and attested by the secretary of the corporation. If the bidder is partnership, the true name should be listed. If the bidder is a partnership the true name and address of the firm shall be set forth together with the signatures of authorized partners. If the bidder is an individual, the signature and address shall be inscribed. If the signature is by an agent other than an officer of the corporation or member of the partnership, a power of attorney must be submitted with the bid, otherwise, the bid may be regarded as irregular. All names must be printed below the signature.

1.02 BID SECURITY:

No bid will be considered unless accompanied by a bid security as defined in the Invitation to Bid as a guarantee that if the bid is accepted the bidder will execute the agreement and file bonds and insurance's required by the contract documents. Bid securities shall be made payment to the Village of Arlington Heights. In the event that the bidder fails to furnish the required bonds and insurance within ten (10) calendar days after notice of acceptance of the bid by the Village, then the bid deposit of the bidder shall be retained by the Village as liquidated damages, it being now agreed that said sum is a fair estimate of the amount of damages that said Village will sustain due to the bidder's failure to furnish said bond.

1.03 BID SUBMITTAL:

Each sealed bid properly signed together with the bid security and all documents bound herewith shall submitted electronically through the Bid Management System prior to the time specified for opening the bid. If a bid cannot be submitted electronically, please contact the Purchasing Coordinator.

1.04 WITHDRAWAL OF BID:

No bid shall be withdrawn after the opening of any bid without the consent of the Village. Any bid may be withdrawn at any time prior to the hour fixed in the Invitation for Bids for the opening of bids provided that a request in writing executed by the bidder or duly authorized representative for the withdrawal of such bid is filed with the owner prior to the time specified for the opening of bids.

1.05 AWARDING THE BID:

The contract will be awarded to the lowest responsible bidder, or any other bidder determined by the Village Board to be in the best interest of the Village, who complies with all the provisions of the invitation to bid. The Village reserves the right to reject any or all bids or to waive any non-conformity in bids received whenever such rejection or waiver is in the best interests of the Village. The Village also reserves the right to reject the bid of a bidder who has previously failed to satisfactorily perform a contract, has not completed contracts on time, or whom an investigation shows is not in a position to perform the contract.

In determining responsibility, the following qualifications will be considered by the Village:

- (a) The ability, capacity, and skill of the bidder to perform the contract or provide the service required;
- (b) Whether the bidder can perform the contract or provide service promptly, or within the time specified, without delay or interference;
- (c) The character, integrity, reputation, judgment, experience, and efficiency of the bidder;
- (d) The quality of performance of previous contracts or services;
- (e) The previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
- (f) The sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;
- (g) The quality, availability, and adaptability of the supplies or contractual services to the particular use required;

Except as otherwise provided by law, the Village Mayor and Board of Trustees reserves the right to reject any or all bids and to waive any informality in the bids received.

2.00 WORK COVERED BY CONTRACT DOCUMENTS:

The work comprises the completed Public Improvement/Services required by the contract documents and includes all labor necessary to produce such Public Improvement/Services and all materials and equipment incorporated or to be incorporated in such Public Improvement/Service.

3.00 AWARD:

The decision of the Village to accept the proposal of a responsible bidder for the work, subject to the execution and approval of the contract and contract bond to secure the performance thereof, and to such other conditions as may be specified or otherwise required by law.

3.01 BIDDER:

Any individual, firm or corporation submitting a proposal for the work contemplated, acting directly or through a duly authorized representative.

3.02 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

The security furnished with the bid to guarantee that the bidder will enter into the contract for the work.

3.03 CONTRACT /AGREEMENT:

The contract represents the entire and integrated agreement between the Village and contractor and supersedes all prior negotiations, representations or agreements either written or oral. The contract may be amended, or modified in writing signed by both parties.

3.04 CONTRACT BOND:

The form of security approved by the Village and furnished by the contractor and a surety as a guarantee of good faith and ability on the part of the contractor to execute the work in accordance with the terms of the contract.

3.05 CONTRACT DOCUMENTS:

The Village/contractor agreement, the conditions of the contract (general), supplementary or special and other conditions), the plans, specifications, addenda and all modifications (written amendments, change orders, written interpretations or other written orders), and the contract bond when required.

3.06 CONTRACTOR:

The contractor is the person or entity identified in the Village-contractor agreement and is referred to throughout the contract documents as if singular in number. The term contractor means the contractor or an authorized representative.

3.07 CORPORATION:

A corporate body authorized or licensed to do business in Illinois.

3.08 ENGINEER:

When the word "Engineer" appears in the specifications it shall mean the Village Engineer of the Village of Arlington Heights, Illinois or those designated by the Village Engineer.

3.09 OBSERVER:

The Village's authorized representative assigned to observe any or all portions of the work and materials being used for the project.

3.10 OWNER/VILLAGE:

When the word "Owner" or "Village" appears in the specifications they shall mean the Village of Arlington Heights, Illinois, a municipal corporation of the State of Illinois, 33 South Arlington Heights Road, Arlington Heights, Illinois 60005.

3.11 PLANS:

All official drawings or reproductions of drawings pertaining to the work provided for in the contract.

3.12 PROJECT MANUAL:

The booklet (manual) which includes the bidding requirements, conditions of the contract, the proposal, specifications.

3.13 BID PROPOSAL:

The written offer of the bidder to perform the work proposed and presented to the Village.

3.14 SPECIAL CONDITIONS:

Special conditions when included in these contract documents shall supplement the general conditions, the attached specifications and the plans on particular portions of the project. They shall govern the contract documents wherever they conflict therewith; but shall not operate to annul those portions of the contract documents with which they are not in conflict.

3.15 SPECIFICATIONS:

The body of descriptions, conditions and requirements contained in the contract, together with written agreements and all documents of any description made or to be made pertaining to the method or manner of performing the work, the quantities, or the quality of materials to be furnished under the contract.

3.16 SURETY:

The corporate body, acceptable to the Village, bound with and for the contractor to insure the contractor's performance of the contract and for payment of all obligations pertaining to the work.

3.17 MISCELLANEOUS DEFINITIONS:

- (a) "Shall" means mandatory.
- (b) "As Required" means as prescribed by the contract documents.
- (c) "As Necessary" means essential to the completion of the work.
- (d) "Or Equal" means a substitute meeting the exact specification of those items so stated on the drawings, details, and/or the specifications and approved by the Village before bids are submitted.

4.00 CONTRACT DOCUMENTS

4.01 OWNERSHIP OF PLANS AND SPECIFICATIONS:

All plans and specifications and copies thereof furnished by the Village are Village property. They are not to be used on other work and with the exception of one complete set, are to be returned to the Village on request, at the completion of the contract work.

4.02 EXAMINATION OF CONTRACT DOCUMENTS AND THE SITE OF PROPOSED WORK:

The bidder shall, before submitting a bid, carefully examine the contract, including the proposal, specifications, general and special conditions. The bidder shall inspect the site of the proposed work and become familiar with all the local conditions affecting the contract and the detailed requirements of the public improvement/service. The bidder will be responsible for all errors in the proposal resulting from failure or neglect to comply with these instructions. The Village will, in no case, be responsible for any change in anticipated profits resulting from such failure or neglect.

4.03 INTENTION OF CONTRACT DOCUMENTS:

The contract documents are complementary; what is called for by one is as binding as if called for by all. The contractor shall bring any conflict, errors, or discrepancies in the contract documents to the attention of the Village in writing before proceeding with the work affected.

4.04 BID PROPOSAL SECURITY (PROPOSAL GUARANTEE):

Each proposal shall be accompanied by a bid proposal security (see invitation or instructions to bidders). A bid proposal security shall be a properly certified check, bank draft, bank cashier's check or bid bond for the amount of 10% of the total bid, made payable to the Village or Arlington Heights. The proposal guarantee will be returned within five (5) working days after the bid opening date to all but the successful bidder, and one alternate bidder to be designated by the Village. The proposal guarantee of the successful bidder and the alternate bidder will be returned as soon as the contract bond, insurance policies and certificates are in proper order, delivered to the Village and the contract has been fully executed by the bidder to whom the contract is awarded.

4.05 BONDING REQUIREMENTS:

(a) Performance and Payment Bond. The Contractor will provide both a Performance and Payment Bond each for 100% of the contract price with a minimum "A" rating as defined in Best's Key Rating Guide and be conditioned on the faithful performance of the requirements of the contract, and will have as surety a corporate surety authorized to act as such in Illinois and that the Contractor will be responsible for all claims for injuries to persons or damages to property or premises arising out of or in connection with his or her operations prior to the acceptance of the finished work or supplies, and that he or she will promptly make payments to all persons supplying them with labor or materials in the prosecution of the work provided for in the Contract; and will guarantee to indemnify and hold harmless the Village and its officers and employees for all costs, damages and expenses arising out of or by reason of the contractor's failure to comply and perform the work and to complete the contract in accordance with the specifications.

(b) Failure on the part of the contractor to obtain and deliver a Surety, Performance, and Payment Bonds, acceptable to the Village, within fifteen (15) calendar days from the date of Notice of Award of contract will be considered just cause for the annulment of the Award and the forfeiture of the bid proposal security to the Village.

4.06 CONFLICTS:

Where conflict exists within or between parts of the contract documents and applicable standards, codes or ordinances, the more stringent or higher quality requirements shall apply. Large scale drawings take precedence over smaller scaled drawings, figured dimensions on the drawings over scaled dimensions, and noted materials over graphic representations.

4.07 BID PROPOSAL:

The bidder shall submit a sealed bid proposal on the proposal forms provided. Proposals that contain omissions, erasures, alterations, irregularities of any kind, or not accompanied by the proper proposal guaranty shall be rejected. However, the Village reserves the right to reject or accept any and all proposals and to waive technical error as may be deemed in the best interest of the Village.

4.08 LATE BIDS:

Late bids shall not be considered and will be returned unopened.

5.00 PROPOSAL FORM

5.01 UNIT PRICE BID PROPOSAL FORM

(a) Bidders will be furnished with a unit price bid proposal form, attached to the project manual, stating the items of work contemplated and the approximate

estimated quantities. It is the result of careful calculations and is believed to be correct, but it is given only as a basis for comparison of proposals and the award of the contract. The Village does not expressly or by implication agree that the actual quantities involved will correspond exactly with the estimated quantities. The bidder shall verify these quantities before bidding.

(b) Payment will be based on the actual quantities of work performed in accordance with the contract, as the contract unit prices specify. No allowance will be made for any change in anticipated profits due to an increase or decrease in the original estimate of quantities. The Village reserves the right to omit any item entirely, or to increase or decrease any or all items.

5.02 LUMP SUM BID PROPOSAL FORM:

Bidders will be furnished with a lump sum bid proposal form, attached to the project manual, for the work to be performed.

6.00 LAWS, PERMITS AND REGULATIONS

(a) The contractor shall at all times comply with all federal, state and local laws, regulations, and ordinances. Any complaint, claim or action brought against the contractor for failing to observe or comply with any law, ordinance, or regulation shall be the sole responsibility of the contractor and shall in no way extend to or expose the Village to liability. The contractor shall indemnify and hold harmless the Village from any and all such complaints, claims or actions. In addition, the contractor agrees to comply with all applicable statutes regarding prevailing wage laws.

(b) Unless otherwise provided in the contract documents, the contractor shall secure and pay for the construction permit and all other permits and governmental fees, licenses, and inspections necessary for the proper execution and completion of the work.

(c) If the contractor performs any work knowing it violates any laws, ordinances, rules and regulations, the contractor shall assume full responsibility and shall bear all attributable costs.

(d) All work done under the contract shall be done to the satisfaction of the Village. The Village will determine the amount of completed work which is to be paid for under the contract. The Village will decide all questions that may arise regarding the measurements of quantities and fulfillment of this contract, and will determine all questions concerning the true intent or meaning of the plans and specifications. This determination and decision will be final.

(e) The contractor and all subcontractors shall be licensed with the Village of Arlington Heights and the State of Illinois where applicable and shall provide indemnity bonds required by the Village Code.

6.01 EMPLOYMENT OF ILLINOIS WORKERS DURING PERIODS OF EXCESSIVE UNEMPLOYMENT

(a) Whenever there is a period of excessive unemployment in Illinois which is defined as any month immediately following two (2) consecutive calendar months during which the level of unemployment in the State of Illinois has exceeded five (5%) percent as measured in the United States Bureau of Labor Statistics in its monthly publication of employment and unemployment figures, the contractor shall employ only Illinois laborers. "Illinois laborers" means any person who has resided in Illinois

for at least thirty (30) days and intends to become or remain an Illinois resident.

(b) Other laborers may be used when Illinois laborers, as defined herein, are not available, or are incapable of performing the particular type of work involved, if so certified by the contractor and approved by the Village. The contractor may replace no more than three (3) regularly employed non-resident executive and technical experts, who do not qualify as Illinois laborers, to do work encompassed by this contract during periods of excessive unemployment.

(c) This provision applies to all labor whether skilled, semi-skilled, whether manual or non-manual.

6.02 EMPLOYMENT PREFERENCE:

The contractor shall comply with "AN ACT to give preference to the veterans of the United States military and naval service in appointments and employment upon public works, by, or for the use of, the State or its political subdivisions, passed by the 59th General Assembly and approved on June 12, 1935, "(330 ILCS 55/1)".

6.03 ILLINOIS HUMAN RIGHTS ACT:

The contractor shall comply with the Illinois Human Rights Act, 775 ILCS 5/1.101, et seq including, but not limited to establishment of sexual harassment policies and program.

6.04 EQUAL EMPLOYMENT OPPORTUNITY:

During the performance of this contract the contractor agrees as follows:

(a) That it will not discriminate against any employee or applicant for employment because of race, color, religion, sex national origin or ancestry and further that it will examine all job classifications to determine if minority persons or women are underutilized and will take appropriate affirmative action to rectify any such underutilization.

(b) That if it hires additional employees in order to perform this contract or any portion hereof it will determine the availability (in accordance with the Illinois Fair Employment Practices Commission's Rules and Regulations for Public Contracts) of minorities and women in the area(s) from which it may reasonably recruit and it will hire for each job classification for which employees are hired in such a way that minorities and women are not underutilized.

(c) That in all solicitations or advertisements for employees placed by it or on its behalf it will state that all applicants will be afforded equal opportunity without discrimination because of race, color, religion, sex, national origin or ancestry.

(d) That it will send to each labor organization or representative of workers with which it has or is bound by a collective bargaining or other agreement or understanding a notice advising such labor organization or representative of the contractor's obligations under the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts. If any such labor organization or representative fails or refuses to cooperate with the contractor in its efforts to comply with such Act and Rules and Regulations the contractor will promptly so notify the Illinois Fair Employment Practices Commission and the contracting agency and will recruit employees from other sources when necessary to fulfill its obligations there under.

(e) That it will submit reports as required by the Illinois Fair Employment Practices Commission's Rules and Regulations for Public contracts. Furnish all relevant

information as may from time to time be requested by the Commission or the contracting agency, and in all respects comply with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(f) That it will permit access to all relevant books, records, accounts and work sites by personnel of the contracting agency and the Illinois Fair Employment Practices Commission for purposes of investigation to ascertain compliance with the Illinois Fair Employment Practices Act and the Commission's Rules and Regulations for Public Contracts.

(g) That it will include verbatim or by reference the provisions of paragraphs 1 through 7 of this clause in every performance subcontract as defined in Section 2.10(b) of the Commission's Rules and Regulations for Public Contracts. So that such provision will be binding upon every such subcontractor and that it will also include the provisions of paragraphs 1, 5, 6 and 7. In every supply subcontract as defined in Section 2.10 (a) of the Commission's Rules and Regulations for Public Contracts so that such provisions will be binding upon every such subcontractor. In the same manner as with other provisions of this contract. The contractor will be liable for compliance with applicable provisions of this clause by all its subcontractors: and further it will promptly notify the contracting agency and the Illinois Fair Employment Practices Commission in the event any subcontractor fails or refuses to comply therewith. In addition no contractor will utilize any subcontractor declared by the Commission to be non-responsible and therefore ineligible for contracts or subcontracts with the State of Illinois or any of its political subdivisions or municipal corporations.

(h) The Village of Arlington Heights does not discriminate on the basis of handicapped status in admission or access to, or treatment or employment in its programs and activities.

6.05 THE AMERICANS WITH DISABILITIES ACT:

(42 USC 121-1 et seq.) and its accompanying regulations (28 CFR 35.130) prohibit discrimination against qualified individuals with disabilities by a local government, whether directly or through contractual arrangements, in the provision of any benefit, service, program or activity of the public entity. As a condition of receiving this contract, the contractor certifies by signing the bid proposal form, that any services, programs and activities provided under this contract are now and will continue to be in compliance with the Americans with Disabilities Act.

7.00 CONTRACTOR

7.01 COMPETENCY OF CONTRACTOR:

The contractor shall, when requested by owner, furnish signed statements, showing responsibility, financial ability, experience, amount and condition of equipment and the value of all uncompleted work under contract.

7.02 SUPERINTENDENT OR FOREMAN:

The contractor shall supervise and direct the work efficiently, and with the contractor's best skill and attention. The contractor shall be solely responsible for the negligence of others in the means, method, techniques, sequence or procedure of Public Improvement / Services which is indicated in and required by the contract documents. Contractor shall be responsible to see that the finished work complies accurately with the contract documents.

7.03 WORKMANSHIP:

The contractor shall be responsible for high quality workmanship on all items of

work.

7.04 RESPONSIBILITY:

The contractor and subcontractor shall be responsible for maintaining of safe equipment and using proper methods and procedures. The Village reserves the right to ascertain and to require that the contractor's work and the subcontractor's work complies with the contract.

7.05 HOLD HARMLESS AND INDEMNIFICATION:

To the fullest extent permitted by law, the contractor shall assume all liability for, and shall protect, defend, indemnify and hold harmless the Village, it's officers, employees, servants, and agents, from and against all claims, actions, suits, judgments, costs, losses, expenses including but not limited to fees and charges of attorneys, engineers and architects, court and arbitration costs, and liabilities of whatsoever kind or nature arising out of:

(a) Any infringement (actual or claimed) on any patents, copyrights or trade names by reason of any work performed by the contractor under this contract or by reason of anything to be supplied by the contractor pursuant to this contract.

(b) Bodily injury, including death, "sickness or disease", to any person or persons (including contractor's officers, employees, agents, and servants) or damage to or destruction of any property including the loss of use thereof:

(1) caused by whole or in part by any act, error or omission by the contractor or any subcontractor or anyone directly or indirectly employed by any of them;

(2) arising directly or indirectly out of the presence of any person in or about any part of the project site or the streets, sidewalks, and property adjacent hereto;

(3) arising directly or indirectly out of the use, misuse or failure of any machinery or equipment used directly or indirectly in the performance of the contract.

(c) In any and all claims against the Village or it's agents or employees by any employee of the contractor, any subcontractor, anyone directly or indirectly employed by any of them or anyone for whose acts they may be liable, the indemnification obligation under this section 1.06, shall not be limited in any way by any limitation on the amount or type of damages, compensation or benefits payable by or for the contractor or any subcontractor under worker's compensation acts, disability benefit acts or other employee benefit acts. This indemnification does not apply to any liability caused by the Village's own negligence.

7.06 ADANDONMENT:

If the contractor abandons or neglects the work or if the Village at any time is convinced that the work is unreasonably delayed, or that the conditions of the contract are being willfully violated, executed carelessly, or in bad faith, the Village may notify the contractor in writing, and if this notification is without effect within twenty-four (24) hours after the delivery thereof, then, and in that case, the contractor shall discontinue all work under the contract and the Village shall have full authority to make arrangements for the completion of the contract at the expense of the contractor.

7.07 CLEAN UP AND SITE MAINTENANCE:

The contractor shall at all times keep the site and adjoining premises free from accumulation of waste material or rubbish caused by its employees or work, and at the completion of the work, shall remove all rubbish, tools, and surplus materials from the site and adjoining premises, leaving the area in a neat and workmanlike condition. In case of dispute, the Village may remove the rubbish and charge the cost to the contractor.

8.00 CHANGES/ALTERATIONS OF CONTRACT WORK AND EXTRA WORK:

The Village reserves the right to alter the specifications by adding or subtracting from the original quantities as bid without invalidating the contract. All such work shall be executed under the same conditions as the original contract, except for an extension in time when any such change/alteration results in additional work. All changes/alterations shall be made only when ordered in writing from the Village as follows:

(a) The Village Manager must approve an increase in the contract price of not more than \$10,000.00 by written change order.

(b) The Village Board must approve an increase in the contract price in all other instances or an extension in the contract completion time by written change order.

(c) The value of any change shall be determined by one or more of the following methods:

(1) An approved Lump Sum.

(2) Unit Prices given in the Contract or subsequently agreed upon.

9.00 PROTECTION OF PERSONS AND PROPERTY

9.01 SAFETY PRECAUTIONS AND PROGRAMS:

The contractor shall be responsible for initiating, maintaining and supervising all safety precautions and programs in connection with the work.

9.02 SAFETY OF PERSONS AND PROPERTY

(a) The contractor shall take all reasonable precautions for safety, and all reasonable protections to prevent damage, injury or loss to:

(1) all employees on the site and all other persons who may be affected hereby;

(2) all the work and all materials and equipment to be incorporated therein, whether in storage on or off site, under the care, custody, or control of the contractor or any subcontractors; and

(3) other property at the site or adjacent thereto, including trees, shrubs, lawns, walks, pavements, roadways, structures and utilities not designated for removal, relocation, or replacement in the course of Public Improvement/Service.

(b) The contractor shall give all notices and comply with all applicable laws, ordinances, rules and regulation and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury or loss.

(c) The contractor shall erect and maintain, as required by existing condition and progress of the work, all reasonable safeguards for safety and protection, including posting danger signs and other warnings against hazards, promulgating safety regulations and notifying owners and users of adjacent utilities.

(d) The contractor shall use proper warning guards and safety devices with respect to the construction area.

(e) No trees, fire hydrants, utility poles, shrubs or hedges, traffic signs, or other public structure shall be removed, replaced, damage or destroyed unless and until approval for such removal, replacement, damage or destruction has been given in writing from the Village.

(f) Notwithstanding the foregoing requirements, the contractor shall be responsible

for taking immediate steps to correct any damage or injury to public structures, utility services, roadways or public buildings as well as any damage or injury occasioned to private property as a result of the contractor's activities.

(g) The contractor should keep a daily record of all injuries or incidents or damage occurring in, on or near the construction site as a result of the contractor's construction activities. This information shall be given to the Village within twenty-four (24) hours after the day of occurrence.

10.00 INSURANCE REQUIREMENTS:

(a) The Contractor shall not commence work until the Contractor has obtained all insurance required in these documents. The Contractor shall purchase and maintain, throughout the duration of the contract, insurance as is appropriate for the work being performed and furnished and shall provide protection from claims which may arise out of or result from the Contractor's performance and furnishing of the work and Contractor's other obligations under the contract documents, whether it is to be performed or furnished by the Contractor, by any Subcontractor, by anyone directly or indirectly employed by them or by anyone for whose acts any of them may be liable.

(b) Insurance required by this Section shall be written with a company having at least an "A" Property-Casualty Rating, and financial size of at least Class 7 as listed in the most recent published A. M. Best's Insurance Guide.

(c) The Village shall be named as additional insured on all policies required by the contract except for Workmen's Compensation Insurance. The coverage afforded shall be primary and non-contributory for the additional insured with respect to claims arising out of operations performed by or on behalf on the Contractor. Additional insured: Village Of Arlington Heights, its Officials, Employees, Agents and Volunteers. If the additional insured has other insurance which is applicable to the loss, such as other insurance shall be on an excess or contingent basis. The amount of the Contractor's insurance company's liability under this insurance policy shall not be reduced by the existence of such other insurance. Additional insured status shall be provided by original endorsement as least as broad as CG 20 10 04 13 or CG 20 26 04 13.

(d) As a minimum, the contractor shall secure and maintain the types of insurance as hereinafter specified, and shall submit evidence to the Village on an annual basis that the insurance coverage's are in force. The form and limits of such insurance, together with the underwriter thereof in each case, shall be acceptable to the Village, but regardless of such acceptance it shall be the responsibility of the Contractor to maintain adequate insurance coverage until final payment and at all times thereafter when the Contractor may be correcting, removing, or replacing defective work in accordance with the General Conditions and Instruction to Bidders. Failure of the Contractor to maintain adequate coverage shall not relieve him of any contractual responsibility or obligation.

(e) The Contractor shall forward original copies of the Certificates of Insurance with the coverage's and limits specified annually during the contract period to the Purchasing Division, Finance Department, 33 S. Arlington Heights Road, Arlington Heights, IL 60005.

(f) Insurance Certificates and Policies delivered to the Village shall recite that 30 days prior written notice will be given to the Village by certified mail before any policy is materially changed, canceled, or not renewed.

10.01 WORKER'S COMPENSATION AND EMPLOYERS LIABILITY:

The insurance shall protect the Contractor against all claims under applicable State or Federal Worker's Compensation Laws. The Contractor shall also be protected against claims for injury, disease or death of employees which for any reason may not fall within the provisions of the Worker's Compensation Law. The policy shall include "broad form all states" endorsement coverage extended to cover all states except the monopolistic fund states.

The liability limits shall not be less than:

1. Worker's Compensation.....Statutory
2. Employer's Liability.....\$1,000,000 per occurrence

10.02 BUSINESS AUTO LIABILITY:

The insurance shall be written in automobile liability form and shall protect the Contractor against all claims for injuries to persons and damages to property arising from the ownership, maintenance or use of any motor vehicles and shall cover operation on or off the site of all motor vehicles, whether they are owned, non-owned or hired.

The liability limits shall not be less than:

1. Bodily Injury and Property Damage Combined...\$1,000,000 per occurrence

10.03 COMMERCIAL GENERAL LIABILITY, INCLUDING PREMISES AND OPERATIONS, CONTRACTUAL, PERSONAL INJURY, PRODUCT LIABILITY, COMPLETED OPERATIONS, AND BROAD FORM PROPERTY COVERAGES:

(a) This insurance shall be written in Commercial General Liability form and shall protect the Contractor against all claims arising from injuries to persons or damages to property caused by any act or omission of the Contractor or his agents, employees or Subcontractors. The Contractors General Aggregate shall apply on a per Project basis. The Broad Form General Liability Endorsement shall be included.

(b) In addition, this policy shall contain a Contractual Liability Endorsement covering any Contractual Liability assumed in the Contract and all changes and modifications thereto, whether in writing or oral.

(c) The scope of the coverage shall also include the Personal Injury Hazards including "a", "b", and "c". "a" includes false arrest, malicious prosecution, and unlawful detention or imprisonment. "b" includes libel, slander, and defamation of character. "c" includes wrongful eviction, invasion of privacy, and wrongful entry. Fellow Employee exclusion shall be removed.

(d) The Policy shall also include Broad Form Property Damage Protection.

(e) The Contractor shall include all the Contractor's employees as additional insureds under the policy.

(f) Commercial General Liability Coverage shall contain no exclusions for explosion, collapse or underground work (X, C, U).

(g) The liability limits shall not be less than:

1. Bodily Injury and Property Damage, Combined single limit, per occurrence including, Contractual Liability – Broad Form Products and

Completed Operations.....\$2,000,000

2. Premises/Operations

Personal Injury.....\$1,000,000

3. General Aggregate.....\$4,000,000

Products/Completed Operations coverage is to remain in force for a period of two (2) years after the completion of the project.

(h) The Contractor may furnish coverage for bodily injury and property damage for Business Auto Liability and Commercial General Liability through the use of a combined limit as indicated above or through separate single limits acceptable to the Village.

10.04 UMBRELLA EXCESS LIABILITY:

Special coverage shall be as follows.....\$2,000,000 over primary insurance

The required coverages may be in combination of primary, excess and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis such that when any loss covered by the primary policy excess the limits under the primary policy, the excess or umbrella policy becomes effective to cover such loss.

Policy should be written on an occurrence basis.

All underlying coverage needs to be included in the Umbrella or Excess Liability policy. Any exclusions or exceptions must be noted on the certificate of insurance.

11.00 PAYMENTS

11.01 TAXES:

No charges will be allowed for taxes from which the Village is exempt. The Village is not liable for the Illinois Retailer's Occupation Tax, the Service Occupation Tax, nor the Service Use Tax. The Village is also exempt from Federal Excise Transportation Tax.

12.00 TERMINATION OF THE CONTRACT:

The Village may terminate the contract upon the occurrence of any one or more of the following events:

(a) The contractor files under any chapter of the Bankruptcy Code (Title 11, United States Code) takes any equivalent or similar action by filing a petition or otherwise under any federal or state law in effect at the time relating to bankruptcy or insolvency.

(b) If a petition is filed against the contractor under any chapter of the Bankruptcy Code as now or hereinafter in effect or if a petition is filed seeking any equivalent or similar relief against the Contractor under any other federal or state law in effect at the time relating to bankruptcy or insolvency.

(c) If the contractor makes a general assignment for the benefit of creditors.

(d) If a trustee, receiver, custodian or agent of the contractor is appointed to take charge of the contractor's property for the purpose of enforcing a lien against the property or for the purpose of general administration of the property for the benefit of the contractor's creditors.

- (e) If the contractor admits in writing an inability to pay its debts generally as they become due.
- (f) If the contractor persistently fails to perform the work in accordance with the contract documents, including but not limited to failure to supply sufficient skilled workers or suitable materials or equipment or failure to adhere to the progress schedule established herein.
- (g) If the contractor disregards laws and regulations of any public body.
- (h) If the contractor disregards the authority of the Village.
- (i) If the contractor violates any provisions of the contract documents.

**VILLAGE OF ARLINGTON HEIGHTS
AFFIDAVIT OF COMPLIANCE**

Applicant _____
Name _____

Address _____

As a condition of entering into a contract with the Village of Arlington Heights, and under oath and penalty of perjury and possible termination of contract right and debarment, the undersigned, _____, being first duly sworn on oath, deposes and states that he or she is _____ (sole owner, partner, joint ventured, President, Secretary, etc..) of _____ and has the authority to
(Name of Company)
make all certifications required by this affidavit.

Section I

Non Collusion

The undersigned certifies that this bid, that such bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element of this bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

Section II

Bid Rigging and Rotating

The undersigned hereby certifies that it is not barred from bidding or contracting as a result of a conviction for violations of state laws prohibiting bid rigging or bid rotating or any similar offense of any state of the United States.

Section III

Illinois Drug Free Workplace Act

The undersigned further states that _____ provides
(Name of Company)

A drug free workplace pursuant to Illinois Statutes, 30 ILCS 580/1, et seq and provides compliance with necessary requirements.

Section IV

Tax Payment

The undersigned further states that _____ is not
(Name of Company)

delinquent in payment of any taxes to the Illinois Department of Revenue, in accordance with Illinois Compiled Statutes, 65 ILCS 5/11-42.1. The undersigned understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition voids the contract and allows the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

It is expressly understood the foregoing statements and representations and promises are made as a condition to the right of the bidder to receive payment under any award made under the terms and provisions of this bid.

The undersigned certifies that all the information contained in the Affidavit is true and correct.

Signed by: _____
(Name)
(Title)

Subscribed and sworn to before me this _____ day of _____ 20____,AD.

By: _____
(Notary Public)

-Seal-

**VILLAGE OF ARLINGTON HEIGHTS
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village of Arlington Heights, its Board of Trustees, officers, agents and employees from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of any action on the part of the Contractor or any Subcontractor. The Contractor shall, at its own expense; appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village of Arlington Heights, its Board of Trustees, officers, agents and employees, in any such action, the contractor shall, at its own expense, satisfy and discharge the same. This indemnification does not apply to liability caused by the Village's own negligence.

The Contractor expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village of Arlington Heights, its Board of Trustees, officers, agents and employees as herein provided.

CONTRACTOR:_____

By: _____



VENDOR APPLICATION

A W-9 must be submitted with this application.

Company Name: _____

Remit To Address: Include if different than W-9 Address.

Company Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Contact Information:

Name: _____ PH#: _____ Email: _____

Vendor Classification:

In accordance with Illinois Public Act 102-0265, the Village of Arlington Heights is required to make a good faith effort to collect and publish certain demographic information provided by our vendors and subcontractors doing business with us. We are required to report whether they are a minority, woman or veteran-owned business as defined by Illinois Law. In addition, we are required to report whether the vendor is a small business under the Small Business Administration standards (SBA).

Please indicate any applicable classification below or check NA, and check if self-certified or if certified. **Submit the appropriate certification documentation with this form.**

- ☐ Small Business: Meets certification requirements as a small business under SBA standards (more information available at SBA.gov)
Avg # of Employees: _____ Avg Annual Receipts less than \$7.5M Yes No
Self-Certified Holds Certification
- ☐ Minority-Owned Business Enterprise (MBE): A business that is at least 51 percent owned by one or more minorities. A person who is a U.S. citizen or lawful permanent resident of the United States and is African American, Hispanic American, Asian American, Native American or Native Hawaiian.
Self-Certified Holds Certification
- ☐ Women-Owned Business Enterprise (WBE): A business that is at least 51 percent owned by a woman or women who are U. S. Citizens or lawful permanent residents of the U.S.
Self-Certified Holds Certification
- ☐ Disability-Owned Business Enterprise (DOBE): A business that is at least 51 percent owned by a person or group of persons with a disability (per the definition in 30 ILCS 575) and who is a U.S. citizen or lawful permanent resident of the United States.
Self-Certified Holds Certification
- ☐ Veteran-Owned Small Business (VOSB): A small business that is at least 51 percent owned, operated & controlled by a qualified veteran living in IL and its home office in IL.
Self-Certified Holds Certification
- ☐ Not Applicable

Name of Person Completing this form: _____ Date: _____

SPECIFICATIONS

VILLAGE OF ARLINGTON HEIGHTS
DEPARTMENT OF PUBLIC WORKS
UTILITY DIVISION

BACKFLOW DEVICE SERVICE CONTRACT

GENERAL OBJECTIVE

The objective of these specifications is to define the conditions under which a one-year service contract will provide for backflow prevention device installation, testing and service; and will provide for other associated services as deemed necessary by the Director of Public Works.

SCOPE OF SERVICES

The BIDDER shall become fully acquainted with the nature of the work, sites at which work is to be accomplished and the conditions affecting the cost and performance of the work. The proposal shall include all costs associated with furnishing supervision, labor, materials, tools, equipment and vehicles necessary to complete the required services in a workmanlike and acceptable manner.

PART 1 - GENERAL CONDITIONS

1.1 SUPERVISION

This contract will be under the direct supervision of the DIRECTOR OF PUBLIC WORKS (DIRECTOR) and detailed supervision of the contract shall be provided by the SUPERINTENDENT OF UTILITIES (SUPERINTENDENT) or their authorized representatives. Any alterations or modifications of the work to be performed under this contract shall be approved prior to commencement of the altered or modified work. No claims for any extra work or materials shall be allowed unless covered by written agreement.

1.2 WORK CREW SUPERVISION

The CONTRACTOR shall provide qualified supervision of each crew at all times while working under this contract. Each supervisor must be able to converse in the English language. He shall be authorized by the CONTRACTOR to accept and act upon all directives issued by the SUPERINTENDENT. Failure of the Supervisor to act on said directives shall be sufficient cause to give notice that the CONTRACTOR is in default of the contract unless such directives would create potential personal injury or safety hazards. The VILLAGE will not provide manpower assistance to the contractor during the execution of this contract.

1.3 PROTECTION OF PUBLIC AND PRIVATE PROPERTY

The CONTRACTOR shall exercise all necessary caution to protect vehicular and pedestrian traffic and to protect all public and private property from injury or damage caused by the operations of the CONTRACTOR. Any practice obviously hazardous in the opinion of the DIRECTOR or SUPERINTENDENT shall be immediately discontinued by the CONTRACTOR upon receipt of either written or oral notice to discontinue such practice. The CONTRACTOR shall comply with all OSHA and other Federal and State safety standards.

1.4 CONCURRENT OPERATIONS

This contract is a non-exclusive contract with the VILLAGE. The VILLAGE reserves the right to use other contractors or its own employees to perform work similar to that being performed under the terms of this contract. Performance of work by others shall be construed as being consistent with the terms of this contract and shall not be cause for the CONTRACTOR to cease performance of work as directed.

1.5 WORKING HOURS

The CONTRACTOR will be allowed to schedule his normal scheduled work between the hours of 7:00 A.M. and 6:00 P.M. Monday through Friday and 8:00 A.M. and 5:00 P.M. on Saturday. Work during other hours will be allowed only as authorized by the DIRECTOR and as agreed to by a specific customer. Every effort is to be made to cause the least inconvenience to the water customer. In the event overtime work is required, payment will be made at 1.5 times the standard hourly rate stipulated in this contract regardless of the day of week or hours of the day.

1.6 CLEANUP

All debris and materials from operations shall be cleaned up before the work crew leaves the site. Areas are to be left in a condition equal to or better than that which existed prior to the time when the CONTRACTOR entered the premises.

1.7 LICENSES AND PERMITS

The CONTRACTOR shall, at his expense, procure all necessary licenses and permits needed to conduct the work required under the terms of this contract. The VILLAGE will waive the cost of all required licenses and fees with the exception of those fees associated with securing a business license to conduct business within the Village. The CONTRACTOR shall give any and all necessary formal notices required in conjunction with the lawful prosecution of the work of this contract.

1.8 SUBCONTRACTS

The CONTRACTOR will not be allowed to subcontract work under this contract unless written approval is granted by the DIRECTOR. The SUBCONTRACTOR, as approved,

shall be bound by the conditions of the contract between the VILLAGE and the CONTRACTOR and shall perform in accordance with all terms of the contract and specifications. All required notices, work orders, directives, and requests for emergency services will be directed to the CONTRACTOR. All directions given to the SUBCONTRACTOR in the field shall bind the CONTRACTOR as if the notice had been given directly to the CONTRACTOR.

1.9 SEPARABILITY

If any portion of this contract is found to be unenforceable by a competent court of law having jurisdiction, the remaining portions of the contract shall remain in full force and effect.

1.10 AWARD OF CONTRACT

The VILLAGE, at its sole discretion, may award contracts for any single division of work, multiple divisions of work or all divisions of work as deemed in the best interest of the VILLAGE. An award of contract less than the total of all divisions of work shall not relieve the CONTRACTOR from complying with all appropriate remaining portions of the specifications.

1.11 EXECUTION OF CONTRACT

The successful BIDDER shall, within fifteen (15) calendar days of the mailing of written notice of selection as the successful bidder on any division of the work, enter into contract with the VILLAGE on forms as indicated within the bidding documents for the performance of work awarded him and shall simultaneously provide the appropriate bonds, indemnities, and insurance required hereunder.

1.12 TAX

This work is being done under the auspices of the VILLAGE OF ARLINGTON HEIGHTS, an Illinois Municipal Corporation and therefore is exempt from the Illinois sales tax and the Regional Transportation Authority Sales tax. The proposal shall not include any costs for these taxes.

PART 2 - DETAILED PROJECT SPECIFICATIONS

2.1 CONTRACTOR RESPONSIBILITY

The CONTRACTOR shall submit all test results and certifications to the Village within 24 hours of the test.

The CONTRACTOR shall observe and follow all applicable provisions of the Occupational Safety and Health Administration regulations, **especially** those provisions related to **confined space entry**.

The CONTRACTOR **shall not solicit** any other type of work from **Arlington Heights water**

customers during the performance of this contract. Additionally, the CONTRACTOR **shall decline** the opportunity to perform repairs for customers on defects detected as an incidental result of work under this contract.

All work governed by this contract shall be ordered, in writing, by the SUPERINTENDENT prior to commencement of work by the CONTRACTOR.

2.2 QUANTITIES AND INVOICES

The items and quantities contained herein are estimated. These items and quantities may be added to, subtracted from, or deleted according to actual field conditions and the best interests of the Village of Arlington Heights.

Invoices submitted to the VILLAGE for payment shall be prepared using **Division** and **Item** numbers contained in the proposal section of this document. The invoice shall include the address of the location the work was performed corresponding to the item numbers.

2.3 TESTING AND SCHEDULING

All backflow prevention device testing **shall be** performed by a State of Illinois licensed, Certified Cross Connection Control Device Inspector.

The CONTRACTOR performing tests on the backflow prevention devices **shall be** a subscriber to the Cross Connection Control Foundation, University of Southern California.

All written correspondence related to request for appointments and testing shall be addressed and mailed to the water customer by the service CONTRACTOR. This applies to backflow device work. Postage and other costs related to this customer contact shall be borne by the contractor. 3 attempts.

All appointment scheduling for testing, exchanges, repair work and site visits shall be the responsibility of the water service CONTRACTOR. This applies to backflow device work.

The SUPERINTENDENT shall be notified monthly, in writing, of any water customer who fails to make or keep an appointment in a reasonable amount of time.

2.4 TERM OF CONTRACT

This contract will be executed and in force for one year from September 15, 2025 (or as soon thereafter as a contract is awarded) through September 15, 2026, unless terminated as set forth in Part 6 of this document. Upon satisfactory completion of the initial one-year contract, the contract may be extended annually for up to one year by mutual agreement between the VILLAGE and the CONTRACTOR. In the event this contract is extended beyond September 15, 2026, the CONTRACTOR will be granted an annual price increase on all work items based on one-half the value (as a percentage) of the consumer price index for Metropolitan Chicago. This price increase formula will be applied to the annual contract extension on January 1 of the contract year.

2.5 RESPONSE TIME

Response time to emergency incidents is a critical element of this contract. All CONTRACTORS must be able to provide qualified, competent response to an incident within one hour of notification by the Village.

2.6 DATA BASE MAINTENANCE

The individual CONTRACTORS shall maintain a computerized, relational database for all backflow devices. This database shall include, as a minimum, the following information: type of device, size of device, manufacturer, location of device, address of device installation, premise owner/tenant name, last test date, serial number, historical work performed, etc.

PART 3

REDUCED PRESSURE PRINCIPLE BACKFLOW PREVENTER SERVICE WORK

3.1 TESTING

Items of work A1 through A7 shall consist of:

- 1) Contacting the owner or tenant of a premise to schedule an appointment for annual testing of the RP Device;
Prepare notice to owner or tenant and mail on the 15th day of the month preceding the month the annual testing of the RP device is due. This notice shall consist of the following information:
 - a. Name and Address of Owner or Tenant
 - b. Device Description: Number, Manufacture, Size and Application
 - c. Location of Device
 - d. Telephone number to call to schedule test
 - e. Reference to Section 653.802 of the Illinois State Code, paragraphs 1-c and 4-c.
 - f. Message from the Village Superintendent of Utilities regarding the testing and certification of the backflow devices.
- 2) Performance of the annual RP Device test by a Certified Cross Connection Control Device Inspector licensed by the Illinois Environmental Protection Agency.
- 3) Document the results of the test on a form acceptable to the SUPERINTENDENT.
- 4) Distribute the form to the SUPERINTENDENT and attach a copy to the tested device.

NOTE: These RP Devices are located in every conceivable location. In single family residences they are found in closets, crawlspaces, utility rooms, etc. In commercial buildings they are found in mechanical rooms, false ceilings, basements, washrooms, kitchens, boiler rooms, etc. Prospective bidders should not assume that all of these devices are easily accessible.

Payment for this work shall be made at the contract unit price PER EACH DEVICE for TESTING RP DEVICES, of the size and at the location indicated, which price shall include all labor, materials and equipment required to complete the testing.

- A certification form containing the following information shall be provided to the Superintendent upon completion of each test:
- a. Bill to Name and Address
 - b. Bill to Contact and Telephone Number
 - c. Device Site Name and Address
 - d. Device Site Contact and Telephone Number
 - e. Fire Alarm Company and Telephone Numbers, if applicable
 - f. Applications e.g. Domestic, Fire, Lawn Irrigation
 - g. Manufacturer, Model, Size and Serial Number of Device
 - h. Installation Date of Device
 - i. Water Pressure at Site
 - j. Location of Device on premises
 - k. Air Gap and Strainer (Y/N)
 - l. Last four repairs
 - m. Comments, at least 4 lines
 - n. Normal Month for testing and certification
 - o. CCCDI License Number of inspector
 - p. Illinois State Plumbing License Number of inspector
 - q. Date of Test and Certification
- 5) Invoice to Village, with the following information contained for each item or work performed:
- a. Vendor's work order number
 - b. Owner's or tenant's authorization
 - c. Location of owner or tenant site
 - d. Description of work performed
 - e. Village code for work performed
 - f. Quantity
 - g. Unit price for work performed
 - h. Extension of dollar amount for work performed
- 6) Each invoice shall be accompanied by a copy of the Vendor's work order, which contains the following information:
- a. Vendors work order number
 - b. Bill to Name and Address
 - c. Device site Name and Address
 - d. Vendor Order Number
 - e. Vendor Order Date
 - f. Customer Authorization
 - g. Work requested
 - h. Work performed
 - i. Name and Signature of Customer

j. Date of Service

3.2 SITE VISITS

Item of work A8 shall consist of conducting site visits to construction projects throughout the VILLAGE as directed by the SUPERINTENDENT for the purpose of distributing literature and discussing VILLAGE installation requirements with project personnel. In general, no more than two visits per site are required.

Payment for this work shall be made at the contract unit price PER EACH VISIT for SITE VISITS - RP DEVICES which price shall include all labor, materials and equipment required to complete the visit.

3.3 INSTALLATION

Items of work A9 through A12 shall consist of installing the nominal size of the RP Device listed. The VILLAGE will supply the RP Device. The valves, adapters, spread, etc. will be provided by the project plumbing/fitting contractor. The service CONTRACTOR shall also test and certify the device as part of these items. A VILLAGE shop order shall be executed by the installer upon completion of the installations. The shop order shall be delivered to the SUPERINTENDENT within two working days of the installation.

Payment for this work shall be made at the contract unit price PER EACH DEVICE for INSTALLING BACKFLOW DEVICES of the size indicted which price shall include all labor, equipment and initial testing of device required to complete the installation of backflow devices.

3.4 EXCHANGE

Items of work A13 through A18 shall consist of exchanging RP Devices of the sizes listed.

These items involve an in-place exchange of defective or obsolete RP Devices. The VILLAGE will supply the RP Device. Any additional materials needed to accomplish the exchange shall be paid for by the VILLAGE on a cost-plus 15% basis. The service CONTRACTOR shall also test and certify the devices as part of these items. A written inspection report shall be forwarded to the SUPERINTENDENT within two working days of the exchange. A Village shop order shall be executed by the installer upon completion of the exchange. The shop order shall be delivered to the SUPERINTENDENT within two working days after the exchange. The old device shall be returned to the SUPERINTENDENT.

Payment for this work shall be made at the contract unit price PER EACH DEVICE for EXCHANGING BACKFLOW DEVICES, of the size indicated, which price shall include all labor, equipment and initial testing of exchanged device required to complete the exchange of backflow devices. Additional materials required will be paid for on a cost plus 15% basis.

3.5 FINAL INSPECTION

Item of work A19 shall consist of performing a final inspection of recently installed RP

DEVICES by other contractors prior to issuance of a certificate of occupancy by the Village Department of Building and Zoning. The service CONTRACTOR shall inspect the RP DEVICE for proper installation. A written inspection report shall be forwarded to the SUPERINTENDENT within two working days of the inspection. The final inspection must be completed within two working days of notice to the CONTRACTOR by the SUPERINTENDENT.

Payment for this work shall be made at the contract unit price PER EACH DEVICE for FINAL INSPECTION OF RP DEVICES which price shall include all labor and equipment required to complete the final inspection.

3.6 BACKFLOW DEVICE SERVICE WORK Testing of device included as part of the repair. Repair or replacement of devices less than 2" same day whenever possible.

Item of work A20 establishes an hourly rate, per person, for miscellaneous service work ordered by the SUPERINTENDENT and not otherwise covered herein. This hourly rate includes all base wages, benefits, overhead, payroll burden, profit, tools, transportation, insurance, etc. for each person responding to a service call under this contract. The rate established under this item shall be for service work performed during normal working hours. Normal working hours under this contract shall be defined as Monday through Friday (except legal holidays) between 8:00 a.m. and 5:00 p.m.

Payment for this work shall be made at the contract unit price PER HOUR for EACH individual performing BACKFLOW DEVICE SERVICE WORK which price shall include all labor and equipment required to complete the assigned task. Any required materials shall be supplied by the VILLAGE or otherwise by the CONTRACTOR on a cost plus 15% basis.

3.7 BACKFLOW DEVICE SERVICE WORK-OVERTIME

Overtime work shall be performed solely at the direction of the Superintendent. Payment for overtime work will be made at 1.5 times the standard hourly rate stipulated in this contract regardless of the day of the week or hour(s) of the day.

3.8 REMOVAL

Items of work A21 consist of replacing an existing RP Device with straight pipe. The replacement pipe shall consist of materials identical to those downstream of the RP Device. The piping materials used shall be paid for on a cost-plus 15% basis. The old device shall be returned to the SUPERINTENDENT. A Village shop order shall be executed by the installer upon completion of the removal. The shop order shall be delivered to the Superintendent within two days of the removal.

Payment for this work shall be made at the contract unit price PER EACH DEVICE for REMOVAL OF BACKFLOW DEVICES of the size indicated which price shall include all labor, and equipment required to complete the removal. Any required materials shall be supplied by the VILLAGE or otherwise by the CONTRACTOR on a cost plus 15% basis.

PART 4 - PERFORMANCE AND PAYMENT

4.1 PERFORMANCE

The CONTRACTOR shall faithfully perform all work as set forth in these specifications. If the CONTRACTOR fails to faithfully perform in accordance with the specifications or if a dispute arises as to the quality and/or quantity of work completed, the DIRECTOR reserves the right to withhold authorization of Request for Payment of completed work until such time that performance has been improved or the dispute resolved. In those instances when a dispute cannot be resolved between the CONTRACTOR and the DIRECTOR, the dispute shall be resolved by the VILLAGE MANAGER whose decision shall be final.

4.2 SCHEDULED COMPLETION OF WORK

All work orders will be picked up by the CONTRACTOR at the Office of the SUPERINTENDENT, Public Works Department, 222 N. Ridge Avenue or as may otherwise be mutually arranged. The CONTRACTOR will make all needed appointments and will complete the work in the most expeditious manner. All backflow devices shall be installed prior to final building occupancy being granted by the Village.

4.3 ACCEPTANCE OF COMPLETED WORK

Work areas will be periodically inspected after scheduled work is completed at each specified location and after the CONTRACTOR has certified that the completed work has complied with the specifications. The DIRECTOR or the SUPERINTENDENT reserves the right to reject any material or installation which does not comply with these specifications. Payment for any and all work will not be made until the work has been completed, inspected as may be required and accepted.

PART 5 - DEFAULT

The VILLAGE retains the right to terminate this contract at any time for cause of unsatisfactory workmanship and/or performance, or for refusal or neglect of the CONTRACTOR to prosecute the work with the work force sufficient for its completion within the specified times or for failure of the CONTRACTOR to proceed with the work in accordance with the requirements and conditions of the specifications. At least ten (10) days prior to the date that the CONTRACTOR will be declared in default of the contract, the VILLAGE shall give written notice by certified mail to the CONTRACTOR. This notice shall state the reasons that the CONTRACTOR is being declared in default of the contract and may also include suggested steps that the CONTRACTOR should take to remedy the occurring problems and comply with the conditions of the contract. Failure by the CONTRACTOR to correct the stated deficiencies within the notice period shall result in the CONTRACTOR being declared in default of the contract. Issuance of the notice by the VILLAGE shall be an indication of the intentions of the VILLAGE to terminate the existing contract and to relet the said work to other contractors.

The cost of fully completing all the work and all expense of every kind incurred by the

VILLAGE in completing the contract shall be charged to the CONTRACTOR and shall be deducted and paid by the VILLAGE out of such monies as may be due or may become due to said CONTRACTOR. Any deficiencies of monies required to complete the contract by others shall be paid to the VILLAGE by the CONTRACTOR.

PROPOSAL

VILLAGE OF ARLINGTON HEIGHTS PUBLIC WORKS DEPARTMENT

UTILITY DIVISION

BACKFLOW DEVICE SERVICE CONTRACT

After becoming familiar with the general conditions, special conditions, specifications and addenda attached hereto, the undersigned offers the following prices including all supervision, labor, materials and equipment for providing backflow device service work at various locations throughout the Village for one year.

The proposal as detailed on the following pages is submitted this _____ day of _____, 202____.

BIDDER'S COMPANY NAME _____

ADDRESS _____

SIGNATURE _____

TITLE _____

EMAIL _____

SIGNATURE _____

TITLE _____

EMAIL _____

TELEPHONE NUMBER _____ DATE _____

NOTE: If the bidder is a partnership, the proposal must be signed by at least two of the co-partners. If the bidder is a corporation, the proposal must be signed by an authorized officer of the corporation, attested and sealed by the secretary or other authorized officer.

State of Incorporation: _____

**BACKFLOW PREVENTER SERVICE WORK
ONE YEAR PRICING**

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE
A1	Test 1/2", 3/4" & 1" RP Device in all locations	522 ea.		
A2	Test 1½" and 2" RP Device in all locations	678 ea.		
A3	Test 2.5" - 4" RP Device in all locations	270 ea.		
A4	Test 6" RP Device in all locations	146 ea.		
A5	Test 8" RP Device in all locations	57 ea.		
A6	Test 10" RP Device in all locations	8 ea.		
A7	Site Visits - RP Devices pre-construction/pre-installation	20 ea.		
A8	Install ¾" RP Device	5 ea.		
A9	Install 1" RP Device	5 ea.		
A10	Install 1½" RP Device	5 ea.		
A11	Install 2" RP Device	5 ea.		
A12	Replace ½, ¾" or 1" RP Device	30 ea.		
A13	Replace 1½" or 2" RP Device	15 ea.		
A14	Replace 3" or 4" RP Device	5 ea.		
A15	Replace 6" RP Device	5 ea.		
A16	Replace 8" RP Device	2 ea.		
A17	Replace 10" RP Device	1 ea.		
A18	Final Inspection of RP Devices	10 ea.		
A19	Backflow Device Service Work	200 hrs.		
A20	Remove ¾" or 1" RP Device	5 ea.		
A21	Remove 1½" or 2" RP Device	5 ea.		

TOTAL EXTENDED PRICE FOR WORK \$_____

REFERENCES

List below the names of customers/clients where similar types of work and contracts have been completed within the last three (3) years:

NAME OF COMPANY _____

ADDRESS _____

PERSON IN CHARGE _____

PHONE NUMBER _____

TYPE OF WORK DONE _____

NAME OF COMPANY _____

ADDRESS _____

PERSON IN CHARGE _____

PHONE NUMBER _____

TYPE OF WORK DONE _____

NAME OF COMPANY _____

ADDRESS _____

PERSON IN CHARGE _____

PHONE NUMBER _____

TYPE OF WORK DONE _____

NAME OF COMPANY _____

ADDRESS _____

PERSON IN CHARGE _____

PHONE NUMBER _____

TYPE OF WORK DONE _____

PROPOSAL

VILLAGE OF ARLINGTON HEIGHTS
PUBLIC WORKS DEPARTMENT

UTILITY DIVISION

BACKFLOW DEVICE SERVICE CONTRACT

After becoming familiar with the general conditions, special conditions, specifications and addenda attached hereto, the undersigned offers the following prices including all supervision, labor, materials and equipment for providing backflow device service work at various locations throughout the Village for one year.

The proposal as detailed on the following pages is submitted this 22nd day of August, 2025.

BIDDER'S COMPANY NAME HBK Water Meter Service, Inc

ADDRESS P.O. Box 759 - Palatine, IL 60078-0759

SIGNATURE Carolina A. Grossi

TITLE President

EMAIL Sgrossi@hbkmetrics.com

SIGNATURE _____

TITLE _____

EMAIL _____

TELEPHONE NUMBER 847-202-4389 DATE 8/22/2025

NOTE: If the bidder is a partnership, the proposal must be signed by at least two of the co-partners. If the bidder is a corporation, the proposal must be signed by an authorized officer of the corporation, attested and sealed by the secretary or other authorized officer.

State of Incorporation: Illinois

**BACKFLOW PREVENTER SERVICE WORK
ONE YEAR PRICING**

ITEM	DESCRIPTION	ESTIMATED QUANTITY	UNIT PRICE	EXTENDED PRICE
A1	Test 1/2", 3/4" & 1" RP Device in all locations	522 ea.	90.00	39933.00
A2	Test 1 1/2" and 2" RP Device in all locations	678 ea.	90.00	61020.00
A3	Test 2.5" - 4" RP Device in all locations	270 ea.	100.00	27000.00
A4	Test 6" RP Device in all locations	146 ea.	100.00	14600.00
A5	Test 8" RP Device in all locations	57 ea.	100.00	5700.00
A6	Test 10" RP Device in all locations	8 ea.	100.00	800.00
A7	Site Visits - RP Devices pre-construction/pre-installation	20 ea.	90.00	1800.00
A8	Install 3/4" RP Device	5 ea.	150.00	750.
A9	Install 1" RP Device	5 ea.	150.00	750.
A10	Install 1 1/2" RP Device	5 ea.	150.00	750.
A11	Install 2" RP Device	5 ea.	150.00	750.
A12	Replace 1/2, 3/4" or 1" RP Device	30 ea.	150.00	1500.00
A13	Replace 1 1/2" or 2" RP Device	15 ea.	150.00	2250.00
A14	Replace 3" or 4" RP Device	5 ea.	525.00	2625.00
A15	Replace 6" RP Device	5 ea.	900.00	4500.00
A16	Replace 8" RP Device	2 ea.	2500.00	5000.00
A17	Replace 10" RP Device	1 ea.	2500.00	2500.00
A18	Final Inspection of RP Devices	10 ea.	50.00	500.00
A19	Backflow Device Service Work	200 hrs.	150.00	30000.00
A20	Remove 3/4" or 1" RP Device	5 ea.	100.00	500.00
A21	Remove 1 1/2" or 2" RP Device	5 ea.	100.00	500.00

TOTAL EXTENDED PRICE FOR WORK \$ 263728.00

**VILLAGE OF ARLINGTON HEIGHTS
AFFIDAVIT OF COMPLIANCE**

Applicant HBK Water Meter Service, Inc.
Name
P.O. Box 759 - Palatine, IL 60078
Address

As a condition of entering into a contract with the Village of Arlington Heights, and under oath and penalty of perjury and possible termination of contract right and debarment, the undersigned, Sandra Grossi, being first duly sworn on oath, deposes and states that he or she is President (sole owner, partner, joint ventured, President, Secretary, etc..) of HBK Water Meter Service, Inc. and has the authority to
(Name of Company)
make all certifications required by this affidavit.

Section I

Non Collusion

The undersigned certifies that this bid, that such bid is genuine and not collusive or sham, that said bidder has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any manner, directly or indirectly, sought by agreement or collusion, or communication or conference with any person, to fix the bid price element of this bid, or of that of any other bidder, or to secure any advantage against any other bidder or any person interested in the proposed contract.

Section II

Bid Rigging and Rotating

The undersigned hereby certifies that it is not barred from bidding or contracting as a result of a conviction for violations of state laws prohibiting bid rigging or bid rotating or any similar offense of any state of the United States.

**VILLAGE OF ARLINGTON HEIGHTS
INDEMNITY HOLD HARMLESS AGREEMENT**

To the fullest extent permitted by law, the Contractor hereby agrees to defend, indemnify and hold harmless the Village of Arlington Heights, its Board of Trustees, officers, agents and employees from any and all liability, losses or damages the Village may suffer as a result of claims, demands, suits, actions or proceedings of any kind or nature in any way resulting from or arising out of any action on the part of the Contractor or any Subcontractor. The Contractor shall, at its own expense; appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith, and, if any judgment shall be rendered against the Village of Arlington Heights, its Board of Trustees, officers, agents and employees, in any such action, the contractor shall, at its own expense, satisfy and discharge the same. This indemnification does not apply to liability caused by the Village's own negligence.

The Contractor expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the Village of Arlington Heights, its Board of Trustees, officers, agents and employees as herein provided.

CONTRACTOR: HBK Water Meter Service, Inc

By: Carndia A. Grassi
President

Section III

Illinois Drug Free Workplace Act

The undersigned further states that HBK Water Meter Service, Inc. provides
(Name of Company)

A drug free workplace pursuant to Illinois Statutes, 30 ILCS 580/1, et seq and provides compliance with necessary requirements.

Section IV

Tax Payment

The undersigned further states that HBK Water Meter Service, Inc. is not
(Name of Company)

delinquent in payment of any taxes to the Illinois Department of Revenue, in accordance with Illinois Compiled Statutes, 65 ILCS 5/11-42.1. The undersigned understands that making a false statement regarding delinquency in taxes is a Class A Misdemeanor and, in addition voids the contract and allows the municipality to recover all amounts paid to the individual or entity under the contract in civil action.

It is expressly understood the foregoing statements and representations and promises are made as a condition to the right of the bidder to receive payment under any award made under the terms and provisions of this bid.

The undersigned certifies that all the information contained in the Affidavit is true and correct.

Signed by: Sandra G. Grossi
(Name) Sandra G. Grossi
(Title) President

Subscribed and sworn to before me this 22nd day of August 2025AD.

By: Linda M. Kruppner
(Notary Public)

-Seal-



REFERENCES

List below the names of customers/clients where similar types of work and contracts have been completed within the last three (3) years:

NAME OF COMPANY Village of Arlington Heights
ADDRESS 33 S. Arlington Heights Rd. - Arlington Heights, IL 60005
PERSON IN CHARGE Scott Schweda / Mike Gillis
PHONE NUMBER 847-368-5846
TYPE OF WORK DONE Water Meter + Backflow Testing, Replace + Repairs

NAME OF COMPANY City of Rolling Meadows
ADDRESS 3900 Berdnick Street - Rolling Meadows, IL 60008
PERSON IN CHARGE Damen Thompson
PHONE NUMBER 847-963-0500
TYPE OF WORK DONE Water Meter + Backflow Testing, Replace + Repair

NAME OF COMPANY Village of Algonquin
ADDRESS 110 Meyer Dr.
PERSON IN CHARGE Amanda Stachura
PHONE NUMBER 847-658-2754 x445
TYPE OF WORK DONE Backflow Testing, Replace + Repairs

NAME OF COMPANY Village of Mount Prospect
ADDRESS 1700 W. Central Rd. - Mt. Prospect, IL 60056
PERSON IN CHARGE Stan Dorsey
PHONE NUMBER 847-870-5640

TYPE OF WORK DONE Backflow surveys, Backflow testing for Residents/Business
Water Meter Testing, Replace + Repair



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Resolution Approving an Agreement with the State of Illinois
Organized Retail Crime Grant Program

Department: Police

Item Description:

The Arlington Heights Police Department submitted for grant funding from the Illinois Attorney General, under the Organized Retail Crime Grant Program. Funds under this program are directed towards operational activities aimed at reducing retail crime, both locally and regionally, enhancing the collaboration among law enforcement partners and supporting ongoing efforts in organized retail crime investigations. The Department received notification of a funding award in the amount of \$140,000.00. Expenditure of award funds must be completed prior to June 30, 2026, coinciding with the State of Illinois fiscal year 2026.

Recommendation

It is recommended that the Village Board accept the Illinois Attorney General – Organized Retail Crime Grant Program agreement in the amount of \$140,000. With the Village Board's acceptance, awarded funds will be included in the Village's proposed FY2026 Budget. Specific expenditures requiring Village Board approval will be placed on future Village Board of Trustees meeting agendas for action.

ATTACHMENTS:

1. RESOLUTION Illinois AG ORC Grant Program 09082025
2. 26-0145ORC_Village of Arlington Heights

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION RATIFYING A GRANT AGREEMENT WITH THE
STATE OF ILLINOIS ATTORNEY GENERAL FOR INVESTIGATION
AND PROSECUTION OF ORGANIZED RETAIL CRIME

WHEREAS, the Village has applied for, and received, a \$140,000.00 grant from the Illinois Attorney General to assist the Village Police Department in implementing an Organized Retail Crime Grant program ("**Grant**"); and

WHEREAS, in order to receive the Grant, the Village must enter into a grant agreement with the Illinois Attorney General ("**Agreement**"); and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to enter into the Agreement with the Illinois Attorney General; and

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

SECTION 1. RECITAL. The facts and statement contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution

SECTION 2. APPROVAL OF AGREEMENT. The Agreement by and between the Village and the Illinois Attorney General is hereby approved in substantially the form attached to this Resolution as **Exhibit A**.

SECTION 3. EXECUTION OF AGREEMENT. The Village Manager is hereby authorized and directed to execute and attest, on behalf of the Village, the Agreement and all necessary documentation related thereto.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect upon its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED this 15th day of September, 2025.

Village President

ATTEST:

Village Clerk

EXHIBIT A
AGREEMENT



OFFICE OF THE ATTORNEY GENERAL
STATE OF ILLINOIS

KWAME RAOUL
ATTORNEY GENERAL

**ORGANIZED RETAIL CRIME GRANT PROGRAM
GRANT AGREEMENT
26-0145ORC**

This agreement, made this ____ day of ____, 2025, by and between the State of Illinois represented by the Attorney General of the State of Illinois, hereinafter referred to as Administrator, and, Village of Arlington Heights, an Illinois governmental agency, hereinafter referred to as Grantee, witnesseth:

WHEREAS, pursuant to Article 38, Section 30 of Public Act 103-0589 (the Public Act), the Illinois General Assembly has appropriated from the General Revenue Fund to the Attorney General the sum of \$5,000,000, or so much thereof as may be necessary, for grants to law enforcement agencies to investigate and prosecute organized retail crime.

WHEREAS, Grantee has submitted to the Administrator a grant proposal dated, 5/27/2025 1:16:29 PM, together with plans and specifications for organized retail crime enforcement in the County of Cook State of Illinois; and

WHEREAS, the grant proposal is acceptable to the Administrator and appears to comport with all applicable standards and procedures; and

WHEREAS, the Administrator desires that Grantee perform services as hereinafter set forth in accordance with the terms and conditions hereinafter provided;

NOW, THEREFORE, pursuant to and for the purpose of carrying out the provisions of the Public Act and in consideration of Grantee's representations contained in its grant proposal dated 5/27/2025 1:16:29 PM, and of the benefits to accrue to the People of the State of Illinois from the accomplishment of the project detailed in said grant proposal, the parties hereto mutually promise and agree as follows:

1. TERM. The term of this Agreement is for a period of 12 months, commencing July 1, 2025, and ending June 30, 2026, unless sooner terminated as herein provided.

2. PROVISION OF SERVICES AND GRANT ADMINISTRATION. Grantee agrees as follows:

(a) Grantee shall use \$140,000.00 as outlined in the Budget of the application. Funds are available to program expenditures as shown in the Budget, Exhibit A.

(b) Grantee shall submit to the Administrator financial and activity reports each quarter covering the previous three (3) month period. Such reports shall be on forms specified by the Administrator. All reporting forms must be received by the Administrator no later than fifteen (15) days following the end of the reporting period. Failure to comply with the deadlines for filing reports may result in the delay of payment, the withholding or suspension of the distribution of funds, or the termination of this Agreement.

(c) Grantee shall permit agents of the Administrator to inspect the financial records of Grantee as they relate to this Agreement; and

(d) Grantee shall permit agents of the Administrator to enter the premises of Grantee to observe the operation of Grantee's program. The Administrator shall give Grantee reasonable notice of intent to enter for purposes of observing, and such observation shall not unreasonably interfere with the conduct of Grantee in the providing of its services.

3. GRANT AWARD. Administrator agrees to contribute and provide financial support to Grantee in the amount of \$140,000.00. Grantee agrees to use such funds solely for the provision of services as specified in paragraph 2 of this Agreement and strictly in accordance with the project budget, which is attached hereto, marked as "Exhibit A," and by reference incorporated herein, unless Grantee has otherwise modified the program or provision of services, in accordance with paragraph four (4) of this Grant Agreement. Administrator shall complete processing on the conditions that sufficient funds have been deposited and that such funds have been appropriated for the purposes of this Agreement by the General Assembly of the State of Illinois and are available to the Administrator for disbursement for purposes of this Grant Agreement, and the Grantee has signed, notarized and returned an Agreement document to the Administrator.

4. MODIFICATION OF PROGRAM. Grantee shall not change, modify, revise, alter, amend, or delete any part of the services it has agreed to provide or change, alter, or extend the time constraints it shall have first obtained the written consent for such change, modification, revision, alteration, amendment, deletion, or extension from the Administrator. Furthermore, unless Grantee obtains the prior written consent of the Administrator, Grantee shall not do or cause to be done any of the following:

(a) Incur any expense or financial obligation from the grant award except as authorized by and provided in paragraph 2 and the project budget, which is attached hereto, marked as "Exhibit A," and by reference incorporated herein;

(b) Incur expenses or financial obligations from such grant award in any line-item category of such project budget in excess of the amount provided in such line-item category; or

(c) Transfer any money from one line-item category of such project budget to another line-item category without approval by the Administrator.

5. ASSIGNMENT. Grantee shall make no assignment of this Agreement or of any right accruing under this Agreement or of any monies granted to Grantee pursuant to this Agreement without the written consent of the Administrator.

6. TERMINATION OF AGREEMENT. This Agreement may be terminated and canceled for cause by the Administrator, by giving written notice to Grantee thirty (30) days in advance of such termination and cancellation, delivered by certified mail, return receipt requested, to Grantee as hereinafter provided. In the event that this Agreement is terminated prior to the expiration date, Grantee shall promptly return to Administrator all unexpended or lapsed funds.

7. EXPENDITURE OF GRANT FUNDS.

(a) All grant funds awarded hereunder shall be expended within the term of this Grant Agreement. Any grant funds not expended or legally obligated by the end of the term of this Grant Agreement must be returned to the Administrator within forty-five (45) days after the end of the term of this Grant Agreement. This Grant Agreement is subject to the Illinois Grant Funds Recovery Act (30 ILCS 705/1 *et seq.*)

(b) Grantee agrees that neither it nor its employees shall:

1) knowingly use grant funds, or good or services purchased with grant funds, to engage, either directly or indirectly, in a prohibited political activity; or

2) be knowingly compensated from grant funds for time spent engaging in a prohibited political activity.

For purposes of this paragraph, "prohibited political activity" has the meaning established in Section 1-5 of the State Officials and Employees Ethics Act (5 ILCS 430/1-5). Grantee acknowledges that a knowing violation of this paragraph is a business offense, and that Grantee may be fined up to \$5,000.

8. SEVERABILITY. This Agreement and all provisions hereof are intended to be whole and entire, and no provision or any part hereof is intended to be severable. This Agreement contains all the terms and conditions agreed upon by the parties hereto, and no other Agreements, oral or otherwise, regarding the subject matter of the Agreement, shall be deemed to exist or bind any party hereto.

9. CONFLICT OF INTEREST. Grantee agrees to comply with the provisions of the Illinois Procurement Code (Procurement Code) prohibiting conflicts of interest (30 ILCS 500/50-13) and the Attorney General's rules relating to ethics (44 Ill. Adm. Code §§1300.5013 through 1300.5035); and all the terms, conditions, and provisions of those sections apply to this Agreement and are made a part of this Agreement the same as though they were incorporated and included herein.

10. DISCRIMINATION.

(a) The provisions of Public Works Employment Discrimination Act (775 ILCS 10/0.01 *et seq.*) are applicable to this contract.

(b) Grantee hereby agrees to:

1) Refrain from unlawful discrimination and discrimination based on citizenship status in employment and undertake affirmative action to assure equality of employment opportunity and eliminate the effects of past discrimination;

2) Comply with the procedures and requirements of the regulations of the Department of Human Rights concerning equal employment opportunities and affirmative action; and

3) Provide such information, with respect to its employees and applicants for employment, and assistance as the Department of Human Rights may reasonably request. 775 ILCS 5/2-105.

(c) The Americans with Disabilities Act of 1990 (42 U.S.C. §12101 *et seq.*) and the regulations promulgated thereunder (28 C.F.R. §35.130), hereinafter collectively referred to as the "ADA," prohibit discrimination against persons with disabilities by the State, whether directly or through contractual arrangements, in the provision of any aid, benefit, or service. As a condition to this Special Project Grant Agreement, Grantee certifies that services, programs, activities provided under this Special Project Grant Agreement are and will continue to be in compliance with the ADA.

11. SEXUAL HARASSMENT POLICIES. Grantee agrees to establish and maintain written sexual harassment policies that shall include, at a minimum, the following information: (i) the illegality of sexual harassment; (ii) the definition of "sexual harassment" under State law; (iii) a description of sexual harassment, utilizing examples; (iv) the grantee's internal complaint process including penalties; (v) the legal recourse, investigative and complaint process available through the Department of Human Rights and the Human Rights Commission; (vi) directions on how to contact the Department of Human Rights and the Human Rights Commission; and (vii) protection against retaliation as provided by section 6-101 of the Illinois Human Rights Act (775 ILCS 5/6-101). 775 ILCS 5/2-105(A)(4).

12. IMMIGRATION REFORM AND CONTROL ACT OF 1986. Grantee hereby certifies that, to the extent applicable to this Agreement, Grantee has complied with the

provisions and requirements of the Immigration Reform and Control Act of 1986 (Public Law 99-603, effective November 6, 1986).

13. **BRIBERY.** Grantee hereby certifies that neither it nor any of its authorized agents has been convicted or made an admission as a matter of record of having bribed or attempted to bribe an officer or employee of any federal, State, or local governmental entity. 30 ILCS 500/50-5. Grantee acknowledges that the Administrator may declare this contract void if this certification is false.

14. **FELONY CONVICTION.** Grantee certifies that it is not barred from being awarded a contract or subcontract under Section 50-10 of the Procurement Code (30 ILCS 500/50-10), which prohibits a person or business convicted of a felony from doing business with the State of Illinois or any State agency from the date of conviction until five (5) years after the completion of the sentence for that felony, unless the person(s) held responsible by a prosecutorial office for the facts upon which the conviction was based has no involvement with the business. Grantee acknowledges that the Administrator may declare this contract void if this certification is false.

15. **SARBANES-OXLEY ACT.** Grantee certifies that it is not barred from being awarded a contract under Section 50-10.5 of the Procurement Code (30 ILCS 500/50-10.5), which prohibits a business from bidding on or entering into a contract or subcontract under the Procurement Code, if the business or any officer, director, partner, or other managerial agent of the business has been convicted of a felony under the Sarbanes-Oxley Act of 2002 (15 U.S.C. §7201 et seq.) or a Class 3 or Class 2 felony under the Illinois Securities Law of 1953 (815 ILCS 5/1 et seq.) for a period of five (5) years prior to the date of the bid or contract. Grantee acknowledges that the Administrator shall declare this contract void if this certification is false.

16. **NON-ASSISTANCE CERTIFICATION.** Grantee certifies that it is not barred from being awarded a contract under Section 50-10.5(e) of the Procurement Code (30 ILCS 500/50-10.5(e)), which prohibits a person or business from bidding on or entering into a contract with the State if the person or business:

(a) assisted the State or the Administrator in determining whether there is a need for the contract except as part of a response to a publicly issued request for information; or

(b) assisted the State or the Administrator by reviewing, drafting, or preparing any invitation for bids, a request for proposal, or request for information or provided similar assistance, except as part of a publicly issued opportunity to review drafts of all or part of these documents.

For purposes of this Certification, "business" includes all individuals with whom a business is affiliated, including, but not limited to, any officer, agent, employee, consultant, independent contractor, director, partner, manager, or shareholder of business.

17. **DEBT DELINQUENCY.** Grantee certifies that neither it nor any of its affiliates is barred from entering into a contract or subcontract under Section 50-11 of the Procurement Code (30 ILCS 500/50-11), which prohibits any person who knows or should know that he or

she or any affiliate is delinquent in the payment of any debt to the State from entering into a contract with a State agency, unless that person or affiliate of that person, has entered into a deferred payment plan to pay off the debt. Grantee acknowledges that the Administrator may declare this contract void if this certification is false.

18. **USE TAX.** Grantee certifies that neither it nor any of its affiliates is barred from entering into a contract or subcontract under Section 50-12 of the Procurement Code (30 ILCS 500/50-12), which prohibits a person from entering into a contract with a State agency, unless the person and all of the person's affiliates collect and remit Illinois Use Tax on all sales of tangible personal property into the State of Illinois in accordance with the provisions of Illinois' Use Tax Act (35 ILCS 105/1 et seq.) regardless of whether the person or affiliate is a "retailer maintaining a place of business within Illinois." Grantee acknowledges that the Administrator may declare this contract void if this certification is false.

19. **ENVIRONMENTAL PROTECTION ACT.** Grantee certifies that it is not barred from being awarded a contract or subcontract under Section 50-14 of the Procurement Code (30 ILCS 500/50-14), which prohibits for a period of five (5) years a person or business from doing business with the State of Illinois, including any State agency if the person or business has been found by a court or by the Pollution Control Board to have committed a willful or knowing violation of the Environmental Protection Act and unless the person or business can show that no person involved in the violation continues to have any involvement with the business or there is no practicable contractual alternative available to the State. Grantee acknowledges that the Administrator may declare this contract void if this certification is false.

20. **FORCED LABOR.** Grantee certifies, in accordance with Section 10 of the State Prohibition of Goods from Forced Labor Act (30 ILCS 583/10), that none of the equipment, materials or supplies furnished pursuant to the provisions of this contract constitute imported, foreign-made goods which were produced in whole or in part by forced labor, convict labor or indentured labor. Grantee acknowledges that providing a false certification under this Section of the contract may result in: (1) this contract being voided at the Administrator's option; (2) the Grantee being assessed a penalty of \$1,000 or an amount equal to 20% of the value of the equipment, materials or supplies produced by forced labor, convict labor or indentured labor; and/or (3) the Grantee being suspended from bidding on any State contract for up to 360 days.

21. **CHILD LABOR CERTIFICATION.** Grantee certifies, in accordance with Section 10 of the State Prohibition of Goods from Child Labor Act (30 ILCS 584/10), that none of the equipment, materials or supplies furnished pursuant to the provisions of this contract constitute imported, foreign-made goods which were produced in whole or in part by the labor of a child under the age of 12. Grantee acknowledges that providing a false certification under this Section of the contract may result in: (1) this contract being voided at the Administrator's option; (2) the Grantee being assessed a penalty of \$1,000 or an amount equal to 20% of the value of the equipment, materials or supplies produced by child labor; and/or (3) the Grantee being suspended from bidding on any State contract for up to 360 days.

22. EDUCATIONAL LOANS. To the extent that the Educational Loan Default Act (5 ILCS 385/0.01 et seq.) applies hereto, Grantee certifies that it is not in default on an educational loan.

23. BID RIGGING AND BID ROTATING. Grantee certifies that it has not been barred from bidding on this contract as a result of a violation of Section 33E-3 or 33E-4 of the Criminal Code of 1961 or the Criminal Code of 2012 (720 ILCS 5/33E-3, 33E-4).

24. DUES TO CLUBS WHICH DISCRIMINATE. Grantee certifies that it is not prohibited from providing goods or services to the State of Illinois or from receiving any award or grant from the State of Illinois because it pays dues or fees on behalf of its employees or agents or subsidizes or otherwise reimburses them for payment of their dues or fees to any club which unlawfully discriminates. 775 ILCS 25/2.

25. INTERNATIONAL ANTI-BOYCOTT. Grantee certifies and agrees that neither it nor any substantially-owned affiliated company is participating or shall participate in an international boycott in violation of the provisions of the United States Export Administration Act of 1979 (50 U.S.C. §4601 et seq.) or the regulations of the United States Department of Commerce promulgated under that Act.

26. DRUG FREE WORKPLACE CERTIFICATION. This Grant Agreement may be subject to the Drug Free Workplace Act (30 ILCS 580/1 et seq.). If it meets the definition of "grantee" under section 2 of the aforementioned Act (30 ILCS 580/2), Grantee certifies and agrees that it will provide a drug free workplace as provided under section 3 of the Drug Free Workplace Act (30 ILCS 580/3) by:

(a) Publishing a statement:

i) Notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance, including cannabis, is prohibited in Grantee's or contractor's workplace;

ii) Specifying the actions that will be taken against employees for violations of such prohibition; and

iii) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:

A) Abide by the terms of the statement; and

B) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.

(b) Establishing a drug free awareness program to inform employees about:

i) The dangers of drug abuse in the workplace;

- ii) Grantee's or contractor's policy of maintaining a drug free workplace;
- iii) Any available drug counseling, rehabilitation, and employee assistance programs; and
- iv) The penalties that may be imposed upon an employee for drug violations.

(c) Providing a copy of the statement required by subsection (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.

(d) Notifying the Administrator within ten (10) days after receiving notice under part (B) of paragraph (iii) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.

(e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by section 5 of the Drug Free Workplace Act.

(f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.

(g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

27. **REVOLVING DOOR PROHIBITION CERTIFICATION.** Grantee certifies that it is not barred from engaging in any procurement activities under Section 50-30 of the Procurement Code (30 ILCS 500/50-30).

28. **TAXPAYER IDENTIFICATION NUMBER CERTIFICATION.** Grantee certifies, under penalty of perjury, that its Federal Taxpayer Identification Number listed herein is accurate and true. Grantee further certifies that it is not subject to backup withholding because: (a) Grantee is exempt from backup withholding; or (b) Grantee has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends; or (c) the IRS has notified Grantee that it is no longer subject to backup withholding. Grantee also certifies that it is a U.S. citizen or other U.S. person.

Name of Grantee: Village of Arlington Heights
(This should match the exact name on file with the IRS for the TIN Number provided below)

TIN Number (Federal Employer Identification Number): 36-6005871

Grantee certifies that it is performing the services covered by this Agreement as a Government Entity – Political Subdivision of the State of Illinois.

29. BOARD OF ELECTIONS REGISTRATION CERTIFICATION. Grantee certifies that either (check applicable box):

☒ The Grantee is not required to register as a business entity with the State Board of Elections pursuant to sections 20-160 of the Procurement Code (30 ILCS 500/20-160) and Title 44, Section 1300.08 of the Attorney General's Procurement rules with respect to its contracts, bids, and proposals with the Office of the Attorney General; or

☐ The Grantee has registered as a business entity with the State Board of Elections with respect to its contracts, bids, and proposals with the Office of the Attorney General and acknowledges a continuing duty to update the registration.

This contract is voidable in accordance with the provisions of section 50-60 of the Procurement Code (30 ILCS 500/50-60) for Grantee's failure to comply with section 20-160 with respect to the Grantee's contracts, bids, and proposals with the Attorney General.

30. EXPATRIATED ENTITY CERTIFICATION. As a condition of this Contract, Grantee certifies that it is not barred from bidding or entering into a contract with the State of Illinois as an "expatriated entity," as that term is defined in Section 1-15.120 of the Procurement Code (30 ILCS 500/1-15.120), or a member of a "unitary business group," as that phrase is defined in the Illinois Income Tax Act (35 ILCS 5/1501(a)(27)) with an expatriated entity as a member. 30 ILCS 500/50-17.

31. ATTEMPT TO INFLUENCE GRANT PROCESS CERTIFICATION. As a condition of this Contract, Grantee certifies that it has not retained a person or entity to attempt to influence the outcome of the award process associated with this grant.

32. CYBERSECURITY RISK CERTIFICATION. Grantee certifies that it is not prohibited from being awarded this grant due to a United States Department of Homeland Security Binding Operational Directive relating to cybersecurity risks. (30 ILCS 500/25-90).

33. LEGAL ENTITY AUTHORIZED TO TRANSACT BUSINESS IN ILLINOIS. Grantee certifies that it is a legal entity as of the date for submitting an application for the grant award contemplated by this Agreement. A person (other than an individual acting as a sole proprietor) must be a duly constituted legal entity to qualify as a grantee prior to submitting an application for the grant contemplated by this Agreement. The legal entity must be authorized to transact business or conduct affairs in Illinois prior to execution of this Agreement,

34. NOTICES. Written notices shall be sent to the parties at the addresses given below, unless otherwise instructed:

ADMINISTRATOR'S ADDRESS:

Attorney General of the State of Illinois
115 South LaSalle Street
Chicago, Illinois 60603

GRANTEE'S ADDRESS:

Village of Arlington Heights
200 E Sigwalt
Arlington Heights, IL 60005-1975

In all correspondence between the parties hereto with respect to this Grant Agreement, the grant number shall be clearly identified as: 26-0145ORC.

35. MAINTENANCE OF RECORDS. Grantee shall maintain and preserve all books, records, or papers relating to the programs or projects for which funds were provided under this contract, including the amounts, recipients, and uses of all disbursements of funds passing in conjunction with the contract for a period of five (5) years after the completion of the contract. Grantee shall make available the contract and all books, records, and papers related to the contract for review and audit by the Auditor General of the State of Illinois or the Administrator. Grantee agrees to cooperate fully with any audit conducted hereunder and to provide full and free access to all relevant materials. Grantee's failure to maintain the books, records, and papers required by this paragraph shall establish a presumption in favor of the Administrator for the recovery of any funds paid for which adequate books, records, and supporting documentation are not available to support their purported disbursement.

36. INDEPENDENT CONTRACTOR. Nothing in this Agreement shall be considered to create the relationship of employer and employee or principal and agent between the parties hereto. In the performance of this Agreement, Grantee shall act as and shall be deemed at all times to be an independent contractor.

37. MODIFICATION OF AGREEMENT. No alteration, amendment, modification, variation, addition, or deletion of any provision of this Agreement shall be effective unless it is in writing and signed by the parties hereto.

38. APPLICABLE LAWS. The Grant Agreement and the Grantee's obligations and services under the Grant Agreement are hereby made subject to and must be performed in compliance with all Federal and State laws. The Grant Agreement shall be construed in accordance with and governed in all respects by the laws of the State of Illinois.

IN WITNESS WHEREOF the parties hereto have hereunto set their hands on the day and year first above written.

Administrator

Signature: _____

By: Kwame Raoul, Illinois Attorney General

Date

Grantee: _____

Signature: _____

By: _____
(Grantee Leadership printed name and title)

Date

GRANTEE CERTIFICATION:

I, _____,
(Grantee Leadership's printed name and title)

hereby certify under oath, in accordance with section 4 of the Illinois Grant Funds Recovery Act (30 ILCS 705/4), that all information in this Grant Agreement is true and correct to the best of my knowledge, information and belief. I further certify, under oath, that the funds shall be used only for the purposes set forth in this Grant Agreement and that the award of grant funds is conditioned upon this certification.

(Grantee Leadership's signature)

Subscribed and sworn before me on this ____ day of ____, 2025.

(Notary Public's signature)

(Notary Public's stamp)

EXHIBIT A
Grant Award
PROJECT BUDGET
26-0145ORC

Equipment	
Training	
Officer Overtime Pay	
Contractual	\$140,000.00
1-Year Subscription	
Total:	\$140,000.00



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Resolution Approving Schedules of Meetings for Calendar Year
2026 for the Village Board and Committee of the Whole

Department: Village Clerk

Item Description:

ATTACHMENTS:

1. AH Resolution Approving BoT and COW Calendar 2026

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING SCHEDULES OF MEETINGS FOR CALENDAR YEAR
2026 FOR THE VILLAGE BOARD AND COMMITTEE OF THE WHOLE

WHEREAS, Section 2.02 of the Illinois Open Meetings Act, 5 ILCS 120/2.02, requires the Village Board to give public notice of its schedule of regular meetings at the beginning of the calendar year or fiscal year; and

WHEREAS, the Village President and Board of Trustees desire to adopt a schedule of meetings for the Village Board and for the Village Board's Committee of the Whole for the 2026 calendar year;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF SCHEDULE OF MEETINGS FOR THE VILLAGE BOARD AND THE COMMITTEE OF THE WHOLE. The President and Board of Trustees hereby approve the schedule of meetings for the Village Board and the Committee of the Whole for the 2026 calendar year, in the form attached to this Resolution as Exhibit A.

SECTION 3. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of September, 2025.

Village President

ATTEST:

Village Clerk

EXHIBIT A

2026 CALENDAR OF MEETINGS OF THE VILLAGE BOARD OF TRUSTEES AND COMMITTEE OF THE WHOLE

The Village Board of Trustees meets on the first and third Mondays of each month, at 7:30 p.m., in the Board Room of the Village Hall.

The Committee of the Whole of the Village Board meets on the second Monday of each month, and on an as needed basis, at 7:00 p.m., in the Community Room of the Village Hall.

Village Board Meetings:

Monday, January 5
Tuesday*, January 20
Monday, February 2
Tuesday*, February 17
Monday, March 2
Monday, March 16
Monday, April 6
Monday, April 20
Monday, May 4
Monday, May 18
Monday, June 1
Monday, June 15
Monday, July 6
Monday, July 20
Monday, August 3
Monday, August 17
Tuesday*, September 8
Tuesday*, September 22
Monday, October 5
Monday, October 19
Monday, November 2
Monday, November 16
Monday, December 7
Monday, December 21

Committee of the Whole Meetings:

Monday, January 12

Monday, February 9

Monday, March 9

Monday, April 13

Monday, May 11

Monday, June 8
Monday, June 22 (Finance)
Monday, July 13

Monday, August 10

Monday, September 14

Tuesday*, October 13

Monday, November 9
Budget Meetings TBA
Monday, December 14

*These meetings are changed to Tuesdays because of holidays on Mondays. (Martin Luther King, President's Day, Labor Day, Yom Kippur, Columbus/Indigenous People's Day)



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Resolution to Approve a Contract to Purchase a Bulk Oil Dispensing System for Public Works Fleet

Department: Public Works & Engineering

Item Description:

The 2025 Capital Budget allocated \$50,000 for the replacement of the Department's bulk oil dispensing system, used primarily by the Fleet Services Unit. The existing system, installed in 2010, has reached the end of its useful life. Additionally, the existing system is no longer supported by the manufacturer, and replacement parts are unavailable. While staff have maintained the system in-house for several years, reliability has declined significantly over the past five years, resulting in frequent downtime. This impacts the ability for staff to get critical vehicles and equipment back in service.

To address this issue, staff proposes the purchase of a new Graco bulk oil dispensing system. The Graco system is fully supported by the manufacturer and designed with long-term strategies for updates and service delivery. Notable improvements include wireless technology that simplifies installation, allows for enhanced customization to accommodate future growth, and provides real-time data reporting—without requiring hard-wired data connections or new software.

Competitive pricing for this system is available through the Sourcwell cooperative purchasing program, which leverages multiple government agencies for more favorable pricing. Bristol Hose and Fitting of Melrose Park, Illinois, is the Sourcwell-approved vendor for this equipment.

The total purchase cost is \$56,906.25, which exceeds the original budget allocation of \$50,000. However, other savings have been realized in previous 2025 Capital equipment purchases, ensuring that sufficient funds are available to cover the overage.

Funds for this purchase are available in Account No. 401-7501-550150 (EQ 9701).

RECOMMENDATION

Staff recommends that the Village Board award the purchase of a Graco bulk oil dispensing system to Bristol Hose and Fitting of Melrose Park, Illinois, in the amount of \$56,906.25, as authorized in the attached Resolution.

ATTACHMENTS:

1. 20250915_Fleet_Bulk_
Oil_Dispensing_Systems_Resolution_and_attachment

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF A BULK OIL DISPENSING SYSTEM
FROM BRISTOL HOSE AND FITTING OF MELROSE PARK, ILLINOIS

WHEREAS, Article VII, Section 10 of the Constitution of the State of Illinois, and the Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorize and encourage intergovernmental cooperation; and

WHEREAS, the Village is eligible to participate in the Sourcewell Cooperative Purchasing Program, a purchasing cooperative that permits local governments to purchase and lease commodities and services according to contracts negotiated by the Sourcewell Cooperative Purchasing Program, resulting in significant savings for the Village; and

WHEREAS, the PUBLIC WORKS AND ENGINEERING DEPARTMENT has identified the need to procure a bulk oil dispensing system; and

WHEREAS, the Sourcewell Cooperative Purchasing Program, sought bids for the award of the contract for the purchase of bulk oil dispensing system (*"Purchase Contract"*); and

WHEREAS, the Sourcewell Cooperative Purchasing Program, identified Bristol Hose and Fitting of Melrose Park, Illinois, as the low responsible bidder for the Purchase Contract; and

WHEREAS, the Village now desires to purchase the bulk oil dispensing system, in a total amount not to exceed \$56,906.25; and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interest of the Village to purchase the bulk oil dispensing system from Bristol Hose and Fitting of Melrose Park, Illinois, in a total amount not to exceed \$56,906.25, in accordance with the Sourcewell Cooperative Purchasing Program, and the Purchase Contract;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF PURCHASE. The President and Board of Trustees hereby approve the purchase by the Village of a bulk oil dispensing system, from Bristol Hose and Fitting of Melrose Park, Illinois, in a total amount not to exceed \$56,906.25, in accordance with the Sourcewell Cooperative Purchasing Program, and the Purchase Contract, is hereby approved.

SECTION 3. EXECUTION OF REQUIRED DOCUMENTATION. The Village Manager and the Village Clerk are hereby authorized to execute and attest, on behalf of the Village, all documents necessary to complete the purchase authorized pursuant to Section 2 of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of _____, 20__.

Village President

ATTEST:

Village Clerk



Bristol Hose & Fitting, Inc
1950 N Mannheim Rd
Melrose Park, IL 60160
708-492-3456
708-731-3311 (Fax)
bristolhose.com

QUOTATION

Order Number	
1369960	
Order Date	Page
08/14/2025 13:59:49	1 of 2

Quote Expires On: 09/13/2025

Bill To:

Village of Arlington Heights
33 S. Arlington Hgts Rd.
Arlington Hgts, IL 60005
US

847-368-5800

Ship To:

Village of Arlington Heights
33 S. Arlington Hgts Rd.
Arlington Hgts, IL 60005
US

Customer ID: 101197

PO Number					Carrier Name		Taker		
Pulse Quote					Hose Doctor #315		TTUMINARO		
Quantities					Item ID		Pricing	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM Unit Size	Disp.	Item Description	Unit Size			
1.00	0.00	1.00	EA		25U972	EA	4,162.5000	4,162.50	
			1.0		Pulse Hub Series 2 with Software	1.0			
7.00	0.00	7.00	EA		2007428	EA	1,100.0000	7,700.00	
			1.0		Pulse Pro Tank Level Monitor (TLM)	1.0			
1.00	0.00	1.00	EA		131462	EA	138.7500	138.75	
			1.0		NFC TAGS (25PK)	1.0			
4.00	0.00	4.00	EA		26D784	EA	2,016.5000	8,066.00	
			1.0		Pulse Metered Dispense Valve High Flow	1.0			
3.00	0.00	3.00	EA		26D777	EA	1,924.0000	5,772.00	
			1.0		Pulse Metered Dispense Valve Coolant	1.0			
13.00	0.00	13.00	EA		26D776	EA	1,924.0000	25,012.00	
			1.0		Pulse Metered Dispense Valve Oil	1.0			
1.00	0.00	1.00	HR		LB-1015	HR	5,500.0000	5,500.00	
			1.0		Installation/Service Labor Charge	1.0			
					Install Pulse system change over all meters. Sync system and train users. Also disconnect old system and remove hardware at all reels				
1.00	0.00	1.00	EA		20A058	EA	555.0000	555.00	
			1.0		Pulse® Extender (US) - Wall Mount	1.0			



Bristol Hose & Fitting, Inc
1950 N Mannheim Rd
Melrose Park, IL 60160
708-492-3456
708-731-3311 (Fax)
bristolhose.com

QUOTATION

Order Number	
1369960	
Order Date	Page
08/14/2025 13:59:49	2 of 2

Quote Expires On: 09/13/2025

Quantities					Item ID	Pricing	Unit Price	Extended Price
Ordered	Allocated	Remaining	UOM Unit Size	Disp.	Item Description	UOM Unit Size		

Total Lines: 8

SUB-TOTAL: 56,906.25

TAX: 0.00

AMOUNT DUE: 56,906.25

U.S. Dollars

****Stocking items are eligible for return within 45 days of the invoice date and subject to a 15% restocking fee. All non-stock material is subject to the supplying vendor's approval. All hose and tube assemblies are nonrefundable, unless manufactured incorrectly. All returns require a RMA.****



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
9/15/2025

Item: Resolution Awarding a Contract for Hintz Road Reconstruction
Project - Phase I Engineering Services

Department: Public Works & Engineering

Item Description:

In 2022, Village staff applied for Surface Transportation Program (STP) funding to reconstruct Hintz Road between Kennicott Avenue and Arlington Heights Road. The roadway has reached the end of its useful life and is showing signs of base failure. At that time, the Village secured 50% Federal funding for Phase II design engineering and was placed in the contingency program for construction funding. Staff plans to reapply for construction funding this fall during the next call for projects. As part of the original application, the Village committed to fund and complete a Phase I Engineering Study.

In April 2025, the Village issued a Request for Qualifications (RFQ) for Engineering Services covering Phase I Engineering; Phase II survey, design, and preparation of construction documents; and Phase III Construction Engineering, in accordance with the Qualification Based Selection (QBS) process. Seventeen engineering firms submitted for consideration. After ranking all submissions, the top five firms were invited for presentations and interviews. While all were highly qualified, staff determined that Peralte-Clark was best-suited to proceed with the Phase I Engineering.

Staff worked closely with the engineering firm to establish the scope of services required for the Phase I study. The not-to-exceed cost of the proposal is \$314,925, which exceeds the 2025 budget amount of \$175k. When applying for federally funded projects, it can be unclear what engineering tasks will be required in the Phase 1 and Phase 2 designs. Consequently, without a clear understanding of the tasks necessary, the original estimate for the Phase 1 engineering for this project remained static while in the Capital Improvement Plan, as construction costs continued to rise, which increases the engineering expenses.

New initiatives related to traffic-calming measures and smart pedestrian facilities designed to improve safety for all users, including bicyclists and pedestrians, have been included in the Phase 1 design which have impacted the original Phase 1 design costs. These inputs will have a positive impact on the community and the improvements developed will align with the Village's Strategic Priorities and the Village's Bicycle and Pedestrian Plan. Additionally, although Hintz Road is located in a residential area, it carries over 14,300 vehicles daily and serves as a designated Village bike route between Kennicott Avenue and Highland Avenue. With these additional but necessary engineering tasks, staff believes the proposed cost is appropriate given the scope and complexity of the project. Funding is available in the 2025 Capital Road Projects account to accommodate the overage.

Funding breakdown:

Acct #401-7101-550300 (ST2305): \$175,000

Acct #410-7101-550300: \$ 139,925

RECOMMENDATION

It is recommended that the Village Board approve the Resolution that authorizes the attached agreement for the Phase I engineering services required for the Hintz Road Reconstruction Project to Peralte-Clark, LLC of Arlington Heights, Illinois, in an amount not to exceed \$314,925.

ATTACHMENTS:

1. 20250915_Hintz_Reconstruction_Phase_I_Resolution_and_attachment

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT
WITH PERALTE-CLARK, LLC OF ARLINGTON HEIGHTS, ILLINOIS,
FOR HINTZ ROAD RECONSTRUCTION PROJECT- PHASE I ENGINEERING SERVICES

WHEREAS, the Village desires to retain a qualified firm to provide Phase I Engineering Services (*"Services"*); and

WHEREAS, the Village issued a request for qualifications for qualified firms to complete the Services; and

WHEREAS, the Village has determined that the proposal submitted by Peralte-Clark, LLC, of Arlington Heights, Illinois (*"Consultant"*), is the most appropriate for the provision of the Services; and

WHEREAS, the Village and Consultant desire to enter into an agreement for the provision of the Services by Consultant (*"Agreement"*); and

WHEREAS, the Village President and Board of Trustees have determined that entering into the Agreement with Consultant will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF AGREEMENT. The Board of Trustees hereby approves the Agreement by and between the Village and Consultant, in substantially the form attached to this Resolution as Exhibit A, and in a final form to be approved by the Village Manager and the Village Attorney.

SECTION 3. EXECUTION OF AGREEMENT. The Village Manager and the Village Clerk are hereby authorized and directed to execute and attest, on behalf of the Village, the Agreement upon receipt by the Village Clerk of at least one original copy of the Agreement executed by Consultant; provided, however, that if the executed copy of the Agreement is not received by the Village Clerk within 60 days after the effective date of this Resolution, then this authority to execute and attest will, at the option of the President and Board of Trustees, be null and void.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of _____, 20__

Village President

ATTEST:

Village Clerk

EXHIBIT A
AGREEMENT

**VILLAGE OF ARLINGTON HEIGHTS
PROFESSIONAL SERVICES AGREEMENT
FOR HINTZ ROAD RECONSTRUCTION PROJECT- PHASE I ENGINEERING SERVICES**

THIS AGREEMENT ("**Agreement**") is dated as of the 15th day of September, 2025 ("**Effective Date**") and is by and between the Village of Arlington Heights, an Illinois home rule municipal corporation ("**Village**"), and Peralte-Clark, LLC, *an Illinois limited liability company* ("**Consultant**") (collectively, the "**Parties**").

IN CONSIDERATION OF the agreements set forth in this Agreement, the receipt and sufficiency of which are mutually acknowledged, and pursuant to the Village statutory and home rule powers, the Parties agree as follows:

SECTION 1. SCOPE AND PROVISION OF SERVICES.

A. Engagement of the Consultant. The Village hereby engages the Consultant to provide all necessary professional consulting services and to perform the work in connection with the project described as follows: **Phase I Preliminary Engineering for the Hintz Road Reconstruction Project** (collectively, the "**Services**").

B. Services. The Consultant has submitted to the Village a description of the Services to be provided by the Consultant, a copy of which is attached as **Exhibit A** to this Agreement ("**Scope of Services**"). The Consultant must provide the Services pursuant to the terms and conditions of this Agreement and as described more fully in the Scope of Services.

C. Commencement; Time of Performance. The Consultant will commence the Services immediately upon receipt of written notice from the Village that this Agreement has been fully executed by the Parties ("**Commencement Date**"). The Consultant will diligently and continuously prosecute the Services until the completion of the Services or the termination of this Agreement ("**Time of Performance**").

D. Reporting. The Consultant will regularly report to the Village regarding the progress of the Services during the term of this Agreement.

E. Relationship of the Parties. The Consultant will act as an independent contractor in providing and performing the Services. Nothing in, nor done pursuant to, this Agreement will be construed to: (i) create the relationship of principal and agent, employer and employee, partners, or joint venturers between the Village and the Consultant; or (ii) create any relationship between the Village and any subcontractor of the Consultant.

F. Information Releases. The Consultant will not issue any news releases or other public statements regarding the Services without prior approval from the Village.

G. Mutual Cooperation. The Village will cooperate with the Consultant in the performance of the Services, including meeting with the Consultant and providing the Consultant with any non-confidential information that the Village may have that may be relevant and helpful to the Consultant's performance of the Services. The Consultant agrees to cooperate with the Village in the performance of the Services to complete the Work and with any other the Consultants engaged by the Village.

H. Compliance with Laws and Grants.

1. The Consultant will give all notices, pay all fees, and take all other actions that may be necessary to ensure that the Services are provided, performed, and completed in accordance with all required governmental permits, licenses, or other approvals and authorizations that may be required or necessary in connection with providing, performing, and completing the Services, and with all applicable statutes, ordinances, rules, and regulations, including without limitation the Fair Labor Standards Act; any statutes regarding qualification to do business; any statutes prohibiting discrimination because of, or requiring affirmative action based on, race, creed, color, national origin, age, sex, or other prohibited classification, including, without limitation, the Americans with Disabilities Act of 1990, 42 U.S.C. §§ 12101 *et seq.*, and the Illinois Human Rights Act, 775 ILCS 5/1-101 *et seq.* The Consultant will also comply with all conditions of any federal, state, or local grant received by Village or the Consultant with respect to this Agreement or the Services.

2. The Consultant will be solely liable for any fines or civil penalties that are imposed by any governmental or quasi-governmental agency or body that may arise, or be alleged to have arisen, out of or in connection with the Consultant's, or its subcontractors', performance of, or failure to perform, the Services or any part of the Services.

3. Every provision of law required by law to be inserted into this Agreement will be deemed to be inserted herein.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

A. Compensation. The total amount billed by the Consultant for the Services under this Agreement will not exceed **\$314,925** ("**Compensation**"), as outlined in the Scope of Services, including reimbursable expenses as identified in the Scope of Services, without the prior express written authorization of the Village.

B. Invoices and Payment. The Consultant will be paid as provided in the Scope of Services. The Consultant will submit invoices to the Village in an approved format for those portions of the Services performed and completed by the Consultant. The Village will pay to the Consultant the amount billed in accordance with the Illinois Prompt Payment Act, 50 ILCS 505/1 *et seq.*

C. Records. The Consultant will maintain records showing actual time devoted and costs incurred, and will permit the authorized representative of the Village to inspect and audit all data and records of the Consultant for work done under this Agreement. The records required to be made available to the Village under this Section 2.C will be made available at reasonable times during the term of this Agreement, and for five years after the termination of this Agreement.

D. Claim in Addition to Compensation. If the Consultant claims a right to additional compensation as a result of action taken by the Village, the Consultant must provide written notice to the Village of the claim within seven days after occurrence of the action, and no claim for additional compensation will be valid unless made in accordance with this Section 2.D. Any changes in the Compensation will be valid only upon written amendment pursuant to Section 10.A of this Agreement. Regardless of the decision of the Village relative to a claim submitted by the Consultant, the Consultant will proceed with all of the Services required to complete the Services under this Agreement as determined by the Village without interruption.

E. Taxes, Benefits, Royalties. The Compensation includes all applicable federal, state, and local taxes of every kind and nature applicable to the Services, including, without limitation, all taxes, contributions, and premiums for unemployment insurance, old age or retirement benefits, pensions, annuities, or similar benefits and all costs, royalties and fees arising from the use on, or the incorporation into, the Services, of patented or copyrighted equipment, materials, supplies, tools, appliances, devices, processes, or inventions. The Consultant waives and releases any claim or right to claim additional compensation by reason of the payment of any tax, contribution, premium, costs, royalties, or fees.

F. Completion and Acceptance of Services. The Services, and any phase of the Services, will be considered complete on the date of final written acceptance by the Village of the Services or each phase of the Services, as the case may be.

G. Additional Services. The Village will not be liable for any costs incurred by the Consultant in connection with any services provided by the Consultant that are outside the scope of this Agreement ("**Additional Services**"), regardless of whether the Additional Services are requested or directed by the Village, except upon the prior written consent of Village Manager after approval in accordance with applicable procedures.

H. No Additional Obligation. The Village is under no obligation under this Agreement or otherwise to negotiate or enter into any other or additional contracts or agreements with the Consultant, or with any vendor solicited or recommended by the Consultant.

SECTION 3. PERSONNEL; SUBCONTRACTORS.

A. Key Project Personnel. The employees, officials, and personnel of the Consultant described in the Scope of Services ("**Key Project Personnel**"), if any, will be primarily responsible for carrying out the Services on behalf of the Consultant. The Key Project Personnel may not be changed without the Village prior written approval. The Consultant will notify the Village as soon as practicable prior to terminating the employment of, reassigning, or receiving notice of the resignation of, any Key Project Personnel. The Consultant will have no claim for damages and may not bill the Village for additional time and materials charges as the result of any portion of the Services that must be duplicated or redone due to termination or for any delay or extension of the Time of Performance as a result of any termination, reassigning, or resignation.

B. Availability of Personnel. The Consultant will provide all personnel necessary to complete the Services including, without limitation, any Key Project Personnel identified in this Agreement or in the Scope of Services.

C. Approval and Use of Subcontractors. The Consultant will perform the Services with its own personnel and under the management, supervision, and control of its own organization, unless otherwise approved by the Village in writing. All subcontractors and subcontracts used by the Consultant will be acceptable to, and approved in advance by, the Village. The Village approval of any subcontractor or subcontract will not relieve the Consultant of full responsibility and liability for the provision, performance, and completion of the Services as required by this Agreement. All Services performed under any subcontract will be subject to all of the provisions of this Agreement in the same manner as if performed by employees of the Consultant. For purposes of this Agreement, the term "Consultant" will be deemed also to refer to all subcontractors of the Consultant, and every subcontract will include a provision binding the subcontractor to all provisions of this Agreement.

D. Removal of Personnel and Subcontractors. If any personnel or subcontractor fails to perform the Services in a manner satisfactory to the Village, then, immediately upon notice from the Village, the Consultant will remove and replace the personnel or subcontractor. The Consultant will have no claim for damages, for compensation in excess of the amount contained in this Agreement or for a delay or extension of the Time of Performance as a result of any removal or replacement.

SECTION 4. TERM OF AGREEMENT.

A. Term. The term of this Agreement, unless terminated pursuant to the terms of this Agreement, will expire on the date the Village determines that all of the Services under this Agreement, including warranty services, are completed. A determination of completion will not constitute a waiver of any rights or claims that the Village has, before or after completion, with respect to any breach of this Agreement by the Consultant or any right of indemnification of the Village by the Consultant.

B. Termination. Notwithstanding any other provision hereof, the Village may terminate this Agreement, at any time and for any reason, upon seven days prior written notice to the Consultant. In the event that this Agreement is so terminated, the Consultant will be paid for Services actually performed and reimbursable expenses actually incurred, if any, prior to termination, not exceeding the value of the Services completed as determined as provided in the Scope of Services.

SECTION 5. CONFIDENTIAL INFORMATION; OWNERSHIP OF WORK PRODUCT AND DOCUMENTS.

A. Confidential Information. In the performance of this Agreement, the Consultant may have access to or receive certain information in the possession of the Village that is not generally known to members of the public ("**Confidential Information**"). Confidential Information includes, without limitation, proprietary information, copyrighted material, personal or private data of every kin, financial information, health records and information, maps, and all other information of a personal nature. The Consultant must not use or disclose any Confidential Information without the prior written consent of the Village. If the Consultant has any doubt about the confidentiality of any information, then the Consultant must seek a determination from the Village regarding the confidentiality of the information. The Consultant and all of its personnel and subcontractors must make and apply all safeguards necessary to prevent the improper use or disclosure of any Confidential Information. At the expiration or termination of this Agreement, the Consultant must promptly cease using, and must return or destroy (and certify in writing destruction of), all Confidential Information, including all copies, whether physical or in any other form, in its possession. The Consultant may not transfer to, store in, or otherwise allow work product containing Confidential Information to be located in any location, whether physical or digital, not under the control of the Consultant. If the Consultant is required, by any government authority or court of competent jurisdiction, to disclose any Confidential information, the Consultant must immediately give notice to the Village with the understanding that the Village will have the opportunity to contest the process by any means available to it prior to submission of any documents to a court or other third party. The Consultant must cause all of its personnel and subcontractors to undertake and abide by the same obligations regarding Confidential Information as the Consultant.

B. Ownership. The Consultant agrees that all work product, in any form, prepared, collected, or received by the Consultant in connection with any or all of the Services to be

performed under this Agreement will be and remain the exclusive property of the Village. At the Village request, or upon termination of this Agreement, the Consultant will cause the work product to be promptly delivered to the Village. Any outstanding payment obligations may not be used as a basis to withhold work product. The Consultant agrees that, to the extent permitted by law, any and all work product will exclusively be deemed “works for hire” within the meaning and purview of the United States Copyright Act, 17 U.S.C. § 101 *et seq* subject to the terms of this Agreement. To the extent any work product does not qualify as a “work for hire,” the Consultant irrevocably grants, assigns, and transfers to the Village all right, title, and interest in and to the work product in all media throughout the world in perpetuity and all intellectual property rights therein, free and clear of any liens, claims, or other encumbrances, to the fullest extent permitted by law. All intellectual property, Confidential Information, and work product will at all times be and remain the property of the Village. The Consultant will execute all documents and perform all acts that the Village may request in order to assist the Village in perfecting or protecting its rights in and to the work product and all intellectual property rights relating to the work product. All of the foregoing items will be delivered to the Village upon demand at any time and in any event, will be promptly delivered to the Village upon expiration or termination of this Agreement within three days after a demand. In addition, the Consultant will return the Village data in the format requested by the Village. If any of the above items are lost or damaged while in the Consultant’s possession, those items will be restored or replaced at the Consultant’s expense.

C. Freedom of Information Act and Local Records Act. The Consultant acknowledges that this Agreement, all documents submitted to the Village related to this Agreement, and records in the possession of the Consultant related to this Agreement or the Services may be a matter of public record and may be subject to the Illinois Freedom of Information Act, 5 ILCS 140/1 *et seq.*, and any other comparable state or federal laws now existing or adopted later (collectively, the “**Disclosure Laws**”). In the event that the Village requests records from the Consultant, the Consultant shall promptly cooperate with the Village to enable the Village to meet all of its obligations under the applicable Disclosure Law. The Consultant acknowledges and agrees that the determination as to whether information in the records is exempt from disclosure or should be released to the public will be made by the Village in its sole and absolute discretion.

D. Injunctive Relief. In the event of a breach or threatened breach of this Section 5, the Village may suffer irreparable injury not compensable by money damages and would not have an adequate remedy at law. Accordingly, the Consultant agrees that the Village will be entitled to seek immediate injunctive relief to prevent or curtail any breach, threatened or actual. The rights provided under this Section 5.D are in addition and without prejudice to any rights that the Village may have in equity, by law or statute. The Consultant will fully cooperate with the Village in identifying the scope of any improper use or dissemination of data protected by this Section 5 and will assist the Village in any notification efforts required by law.

SECTION 6. STANDARD OF CARE.

The Consultant shall perform the Services in accordance with the standards of professional practice, care, skill, and diligence practiced by recognized consulting firms or licensed and accredited professionals in performing services of a similar nature. Any of the Services required by law or by this Agreement to be performed by licensed professionals will be performed by professionals licensed by the State of Illinois to practice in the applicable professional discipline.

SECTION 7. CONSULTANT REPRESENTATIONS.

A. Ability to Perform. The Consultant represents that it is financially solvent, has the necessary financial resources, has sufficient experience and competence, and has the necessary capital, facilities, organization, and staff necessary to provide, perform, and complete the Services in accordance with this Agreement and in a manner consistent with the standards of professional practice by recognized consulting firms providing services of a similar nature.

B. Authorization. The execution, delivery and performance by the Consultant of this Agreement has been duly authorized by all necessary corporate action, and does not and will not violate its organizational documents, as amended and supplemented, any of the applicable requirements of law, or constitute a breach of or default under, or require any consent under, any agreement, instrument, or document to which the Consultant is now a party or by which the Consultant is now or may become bound.

C. Company Background. The information disclosed by the Consultant regarding its corporate structure, financial condition, expertise, and experience is true and correct. The Consultant will promptly notify Village in writing of any material change to or about the Consultant, including without limitation to change in ownership or control, and any change will be subject to Village approval which will not be unreasonably withheld.

D. Conflict of Interest. The Consultant represents and certifies that, to the best of its knowledge: (1) no Village employee, official, or agent has an interest in the business of the Consultant or this Agreement; (2) as of the date of this Agreement, neither the Consultant nor any person employed or associated with the Consultant has any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement; and (3) neither the Consultant nor any person employed by or associated with the Consultant will at any time during the term of this Agreement obtain or acquire any interest that would conflict in any manner or degree with the performance of the obligations under this Agreement.

E. No Collusion. The Consultant represents and certifies that the Consultant is not barred from contracting with a unit of state or local government as a result of (i) a delinquency in the payment of any tax administered by the Illinois Department of Revenue unless the Consultant is contesting, in accordance with the procedures established by the appropriate revenue act, its liability for the tax or the amount of the tax, as set forth in Section 11-42.1-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-42.1-1 *et seq.*; or (ii) a violation of either Section 33E-3 or Section 33E-4 of Article 33E of the Criminal Code of 2012, 720 ILCS 5/33E-1 *et seq.* *The Consultant* represents that the only persons, firms, or corporations interested in this Agreement as principals are those disclosed to the Village prior to the execution of this Agreement, and that this Agreement is made without collusion with any other person, firm, or corporation. If at any time it is found that the Consultant has, in procuring this Agreement, colluded with any other person, firm, or corporation, then the Consultant will be liable to the Village for all loss or damage that the Village may suffer, and this Agreement will, at the Village option, be null and void.

F. Sexual Harassment Policy. The Consultant certifies that it has a written sexual harassment policy in full compliance with Section 2-105(A)(4) of the Illinois Human Rights Act, 775 ILCS 5/2-105(A)(4).

G. No Default. The Consultant is not in arrears to the Village under any debt or contract and is not in default as surety, contractor, or otherwise to any person, unless as disclosed the Village in writing.

H. No Legal Actions Preventing Performance. As of the Effective Date, the Consultant has no knowledge of any action, suit, proceeding, claim or investigation pending or to its knowledge threatened against the Consultant in any court, or by or before any federal, state, municipal, or governmental department, commission, board, bureau, agency, or instrumentality, domestic or foreign, or before any arbitrator of any kind, that, if adversely determined, would materially affect the Consultant's ability to perform its obligation under this Agreement.

I. Patriot Act Compliance. The Consultant represents and warrants to the Village that neither the Consultant nor any of its principals, shareholders, or other employees or officials (collectively "**Personnel**") is a person or entity named as a Specially Designated National and Blocked Person (as defined in Presidential Executive Order 13224) and that it is not acting, directly or indirectly, for or on behalf of a Specially Designated National and Blocked Person. The Consultant further represents and warrants that the Consultant and its Personnel are not directly or indirectly engaged in or facilitating transactions related to this Agreement on behalf of any person or entity named as a Specially Designated National and Blocked Person. The Consultant must, and will, defend, indemnify, and hold harmless the Village and its officials, officers, authorities, and all Village elected or appointed officials, officers, employees, agents, representatives, and attorneys from and against every claim, damage, loss, risk, liability, and expense (including attorneys' fees and costs) arising from or related to any breach of the representations and warranties in this Section 7.I.

SECTION 8. INDEMNIFICATION; INSURANCE; NO PERSONAL LIABILITY.

A. Indemnification. The Consultant agrees to, and does hereby, hold harmless and indemnify the Village and all Village elected or appointed officials, officers, employees, agents, representatives, engineers, and attorneys, from any and all claims that may be asserted at any time against any of those parties in connection with this Agreement or the Consultant's performance, or failure to perform, all or any part of the Services; provided, however, that this indemnity does not, and will not, apply to willful misconduct or gross negligence on the part of the Village.

B. Insurance. Contemporaneous with the Consultant's execution of this Agreement, the Consultant will provide certificates of insurance, all with coverages and limits acceptable to the Village, and the Consultant must provide certificates of insurance, endorsements, and insurance policies acceptable to the Village and including at least the minimum insurance coverage and limits set forth in **Exhibit B** to this Agreement. For good cause shown by the Consultant, the Village may extend the time for submission of the required certificates, endorsements, and policies and may impose deadlines or other terms to assure compliance with this Section 8.B. Each certificate and endorsement must be in a form acceptable to the Village and from a company with a general rating of A minus, and a financial size category of Class X or better, in Best's Insurance Guide. Each insurance policy must provide that no change, modification, or cancellation of any insurance will become effective until the expiration of 30 days after written notice of the change, modification in, or cancellation will have been given by the insurance company to the Village (10 days' written notice in the event of cancellation due to the Consultant's non-payment of premium). The Consultant must maintain and keep in force, at all times during the term of this Agreement and at the Consultant's expense, the insurance coverage provided in this Section 8.B and **Exhibit B**, including without limitation at all times while correcting any failure to meet the requirements of Section 6 of this Agreement.

C. No Personal Liability. No elected or appointed official, or employee of the Village will be personally liable, in law or in contract, to the Consultant as the result of the execution and performance of this Agreement.

SECTION 9. DEFAULT.

A. Default. If the Village determines that the Consultant has failed or refused to properly undertake the Services with diligence, or has delayed in the undertaking of, the Services with diligence at a rate that assures completion of the Services in full compliance with the requirements of this Agreement, or has otherwise failed, refused, or delayed to perform or satisfy the Services or any other requirement of this Agreement (***“Event of Default”***), and fails to cure any the Event of Default within ten days after the Consultant’s receipt of written notice of the Event of Default from the Village, then the Village will have the right, notwithstanding the availability of other remedies provided by law or equity, to pursue any one or more of the remedies provided for under Section 9.B of this Agreement.

B. Remedies. In case of any Event of Default, the Village may pursue the following remedies:

1. Cure by the Consultant. The Village may require the Consultant, within a reasonable time, to complete or correct all or any part of the Services that are the subject of the Event of Default; and to take any or all other action necessary to bring the Consultant and the Services into compliance with this Agreement;

2. Termination of Agreement. The Village may terminate this Agreement and, notwithstanding anything in Section 3.C. of this Agreement, the Village will not have any liability for further payment of amounts due or to become due under this Agreement;

3. Withholding of Payment. The Village may withhold from any payment, whether or not previously approved, or may recover from the Consultant, any and all costs, including attorneys’ fees and administrative expenses, incurred by the Village as the result of any Event of Default by the Consultant or as a result of actions taken by the Village in response to any Event of Default by the Consultant.

SECTION 10. GENERAL PROVISIONS.

A. Amendment. No amendment to this Agreement will be effective unless and until the amendment is in writing, properly approved in accordance with applicable procedures, and executed.

B. Assignment. Neither Party may assign their rights or obligations under this Agreement without the prior written consent of the other party.

C. Village Actions, Consents, and Approvals. Any action, consent, or approval needed to be taken or given under this Agreement by the Village may only be performed by the Village Manager or their designee, to the extent provided for by law.

D. Binding Effect. The terms of this Agreement bind and inure to the benefit of the Parties and their agents, successors, and assigns.

E. Notice. Any notice required to be given under this Agreement must be in writing and must be delivered (i) personally, (ii) by a reputable overnight courier, (iii) by certified mail, return receipt requested, and deposited in the U.S. Mail, postage prepaid, or (iv) by E-mail. E-mail notices will be deemed valid and received by the addressee only upon explicit or implicit acknowledgment of receipt by the addressee. Unless otherwise expressly provided in this Agreement, notices will be deemed received upon the earlier of (a) actual receipt; (b) one business day after deposit with an overnight courier as evidenced by a receipt of deposit; or (c) three business days following deposit in the U.S. mail, as evidenced by a return receipt. By notice complying with the requirements of this Section 10.E, each party will have the right to change the address or the addressee, or both, for all future notices to the other party, but no notice of a change of addressee or address will be effective until actually received.

Notices to the Village will be addressed to, and delivered at, the following address:

Village of Arlington Heights
33 S. Arlington Heights Rd.
Arlington Heights, Illinois 60005
Attention: **Joe Munno, P.E. Civil Engineer II**
E-mail: jmunno@vah.com

With a copy to:

Elrod Friedman LLP
325 N. LaSalle Street, Suite 450
Chicago, Illinois 60654
Attention: Hart M. Passman
E-mail: Hart.Passman@ElrodFriedman.com

Notices to the Consultant will be addressed to, and delivered at, the following address:

Peralte-Clark, LLC
44 S. Vail Avenue, Suite 201
Arlington Heights, IL 60005
Attention: **John Clark, P.E.**
Email: john.clark@peralte-clark.com

F. Third Party Beneficiary. The provisions of this Agreement are and will be for the benefit of the Consultant and Village only and are not for the benefit of any third party, and accordingly, no third party shall have the right to enforce the provisions of this Agreement. The Village will not be liable to any vendor or other third party for any agreements made by the Consultant, purportedly on behalf of the Village, without the knowledge and approval of the Corporate Authorities.

G. Severability. If any term, covenant, condition, or provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the Village will have the right, in its sole and absolute discretion, to determine if (i) the remainder of the provisions of this Agreement will remain in full force and effect and will in no way be affected, impaired, or invalidated, or (ii) the entire agreement shall be invalid, void, and unenforceable.

H. Time of the Essence. Time is of the essence in the performance of this Agreement.

I. Governing Laws. This Agreement will be interpreted according to the internal laws, but not the conflict of laws rules, of the State of Illinois.

J. Venue. Exclusive jurisdiction with regard to the any actions or proceedings arising from, relating to, or in connection with this Agreement will be in the Circuit Court of Cook County, Illinois or, where applicable, in the federal court for the Northern District of Illinois. The Parties waive their respective right to transfer or change the venue of any litigation filed in the Circuit Court of Cook County, Illinois.

K. Entire Agreement. This Agreement constitutes the entire agreement between the parties and supersedes any and all previous or contemporaneous oral or written agreements and negotiations between the Village and the Consultant with respect to the Scope of Services and the Services.

L. Non-Waiver. No waiver of any provision of this Agreement will be deemed to or constitute a waiver of any other provision of this Agreement (whether or not similar) nor will any waiver be deemed to or constitute a continuing waiver unless otherwise expressly provided in this Agreement.

M. Exhibits. Exhibits **A** and **B** attached to this Agreement are, incorporated in and made a part of this Agreement. In the event of a conflict between any Exhibit and the text of this Agreement, the text of this Agreement will control.

N. Rights Cumulative. Unless expressly provided to the contrary in this Agreement, each and every one of the rights, remedies, and benefits provided by this Agreement will be cumulative and will not be exclusive of any other rights, remedies, and benefits allowed by law.

O. Consents. Unless otherwise provided in this Agreement, whenever the consent, permission, authorization, approval, acknowledgement, or similar indication of assent of any party to this Agreement, or of any duly authorized officer, employee, agent, or representative of any party to this Agreement, is required in this Agreement, the consent, permission, authorization, approval, acknowledgement, or similar indication of assent must be in writing.

P. Interpretation. This Agreement will be construed without regard to the identity of the Party which drafted the various provisions of this Agreement. Every provision of this Agreement will be construed as though all Parties to this Agreement participated equally in the drafting of this Agreement. Any rule or construction that a document is to be construed against the drafting party will not be applicable to this Agreement.

Q. Survival. The provisions of Sections 5, 6, and 8 will survive the termination or expiration of the Agreement.

R. Calendar Days; Calculation of Time Periods. Unless otherwise specific in this Agreement, any reference to days in this Agreement will be construed to be calendar days. Unless otherwise specified, in computing any period of time described in this Agreement, the day of the act or event on which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless the last day is a Saturday, Sunday or legal holiday under the laws of the State in which the Property is located, in which event the period shall run until the end of the next day which is neither a Saturday, Sunday or legal holiday. The final day of any period will be deemed to end at 5:00 p.m., Central time.

S. Counterpart Execution. This Agreement may be executed in several counterparts, each of which, is deemed to be an original, but all of which together will constitute one and the same instrument.

ATTEST:

VILLAGE OF ARLINGTON HEIGHTS

By: _____
Village Clerk

By: _____
Village Manager

ATTEST:

CONSULTANT

By: _____

By: _____

Title: _____

Its: _____

EXHIBIT A

PROPOSAL

[TO BE PREPARED BY THE CONSULTANT AND ACCEPTABLE TO VILLAGE]

[WILL INCLUDE SCHEDULE]



AUGUST 2025

Scope of Work

Hintz Road Reconstruction Project

Arlington Heights
Cook County, Illinois

Phase I Engineering

Prepared for:



Prepared By:



44 S. Vail Avenue, Suite 201
Arlington Heights, IL 60005
Phone: (847) 485-8069





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1. Project Understanding

Hintz Road is a two-lane major collector carrying over 14,000 vehicles per day. The improvement project limits are Kennicott Avenue on the west, with an Average Daily Traffic volume of 24,500 vehicles per day, and Arlington Heights Road on the east, with an Average Daily Traffic volume of 22,900 vehicles per day. The existing right-of-way width is 80 feet and narrows to approximately 74 feet at the intersection with Arlington Heights Road. There is parking on both sides of Hintz Road as well as an existing concrete sidewalk. The existing cross section consists of two 12-foot lanes and two 8-foot parking lanes for a total 40-foot roadway width. The corridor is lined with residential properties.

The anticipated scope of improvements includes full-depth reconstruction between Kennicott Avenue and Arlington Heights Road, including curb and gutter and driveway apron replacement throughout the length of the project. It is assumed that storm sewer will not be replaced based on hydraulic need but based on condition. Watermain improvements will be considered. It is anticipated that the Village will resurface Hintz Road between Rand Road (US Route 12) and Kennicott Avenue as part of a separate project.

The Cook County Department of Transportation and Highways (CCDOH) has undertaken a Phase I Study for improvements at the Hintz Road/Arlington Heights Road intersection. The scope of the improvements consists of traffic signal replacement, lengthening the northbound and southbound left turn lanes, providing left turn offsets, adding a crosswalk along the north leg, providing ADA compliant sidewalk ramps, and accessible pedestrian signals. Therefore, this scope of services assumes that the Arlington Heights Road intersection will be an omission from the Hintz Road project.

The Phase I Engineering Study for this project will include environmental and location-design studies needed to develop and refine feasible alternatives for the improvement, evaluate costs and impacts, and undertake coordination with jurisdictional agencies and the public. The primary objective of the Phase I Engineering Study is to develop a conceptual improvement plan which provides the desired level of traffic safety and operation, minimizes impacts to adjacent properties and fulfills all of the requirements for processing and funding of this project by the Village of Arlington Heights (Village), the Cook County Department of Transportation and Highways (CCDOH), the Illinois Department of Transportation (IDOT) and the Federal Highway Administration (FHWA).

All of the reports and documents that are prepared for this study will follow IDOT criteria and format. The Scope of Services assumes that this project will be processed as a State Approved CE, with the preparation of a Project Development Report.



2. Scope of Services

2.1. Data Collection, Compilation, Review, and Evaluation

This task includes obtaining pertinent data required to complete the Phase I work. Coordinating agencies include IDOT and CCDOTH, and other public and private agencies necessary to obtain base data for the project area, including but not necessarily limited to the following information:

- Record roadway and drainage plans, including previous studies/reports, and as-built plans
- Recorded centerline and right-of-way plans
- Available survey data and control data for tying to the Cook County LiDAR mapping
- Existing timings/plans for the intersections of Hintz Road/Arlington Heights Road, Arlington Heights Road/Rand Road, and Rand Road/Hintz Road (for Transportation Management Plan)
- Existing and proposed land use and zoning maps, including School Districts, Park Districts, Forest Preserve Districts, Sanitary/Drainage Districts, and Bike/Pedestrian plans as pertinent/available
- Soils and geological information
- Public and private utility plans
- USGS maps and Flood Insurance Rate Maps
- Public Service routes including Bus, Mail, and Emergency Services

Peralte-Clark will coordinate with the CCDOTH and the Village to obtain available GIS data for the study area, including aerial photography, LiDAR contour mapping, environmental resources, property lines, roadway names, etc.

Peralte-Clark will determine facility deficiencies based on information gathered and prepare exhibits of the data collected as appropriate for use as part of other project tasks. This task will include a plan-in-hand field review of the project area and contact with key stakeholders within the project area.

Specific work items under this task will include:

- Initial project field review(s). Assume one visit, three staff on each visit.
- Complete a detailed photo log of the site including a detailed inventory of topographic features which may impact or be impacted by the proposed design
- Project data collection including contact and coordination with key project stakeholders (CCDOTH and IDOT)
- Coordination to obtain base project mapping data
- Review, analyze, and catalog project data
- Determine facility deficiencies



2.2. Field Survey and Preparation of Base Maps

The survey work for this project will be prepared by Ciorba Group as a subconsultant. Surveying will be performed according to the Village's survey procedures.

Peralte-Clark will coordinate with the Village to prepare a survey right-of-entry letter for survey work on private property. Ciorba will contact property owners by delivering the survey right-of-entry letters, to the extent possible, in advance of performing survey work on private property.

On this basis, Ciorba will perform the following survey tasks in accordance with applicable Village survey procedures:

The topographic survey will include the full ROW of all streets included in the survey and will extend 100' past the return radius of the curb at each intersection between Kennicott Avenue and Berkley Drive and further as shown in the topographic survey limits KMZ provided by the client at those intersections. Topographic survey items will include the following information within the project limits:

- Project will be delivered with IDOT's CADD configuration for Bentley's CONNECTED Platform of software with OpenRoads for production.
- Control points will be set with GPS along the project route referenced to the Illinois State Plane Coordinate System, East Zone, NAD83 (2011) and leveled through using the North American Vertical Datum of 1988 (NAVD 88). If any Village of Arlington Heights previously set benchmarks within the project area are provided to Ciorba and locatable, they will be included in the control network.
- Spot elevations will be taken at 50-foot cross sections including grade changes, to show topography at a 1' contour interval
- Visible man-made features
- Ditches and above ground features
- Location of existing utilities within or adjacent to the site including:
 - Evidence of existing above ground utilities (if readily visible and accessible or flagged by the utility company or locating service)
 - The size and invert or top of pipe elevations of sewers and water mains if manholes and valve vaults are visible and accessible.
 - Underground utilities may be depicted from drawings provided by utility companies or others, if readily available
 - Utilities will be shown on the survey based on observed evidence (above ground) and the utility atlases. (Peralte-Clark will request utility atlas information from utilities and Village.)
- Ciorba will perform a limited boundary survey to locate the property corners adjacent to the subject property in order to identify the current property and ROW lines within the project limits.

Specific work items under this task will include:

- Completion of topographic survey.



Hintz Road Reconstruction Project – Phase I Engineering

- Obtaining existing utility information from utility agencies (by Peralte-Clark) and incorporation of data obtained into the topographic survey base map.

Note: All CAD work will be developed for this project using Bentley CONNECT Edition OpenRoads software (ORD).

Omissions:

- Ciorba will not perform title searches or create any formal survey plats or documents. Verification of property ownership and Public Right of Way is not included in this scope, and the depiction of property lines on the survey will be limited to what is seen on the Cook County Map Application, evidence found in the field, and any historical documents that may found during research or provided to Ciorba by the client to be used for this survey. If needed, further boundary tasks can be included for an agreed upon additional scope and fee.

2.3. Traffic Counts

This task includes the following work related to collection of existing traffic data and associated data compilation including movement balancing. The Village will conduct the counts according to the following:

Traffic Volume Counts: Video traffic 24-hour turning movements and vehicle classifications will be collected by the **Village of Arlington Heights** for this project. The vehicle classifications will be Passenger Vehicles (FHWA 1-3, Single Unit Trucks (FHA 4-7), and Multi Unit Trucks (FHWA 8-13). Turning movement and vehicle classifications as well as pedestrian and bicycle counts will be obtained for the following intersections:

- Hintz Road at Kennicott Avenue
- Hintz Road at Ridge Avenue
- Hintz Road at Highland Avenue
- Hintz Road at Arlington Heights Road (for Transportation Management Plan (TMP))
- Arlington Heights Road at Rand Road (for TMP)
- Rand Road at Hintz Road (for TMP)

Counts will be conducted on Tuesday, Wednesday, or Thursday when school is in session. Bi-directional, twenty-four (24) hour roadway traffic counts (via traffic counting tube) will not be obtained. Traffic ADTs will be determined using the 24-hour turning movement counts at each intersection noted above.

2.4. Crash Analysis

This task includes obtaining the last five (5) years of crash data (2020-2024) from Village and IDOT including segment and intersection crash data, to prepare a project Crash Analysis Report (CAR). Peralte-Clark will prepare supplemental intersection collision diagrams, if necessary, within the project study area, and other exhibits as necessary to



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summarize the crash data. Based on the CCDOTH Phase I Study for the intersection of Hintz Road at Arlington Heights Road, this intersection will be an omission as a full crash analysis has been completed. It is anticipated that the analyses will be updated once based on available additional years of crash data.

Specific work tasks will include:

- Develop CAR Format.
- Develop CAR Maps, Tables, and Exhibits.
- Prepare Preliminary CAR for review.
- Prepare Final CAR with disposition of comments.
- Update Maps, Tables, and Exhibits, and CAR based on an additional year of crash data

Omissions:

- Hintz Road at Arlington Heights Road
 - Data collection
 - Collisions diagrams
 - Analysis

2.5. Traffic Analysis

Peralte-Clark will review and determine roadway ADTs from the traffic count data and coordinate with the Chicago Metropolitan Agency for Planning (CMAP) to obtain projected 2050 traffic volumes for the project. The existing and 2050 projected traffic volumes will be utilized to determine operational deficiencies at the selected intersections in Task 2.3 noted above within the project study limits based on existing geometry. It is not the Village's intent to address capacity improvements that may be warranted by 2050 CMAP projections as part of this project.

HCS 24 Analysis: An HCS 24 analysis will be prepared for the existing, no build, and build conditions using existing 2025 and projected 2050 traffic data. A total of 18 HCS analyses will be conducted for the all-way stop-controlled intersections. Intersections to be analyzed as part of this study include:

- Hintz Road at Kennicott Avenue (all-way stop)
- Hintz Road at Ridge Avenue (all-way stop)
- Hintz Road at Highland Avenue (all-way stop)

Based on IDOT-BLRS procedures, intersection control warrants will be required at the all-way stop controlled intersections.

Peralte-Clark will provide a white paper Technical Memorandum summarizing the results of the traffic counts, calculated ADTs, projections and analysis, and noted deficiencies.

Specific work items under this task will include:

- Determine roadway ADTs from 24-hour counts



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- Prepare all-way stop warrant analyses
- Compile traffic data to obtain 2050 traffic projections from CMAP
- Develop 2050 No-Build and 2050 Build Design Hourly Volumes (DHV)
- HCS 24 analysis for the Existing, 2050 No-Build, and 2050 Build condition using existing 2025 and projected 2050 traffic data for three (3) intersections
- Brief (1-2 page) Technical Memorandum summarizing traffic analyses

Omissions:

- Signal Warrant, exhibits, and analysis of Hintz Road/Arlington Heights Road intersection

2.6. Alternate Geometric Studies

This item will include the development of and a qualitative evaluation of three (3) initial concept alternatives, using Beyond Typical, detailed development and quantitative evaluation of two alternatives carried forward, and selection and refinement of the preferred alternative. Pedestrian and bicycle accommodations are included as part of the development and evaluation of the above alternatives.

Concept Alternatives

- Develop three (3) concept alternatives including the No-build (typical cross sections using Beyond Typical).
- Identify qualitative evaluation criteria to evaluate the concept alternatives.
- Evaluate alternatives based on evaluation criteria to determine preferred alternative.
- Village to use a drone and/or Village staff to determine extent of parking use along the Hintz Road corridor. Will evaluate one weekday and one Saturday morning, midday, and evening peaks. Parking results will be sent to P-C in an Excel table

Preferred Alternative

- Develop preliminary horizontal geometrics and topographic base sheets for preferred alternative.
- Develop preliminary vertical roadway geometrics for preferred alternative.
 - It is assumed that the existing edge of pavement elevation will be maintained.
 - Evaluate existing driveway slopes to determine if they are in compliance. It is assumed that all driveways will be in compliance and proposed cross sections at driveways will not be evaluated.
- Determine ROW acquisition based on horizontal plan view
- Evaluate uncontrolled pedestrian crossings using IDOT Policy TRA-23.
 - Incorporate results in preferred alternative geometrics
- Prepare plan and profile exhibits.
- Determine and quantify environmental impacts.
- Prepare preliminary engineers estimate of cost, includes quantity takeoff, includes one (1) update.



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- Summarize alternative geometrics, impacts, and recommendations in a White Paper Memorandum.

Note: All CAD work will be developed for this project using Bentley CONNECT Edition OpenRoads software (ORD).

Assumptions and Omissions

- All driveway slopes are assumed to be in compliance and proposed cross sections at driveways will not be evaluated
- Existing edge of pavement elevations will be maintained in the proposed condition
- Proposed cross sections will not be developed
- Geometric studies will not be performed at the Hintz Road/Arlington Heights Road intersection

2.7. Traffic Maintenance Analysis

Maintenance of Traffic

Peralte-Clark will prepare a Traffic Maintenance Memo for construction of the preferred alternative. This will include a determination of the most effective method for construction staging and traffic maintenance, including an evaluation of the need for and implications of maintaining traffic during construction, providing for construction detours, and any associated temporary pavement needs and associated temporary construction easements.

Peralte-Clark will prepare a traffic maintenance concept plan to identify an appropriate staging plan. As part of the concept plan, Peralte-Clark will develop a maintenance of traffic concept using sketches on base map drawings to accommodate possible proposed daytime roadway closures. It has been assumed that there will be three main stages of construction on Hintz Road to construct the project.

Transportation Management Plan (TMP)

Rand Road is a significant route and therefore, it will be required to evaluate the impact that detoured traffic will have on Rand Road. Existing and projected delays and queues will be measured. Exhibits will be prepared showing the weekday peak hour traffic counts and the detour projections. A Transportation Management Plan (TMP) will be prepared and submitted to IDOT for review.

Capacity analysis at the following intersections will be performed to evaluate the impact that detoured traffic will have on adjacent corridors.

- Rand Road and Hintz Road
- Rand Road and Arlington Heights Road
- Arlington Heights Road and Hintz Road



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Existing and projected delays and queues will be measured. Exhibits will be prepared showing the Weekday Peak Hour traffic counts and the detour projections.

Specific work tasks will include:

- Determine stage construction methodology.
- Determine traffic maintenance requirements.
- Determine temporary construction easement needs.
- Prepare Traffic Maintenance Memo.
- Prepare Memo Exhibits to include:
 - Develop staging typical sections showing lane widths;
 - Work zones; and
 - Easements and traffic control devices.
- Preparation and attendance at one IDOT Detour Committee Meeting
- Prepare Transportation Management Plan (TMP) form D1 OP0042
- Capacity Analysis at three (3) intersections to determine LOS/Delay and Queues due to detoured traffic
- Prepare narrative for TMP
- Prepare detour route exhibit
- Prepare traffic control typical sections

Deliverables:

- Draft MOT Traffic Maintenance Memorandum
- Final MOT Traffic Maintenance Memorandum
- Draft TMP
- Final TMP

2.8. Utility Coordination

Initial Coordination/Data Collection:

The proposed improvements will require coordination with public and private utilities that have facilities within the project corridor. *Peralte-Clark* will coordinate with any utility companies found to have facilities located within the vicinity of the project limits through a JULIE Design Stage/Planning Information Request. A request will be made for these utilities to provide any available maps of existing facilities. It has been estimated that there will be up to eight public and private utilities to coordinate with.

Utility Locating

Peralte-Clark will perform SUE Level D locating of any utility facilities located within the project limits. Level D information will be obtained from utility atlases, JULIE requests, and other reliable sources. *Peralte-Clark* staff will coordinate with Ciorba's survey crew so that utility markings can be incorporated into their work (picked up by their survey crew) in a timely manner.

SUE Level D locating shall include underground traffic control facilities at signalized intersections to the extent allowed by MOT limitations, worker safety, atlas information, traffic signal plans, and what facilities are visible above the ground.



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Level A locating (potholing or otherwise exposing buried utilities) is not included in this scope of work. If needed, it is anticipated that potholing should be done by the affected utility.

Utility Data Base Mapping

Peralte-Clark will coordinate with Ciorba so that utilities can be depicted accurately in the survey data and utility base maps. This shall include time allotted for utility base map QA/QC.

Peralte-Clark will continue to coordinate with utility companies during subsequent Engineering phases.

Omissions:

- Preliminary design coordination meetings with utilities will occur during Phase II
- Potholing

2.9. Subsurface Soils and Pavement Investigation

A factor which often contributes to project cost increases during the implementation of an improvement is the inaccuracy of cost estimates for pavement rehabilitation and treatment of unsuitable subgrade soils. The Village will use CGMT, Inc. to perform the pavement coring and highway soils survey for this project under a separate contract.

Soil borings will be obtained on Hintz Road, Greenwood Avenue, Rand Road and Arlington Heights Road. A total of four (4) soil borings are proposed. Soil borings will be spaced approximately 1,200 feet apart and staggered. All soil borings will be drilled to an average depth of 7.5 feet from the existing pavement surface. The depth of borings can vary between 6 feet and 10 feet based on proposed roadway grades.

The borings will be drilled with a truck-mounted drill rig. Soil sampling will be performed per AASHTO T-206, "Penetration Test and Split Barrel Sampling of Soils". Observation for groundwater will be made during and immediately after the completion of the drilling. After the completion of the drilling, the boreholes will be backfilled with the soil auger cuttings from the same borehole. The surface will be patched cement grout or asphalt cold patch to match surrounding elevations. We anticipate the need for lane closures and traffic control. Traffic control will be provided by the drilling subcontractor, in accordance with IDOT requirements.

Field testing involves performing unconfined compressive strength tests using a RIMAC tester/pocket penetrometer on cohesive soil samples. Laboratory testing includes moisture content tests on all recovered soil samples. Grainsize analysis, Atterberg limits and organic content tests will be performed on selected soil samples for soil classification.

The final Roadway Geotechnical Report (RGR) will be prepared in general accordance with the IDOT Geotechnical Manual guidelines. Estimated Illinois Bearing Ratio (IBR) values will be included in the RGR. PAVEMENT CORING In addition to geotechnical soil



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borings, full-depth pavement cores will be obtained. A total of four (4) pavement cores will be collected from Hintz Road. After initial field measurements, the cores will be transported to the laboratory for final measurements, visual examination and photographs. Pavement core logs and a summary table will be included in the RGR.

Recommendations will be developed for the pavement structure in the design year (based upon a 20-year design life).

Preliminary Environmental Screening: CMGT will facilitate preliminary soil sample screening and collection for analytical testing. The screening and testing will provide an initial determination of the soil contamination.

2.10. Preliminary Environmental Site Assessment (PESA)

As part of the environmental studies required for a Federal-aid project, it is necessary to perform a Special Waste Screening Analysis to determine if there are any sites located along the project area that may result in the need for further environmental investigation. It is anticipated that the initial screening will result in the need for a Preliminary Environmental Site Assessment (PESA) to be completed to determine the extent of any special remediation that may need to occur.

IDOT will prepare the PESA for the US Route 12 ROW as part of the ESR process, and Engineering Resource Associates (ERA) will complete the PESA for all other non-IDOT jurisdiction roadways.

An electronic copy of the draft and final reports will be submitted to the Village and IDOT - BLRS. This work will be completed by a subconsultant, Environmental Resource Associates.

2.11. Environmental and Wetland Studies

ERA will determine the presence of potential environmental resources as described below:

Wetland Delineation:

ERA will delineate wetlands in accordance with the current USACE wetland delineation manual and the Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region (Version 2.0). There are two ponds located within 200 feet of the Rand Road/Hintz Road intersection. Wetlands will be staked by pin flag and/or marking tape labeled "wetland." Wetland flags will be surveyed. Following the delineation ERA will prepare a written delineation report containing:

- U.S. Army Corps of Engineers (USACE) data forms;
- Aerial map exhibit of site showing locations of data sampling points and wetland boundaries;
- Floristic Quality Assessment;
- Documentation of potential threatened and endangered species using Federal and State agency databases;



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- Identification of off-site wetlands within 100' of the property;
- Copy of National Wetland Inventory map;
- Copy of Cook County soil map;
- Copy of FEMA Flood Insurance rate Map (FIRM);
- Site photos as necessary to describe wetland and other regulated areas;
- An overview of the applicable wetland and buffer regulations; and
- Recommendations regarding project permitting.

Specific work items under this task will include:

- Wetland Delineation & Report

Environmental Survey Request (ESR):

The ESR will be prepared and submitted electronically early on in the project. The scope will include preparation of ESR attachments (BLRS Manual Section 20- 2). ERA will prepare the ESR and it will be submitted by P-C. P-C will verify ESR limits prior to submittal to IDOT.

Wetland Impact Evaluation:

Based on the existing wetland information and proposed project improvements, ERA will prepare a Wetland Impact Evaluation (WIE).

- Prepare wetland impact exhibit and evaluate wetland impacts.
- Prepare and submit the STATE Wetland Impact Evaluations (WIE) form electronically.

Specific work items under this task will include:

- ESR Form Preparation
- WIE Form Preparation

2.12. Roadway Drainage Analyses

Preliminary drainage analyses will be performed by Peralte-Clark. It is assumed that the existing storm sewer system will remain in place. An Existing Drainage Plan will be prepared for Hintz Road. Based on the information received from the Village, including a portion of the Village of Arlington Heights Flood Study, the tributary areas, subbasins, and outfalls were included. It is assumed that this information will be obtained from the Village and can be used in this work item. It is also assumed that the existing storm sewer along Hintz Road from Highland Avenue to Arlington Heights Road will remain as it was replaced in the last 3 years. Storm sewer from Kennicott Avenue to Highland Avenue will be televised by the Village to determine the condition. Storm sewer in that area will be replaced based on condition only.

Existing Drainage – Includes development of an Existing Drainage Plan (EDP) for the Hintz Road corridor. The EDP will not include the intersection of Hintz Road at Arlington Heights Road.

Specific work tasks associated with the development of the EDP includes the following:



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- Identify the tributary drainage area to inlets and outfalls (completed in previous study)
- Identify existing drainage outfalls (completed in previous study)
- Preparation of the EDP, one overall exhibit at 1"=100' scale
- Coordination with Village

A PDP will be developed for the project area, excluding the intersection of Hintz Road/Arlington Heights Road for the preferred alternative. Specific work tasks associated with the development of the Proposed Drainage Plan (PDP) for the project will include the following:

- An analysis will be performed to determine if the project triggers the need for stormwater detention per MWRDGC requirements. It is assumed that the project will not trigger the need for detention. The design of oversized detention systems including storm sewer and detention basins is not included in the scope of services.
- Preparation of the PDP, one overall exhibit at 1"=100' scale
- Coordination meeting for the PDP with the Village
- A site visit is intended to clarify field conditions related to the design of the drainage facilities. Allocated two personnel for one (1) site visit for this project.

Assumptions and Omissions:

- Existing evaluation of storm sewer capacity/sizes is not included
- Existing tributary drainage areas completed in separate study by others will be used by P-C
- Existing drainage outfalls completed in separate study by others will be used by P-C
- Assume existing drainage patterns will remain
- Assume no diversions
- Outlet evaluation not included, assumed to be suitable for continued use
- EDP will be prepared for the entire corridor, with omission at Hintz Road at Arlington Heights Road intersection
- Reviews and coordination with CCDOTH and IDOT Hydraulics not included
- Design of stormwater detention systems, whether in pond or storm sewer is not included
- PDP for Hintz Road corridor will include proposed storm sewer sizes only (if required based on condition)
- Design of proposed storm sewer sizes and profiles are not included
- Assume no ROW acquisition for drainage purposes
- Design of inlet spacing will not be developed
- Drainage studies summarized in Project Development Report. Separate report not included.



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2.13. Project Development Report

The project will be summarized in a Project Development Report which will include maps, exhibits, and tables to help describe the various design elements for the alternatives and design alternate studied. The environmental and engineering aspects will be addressed in the report. The report will follow IDOT Categorical Exclusion report format.

Specific work tasks will include:

- Prepare report exhibits and tables
- Write, proofread, and edit Draft Project Development Report
- Compile materials and submit to Village for review
- Revise Project Development Report based on Village review and submit Draft Project Development Report to IDOT for review
- Revise Draft Project Development Report and submit Pre-final Project Development Report to IDOT for review
- Revise Pre-final Project Development Report and submit Final Project Development Report to IDOT and request Design Approval

2.14. Project Coordination Meetings

This task includes the organization and attendance at Monthly Project Status / Coordination Meetings throughout the duration of the project. Team members and Village staff will be requested to attend these meetings to ensure the design work is moving ahead efficiently and on schedule. The preparation of meeting minutes for these coordination meetings is not anticipated. However, an action item list and log will be kept ensuring all team members are responsive and accountable for their involvement in the project.

Coordination: Coordination with key stakeholder agencies will be required. An initial kick-off meeting will be scheduled with the Illinois Department of Transportation Bureau of Local Roads and Streets shortly after authorization to proceed, to introduce the project, review the general project scope of work and overall project development process (including public involvement activities), discuss field survey work anticipated to occur, establish mutual contacts, and provide an opportunity for early project input.

Additional meetings with the following stakeholders are planned during the project development process:

- a. IDOT – Bureau of Local Roads & Streets
- b. Cook County Department of Transportation and Highways (CCDOTH)

It is anticipated that municipal emergency services representatives (police, fire, etc.) will attend the municipal coordination meetings and will not require separate consultation. The assumptions for establishing an estimated level of effort for stakeholder coordination and meetings are described below:

- One (1) project kick-off meeting with Village (in-person)*
- Eighteen (18) monthly coordination conference calls with Village
- Two (2) meetings with IDOT BLRS (in-person)*



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- One (1) meeting with FHWA (in-person)*
- Two (2) meetings with CCDOTH
- Two (2) meetings with residents (in-person)*
- Fifteen (15) Design Team Coordination Meetings

* Preparation and distribution of meeting minutes will be provided

2.15. Public Involvement

The purpose of the public involvement is to promote a proactive and responsive approach that seeks the input of all concerned stakeholders and that provides for appropriate input at key points in the project decision making process. The process will include one in-person open-house public meeting for this project.

The first Public Involvement Activity will be a Virtual Public Forum to obtain the project needs, information on the existing conditions, and initial feedback from the public on a range of alternatives. The final Public Information Meeting will present the proposed improvement plan including the preferred alternative. The following items are anticipated as part of the public involvement tasks for each meeting:

Virtual Public Forum

Specific Work tasks include:

- Development of exhibits to be hosted on the Village project website.
 - Location Map
 - Crash Exhibit
 - Traffic Volume Exhibit
 - Three (3) Concept Alternative Exhibits
 - Project Schedule
- Development and maintenance of mailing list
- Preparation and distribution of invitation postcards to area residents, businesses, and stakeholders.
- Preparation of invitation letter to elected officials.
- Preparation and coordination for publication of Virtual Public Forum newspaper display advertisement.
- Frequently Asked Questions (FAQ) document
- Support Village GIS staff to deliver a usable virtual platform.
 - Review of virtual platform and materials
 - Testing of virtual platform
 - One virtual meeting with Village staff prior to the Virtual Public Forum going live
- Preparation of meeting summary and disposition of comments.

Public Information Meeting (1 meeting)

- Selection of and coordination with meeting venue.
- Preparation and distribution of invitation postcards to area residents, businesses, and stakeholders. Certified letters will be sent to property owners



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with anticipated right-of-way acquisition prior to the second public information meeting.

- Preparation of public information meeting newspaper display advertisement.
- Preparation of public information meeting brochure
- Preparation of public information meeting exhibits
 - 2-D Exhibits
 - Typical Sections using Beyond Typical
 - Overall preferred alternative exhibit showing the plan view
- Preparation for and attendance at public information meeting dry-run with Village Staff (assume one (1) meeting per public meeting). (In-person)
- Attendance at public information meeting
- Preparation of meeting summary, disposition of comments, and Q&A document for Village website
- Provide text and exhibits for Village website

2.16. Federal Funding Applications

This item includes the preparation and submittal of a Surface Transportation Program funding application through the Northwest Municipal Conference – NW Council of Mayors.

Specific work tasks will include:

- Prepare online application
- Prepare exhibits/attachments for the application
- Update preliminary engineer's estimate of cost
- Two (2) meetings with Village
- One (1) meeting with NWMC Staff
- Compile and Submit Draft Application for review
- Revise and submit Final Application

2.17. Project Administration and Management

This task includes overall project administration and management.

Project administration includes managing the day-to-day work effort on the project to ensure an efficient project development process including work force allocations, budget oversight, monthly progress reviews to ensure project milestones are being met to the extent possible.

Specific work tasks will include:

- General project management/administration including staff resource allocation, and task/schedule oversight.
- Prepare monthly progress reports including a copy of the overall project schedule.



2.18. Quality Assurance/Quality Control

This task includes Quality Assurance/Quality Control (QA/QC) reviews associated with major project deliverables.

QA/QC reviews will occur as part of major project deliverables in accordance with Peralte-Clark's established QA/QC procedures.

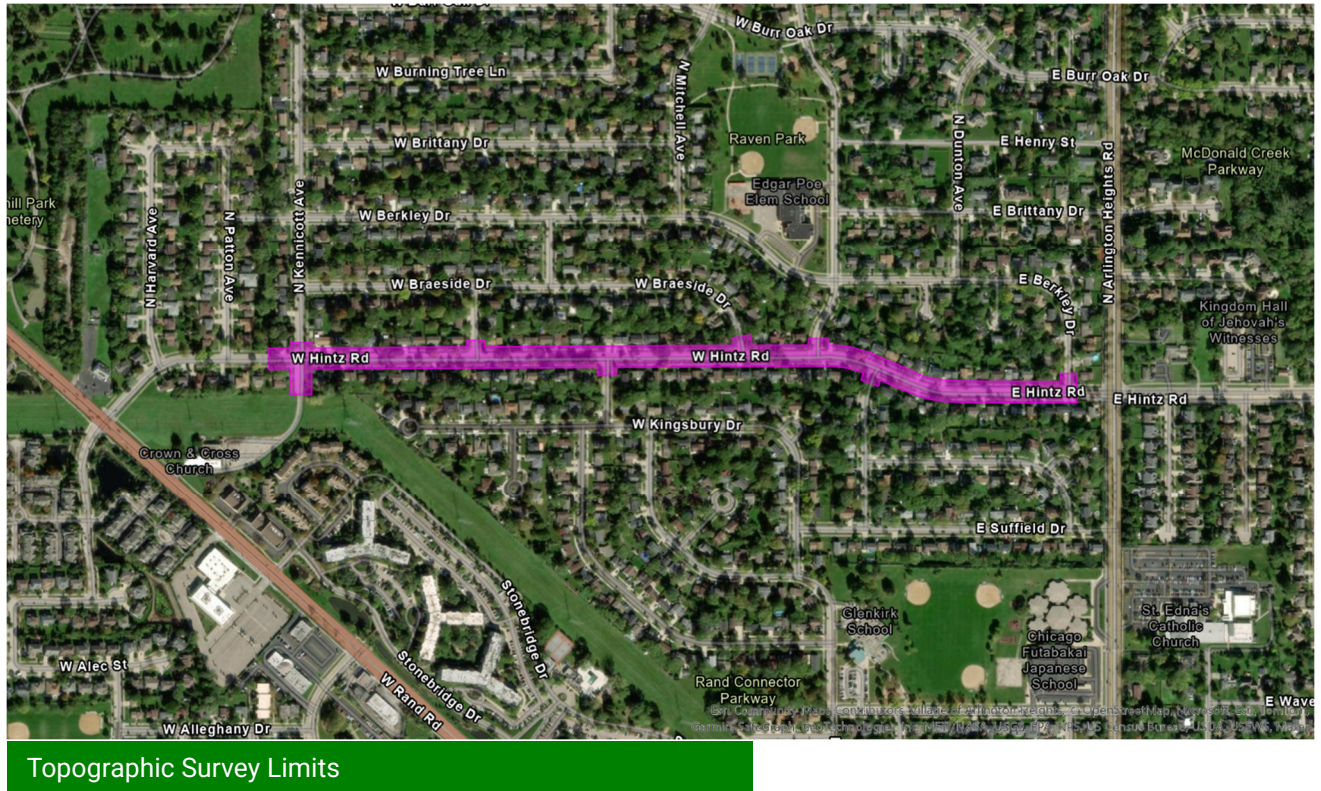
Specific work tasks will include:

- Quality reviews, etc.



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Figure 1 [Topographic Survey Limits]



Phase I			
CECS Item	Total	Percentage	Peralte-Clark
Data Collection	24	1.53%	24
Field Survey and Preparation of Base Maps	8	0.51%	8
Traffic Counts	2	0.13%	2
Crash Analysis	74	4.72%	74
Traffic Analysis	61	3.89%	61
Alternate Geometric Studies	230	14.67%	230
Traffic Maintenance Analysis	258	16.45%	258
Utility Coordination	60	3.83%	60
Subsurface Soils and Pavement Investigation	34	2.17%	34
Preliminary Environmental Stie Assessment (PESA)	6	0.38%	6
Environmental and Wetland Studies	14	0.89%	14
Roadway Drainage Analyses	66	4.21%	66
Project Development Report	116	7.40%	116
Project Coordination Meetings	106	6.76%	106
Public Involvement	271	17.28%	271
Federal Funding Application	94	5.99%	94
Project Administration	72	4.59%	72
Quality Assurance/Quality Control	72	4.59%	72
Totals	1,568	100.00%	1,568

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Hours Per Unit	Comments
<i>Phase I</i>							
2.1	Data Collection, Compilation, Review and Evaluation		24				
	Initial Field Review with photo log	Data Collection	12	2	people	6	Site Visit for verification and photo log
	Data Collection Coordination with Stakeholders	Data Collection	4	1	stakeholder	4	
	Review facility deficiencies	Data Collection	8	1	Lump Sum	8	
2.2	Field Survey and Preparation of Base Maps (Ciorba)		8				
	Subconsultant Coordination	Field Survey and Preparation of Base Maps	8	1	Lump Sum	8	
2.3	Traffic Counts (Village)		2				
	Coordination with Village	Traffic Counts	2	1	Lump Sum	2	
2.4	Crash Analysis		74				
	Develop CAR Format	Crash Analysis	4	1	Lump Sum	4	
	Develop CAR Maps, Tables, and Exhibits	Crash Analysis	16	1	Lump Sum	16	
	Prepare Preliminary Crash Analysis Report and submit to Village	Crash Analysis	30	1	report	30	
	Final Crash Analysis Report with Disposition of Comments	Crash Analysis	12	1	revised report	12	
	Update Maps, Tables, and Exhibits, and CAR based on an additional year of crash data	Crash Analysis	12	1	revised report	12	
2.5	Traffic Analysis		61				
	Determine Roadway ADT's	Traffic Analysis	4	1	Lump Sum	4	
	Prepare All-way Stop Control Warrants	Traffic Analysis	3	3	Intersections	1	1 hour per warrant. Total of 3 warrants.
	CMAP Coordination for Traffic Projections	Traffic Analysis	4	1	Lump Sum	4	
	Existing, No-Build and Build HCS 24 Modeling	Traffic Analysis	18	18	Analyses	1	3 all-way stop intersections, A.M./P.M. existing, 2050 no-build, and 2050 proposed (total of 18 analyses)
	Technical Memorandum	Traffic Analysis	32	1	Report	32	
2.6	Alternate Geometric Studies		230				
	<i>Concept Alternatives</i>						
	Develop 3 concept alternatives including no-build	Alternate Geometric Studies	18	3	Alternatives	6	3 mainline typical section alternatives plus no-build, includes bike path alternatives in scope
	Identify qualitative evaluation criteria to evaluate concept alts.	Alternate Geometric Studies	8	1	Lump Sum	8	
	Evaluate alternatives based on evaluation criteria to determine preferred alternative	Alternate Geometric Studies	6	3	Alternatives	2	
	<i>Preferred Alternative</i>						
	Define preliminary horizontal geometrics	Alternate Geometric Studies	40	1	Alternative	40	
	Define preliminary vertical roadway geometrics	Alternate Geometric Studies	12	1	Alternative	12	Assume no shared-use path and not showing driveways. Driveways will be evaluated from survey and assumed to be in compliance. No cross sections will be developed. Profile used for PNP sheets to be shown in PDR.
	Determine ROW acquisition and grading easement limits	Alternate Geometric Studies	4	1	Alternative	4	Existing profile to be maintained; based on plan view
	Evaluate uncontrolled pedestrian crossings	Alternate Geometric Studies	10	5	Crossings	2	Use IDOT Policy TRA-23
	Prepare plan and profile exhibits	Alternate Geometric Studies	48	6	Sheets	8	Six sheets at 1"=50' scale, includes one revision
	Determine and quantify environmental impacts	Alternate Geometric Studies	2	1	Lump Sum	2	
	Prepare preliminary engineers estimate of cost, includes quantity takeoff	Alternate Geometric Studies	50	1	Lump Sum	50	1 revision
	Summarize alternative geometrics, impacts, and recommendations in a White Paper Memorandum	Alternate Geometric Studies	32	1	Lump Sum	32	

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Hours Per Unit	Comments
2.7	Traffic Maintenance Analysis		258				
	Maintenance of Traffic	Traffic Maintenance Analysis					
	Determine Stage Construction Methodology	Traffic Maintenance Analysis	40	1	Lump Sum	40	Assume 3 stages
	Determine Traffic Maintenance Concepts	Traffic Maintenance Analysis	40	1	Lump Sum	40	Assume 3 concepts
	Determine Traffic Maintenance Requirements	Traffic Maintenance Analysis	4	1	Lump Sum	4	
	Determine Temporary Construction Easement Needs	Traffic Maintenance Analysis	2	1	Lump Sum	2	
	Prepare Traffic Maintenance Memo with Exhibits	Traffic Maintenance Analysis	32	1	Lump Sum	32	
	Preparation and Attendance at IDOT Detour Committee Meeting	Traffic Maintenance Analysis	12	1	Lump Sum	12	
	Transportation Management Plan (TMP)	Traffic Maintenance Analysis	8	1	Lump Sum	8	
	Prepare TMP form D1 OP0042	Traffic Maintenance Analysis	6	1	Lump Sum	6	
	Capacity Analyses for Detoured Traffic	Traffic Maintenance Analysis	42	3	Intersections	14	1 detour, three intersections, includes traffic volume redistribution
	Prepare Narrative for TMP	Traffic Maintenance Analysis	28	1	Lump Sum	28	
	Prepare Detour Route Exhibit	Traffic Maintenance Analysis	16	1	Lump Sum	16	
	Prepare Traffic Control Typical Sections	Traffic Maintenance Analysis	28	1	Lump Sum	28	
2.8	Utility Coordination		60				
	Initial Coordination/Data Collection	Utility Coordination	24	1	Lump Sum	24	
	Utility Locating (Level D only)	Utility Coordination	24	1	Lump Sum	24	Review topographic survey and update base file as more information is received.
	Utility Data Base Mapping	Utility Coordination	12	1	Lump Sum	12	
2.9	Subsurface Soils and Pavement Investigation (Village)		34				
	Village Coordination	Subsurface Soils and Pavement Investigation	8	1	Lump Sum	8	
	Prepare existing plan and profile sheets for CGMT	Subsurface Soils and Pavement Investigation	12	6	Sheets	2	No notations, just PNP's
	Prepare preliminary pavement design for preferred alternative	Subsurface Soils and Pavement Investigation	12	1	Lump Sum	12	One flexible pavement design using BLRS guidelines
	Review soils report	Subsurface Soils and Pavement Investigation	2	1	Lump Sum	2	
2.10	Preliminary Environmental Site Assessment (PESA) (ERA)		6				
	Subconsultant Coordination	Preliminary Environmental Site Assessment	4	1	Lump Sum	4	
	Review PESA	Preliminary Environmental Site Assessment	2	1	Lump Sum	2	
2.11	Environmental and Wetland Studies (ERA)		14				
	Subconsultant Coordination	Environmental and Wetland Studies	8	1	Lump Sum	8	
	Review ESR limits	Environmental and Wetland Studies	4	1	Lump Sum	4	Assume draft and final
	Review WIE form and exhibits	Environmental and Wetland Studies	2	1	Lump Sum	2	Assume draft and final
2.12	Roadway Drainage Analyses		66				
	Preliminary Drainage Investigation	Roadway Drainage Analyses	20	1	Lump Sum	20	
	Existing Drainage Plan	Roadway Drainage Analyses					
	Prepare EDP exhibit	Roadway Drainage Analyses	8	1	Lump Sum	8	1 overall exhibit at 1"=100' scale
	Proposed Drainage Plan	Roadway Drainage Analyses					
	Evaluate stormwater detention requirements	Roadway Drainage Analyses	4	1	Lump Sum	4	For entire project area. Determine if detention will be required based on MWRDGC requirements
	Coordination Meeting with the Village	Roadway Drainage Analyses	2	1	Meeting	2	1 meeting each; 2 Peralte-Clark staff; includes attendance, preparation and summary
	Proposed Drainage Plan	Roadway Drainage Analyses	24	1	Sheet	24	1 overall exhibit at 1"=100' scale
	One Site Visit	Roadway Drainage Analyses	8	1	Lump Sum	8	2 people, one visit
2.13	Project Development Report (PDR)		116				
	Prepare report exhibits and tables	Project Development Report	24	1	Lump Sum	24	
	Write, proofread, and edit Draft Project Report	Project Development Report	32	1	Lump Sum	32	
	Compile materials and submit to Village for review	Project Development Report	4	1	Lump Sum	4	

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Hours Per Unit	Comments
	Revise Draft PDR based on Village comments and submit Draft PDR to IDOT for review	Project Development Report	24	1	Lump Sum	24	
	Revise Draft PDR based on IDOT comments and submit Pre-final PDR	Project Development Report	16	1	Lump Sum	16	
	Revise Pre-final PDR and submit Final PDR	Project Development Report	16	1	Lump Sum	16	
2.14	Project Coordination Meetings		106				
	Kick-off meeting with Village	Project Coordination Meetings	6	1	Meeting	6	2 Peralte-Clark attendees, including travel time and minutes
	Bi-Monthly Review/Coordination meetings with Village	Project Coordination Meetings	36	18	Meetings	2	2 Peralte-Clark attendees, bi-monthly conference calls with Village
	Meetings with IDOT BLRS	Project Coordination Meetings	12	2	Meetings	6	2 Peralte-Clark attendees, including travel time and minutes
	Meeting with FHWA	Project Coordination Meetings	4	1	Meeting	4	2 Peralte-Clark attendees, including travel time and minutes
	Meetings with CCDOTH	Project Coordination Meetings	8	2	Meetings	4	2 Peralte-Clark attendees, virtual
	Meetings with Residents	Project Coordination Meetings	10	2	Meetings	5	2 Peralte-Clark attendees, including travel time and minutes
	Design Team Coordination Meetings	Project Coordination Meetings	30	15	Meetings	2	Assume 7 meetings with ERA, 3 meetings with Interra, 5 meetings with Ciorba, 2 Peralte-Clark attendees

Scope #	Scope Item	CECS Item	Total Hours	Assumed Quantity	Assumed Unit	Assumed Hours Per Unit	Comments
2.15	Public Involvement		271				
	Virtual Public Forum (VPF)	Public Involvement					
	Development of exhibits to be hosted on Village website	Public Involvement	20	10	Exhibits	2	Location Map, Crash Exhibit, Traffic Volume Exhibit, Project Purpose, Project Schedule, 3 beyond typical sections
	Development and maintenance of mailing list	Public Involvement	16	2	Meetings	8	
	Preparation and distribution of invitation letters	Public Involvement	2	1	Meeting	2	
	Preparation of invitation letter to elected officials	Public Involvement	2	1	Meeting	2	
	Preparation of VPF meeting newspaper display ad	Public Involvement	2	1	Meeting	2	
	Development of Frequently Asked Questions (FAQ)	Public Involvement	16	1	Meeting	16	
	Support Village GIS staff to deliver usable virtual platform	Public Involvement	16	1	Meeting	16	
	Provide text and exhibits for Village website	Public Involvement	8	1	Meeting	8	
	Preparation of meeting summary and disposition of comments	Public Involvement	20	20	Comments	1	Assume 20 comments; 1 hour each, includes revisions
	Public Information Meetings (1 meeting)	Public Involvement					
	Selection of and coordination with meeting venue	Public Involvement	2	1	Meeting	2	
	Preparation and distribution of invitation letters	Public Involvement	16	1	Meeting	16	
	Preparation of PIM newspaper display ad	Public Involvement	1	1	Meeting	1	
	Preparation of PIM brochure	Public Involvement	20	1	Meeting	20	
	Preparation of PIM exhibits	Public Involvement	80	1	Meeting	80	Includes roll plot of proposed improvement.
	Preparation for and attendance at public meeting dry-run with Village	Public Involvement	6	1	Meeting	6	2 Peralte-Clark attendees, including travel time and minutes
	Attendance at PIM	Public Involvement	16	1	Meeting	16	4 Peralte-Clark attendees, including travel time and minutes
	Preparation of meeting summary and disposition of comments	Public Involvement	24	24	Comments	1	Assume 24 comments, 1 hour each, includes revisions
	Provide text and exhibits for Village website	Public Involvement	4	1	Meeting	4	
2.16	Federal Funding Application		94				
	Prepare online application	Federal Funding Application	16	1	Lump Sum	16	
	Prepare exhibits/attachments for the application	Federal Funding Application	24	1	Lump Sum	24	
	Update preliminary engineers estimate of cost	Federal Funding Application	24	1	Lump Sum	24	
	Two meetings with the Village	Federal Funding Application	4	2	Meetings	2	2 staff from P-C; 1 hour each
	One meeting with NWMC Staff	Federal Funding Application	2	1	Meeting	2	
	Compile and Submit Draft Application for review	Federal Funding Application	8	1	Lump Sum	8	
	Revise and submit Final Application	Federal Funding Application	16	1	Lump Sum	16	
2.17	Project Administration		72				
	Project Management and Administration	Project Administration	72	0.05	Percentage	1424	Approximately 5% of total hours
2.18	Quality Control/Quality Assurance		72				
	QA/QC of Milestone Submittals - Peralte-Clark only	Quality Assurance/Quality Control	72	0.05	Percentage	1424	Approximatley 5% of total hours



Local Public Agency	County	Section Number
Village of Arlington Heights	Cook	
Prime Consultant (Firm) Name	Prepared By	Date
Peralte-Clark, LLC	J. Christell	8/4/2025
Consultant / Subconsultant Name	Job Number	

Note: This is name of the consultant the CECS is being completed for. This name appears at the top of each tab.

Remarks

Hintz Road Reconstruction Project

PAYROLL ESCALATION TABLE

CONTRACT TERM	34	MONTHS
START DATE	9/1/2025	
RAISE DATE	1/1/2026	
END DATE	6/30/2028	

OVERHEAD RATE	152.50%
COMPLEXITY FACTOR	0
% OF RAISE	3.00%

ESCALATION PER YEAR

Year	First Date	Last Date	Months	% of Contract
0	9/1/2025	1/1/2026	4	11.76%
1	1/2/2026	1/1/2027	12	36.35%
2	1/2/2027	1/1/2028	12	37.44%
3	1/2/2028	7/1/2028	6	19.28%

The total escalation = 4.84%

Local Public Agency	County	Section Number
Village of Arlington Heights	Cook	
Consultant / Subconsultant Name		Job Number

PAYROLL RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET FIXED RAISE

MAXIMUM PAYROLL RATE	90.00
ESCALATION FACTOR	4.84%

[illegible]

Local Public Agency

Village of Arlington Heights

County

Cook

Section Number

Consultant / Subconsultant Name

Job Number

DIRECT COSTS WORKSHEET

List ALL direct costs required for this project. Those not listed on the form will not be eligible for reimbursement by the LPA on this project.

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

ITEM	ALLOWABLE	QUANTITY	CONTRACT RATE	TOTAL
Lodging (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost (Up to state rate maximum)			\$0.00
Lodging Taxes and Fees (per GOVERNOR'S TRAVEL CONTROL BOARD)	Actual Cost			\$0.00
Air Fare	Coach rate, actual cost, requires minimum two weeks' notice, with prior IDOT approval			\$0.00
Vehicle Mileage (per GOVERNOR'S TRAVEL CONTROL BOARD)	Up to state rate maximum			\$0.00
Vehicle Owned or Leased	\$32.50/half day (4 hours or less) or \$65/full day			\$0.00
Vehicle Rental	Actual Cost (Up to \$55/day)			\$0.00
Tolls	Actual Cost			\$0.00
Parking	Actual Cost			\$0.00
Overtime	Premium portion (Submit supporting documentation)			\$0.00
Shift Differential	Actual Cost (Based on firm's policy)			\$0.00
Overnight Delivery/Postage/Courier Service	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (In-house)	Actual Cost (Submit supporting documentation)			\$0.00
Copies of Deliverables/Mylars (Outside)	Actual Cost (Submit supporting documentation)			\$0.00
Project Specific Insurance	Actual Cost			\$0.00
Monuments (Permanent)	Actual Cost			\$0.00
Photo Processing	Actual Cost			\$0.00
2-Way Radio (Survey or Phase III Only)	Actual Cost			\$0.00
Telephone Usage (Traffic System Monitoring Only)	Actual Cost			\$0.00
CADD	Actual Cost (Max \$15/hour)			\$0.00
Web Site	Actual Cost (Submit supporting documentation)			\$0.00
Advertisements	Actual Cost (Submit supporting documentation)	1	\$500.00	\$500.00
Public Meeting Facility Rental	Actual Cost (Submit supporting documentation)			\$0.00
Public Meeting Exhibits/Renderings & Equipment	Actual Cost (Submit supporting documentation)	1	\$800.00	\$800.00
Recording Fees	Actual Cost			\$0.00
Transcriptions (specific to project)	Actual Cost			\$0.00
Courthouse Fees	Actual Cost			\$0.00
Storm Sewer Cleaning and Televising	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Control and Protection	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Aerial Photography and Mapping	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Utility Exploratory Trenching	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Testing of Soil Samples	Actual Cost			\$0.00
Lab Services	Actual Cost (Provide breakdown of each cost)			\$0.00
Equipment and/or Specialized Equipment Rental	Actual Cost (Requires 2-3 quotes with IDOT approval)			\$0.00
Traffic Counts	Actual Cost			\$0.00
				\$0.00
				\$0.00
				\$0.00
TOTAL DIRECT COSTS:				\$1,300.00

Village of Arlington Heights

Cook

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COST ESTIMATE WORKSHEET

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

OVERHEAD RATE	152.50%
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COMPLEXITY FACTOR

TASK	DIRECT COSTS (not included in row totals)	STAFF HOURS	PAYROLL	OVERHEAD & FRINGE BENEFITS	FIXED FEE	SERVICES BY OTHERS	TOTAL	% OF GRAND TOTAL
Data Collection, Compilation, Review, and Evaluation		24	1,402	2,138	463		4,003	1.27%
Field Survey and Preparation of Base Maps		8	587	896	194	41,299	42,976	13.65%
Traffic Counts		2	180	275	59		514	0.16%
Crash Analysis		74	3,668	5,593	1,210		10,471	3.32%
Traffic Analysis		61	3,172	4,838	1,047		9,057	2.88%
Alternate Geometric Studies		230	11,874	18,108	3,919		33,901	10.76%
Traffic Maintenance Analysis		258	14,257	21,741	4,705		40,703	12.92%
Utility Coordination		60	2,941	4,485	970		8,396	2.67%
Subsurface Soils and Pavement Investigation		34	1,732	2,642	572		4,946	1.57%
Preliminary Environmental Site Assessment (PESA)		6	376	573	124		1,073	0.34%
Environmental and Wetland Studies		14	828	1,263	273	3,213	5,577	1.77%
Roadway Drainage Analyses		66	3,681	5,614	1,215	9,971	20,481	6.50%
Project Development Report		116	6,133	9,353	2,024		17,510	5.56%
Project Coordination Meetings		106	7,566	11,538	2,497		21,601	6.86%
Public Involvement	1,300	271	14,630	22,311	4,828		41,769	13.26%
Federal Funding Applications		94	5,505	8,395	1,817		15,717	4.99%
Project Administration and Management		72	5,950	9,073	1,963		16,986	5.39%
Quality Assurance/Quality Control		72	6,285	9,585	2,074		17,944	5.70%
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			-	-	-		-	
Subconsultant DL							\$0.00	
Direct Costs Total ==>	\$1,300.00						\$1,300.00	0.41%
TOTALS		1568	90,767	138,421	29,954	54,483	314,925	100.00%

229,188

BLR 05514 (Rev. 02/06/25)

DIRECT COSTS

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Village of Arlington Heights

Cook

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AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 1 **OF** 4

PAYROLL CLASSIFICATION	AVG HOURLY RATES	TOTAL PROJ. RATES			Data Collection, Compilation, Review, and Evaluation			Field Survey and Preparation of Base Maps			Traffic Counts			Crash Analysis			Traffic Analysis		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Business Unit Leader	90.00	0.0																	
Engineering Chief - 4	90.00	0.0																	
Senior Project Manager - 4	85.15	0.0																	
Senior Project Engineer - 6	84.59	60.0	3.83%	3.24															
Assistant Project Manager - 1	64.94	0.0																	
Design Engineer - 3	56.86	240.0	15.31%	8.70	8	33.33%	18.95	4	50.00%	28.43				8	10.81%	6.15	8	13.11%	7.46
Design Engineer - 2	48.93	427.0	27.23%	13.32	12	50.00%	24.47							28	37.84%	18.51	24	39.34%	19.25
Design Engineer - 1	43.62	529.0	33.74%	14.71										34	45.95%	20.04	23	37.70%	16.45
Engineering Director - 3	90.00	36.0	2.30%	2.07															
Engineering Operations Senior Man	90.00	276.0	17.60%	15.84	4	16.67%	15.00	4	50.00%	45.00	2	100.00%	90.00	4	5.41%	4.86	6	9.84%	8.85
Engineering Intern - 4	27.26	0.0																	
Construction Engineer - 3	58.72	0.0																	
Administrative Coordinator	40.95	0.0																	
Senior Design Engineer - 4	64.58	0.0																	
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TOTALS		1568.0	100%	\$57.89	24.0	100.00%	\$58.42	8.0	100%	\$73.43	2.0	100%	\$90.00	74.0	100%	\$49.57	61.0	100%	\$52.01

Village of Arlington Heights

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AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 2 **OF** 4

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Alternate Geometric Studies			Traffic Maintenance Analysis			Utility Coordination			Subsurface Soils and Pavement Investigation			Preliminary Environmental Site Assessment (PESA)			Environmental and Wetland Studies		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Business Unit Leader	90.00																		
Engineering Chief - 4	90.00																		
Senior Project Manager - 4	85.15																		
Senior Project Engineer - 6	84.59				16	6.20%	5.25												
Assistant Project Manager - 1	64.94																		
Design Engineer - 3	56.86	24	10.43%	5.93	84	32.56%	18.51												
Design Engineer - 2	48.93	60	26.09%	12.76	58	22.48%	11.00	26	43.33%	21.20	12	35.29%	17.27	4	66.67%	32.62	6	42.86%	20.97
Design Engineer - 1	43.62	120	52.17%	22.76	80	31.01%	13.52	30	50.00%	21.81	18	52.94%	23.09				4	28.57%	12.46
Engineering Director - 3	90.00																		
Engineering Operations Senior	90.00	26	11.30%	10.17	20	7.75%	6.98	4	6.67%	6.00	4	11.76%	10.59	2	33.33%	30.00	4	28.57%	25.71
Engineering Intern - 4	27.26																		
Construction Engineer - 3	58.72																		
Administrative Coordinator	40.95																		
Senior Design Engineer - 4	64.58																		
TOTALS		230.0	100%	\$51.63	258.0	100%	\$55.26	60.0	100%	\$49.01	34.0	100%	\$50.95	6.0	100%	\$62.62	14.0	100%	\$59.15

Village of Arlington Heights

Cook

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AVERAGE HOURLY PROJECT RATES

EXHIBIT D COST ESTIMATE OF CONSULTANT SERVICES (CECS) WORKSHEET

SHEET 3 OF 4

PAYROLL CLASSIFICATION	AVG HOURLY RATES	Roadway Drainage Analyses			Project Development Report			Project Coordination Meetings			Public Involvement			Federal Funding Applications			Project Administration and Management		
		Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg	Hours	% Part.	Wgtd Avg
Business Unit Leader	90.00																		
Engineering Chief - 4	90.00																		
Senior Project Manager - 4	85.15																		
Senior Project Engineer - 6	84.59	8	12.12%	10.25															
Assistant Project Manager - 1	64.94																		
Design Engineer - 3	56.86	8	12.12%	6.89	20	17.24%	9.80	10	9.43%	5.36	40	14.76%	8.39	10	10.64%	6.05	16	22.22%	12.63
Design Engineer - 2	48.93	17	25.76%	12.60	30	25.86%	12.65	40	37.74%	18.46	80	29.52%	14.44	30	31.91%	15.62			
Design Engineer - 1	43.62	27	40.91%	17.84	52	44.83%	19.55				111	40.96%	17.86	30	31.91%	13.92			
Engineering Director - 3	90.00																		
Engineering Operations Senior	90.00	6	9.09%	8.18	14	12.07%	10.86	56	52.83%	47.55	40	14.76%	13.28	24	25.53%	22.98	56	77.78%	70.00
Engineering Intern - 4	27.26																		
Construction Engineer - 3	58.72																		
Administrative Coordinator	40.95																		
Senior Design Engineer - 4	64.58																		
TOTALS		66.0	100%	\$55.77	116.0	100%	\$52.87	106.0	100%	\$71.38	271.0	100%	\$53.99	94.0	100%	\$58.56	72.0	100%	\$82.63

Ciorba Group Scope of Services

Village of Arlington Heights Phase I Hintz Road Reconstruction Project July 18, 2025

1. MEETINGS

- Kick-off meeting with Peralte-Clark.
- Two coordination meetings (1 virtual & 1 in-person).
- Two constructability meetings (1 virtual & 1 in-person).

Task total.....10 hours

2. TOPOGRAPHIC SURVEY

Ciorba Group will prepare a full topographic survey of the project area located along Hintz Road from Kennicott Avenue to Berkley Drive as shown in the exhibit below and KMZ file provided by Peralte-Clark, approximately 3,800 feet.



The topographic survey items will include the following information within the project limits:

- Project will be delivered with IDOT's CADD configuration for Bentley's CONNECTED Platform of software with OpenRoads for production.
- Control points will be set with GPS along the project route referenced to the Illinois State Plane Coordinate System, East Zone, NAD83 (2011) and leveled through using the North American Vertical Datum of 1988 (NAVD 88). If any Village of Arlington Heights previously set benchmarks within the project area are provided to Ciorba and locatable, they will be included in the control network.
- Spot elevations will be taken at 50-foot cross sections including grade changes, to show topography at a 1' contour interval
- Visible man-made features
- Ditches and above ground features
- Location of existing utilities within or adjacent to the site including:
 - Evidence of existing above ground utilities (if readily visible and accessible or flagged by the utility company or locating service)
 - The size and invert or top of pipe elevations of sewers and water mains if manholes and valve vaults are visible and accessible.
 - Underground utilities may be depicted from drawings provided by utility companies or others, if readily available
 - Utilities will be shown on the survey based on observed evidence (above ground) and the utility atlases. (Peralte-Clark will request utility atlas information from utilities and Village.)



- Develop a preliminary centerline/alignment based on the historic roadway plans and ROW.

Task total.....209 hours

3. LIMITED BOUNDARY SURVEY

- Ciorba will perform a limited boundary survey to locate the property corners adjacent to the subject property to identify the current property and ROW lines within the project limits.
- Ciorba will not perform a title search or create any formal survey plats or documents. Verification of property ownership and Public Right of Way is not included in this scope, and the depiction of property lines on the survey will be limited to what is seen on the Cook County Map Application, evidence found in the field, and any historical documents that may be found during research or provided to Ciorba by the client to be used for this survey. If needed, further boundary tasks can be included for an agreed upon additional scope and fee.

Task total.....54 hours

INFORMATION TO BE PROVIDED BY THE CLIENT:

In preparing this proposal, it is understood that the client will provide any available boundary or topographical surveys, documents, record drawings, utility atlases and plans, or other information previously completed or collected for the project site, if in their possession. Ciorba has included some time for property research, but should additional research be required, any documents obtained from the Cook County Recorder's office will be billed as a direct cost to the client.

4. MOT Concept Reviews

Task total.....16 hours

5. Constructability Reviews

Task total.....16 hours

6. Project Management and Administration

Task total.....8 hours

PAYROLL ESCALATION TABLE
FIXED RAISES

FIRM NAME Ciorba Group, Inc.
PRIME/SUPPLEMENT Prime
Prepared By DJO
Work Order # (If applicable)

DATE
PTB-ITEM# 0 (optional)

CONTRACT TERM 12 MONTHS
START DATE 8/7/2025
RAISE DATE 1/1/2026
END DATE 8/1/2026

OVERHEAD RATE
COMPLEXITY FACTOR 152.16%
% OF RAISE 3%
CURRENT SALARY CAP \$90.00

ESCALATION PER YEAR

Year	First date	Last date	Months	% of Contract
0	8/7/2025	1/1/2026	5	41.67%
1	1/2/2026	8/1/2026	7	60.08%

The total escalation = 1.75%

PAYROLL RATES

FIRM NAME
PRIME/SUPPLEMENT
PSB-ITEM #
Work Order #

Ciorba Group, Inc.
Prime
0

DATE

7/18/2025

ESCALATION FACTOR	1.750%
* Max Calculated Rate	\$ 90.00

CLASSIFICATION	2025		CALCULATED RATE (\$90.00 CAP)
	CURRENT RATE (Provided) **(Burdened Rate)		
Principal	\$ 120.00	\$	90.00
Lead Structural Engineer	\$ 89.75	\$	90.00
Project Manager III	\$ 99.33	\$	90.00
Project Manager II	\$ 84.13	\$	85.60
Project Manager I	\$ 75.44	\$	76.76
Resident Engineer	\$ 80.00	\$	81.40
Project Engineer II	\$ 64.40	\$	65.53
Project Engineer I	\$ 61.17	\$	62.24
Lead Surveyor	\$ 55.50	\$	56.47
Technician III	\$ 52.00	\$	52.91
Engineer IV	\$ 51.25	\$	52.15
Technician II	\$ 48.50	\$	49.35
Structures Engineer III	\$ 46.75	\$	47.57
Engineer III	\$ 46.33	\$	47.14
Structures Engineer II	\$ 43.50	\$	44.26
Engineer II	\$ 42.50	\$	43.24
Engineer I	\$ 38.73	\$	39.41
Technician I	\$ 25.00	\$	25.44
CAD Manager	\$ 74.00	\$	75.30

Survey

Description	Unit	Unit Cost	Quantity	Extended Cost
Vehicle (mileage)	mile	\$ 0.700	11	\$ -
Vehicle (day)	day	\$ 65.00		\$ 715.00
FedEx	each	\$ -		\$ -
Travel,Meals & Lodging	day	\$ -		\$ -
Equipment Rental	day	\$ -		\$ -
Reproductions - Outside	set	\$ -		\$ -
Advertisement	dollar	\$ -		\$ -
				\$ 715.00 Total

Activity			Grand Total	Project Manager III	Resident Engineer	Project Engineer I	Lead Surveyor	Technician III	Technician I
TOTAL			313	14	20	16	23	100	140
1.	Meetings, Data Collection & Coordination	Task Total:	10	6	4				
	0110 Meetings	Meetings:	10	6	4				
	Kick-off Meeting		2	2					
	Meetings (2 Coordination & 2 Constructability Meetings)		8	4	4				
2.	Survey	Task Total:	209				9	96	104
	0210 Field Survey	Subtotal:	145				1	84	60
	Project Survey Plan & Field Preparation		1				1		
	Establish Control Points and Ties		8					8	
	Develop Alignment		8					8	
	Level Circuit		24					12	12
	Horizontal Topography and Cross Sections		56					32	24
	Drainage Inventory		48					24	24
	0220 Process Survey	Subtotal:	64				8	12	44
	Down Loading Total Station & Drafting Existing Conditions		16					8	8
	Drafting Utilities to Existing Conditions		40				8		32
	Create Digital Terrain Model		8					4	4
3.	Boundary Survey	Task Total:	54				14	4	36
	0310 Preliminary Stormwater Analysis	Subtotal:	54				14	4	36
	Property Research / Review Documents		12				4		8
	Boundary Analysis & Calculation		18				6		12
	Property Corner Location		8						8
	Drafting of Boundary Survey		12					4	8
	QA/QC of Deliverable / Revisions		4				4		
4.	Engineering Studies/Plans	Task Total:	16			16			
	0410 Traffic Studies	Subtotal:	16			16			
	Maintenance of Traffic Plan Concept Reviews		16			16			
5.	Construction Engineering	Task Total:	16		16				
	0510 Construction Startup	Subtotal:	16		16				
	Constructability Review		16		16				
6.	Project Management & Administration	Task Total:	8	8					
	0610 Project Management & Administration	Subtotal:	8	8					
	Project Management		8	8					

**COST PLUS FIXED FEE
COST ESTIMATE OF CONSULTANT SERVICES**

FIRM
PTB-ITEM #
PRIME/SUPPLEMENT
Work Order #

Ciorba Group, Inc.

DATE _____

07/18/25

0

OVERHEAD RATE

152.16%

Prime

COMPLEXITY FACTOR

0[illegible]

DBE 0.00%

PREPARED BY THE AGREEMENTS UNIT

Printed 7/18/2025 11:25 AM

EXHIBIT B

INSURANCE COVERAGES

A. Worker's Compensation and Employer's Liability with limits not less than:

- (1) Worker's Compensation: Statutory;
- (2) Employer's Liability:
 - \$500,000 injury-per occurrence
 - \$500,000 disease-per employee
 - \$500,000 disease-policy limit

Insurance will evidence that coverage applies in the State of Illinois.

B. Comprehensive Motor Vehicle Liability with a combined single limit of liability for bodily injury and property damage of not less than \$1,000,000 for vehicles owned, non-owned, or rented.

All employees will be included as insureds.

C. Comprehensive General Liability with coverage written on an "occurrence" basis and with limits no less than:

\$2,000,000 Bodily Injury and Property Damage Combined Single Limit

Coverage is to be written on an "occurrence" basis.

Coverages will include:

- Broad Form Property Damage Endorsement
- Blanket Contractual Liability

D. Professional Liability Insurance. With a limit of liability of not less than \$1,000,000 per claim and \$2,000,000 in the aggregate and covering the Consultant against all sums that the Consultant may be obligated to pay on account of any liability arising out of this Agreement due to the negligent acts, errors, or omissions of the consultant.

E. Umbrella Policy. The required coverages may be in any combination of primary, excess, and umbrella policies. Any excess or umbrella policy must provide excess coverage over underlying insurance on a following-form basis so that when any loss covered by the primary policy exceeds the limits under the primary policy, the excess or umbrella policy becomes effective to cover the loss.

F. Owner as Additional Insured. Village will be named as an Additional Insured on all policies except for:

Worker's Compensation

Professional Liability

Each additional Insured endorsement will identify Village as follows: Village of Arlington Heights including its Board members and elected and appointed officials, its officers, employees, agents, attorneys, the Consultants, and representatives.

- G. Other Parties as Additional Insureds. In addition to Village, the following parties will be named as additional insured on the following policies:

Additional Insured

Policy or Policies

GEOGRAPHIC INFORMATION SYSTEMS TECHNOLOGY RIDER

The Village has developed digital map information through Geographic Information Systems Technology ("**GIS Data**") concerning the real property located within the Village. If requested to do so by the Consultant, the Village agrees to supply the Consultant with a digital copy of the GIS Data, subject to the following conditions:

1. **Limited Access to GIS Data.** The GIS Data provided by the Village will be limited to the scope of the Work that the Consultant is to provide for the Village;
2. **Purpose of GIS Data. The Consultant** will limit its use of the GIS Data to its intended purpose of furtherance of the Work; and
3. **Agreement with Respect to GIS Data.**
 - a. **Trade Secrets of the Village.** The GIS Data constitutes proprietary materials and trade secrets of the Village and is the property of the Village;
 - b. **Consent of Village Required.** The Consultant may not provide or make available the GIS Data in any form to anyone without the prior written consent of the Village.
 - c. **Supply to Village.** At the request of the Village, the Consultant will provide the Village with all information that has been developed by the Consultant based on the GIS Data;
 - d. **No Guarantee of Accuracy.** The Village makes no guarantee as to the accuracy, completeness, or suitability of the GIS Data in regard to the Consultant's intended use of the GIS Data; and
 - e. **Discontinuation of Use.** At the time as the Services have been completed to the satisfaction of the Village, the Consultant will cease its use of the GIS Data for any purpose whatsoever; and, upon request, an authorized representative of the Village will be afforded sufficient access to the Consultant's premises and data processing equipment to verify that all use of the GIS Data has been discontinued.



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Resolution Approving an Agreement of Terms for Participation
in the NORTAF Burglary Task Force

Department: Police

Item Description:

NORTAF (North Regional Major Crime Task Force) is a mutual aid entity that provides assistance to member jurisdictions in the event of a major crime. NORTAF is mainly comprised of north shore communities. The Village of Arlington Heights is not a participating member of NORTAF. The Arlington Heights Police Department is a member agency of MCAT (Major Case Assistance Team), a multijurisdictional team formed through an Intergovernmental Agreement to provide critical services to impacted northwest suburban communities, much like NORTAF. NORTAF developed a specific strategy to address significant pattern crimes occurring within a member community – Burglary Task Force. A designated task force allows member agencies, and their assigned personnel, to share intelligence and work in concert to identify individuals, crews and criminal organizations that derive an income from criminal activity. Through a supervised review process, pattern crimes are identified and a team of police officers are activated to surveil suspects and effect arrests. The task force concept is a force multiplier that benefits all member agencies and the communities each serve.

The Police Department will identify several police officers and/or detectives that could be activated on an as-needed basis when a member agency seeks assistance and evidence supports a significant pattern of criminal activity exists.

Staff recommends to the Village Board that the Village of Arlington Heights and its Police Department join the regional effort to combat Burglary by aligning resources with the NORTAF Burglary Task Force. There is an annual membership fee of \$1,400. Adequate funding is available within the Police Department's operating budget.

ATTACHMENTS:

1. AH Resolution Approving NORTAF Burglary Task Force Agreement
2. NORTAF Agreement Burglary TF Membership 2025

VILLAGE OF ARLINGTON HEIGHTS

RESOLUTION NO. _____

A RESOLUTION APPROVING AN AGREEMENT FOR PARTICIPATION IN
THE NORTAF BURGLARY TASK FORCE

WHEREAS, the Village is authorized to enter into intergovernmental agreements pursuant to Article VII, Section 10 of the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.*; and

WHEREAS, the North Regional Major Crimes Task Force (“*NORTAF*”) provides for cooperation amongst municipalities when a law enforcement incident or investigation necessitates additional resources, equipment, and personnel; and

WHEREAS, NORTAF consists of the following task forces: (i) the NORTAF Violent Crimes Task Force; (ii) the NORTAF Major Crash Assistance Team; and (iii) the NORTAF Burglary Task Force (“*Burglary Task Force*”); and

WHEREAS, the Village desires to join the Burglary Task Force; and

WHEREAS, the Village and NORTAF desire to enter into an intergovernmental agreement to permit the Village to join the Burglary Task Force (“*Agreement*”); and

WHEREAS, the Village President and Board of Trustees have determined that approving the Agreement will serve and be in the best interest of the Village;

NOW, THEREFORE, BE IT RESOLVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF ARLINGTON HEIGHTS, COOK COUNTY, ILLINOIS, as follows:

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Resolution are found to be true and correct and are hereby adopted as part of this Resolution.

SECTION 2. APPROVAL OF AGREEMENT. The Village President and Board of Trustees hereby approve the Agreement in substantially the form attached to this Resolution as Exhibit A, and in a final form to be approved by the Village Manager and the Village Attorney.

SECTION 3. EXECUTION OF AGREEMENT. The Village Board hereby authorizes and directs the Village President and the Village Clerk to execute and seal, on behalf of the Village, the final Agreement.

SECTION 4. EFFECTIVE DATE. This Resolution will be in full force and effect from and after its passage and approval as provided by law.

[SIGNATURE PAGE FOLLOWS]

AYES:

NAYS:

PASSED AND APPROVED THIS _____ day of _____, 2025

Village President

ATTEST:

Village Clerk

EXHIBIT A
AGREEMENT

**ACCEPTANCE AND AGREEMENT OF TERMS FOR PARTICIPATION IN THE
NORTAF BURGLARY TASK FORCE**

This ACCEPTANCE AND AGREEMENT OF TERMS FOR PARTICIPATION IN THE NORTAF BURGLARY TASK FORCE (“Acceptance”) is made and entered into as of this _____ day of 2025 (“*Effective Date*”) by *The Village of Arlington Heights*, an Illinois municipal corporation (“*Municipality*”).

RECITALS:

WHEREAS, Article VII, Section 10 of the Illinois Constitution of 1970, the Intergovernmental Cooperation Act (5 ILCS 220/1 *et seq.*), and Sections 1-4-6 and 11-1-2.1 of the Illinois Municipal Code (65 ILCS 5/1-4-6 and 5/11-1-2.1), authorize and encourage intergovernmental cooperation among law enforcement agencies to respond to, investigate, and solve crimes; and

WHEREAS, in 1997, the City of Evanston, Illinois, and the Villages of Glencoe, Glenview, Kenilworth, Lincolnwood, Morton Grove, Niles, Northbrook, Northfield, Skokie, Wilmette, and Winnetka, Illinois (collectively, “*Members*”) entered into that certain Intergovernmental Police Assistance Agreement (“*Original Agreement*”) to form the North Regional Major Crimes Task Force (“*NORTAF*”) to provide for cooperation amongst the Members when a law enforcement incident or investigation necessitates additional resources, equipment, and personnel; and

WHEREAS, the Original Agreement was made in recognition of the fact that local law enforcement capabilities are enhanced by having access to regionalized facilities, programs and the assistance of other departments; and

WHEREAS, in 2020, the Members amended and replaced the Original Agreement with that certain Amended and Restated Intergovernmental Police Assistance Agreement (“*Agreement*”) to more efficiently set forth the terms by which NORTAF is governed; and

WHEREAS, NORTAF is governed by a Board of Directors (“*Board of Directors*”); and

WHEREAS, the Agreement provides that Board of Directors may establish subunits to address different types of crimes (“*Task Forces*”); and

WHEREAS, as of the Effective Date of this Acceptance, NORTAF consists of the following Task Forces: (i) the NORTAF Violent Crimes Task Force; (ii) the NORTAF Major Crash Assistance Team; and (iii) the NORTAF Burglary Task Force (“*Burglary Task Force*”); and

WHEREAS, pursuant to Section 8.C of the Agreement, law enforcement agencies that are not members of NORTAF (“*Partner Agencies*”) may join the Burglary Task force upon the approval by a two-thirds vote of the Board of Directors upon terms and conditions determined by the Board of Directors; and

WHEREAS, the Burglary Task force allows members and Partner Agencies to share information and jointly investigate burglaries that occur within Members' and Partner Agencies' jurisdictions; and

WHEREAS, the Municipality is not a member of NORTAF, but has requested to join the Burglary Task Force; and

WHEREAS, the Board of Directors has voted to permit the Municipality to join the Burglary Task Force as a Partner Agency upon the acceptance and agreement by the Municipality to be bound by the terms and conditions of this Acceptance; and

NOW, THEREFORE, in consideration of becoming a Partner Agency, the benefits derived therefrom, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Municipality acknowledges and agrees as follows:

SECTION 1: INCORPORATION OF RECITALS

The foregoing recitals are material to this Acceptance and are incorporated into this Acceptance as if fully stated herein.

SECTION 2: DEFINITIONS

For purposes of this Acceptance, the following terms shall be defined as set forth in this section unless a different meaning is required by context:

A. *Bylaws*. "*Bylaws of the North Regional Major Crime Task Force*," which may be amended by the Board of Directors from time to time.

B. *Operations Plan*. The "*Operations Plan*," attached as **Exhibit A**, which Operations Plan may be amended by the Board of Directors from time to time.

SECTION 3: ASSISTANCE TO MUNICIPALITY

The Municipality may request police assistance from any one or more Members and Partner Agencies who have joined the Burglary Task Force for the purpose of investigating and preventing burglaries in accordance with the Operations Plan when, in the judgment of the Municipality, such assistance is necessary. Such assistance may consist of:

- A. Participation in a joint burglary investigation with Members and Partner Agencies;
- B. Information sharing;
- C. Sharing of personnel and equipment;

The Municipality acknowledges and agrees that nothing in this Section 3 shall obligate Members and other Partner Agencies to provide assistance to, or enter into a joint investigation with, the Municipality when requested; rather, any Member and Partner Agency may render aid, in their sole discretion, to the extent available personnel and equipment are not required for other operations and the adequate protection of their own municipality.

SECTION 4: AUTHORITY OF SWORN POLICE PERSONNEL

Any sworn police officers of the Municipality providing police assistance to a Member or Partner Agency as part of the Burglary Task Force shall have all of the powers and responsibilities of police officers of a Member or Partner Agency that requests support from the Municipality or the Burglary Task Force, including the power of arrest, and are subject to the direction of the Chief of Police of the requesting Member or Partner Agency.

SECTION 5: NO REIMBURSEMENT FOR COSTS

The Municipality acknowledges and agrees that any assistance it may provide to the Members and Partner Agencies through the Burglary Task Force shall be rendered without charge, and the Municipality is not entitled to reimbursement for any costs related to its participation in the Burglary Task Force.

SECTION 6: RESPONSIBILITIES OF MUNICIPALITY

The Municipality acknowledges and agrees that its responsibilities related to the Burglary Task Force are as follows:

A. *Responsibility for Employees.* The Municipality is responsible for the actions and inactions of its sworn and civilian personnel acting pursuant to this Acceptance and related to the Burglary Task Force. The Municipality's responsibilities include the indemnification of its sworn or civilian personnel.

B. *Compensation of Employees.* The Municipality is responsible for the payment of all benefits to all of its sworn and civilian personnel acting pursuant to this Acceptance and their participation in the Burglary Task Force, including but not limited to the payment of wages, salaries, disability payments, pension benefits, workers' compensation claims, and claims for damage to or destruction of equipment and clothing, and claims for medical expenses. The Members and other Partner Agencies are not responsible for the compensation or benefits of the Municipality's employees when those employees are assigned to the Burglary Task Force or assisting Members and other Partner Agencies.

C. *Assessment Fees.* The Municipality shall pay annual dues adopted by the Board of Directors to participate on the Burglary Task Force. The dues shall be paid to NORTAF within 30 days of receipt of notice.

D. *Insurance.* The Municipality shall procure and maintain, at its sole and exclusive expense, insurance coverage which covers itself, personnel, equipment, and for its liability for its participation in providing personnel and equipment to the Burglary Task Force.

E. *Compliance with Operation Plan.* The Municipality and all of its off sworn and civilian personnel shall abide in accordance with and follow all applicable provisions of the Operation Plan and other policies adopted by the Board of Directors related to the Burglary Task Force, which Operation Plan and policies may be amended from time to time.

F. *Compliance with Law.* The Municipality represents and warrants that all if its actions and the actions of its personnel will comply with all applicable statutes, ordinances, rules, and regulations while performing any actions related to the Burglary Task Force.

SECTION 7: NORTAF NOT A LEGAL ENTITY

A. *NORTAF Not a Legal Entity.* The Municipality acknowledges and agrees that NORTAF is not a legal entity or separate public body; rather, it is a partnership of municipal entities. The Municipality further acknowledges and agrees that by joining the Burglary Task Force and executing this Acceptance, the Municipality and Members are not authorizing NORTAF or its Board of Directors to take any actions that would confer legal entity or public body status on NORTAF.

B. *NORTAF Cannot Be Sued.*

1. The Municipality acknowledges and agrees that NORTAF is not a legal entity that can sue or be sued. In the event that NORTAF is named as a party to a lawsuit, claim, or action, either individually or as a co-defendant, the Municipality shall not take any action or position that is contrary to this Section 7; rather, the Municipality hereby agrees that unless and until a court of competent jurisdiction rules otherwise, the Municipality shall not take the position that NORTAF is a legal entity, public body, or can sue or be sued.
2. In the event NORTAF is named as a party to a lawsuit, claim, or action, either individually or as a co-defendant to the Municipality, related to an investigation or aid requested by the Municipality, the Municipality, at its sole cost and expense, shall file a limited appearance on behalf of NORTAF for the sole purpose of seeking a dismissal of the lawsuit, claim, or action on the grounds that NORTAF is not a legal entity and therefore cannot be sued.

C. *Payment of Costs.* If, and only if, a court or other tribunal of competent jurisdiction determines that NORTAF can be sued as an independent entity related to an incident or matter in which the Municipality requested aid from NORTAF:

1. The Board of Directors shall retain defense counsel to represent NORTAF in such lawsuit, claim or action, and the Municipality shall be responsible for paying within 30 days upon receipt of notice from NORTAF, all costs of defense, including, without limitation, all legal fees, during the pendency of such lawsuit, claim, or action; and
2. At the conclusion of any lawsuit, claim, or legal action, all costs of defense, settlements, and judgements against NORTAF shall be divided amongst the

Municipality and Members and Partner Agencies that participated in the activities or investigation subject of the lawsuit, claim, or action in equal amounts and paid within 30 days of receipt of notice.

SECTION 8: WITHDRAWAL/DISSOLUTION

A. *Withdrawal.* The Municipality may withdraw from the Burglary Task Force by providing the Board of Directors written notice one year prior to the effective date of such withdrawal.

B. *Termination of Membership.* The Municipality acknowledges and agreements that the Board of Directors may terminate or suspend the Municipality's participation on the Burglary Task for any reason at any time.

C. *Dissolution of NORTAF or Burglary Task Force.* The Municipality acknowledges and agrees that the Board of Directors may terminate NORTAF or the Burglary Task Force at any time. The Municipality's participation on the Burglary Task Force shall automatically cease upon such termination.

D. *Survival of Obligations.* The Municipality's obligations set forth in Section 7 of this Agreement related to an incident or investigation that occurred prior to a withdrawal, suspension, or termination pursuant to Section 8 of this Acceptance shall survive such withdrawal, suspension, or termination.

SECTION 9: GENERAL PROVISIONS

A. *Amendments.* This Acceptance may be amended from time to time by resolution of the corporate authorities of the Municipality and the approval by the Board of Directors. Any amendment not adopted and approved in this manner shall not be effective.

B. *Entire Agreement.* This Acceptance constitutes the entire agreement between the Municipality, NORTAF, the Board of Directors, and the Members related to NORTAF and supersedes and replaces all prior agreements, negotiations and discussions between the Municipality and NORTAF, the Board of Directors, and the Members relative to the subject matter hereof.

[SIGNATURE PAGE FOLLOW]

IN WITNESS WHEREOF, this Acceptance has been duly executed this ____ day of _____, 2025.

[THE MUNICIPALITY]

_____,
Mayor

Date

ATTEST:

City Clerk

Date

Accepted on behalf of the Board of Directors:

North Regional Major Crimes Task Force President

Date

EXHIBIT A

5. BURGLARY TASK FORCE

5.1 Purpose and Mission

The North Regional Burglary Task Force (BTF) exists to assist member agencies with the investigation of:

1. Pattern burglary crimes
2. Other types of property crimes and incidents approved by the Board of Directors.

The North Regional Burglary Task Force (BTF) is dedicated to providing a dedicated response and thorough, professional investigations to member agencies. We will collect evidence, seek to identify and arrest offenders, file appropriate charges, and aid in the successful prosecution of the case. To accomplish this mission, we will persistently follow each lead to its conclusion, safeguarding the constitutional rights of every person, and at all times work with the integrity and professionalism necessary to build public respect and support for law enforcement.

5.2 Request for Activation

The Chief of Police or authorized representative of a member agency may request an activation with the Task Force Commander upon meeting the following criteria:

1. It is reasonably believed that three or more member communities are experiencing a common pattern of burglaries (as defined by 720 ILCS 5/19-1 Burglary and 5/19-3 Residential Burglary).
2. Intelligence information exists as to the likely or potential identity of the suspect(s) responsible for the pattern.

The decision to activate will rest with the Task Force Commander.

5.3 Denial and Appeal Process

If the commander deems that activation is not appropriate, the member agency may appeal that decision to the Executive Board. If the Executive Board denies the appeal, the Chief of Police or authorized representative of the requesting municipality may appeal to the Board of Directors. The Board of Directors may subsequently overrule the decision of the Task Force Commander or Executive Board.

5.4 Activation Period

The initial activation period will be for up to ten (10) working days. A request for an extension of up to ten (10) working days may be made by the Task Force Commander, or his representative, to the NORTAF Executive Board Chairman.

The activation period need not be consecutive days but may be broken up into smaller (i.e. 2-3 day) time periods not to cumulatively exceed the allowed ten days. The determination of the activation schedule will rest with the Task Force Commander or his representative. Requests to activate the Task Force for a period of more than twenty (20) business days will be referred to the Board of Directors.



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: An Ordinance Amending Chapter 7 of the Municipal Code of the Village of Arlington Heights, and Repealing Ordinance No. 2025-40, Concerning a Municipal Grocery Retailers' Occupation Tax and Municipal Grocery Service Occupation Tax

Department: Finance

Item Description:

Item Description

The Illinois Department of Revenue (IDOR) has provided updated guidance and further direction to municipalities on their preferred form for the retention of local grocery taxes. It has to do with the parallel taxes of the "retailers occupation tax" and "service occupation tax", and another use tax. This change will result in no change to the existing grocery tax paid by consumers in Arlington Heights today, and merely provides additional legal clarity on the intent of the Village Board's prior action.

The Village Attorney recommends that the Village pass an amendment to our grocery tax given this new guidance. Approval of the Ordinance is recommended so that a certified copy can be filed with IDOR by October 1, 2025. IDOR will then collect and administer the grocery tax beginning January 1, 2026.

RECOMMENDATION

It is recommended that an Ordinance Amending Chapter 7 of the Village of Arlington Heights Municipal Code, pertaining to the Municipal Grocery Retailer Tax, be approved.

ATTACHMENTS:

1. AH Ordinance Repealing and Imposing Municipal Grocery Taxes

VILLAGE OF ARLINGTON HEIGHTS

ORDINANCE NO. 2025-_____

AN ORDINANCE AMENDING CHAPTER 7 OF THE MUNICIPAL CODE OF THE VILLAGE OF
ARLINGTON HEIGHTS, AND REPEALING ORDINANCE NO. 2025-40,
CONCERNING A MUNICIPAL GROCERY RETAILERS' OCCUPATION TAX
AND MUNICIPAL GROCERY SERVICE OCCUPATION TAX

ADOPTED BY THE
PRESIDENT AND BOARD OF TRUSTEES
OF THE VILLAGE OF ARLINGTON HEIGHTS
THIS ____ DAY OF _____, 2025.

AN ORDINANCE AMENDING CHAPTER 7 OF THE MUNICIPAL CODE OF THE VILLAGE OF
ARLINGTON HEIGHTS, AND REPEALING ORDINANCE NO. 2025-40,
CONCERNING A MUNICIPAL GROCERY RETAILERS' OCCUPATION TAX
AND MUNICIPAL GROCERY SERVICE OCCUPATION TAX

WHEREAS, the Village of Arlington Heights is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs; and

WHEREAS, on August 18, 2025, the Village adopted Ordinance 2025-40, amending Chapter 7 of Municipal Code of Arlington Heights, Illinois, 1995, as amended ("***Village Code***"), to impose a municipal grocery retailers' occupation tax ("***Municipal Grocery Retailer Tax***") on all persons engaged in the business of selling groceries in the Village, pursuant to Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) ("***Act***"); and

WHEREAS, as required by the Act, the Village simultaneously amended the Village Code to adopt a municipal grocery service occupation tax on all persons engaged in the business of making sales of service, who, as an incident to making sales of service, transfer groceries as an incident to a sale of service ("***Municipal Grocery Service Tax***"); and

WHEREAS, the Village President and Board of Trustees desire to further amend Chapter 7 of the Village Code to update and clarify the Municipal Grocery Retailer Tax and Municipal Grocery Service Tax in accordance with a request from the Illinois Department of Revenue ("***IDOR***"); and

WHEREAS, the Village President and Board of Trustees have determined that it will serve and be in the best interests of the Village to repeal Ordinance 2025-40 and further amend Chapter 7 of the Village Code to clarify the Municipal Grocery Retailer Tax and Municipal Grocery Service Tax, pursuant to this Ordinance;

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

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2: REPEAL OF ORDINANCE 2025-40. Ordinance 2025-40 is hereby repealed in its entirety and is of no further force or effect.

SECTION 3. AMENDMENT TO CHAPTER 7. Chapter 7, titled "Other Village Government Provisions," of the Village Code is hereby amended to add a new Article XX to read as follows:

"Article XX - Municipal Grocery Tax"

7-2001 - MUNICIPAL GROCERY RETAILERS' OCCUPATION TAX IMPOSED.
A tax is hereby imposed upon all persons engaged in the business of selling groceries at retail in the Village, at the rate of one percent of the gross receipts from such sales made in the course of such business while this Article XX is in effect. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

Additions are bold and double-underlined; deletions are struck through.

7-2002 - MUNICIPAL GROCERY SERVICE OCCUPATION TAX IMPOSED. A tax is hereby imposed upon all persons engaged in the Village in the business of making sales of service who transfer groceries as an incident to a sale of service, at the rate of one percent of the selling price of all groceries transferred incident to a sale of service while this Article XX is in effect. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

7-2003 - COLLECTION AND ENFORCEMENT OF TAXES. The taxes hereby imposed by this Article, and all civil penalties that may be assessed as an incident of the taxes, will be collected and enforced by the State of Illinois Department of Revenue. The Illinois Department of Revenue has the full power to administer and enforce the provisions of this Article.

7-2004 - EFFECTIVE DATE. The taxes imposed by this Article XX are and will be effective as of and after January 1, 2026.”

SECTION 4. FILING OF ORDINANCE. As required by Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24), the Village Clerk is hereby directed to file a certified copy of this Ordinance with the IDOR on or before October 1, 2025.

SECTION 5. SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance are to remain in full force and effect, and are to be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 6. PUBLICATION. The Village Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois

SECTION 7. EFFECTIVE DATE. This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner provided by law. The taxes imposed pursuant to this Ordinance will take effect on January 1, 2026.

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of _____, 2025.

Village President

ATTEST:

Village Clerk

Additions are bold and double-underlined; ~~deletions are struck through.~~



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Appointment of Sara Altieri to the Arts Commission, term ending April 30, 2028

Department: Integrated Services

Item Description:

Appointment of Sara Altieri to the Arts Commission, term ending April 30, 2028

ATTACHMENTS:

None



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
9/15/2025

Item: 600 W. University Dr - Tasty Breads - PC25-016
Land Use Variation to permit Bakery Products, Production &
Wholesale land use within the M-1 District

Department: Planning & Community Development

Item Description:

Requested Action

Land Use Variation to permit the Bakery Products, Production & Wholesale land use within the M-1 District.

Variation Required

Variation from Chapter 28, Section 6.12-1.3 to waive the requirement to provide a parking analysis.

Recommendation

A public hearing was held by the Plan Commission on August 27, 2025 where the Plan Commission unanimously recommended approval of a Land Use Variation to allow a "Bakery Products, Production and Wholesale" land use within the M-1 Research, Development and Light Manufacturing District, and the following variation:

1. Variation to Chapter 28 of the Municipal Code, Section 6.12-1.3 to waive the requirement for a parking analysis.

This approval is contingent upon compliance with the recommendation of the Plan Commission and the following:

1. The interior renovation within the existing building shall be substantially consistent with the floor plans drawn by Thomas Architects with a last revision date of July 18, 2025.
2. Landscaping material shall be installed on or before October 31, 2025 in accordance with the Landscape Plan drawn by G Studio with a last revision date of August 7, 2025.
3. On-street parking of trucks is not permitted on West University Drive.
4. The Petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

ATTACHMENTS:

1. Staff Report - Tasty Breads
2. PC Minutes 8-27-25 - DRAFT
3. Aerial
4. Plat of Survey
5. Project Narrative
6. Land Use Variation Criteria
7. Zoning Variation Criteria
8. Parking Information
9. Traffic Study
10. Landscape Plans
11. Department Comments - 1st Review
12. Petitioner Response to 1st Review Comments
13. Department Comments - 2nd Review
14. Petitioner Response to 2nd Review Comments
15. Department Comments - 3rd Review
16. X.B_ Suggested VBM Motion 9.15.2025 - 600 W University Dr - Tasty Breads



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

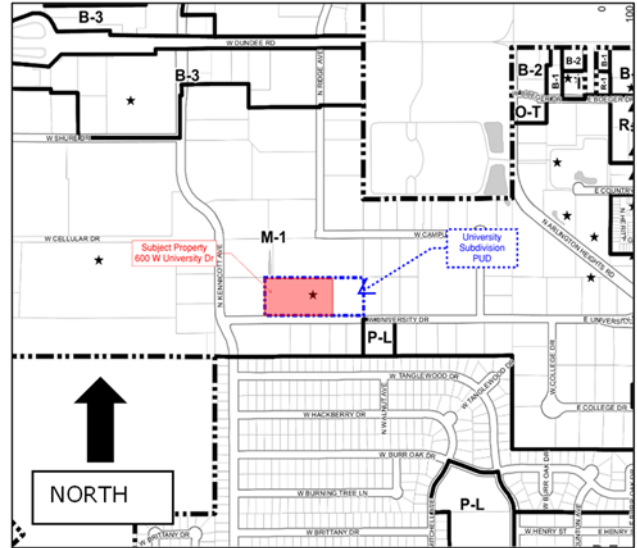
PC File Number: PC 25-016
Project Title: Tasty Breads LUV
Address: 600 W. University Drive (Ref. Exhibit A – Aerial & Exhibit B – Plat of Survey)
PIN: 03-07-200-054-0000

To: Plan Commission
Prepared By: Dan Osoba, Planner I
Meeting Date: August 27, 2025
Date Prepared: August 15, 2025

Petitioner: Royce Thomas
Tasty Breads, International

Address: 2900 Shermer Road
Northbrook, IL 60062

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



SURROUNDING LAND USES

Direction	Zoning	Existing Land Use	Comprehensive Plan
North	M-1 Research, Development and Light Manufacturing District	Warehousing – Elite Designer Services	R&D, Manufacturing & Warehousing
South	M-1 Research, Development and Light Manufacturing District	Warehousing – Downes Swimming Pool Co; TPM Graphics; DPS Automotive	R&D, Manufacturing & Warehousing
East	M-1 Research, Development and Light Manufacturing District	Surface Parking Lot – Overflow Vehicle Storage for Arlington Heights Ford	R&D, Manufacturing & Warehousing
West	M-1 Research, Development and Light Manufacturing District	Warehousing – Medline Industries	R&D, Manufacturing & Warehousing

Requested Action:

1. Land Use Variation to permit the Bakery Products, Production & Wholesale land use within the M-1 District.

Variation Required:

1. Variation from Chapter 28, Section 6.12-1.3 to waive the requirement to provide a parking analysis.

Project Background:

The 4.5-acre subject property is located approximately 350 feet east of the intersection of N. Kennicott Avenue and W. University Drive at 600 W. University Drive. The property contains an unoccupied 194,000 square-foot building, three access drives, front and rear loading docks and 131 existing parking spaces. The property is within the University Subdivision Planned Unit Development (PUD) along with the property immediately adjacent to the east at 580 W. University Drive (Ord. 01-057).

Tasty Breads International is proposing to occupy the vacant building and renovate the interior to fit their business needs. Tasty Breads is a food processor that produces dough then freezes and packages it for wholesale. This process does not include any baking. Tasty Breads has existing production facilities in Franklin Park and Northbrook. This proposed location is anticipated to employ 150 employees within five years of opening and will operate on two shifts (referenced *Exhibit B - Project Narrative*).

Zoning and Comprehensive Plan

The property is currently zoned M-1 Research, Development and Light Manufacturing District, which does not permit "Bakery Products, Production & Wholesale". Therefore, the Petitioner is requesting a Land Use Variation to allow a Bakery Products, Production and Wholesale land use within the M-1 District. The Petitioner has provided a written response to the four criteria for approval for variations, which is referenced in *Exhibit D – Land Use Variation Criteria*. Additionally, the Petitioner provided a response to the same criteria for their requested variance to waive the parking analysis requirement, referenced in *Exhibit E – Zoning Variation Criteria*. Staff review of this requested variance can be found in the *Traffic and Parking* section in this report. The Staff Development Committee (SDC) has reviewed the petition and concurs with the Petitioner's responses to the criteria. These criteria are outlined below:

- **The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
- **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.**
- **The proposed variation is in harmony with the spirit and intent of this Chapter 28.**
- **The variance requested is the minimum variance necessary to allow reasonable use of the property.**

The Comprehensive Plan designates the property as appropriate for R& D, Manufacturing and Warehouse land uses. Based on the SDC review of the proposal, the Land Use Variation for "Bakery Products, Production and Wholesale" is consistent with the manufacturing and warehousing designation of the Comprehensive Plan as the land use functions similarly to a warehouse and storage facility for frozen dough. The land use is consistent with the development pattern in the University Drive corridor that consists of warehousing, storage and manufacturing. The SDC finds that the proposed land use is consistent with the spirit and intent of the Comprehensive Plan.

Building

The Petitioner has proposed no exterior building improvements with this petition. Floor plans have been provided with this application to illustrate the business operations including the manufacturing processes and warehousing of frozen dough and office space for employees. The SDC is recommending a condition of approval that the interior renovations be consistent with the floor plans submitted with this land use variation.

Site and Landscaping

A Landscape Plan has been provided and is included in the Plan Commission agenda packet. The SDC has reviewed this plan and found that it complies with landscaping code requirements for off-street parking screening and parking lot island landscaping requirements.

Traffic and Parking

Code requires a traffic and parking study be provided with any land use variation for a property not adjacent to a major or secondary arterial street as defined by the Village's Thoroughfare Plan. University Drive is identified as a local street; therefore, this application requires a traffic study and parking analysis. As referenced previously, the Petitioner has requested approval of a variance to waive the requirement

for a parking analysis. The SDC reviewed this request along with details provided by the Petitioner regarding business operation and square-footage of the proposed uses within the building. Based on this review, the SDC determined that the interior renovations will result in a parking deficit of 3 spaces, where 134 spaces are required by code as there are only 131 spaces on-site. The petitioner provided a written responses to the four hardship criteria necessary for a variation from Chapter 28, Section 6.12-1.3 to waive the required parking analysis. The SDC concurs with the Petitioner's responses as outlined in the above analysis.

Pursuant to Chapter 28, Section 10.5-9 (Substantial Compliance), if an existing developed parcel does not meet parking requirements but the deficit is either less than ten spaces or no more than five percent less than the number of required parking spaces, then the parcel will be deemed to be in substantial compliance with the parking requirements. The Petitioner provided details on their other operations in Franklin Park and Northbrook at the request of the SDC and found that the Franklin Park facility averaged 23 spaces occupied (65% capacity) and the Northbrook facility averaged 26 spaces occupied (54% capacity). Given the lower parking demand at already existing Tasty Breads facilities, the SDC finds that the Petitioner demonstrated that there is sufficient parking on-site for the proposed use. The parking details provided by the Petitioner can be referenced in *Exhibit F – Parking Information*.

The off-street parking code requirements are shown in the table below:

Use	Square-Footage	Employees	Parking Ratio	Required Parking
Production of Goods or Products & Warehousing	N/A	75 employees per shift (2 shifts)	One space for each two employees plus one per operation vehicle	38
Office	28,879	N/A	1 space / 300 SF	96
	Total Required			134
	Total Provided			131
	Surplus / (Deficit)			(3)

The SDC worked with the Petitioner to provide a traffic study that evaluated site access, intersection capacity analysis, site ingress/egress, trip generation, pick-up/drop-off schedules, and truck queuing. The Village has a documented concern with truck traffic and truck parking on University Drive and requested this evaluation to ensure that approval of this land use variation would not exacerbate the problem. The traffic study (referenced in *Exhibit G – Traffic Study*) found that the adjacent roadway system has sufficient reserve capacity to accommodate the estimated facility-generated traffic and that no roadway improvements or modifications are recommended. Furthermore, the truck traffic generated by the facility will be spread throughout the day and given the number of loading docks existing at the subject property, all trucks will be accommodated on-site without the need for trucks to wait or queue on University Drive. The SDC is recommending a condition of approval to ensure that queuing trucks are not parked on University Drive to address the ongoing concerns the Village has received regarding the truck parking issue.

RECOMMENDATION

The Staff Development Committee reviewed the proposed Land Use Variation to allow a "Bakery Products, Production and Wholesale" land use within the M-1 Research, Development and Light Manufacturing District with a Variation to Chapter 28 of the Municipal Code, Section 6.12-1.3 to waive the requirement for a parking analysis, and recommends **APPROVAL** of the application subject to the following conditions:

1. The interior renovation within the existing building shall be substantially consistent with the floor plans drawn by Thomas Architects with a last revision date of July 18, 2025.

2. Landscaping material shall be installed on or before October 31, 2025 in accordance with the Landscape Plan drawn by G Studio with a last revision date of August 7, 2025.
3. On-street parking of trucks is not permitted on West University Drive.
4. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

_____, August 21, 2025
Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads

PLAN

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

COMMISSION

RE: 600 WEST UNIVERSITY DRIVE - TASTY BREADS - PC #25-016
LAND USE VARIATION TO PERMIT BAKERY PRODUCTS, PRODUCTION AND
WHOLESALE LAND USE WITHIN THE M-1 DISTRICT

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 27th day of August, 2025 at the hour of 8:04 p.m.

MEMBERS PRESENT:

JAY CHERWIN, Chairperson
MICHAEL PETERMANN
KRISTEN SCHURTZ
JOE LORENZINI
BRUCE GREEN
TERRY ENNES
JOHN SIGALOS
SUSAN DAWSON

ALSO PRESENT:

MICHAEL LYSICATOS, Assistant Director of Planning and Community Development
DARKO BOJIN, Assistant Planner
DANIEL OSOBA, Planner I
RACHEL HITZEMANN, Development Planner

CHAIRPERSON CHERWIN: All right, that brings us to the third petition which is the Tasty Breads petition.

It looks like this one is Dan, right?

MR. OSOBA: Yes, it is.

CHAIRPERSON CHERWIN: All right, Dan, have the notices been given on this one?

MR. OSOBA: Yes, they have.

CHAIRPERSON CHERWIN: All right, and the Petitioner is here.

Sir, could you state your name for the record?

MR. BUDZIK: Yes. Thomas Budzik, B-u-d-z-i-k.

CHAIRPERSON CHERWIN: All right, sir, can you raise your right hand?
(Witness sworn.)

CHAIRPERSON CHERWIN: All right, Mr. Budzik, have you read the Staff report?

MR. BUDZIK: Yes.

CHAIRPERSON CHERWIN: And have you seen the conditions of approval Staff has given you?

MR. BUDZIK: Yes.

CHAIRPERSON CHERWIN: Are you in agreement with those?

MR. BUDZIK: Yes.

CHAIRPERSON CHERWIN: All right, great, thank you. Why don't we get started with your presentation, then we'll move on to Staff just like the last one?

MR. BUDZIK: Okay, thank you.

CHAIRPERSON CHERWIN: Thank you.

MR. BUDZIK: Good evening, everyone. Again, my name is Thomas Budzik; I'm the architect on this project. With me today are various members of the Tasty Breads team seated right there.

I'd like to start out with a brief overview of Tasty Breads International, describe their manufacturing process, and then walk through various aspects of the plan, discuss the land use variation criteria, and the parking variation as well.

So, we are here today to request a land use variation to allow essentially a bakery in the M-1 Zoning District. With that, we're also seeking a variance to waive the parking analysis requirement associated with the land use variation.

So, just briefly about Tasty Breads, so they were established in 1992. They have two facilities, one in Franklin Park and the other in Northbrook. They have over 200 employees. Now, what they do is they make raw dough products or frozen dough for wholesale distribution, okay. There is no baking on site, no cooking on site. They distribute their product to wholesale distributors which then distribute them to the end user who then bakes the products on site.

Due to the success of their product, they've been looking for a new facility to expand their operations and found an ideal location here at 600 West University. A little bit of background on the building itself, so it was previously occupied by Carlson Labs. Among other things, Carlson Labs produced vitamins and supplements at this location. So, this is essentially a food grade manufacturing facility, kind of a unique location and ideal fit for their operation.

So, now in describing their manufacturing process just so you can

have a picture of how that occurs on the property, obviously the first thing is they have their incoming ingredients. We're looking at flour, water, yeast, salt, and other spices, things like that. The water that they use is the potable water on site. They do not have to bring in any additional water service for their manufacturing needs.

The flour comes in on the northwest corner of the building. They get flour tanker deliveries brought to the building. These tanker trucks are connected directly to a manifold in the building that pumps the flour from the tanker directly to internal flour silos. So, there is no dust produced here, there is no flour flying around. Everything is self-contained.

Once the flour is in there, they bring the flour water and bring it to the production line to a mixer. From there, it goes to a molding process, scan for metals, things like that, and then going to a freezer, a spiral freezer. It freezes the products. It's then packaged, stored on site, and then the wholesale distributors will pick up. Essentially, semi trucks will pick up the product and distribute it out of the facility. So, the shipping is for loading docks in the southeast corner of the building.

Just for context, their facility in Northbrook which is a comparable capacity is able to function with three loading docks total. We have actually six loading docks at this location.

Now, specifically with regards to the criteria for the land use variation, I'm sorry, so here's the image of the existing building. Highlighted in blue is the storage area, the green is the production area, and the yellow is the office area. One thing I do want to note about this building is there is definitely an excess of office space within the building of roughly 2,800 square feet or so. Tasty Breads is not anticipating a large volume of office use. This is going to be primarily a production facility. They'll have 150 employees spread over two shifts, so 75 employees per shift, and they have a cleaning crew that comes in the evenings. The office use is perhaps going to be four private offices, so they're really not going to be utilizing office space in the building.

With regards to the specific criteria for a land use variation, with regards to the essential character of the locality, this is a manufacturing building, a food grade manufacturing building. This seems like an ideal use for this building. All of the adjoining properties are also within the M-1 Zoning District, similar uses. Bringing this use into the building is not really going to change the neighborhood in any meaningful manner. In terms of the intensity of use, it's the same or less than what Carlson Labs was using the building.

The unique circumstance in this case is somewhat of the broad-brush definition of bakery as not being permitted in the M-1 Zoning District. As I've outlined in the description of the process, this is really much more akin to a light manufacturing use as opposed to a food manufacturing/food production facility. We've worked on meat plants and dairy plants, and they are significantly more intense than what they are proposing here.

In terms of harmony with the spirit and intent of the ordinance, well essentially, we're taking a building that's in very good condition and we're bringing in a use that is going to require very minimal work to actually bring this business to the community. So, I think that's always in the best interest of the community.

Obviously, as a land use variation, this is the minimum request. It's surrounded by M-1 Zoning District.

Specifically with regards to the parking and traffic study, so we did provide a traffic study by KLOA showing that the anticipated truck traffic will have negligible effect on the traffic at the local intersections. They are anticipating about six trucks per day. Unlike a

traditional bakery which might have an intense peak use at a certain period of time, this would have six trucks spread over the entire course of the day. So, it's really, it's a pretty minor amount of traffic.

We are requesting the parking analysis to be waived. That's simply due to the fact that there are 131 parking spaces on site. Even with the 75 employees, they would not need to have 75 parking spaces at the site. Their Northbrook facility which is comparable in size has 84 parking spaces, and they've shown that they have a utilization of about 60 percent at that parking lot, so perhaps 50 parking spaces.

With that, happy to answer any questions.

CHAIRPERSON CHERWIN: All right, thank you. We'll move to the Staff. Go ahead and take a break and we'll come back to you I'm sure with a few questions.

Dan, you want to go ahead?

MR. OSOBA: Evening, Commissioners.

The subject property for the petition tonight is located at 600 West University Drive, which is currently occupied by a vacant 81,000 square-foot building. The Petitioner is Tasty Breads International who is seeking a recommendation of approval for a land use variation to permit bakery products, production and wholesale land use within the M-1 Zoning District, and a zoning variation to waive the requirement to provide a parking analysis.

The aerial shows the subject site highlighted in red along University Drive. There are existing manufacturing and warehousing uses surrounding the corridor and surrounding the site, and the nearest residential property is approximately 350 feet to the south. The zoning shows the subject site in the M-1 District along with all of those other Manufacturing and Warehouse District uses in the M-1 District.

The proposed site plan shows the existing conditions along with the proposed landscaping as required by code. Trees planted within the parking lot islands are highlighted in green along with parking lot screening adjacent to the entrances on the west end of the site. A condition of approval is recommended by the SDC to require those landscaping to be planted this year, and the remaining on-site improvements are not changing with this proposal.

The code-required parking is shown on the table on the slide, and based on the information provided by the Petitioner, 134 spaces are required and a total of 131 spaces are currently on site. The Petitioner has provided details on their other operations in Franklin Park and Northbrook at the request of the SDC. Staff reviewed these details and found that the Petitioner's other locations averaged 65 percent and 54 percent capacity on similar size sites. Given this lower parking demand at other facilities, the SDC found that the Petitioner demonstrated that there is sufficient parking on this site for the proposed use and is substantially compliant per Chapter 28, Section 10.5-9, and that a variance to waive the requirement for a parking analysis is acceptable.

The SDC also worked with the Petitioner to provide a traffic study with evaluated site access, intersection capacity, trip generation, receiving and delivery operations, and truck queuing. The Village has documented concerns with truck traffic and truck parking on University Drive, and requested this evaluation to ensure that the land use variation would not make the problem worse. The traffic study provided by the Petitioner found that the existing roadway improvements have sufficient capacity to accommodate the estimated traffic. Additionally, the Petitioner indicated that the deliveries would be spread throughout the day, and six loading docks would accommodate all receiving and delivery operations. The SDC is recommending a condition of approval to ensure that queuing trucks are not parking on University

Drive to address these concerns that the Village has received regarding truck parking.

These are the four criteria for approval, for a variation approval. The SDC has reviewed these, and the Petitioner has provided a written response to these four, and are in concurrence with the Petitioner on these four items.

The Staff Development Committee reviewed the proposed land use variation to allow a bakery products, production and wholesale land use within the M-1 Research, Development and Light Manufacturing District, and the following variation from Chapter 28, a variation from Section 6.12-1.3 to waive the requirement for a parking analysis. The SDC recommends approval of the application subject to these four conditions listed in the Staff report.

CHAIRPERSON CHERWIN: All right, thanks, Dan, appreciate it.

MR. OSOBA: You're welcome.

CHAIRPERSON CHERWIN: Is there a motion to include the Staff report in the public record?

COMMISSIONER ENNES: So moved.

COMMISSIONER LORENZINI: Second.

CHAIRPERSON CHERWIN: All in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Any opposed?

(No response.)

CHAIRPERSON CHERWIN: All right, the Staff report is included, thank you.

Can we just ask Mr. Budzik to come up briefly for some questions perhaps? Actually, I do have one question.

You mentioned the volume of trucks would be about six or so trips per day, is that what you meant?

MR. BUDZIK: Correct.

CHAIRPERSON CHERWIN: How long are they there, and how long does this process take where they're offloading their materials for the --

MR. BUDZIK: For the flour delivery?

CHAIRPERSON CHERWIN: Yes.

MR. BUDZIK: So, the flour delivery, I can ask a member of Tasty Breads to speak to how long it takes. That's located on the south, or sorry, the northwest corner. So, that truck is just sitting there on their property.

CHAIRPERSON CHERWIN: Is it a noisy process or anything? Is there like machinery involved in moving it, or it's just like gravity, drop it in?

MR. BUDZIK: No, it is pumped out but no, there is not really much sound associated with it.

CHAIRPERSON CHERWIN: All right, any other questions?

Bruce here?

COMMISSIONER GREEN: No, no, nothing.

CHAIRPERSON CHERWIN: Okay, anything down here?

Joe?

COMMISSIONER LORENZINI: Yes. So, can you give an example of some of the firms or bakeries that use your product?

MR. THOMAS: Royce Thomas, Tasty Breads.

CHAIRPERSON CHERWIN: Wait, wait. We need you to step up to the mic because we need to hear it for the record.

MR. THOMAS: Absolutely. Royce Thomas, Tasty Breads. So, we currently are a private label manufacturer. We're bound by a lot of NDAs, but I will say we service customers such as Jersey Mike's, Mariano's in a local area, Texas Roadhouse, are a few of our clientele.

COMMISSIONER LORENZINI: And you basically produce the dough for them?

MR. THOMAS: Correct.

COMMISSIONER LORENZINI: So, do you have different mixes for different users?

MR. THOMAS: Absolutely.

COMMISSIONER LORENZINI: Okay.

MR. THOMAS: So, they're all different; as much as it is just flour, water and yeast, everything makes a little difference, right?

COMMISSIONER LORENZINI: Okay, so is there any issues with waste disposal?

MR. THOMAS: No. So, currently, all of our cartons go to recycling. All of the excess waste of dough actually get picked up at both facilities that go to local pig farms. Is there anything else? Then normal trash, office waste.

COMMISSIONER LORENZINI: Okay, thank you.

MR. THOMAS: Thank you.

CHAIRPERSON CHERWIN: Kris, anything?

Michael?

COMMISSIONER PETERMANN: No.

CHAIRPERSON CHERWIN: How about our friends down here?

Terry?

COMMISSIONER DAWSON: I have a question.

COMMISSIONER ENNES: Do you have cold storage for some of these in the plant?

MR. BUDZIK: There will be a freezer warehouse for their product, yes.

COMMISSIONER ENNES: A freezer?

MR. BUDZIK: Yes.

COMMISSIONER ENNES: So, the yeast can be frozen?

MR. BUDZIK: Well, it's for their finished product.

COMMISSIONER ENNES: For the finished product.

MR. BUDZIK: Yes.

COMMISSIONER ENNES: Before it's shipped to your different customers.

MR. BUDZIK: Yes.

COMMISSIONER ENNES: So, what's the level of the cold storage? Is it deep freeze? Is it --

MR. BUDZIK: I don't know the exact temperature.

MR. THOMAS: Minus 10.

MR. BUDZIK: Minus 10.

COMMISSIONER ENNES: Okay.

CHAIRPERSON CHERWIN: How does that sit with you, Terry? Good?

COMMISSIONER ENNES: That's good. That's fine; that's very cold.

CHAIRPERSON CHERWIN: Could get chilly.

John, anything?

COMMISSIONER SIGALOS: Yes. Still regarding the traffic, you mentioned you get approximately six deliveries per day that's bringing materials to your facility; is that correct?

MR. BUDZIK: Six outgoing, so six shipping.

COMMISSIONER SIGALOS: Oh, okay, so six shipping. So, you ship out to your various customers. They don't come to you to pick up their product.

MR. BUDZIK: Correct, correct. There's no retail; there's no public facing.

COMMISSIONER SIGALOS: So, you have basically six truckloads that leave your premises per day?

MR. BUDZIK: Correct.

COMMISSIONER SIGALOS: Okay. All right, thank you.

CHAIRPERSON CHERWIN: Okay, Sue?

COMMISSIONER DAWSON: I have a question. You had stated that there were complaints about traffic? What were these complaints?

MR. OSOBA: So, the complaints that the Village has received, and this is over the years, relatively recently that trucks are parking on University Drive and staying there for an extended period of time, blocking traffic, blocking site accesses or making it difficult --

COMMISSIONER DAWSON: Okay.

MR. OSOBA: -- and not necessarily the volume of trucks but mostly if there is not a spot for them to stay or load.

COMMISSIONER DAWSON: Got it, okay. So, it's not a volume concern.

MR. OSOBA: Correct.

COMMISSIONER DAWSON: Okay, I just wanted to clarify what those complaints were. You had stated the offices would be private offices. Do you mean that you'd be renting out to tenants or what do you mean by private offices?

MR. BUDZIK: No, just individual offices. They might use four individual offices within the entire building.

COMMISSIONER DAWSON: Okay, so they would be internal use.

MR. BUDZIK: Absolutely.

COMMISSIONER DAWSON: You're not renting to sub-tenants or anything like that.

MR. BUDZIK: Yes.

COMMISSIONER DAWSON: And then is this an expansion of business operations or are you relocating?

MR. BUDZIK: Expansion.

COMMISSIONER DAWSON: Oh, that's exciting. It's good to hear expansion. Excited to have you in Arlington Heights. Just as a side note, my daughter's hobby is making bread. It's not a very common 16-year-old hobby. She's been doing it since she was 14. I come home to different breads rising. I never know what she's making. So, when I saw Tasty Breads, I was like, oh, this is exciting because this is like everyday, I come home to different bread being made in my house. So, yay, more bread in Arlington Heights. Anyway, that's it.

CHAIRPERSON CHERWIN: All right, thanks, Sue.

COMMISSIONER PETERMANN: I had one question.

CHAIRPERSON CHERWIN: Oh, yes, Michael.

COMMISSIONER PETERMANN: You mentioned two shifts, right?

MR. BUDZIK: Correct.

COMMISSIONER PETERMANN: What are those shifts? Like when would you be changing the shifts?

MR. BUDZIK: So, it's a morning and afternoon shift. So, afternoon starts at 3:00, 4:00?

MR. THOMAS: 3:00.

MR. BUDZIK: 3:00 o'clock the afternoon shift starts.

COMMISSIONER PETERMANN: And then is it possible to be sending trucks out, call it at 10:00 p.m., midnight, or is all the shipping going on during the day?

MR. THOMAS: Our shipping hours end at 7:00 p.m.

COMMISSIONER PETERMANN: Okay.

CHAIRPERSON CHERWIN: Can you repeat that for the record?

MR. BUDZIK: By the end of 7:00 p.m.

COMMISSIONER PETERMANN: By the end of 7:00 p.m. Yes, you see where I was going with that question.

MR. BUDZIK: Yes.

COMMISSIONER PETERMANN: Okay, great. Well, I think this is to re-purpose a building and get a solid use out of it.

CHAIRPERSON CHERWIN: All right, thanks.

So, what we'll do here is open for public comment. If there is anybody in the audience that would like to speak, the right-hand side of the room, anybody on this matter at all? Left-hand side, I don't think so.

(No response.)

CHAIRPERSON CHERWIN: All right, public hearing opened and closed.

Any final deliberation or would anybody like to make a motion?

COMMISSIONER GREEN: I'll make a motion.

A motion to recommend to the Village Board of Trustees approval of PC #25-016, a Land Use Variation to allow a bakery products, production and wholesale land use within the M-1 District, and the following variation:

1. Variation from Section 6.12-1.3 to waive the requirement for a parking analysis.

This recommendation is subject to the following conditions:

1. The interior renovation within the existing building shall be substantially consistent with the floor plans drawn by Thomas Architects with a last revision date of July 18, 2025.
2. Landscaping material shall be installed on or before October 31, 2025 in accordance with the landscape plan drawn by G Studio with a last revision date of August 7, 2025.
3. On-street parking of trucks is not permitted on West University Drive.
4. The Petitioner shall comply with all federal, state, and Village codes, regulations and policies.

COMMISSIONER SIGALOS: I'll second.

CHAIRPERSON CHERWIN: All right, the motion is on the table.

Can we do a roll call vote?

MS. HITZEMANN: Yes.

Dawson.

COMMISSIONER DAWSON: Yes.

MS. HITZEMANN: Ennes.

COMMISSIONER ENNES: Yes.

MS. HITZEMANN: Green.

COMMISSIONER GREEN: Yes.

MS. HITZEMANN: Lorenzini.

COMMISSIONER LORENZINI: Yes.

MS. HITZEMANN: Petermann.

COMMISSIONER PETERMANN: Yes.

MS. HITZEMANN: Schurtz.

COMMISSIONER SCHURTZ: Yes.

MS. HITZEMANN: Sigalos.

COMMISSIONER SIGALOS: Yes.

MS. HITZEMANN: Cherwin.

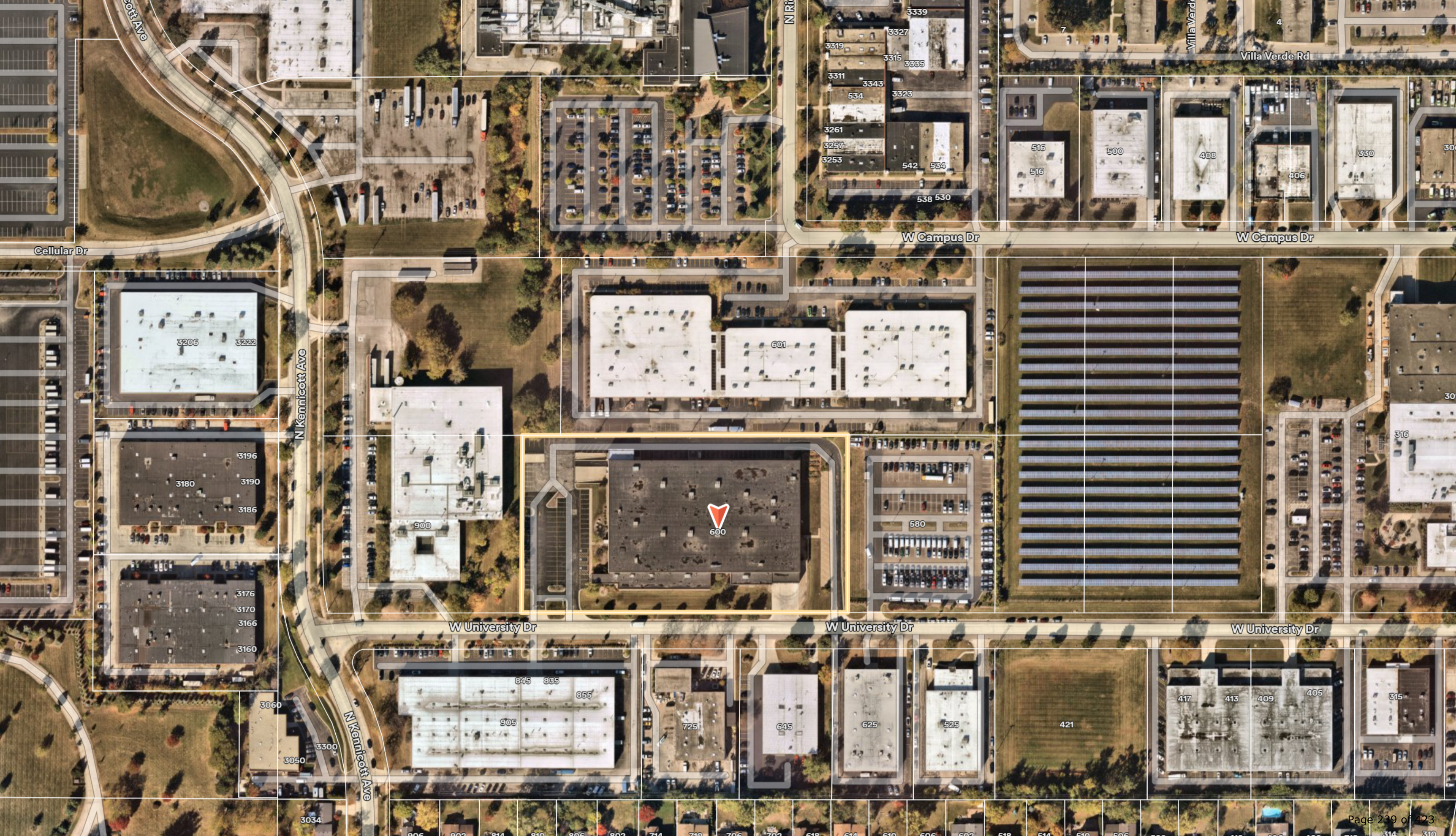
CHAIRPERSON CHERWIN: Yes.

Congratulations, Tasty Breads. Thanks for your petition. Dan will help, be in contact with Dan and he'll help shepherd you to the next step which is final approval. This is just a recommendation and you'll have to go before the City Council. Thank you and hopefully it works out. Good luck.

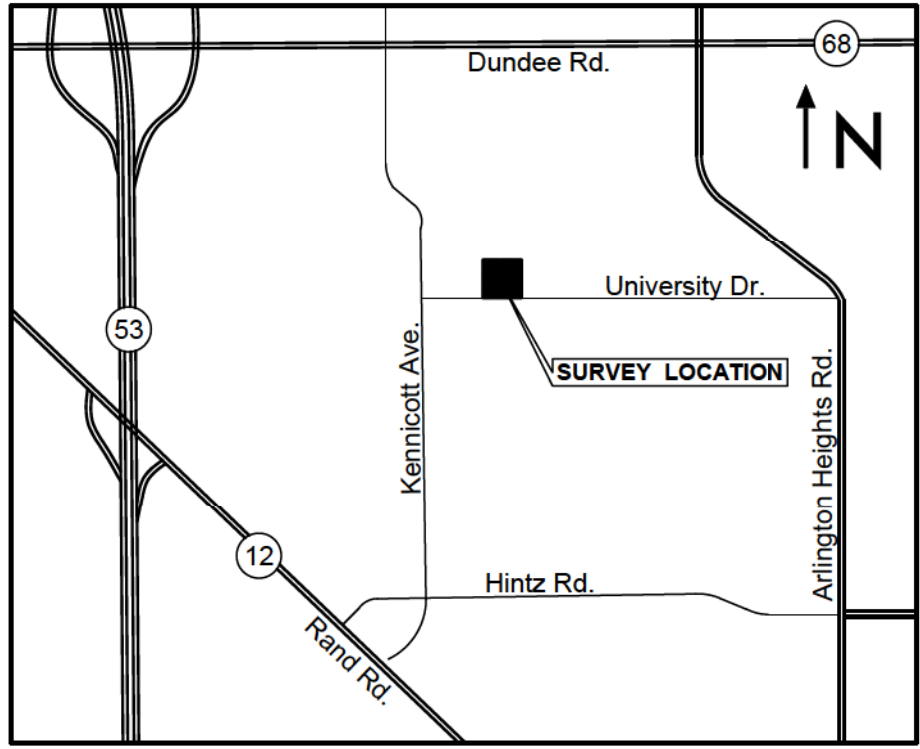
MR. BUDZIK: Thank you.

CHAIRPERSON CHERWIN: Thanks for coming to Arlington Heights.

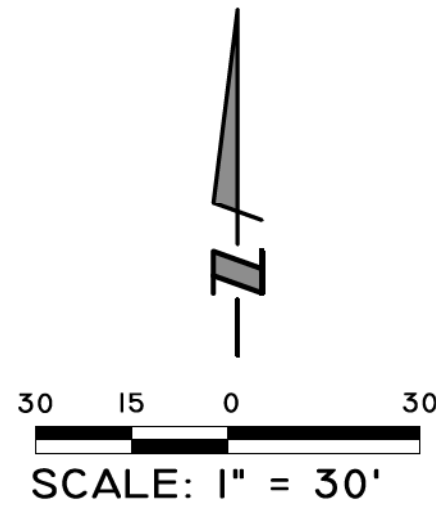
(Whereupon, at 8:24 p.m., the public hearing on the above-mentioned petition was adjourned.)



ALTA / NSPS LAND TITLE SURVEY



OF
LOT 1 IN UNIVERSITY SUBDIVISION, BEING A SUBDIVISION OF THE EAST 870 13 FEET AS MEASURED ON THE NORTH AND SOUTH LINES THEREOF, OF THE NORTH 325 FEET OF THE SOUTH 867.86 FEET AS MEASURED ON THE EAST LINE THEREOF, OF THE SOUTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 14, 2001 AS DOCUMENT NUMBER 001187042.



Owner: Maribel Salinas
#900 W. University Drive

Owner: Caminit Associates
#601 Campus Drive

E. A. VETO'S SUBDIVISION
Document No. 24731231

Owner: Arlington Heights Ford
#580 W. University Drive

Owner: Maribel Salinas
#900 W. University Drive

Unsubdivided

LOT 1
TOTAL AREA = 194,229 S.F.
= 4.45888 Ac.

High 1 Story Brick & Metal Clad Office and Warehouse Building
600 University Drive
Area = 81,067 S.F.

UNIVERSITY
DOCUMENT

SUBDIVISION
NO. 001187042

RESUBDIVISION OF LOT 1 IN ARLINGTON INDUSTRIAL AND RESEARCH CENTER UNIT 2 Document No. 20710559

Surveyor's notes:

- The basis of bearing shown hereon is based on the University Subdivision Document No. 001187042.
- The Vertical Datum referenced hereon is based on NAVD 88 (Geoid 12a) as referenced from Kara Company's RTK Network.
- Utility information shown hereon is based upon field measurements, available records, information from field data is limited to that which is visible and can be measured. This survey does not exclude the possibility of the existence of other underground utilities and/or structures. Record information is based upon data collected from both public and private sources. The completeness and/or accuracy of these records cannot be guaranteed, except for those items that can be verified by field measurement. Prior to any excavation contact J.U.L.I.E. (1-800-892-8123) for utility markings. J.U.L.I.E. Design Stage Ticket No. A230410659-00A was ordered for this project. Possible Utilities:
 - ComEd - Map has been provided and depicted on the survey.
 - NICOR - Map has been provided and depicted on the survey.
 - Northwest Water Commission - Reported clear.
 - AT&T Distribution - No map provided.
 - Ashtand Broadband - No map provided.
 - Comcast - No map provided.
 - HBK Engineering - No map provided.
 - Vincom Communications - No map provided.
- Based on information provided on the Flood Insurance Rate Map Community - Panel No. 17031C0063J dated August 19, 2008 produced by the Federal Emergency Management Agency (FEMA) for Cook County, Illinois, the property shown and described hereon is located within Zone X, which is defined by FEMA as "Areas determined to be outside the 0.2% annual chance floodplain".
- In regard to Table A Item 6(a)(b) - No Zoning Report provided.
- In regard to Table A Item 16 - No Observed evidence of current earth moving work, building construction was observed in the process of conducting the survey.
- In regard to Table A Item 17 - No observed evidence of recent street or sidewalk construction was observed in the process of conducting the survey.
- In the preparation of this survey reference was made to Stewart Title Guaranty Company for Title Insurance Order No. 25000030293 with a Commitment Date of March 21, 2025.

PARKING SUMMARY

Regular Spaces = 127
Handicapped Spaces = 4
TOTAL 131

With respect to Schedule B of said commitment:

- Exception 4** - Terms and provisions of Agreement - Doc. No. 2234925021 - No plottable survey items.
Exception 5 - Building Setback Line & Easements - Doc No. 001187042 - Plotted and shown hereon.
Exception 6 - Terms of Resolution - 1311444004 - No plottable survey items.

LEGEND

	Manhole		Pipe Flagpole
	Catch Basin		Handicapped
	Inlet		Parking Stall
	Area Drain		Curb & Gutter
	Valve Vault		Depressed Curb
	Piezometer		Landscaping
	Gas Valve		Telephone Pedestal
	Hand Hole		Cable IV Pedestal
	Light Pole		Storm Sewer Atlas
	Utility Pole		Sanitary Sewer Atlas
	Guy Wire		Water Main Atlas
	Overhead Utility Line		Electric Line Atlas
	IBT Pedestal		Gas Line Atlas
	Sign		
	Fence		

State of Illinois)
County of Cook) SS:

To: 600 University, LLC
The Lattas Law Office
The Huntington National Bank
J. R. Carlson Laboratories, Inc.
and
Stewart Title Guaranty Company

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 6(a), 6(b) 7a, 7b(1), 7(c) 8, 9, 10, 11, 13, 14, 16, 17, 18 and 19 of Table A thereof. The field work was completed on May 28, 2025.

This professional service conforms to the current Illinois minimum standards for a boundary survey.

Schaumburg, Illinois June 19, 2025

By: Jeffrey W. Glunt, Professional Land Surveyor No. 3695
Ordered By: BUPD, LTD. Project No. 23-020



EXPIRES 11-30-26



THOMAS ARCHITECTS

www.thomasarch.com

August 7, 2025

Dan Osoba
Planner I
Planning & Community Development
Village of Arlington Heights

**RE: Application For: Land Use Variation
 600 W University Dr, Arlington Heights, IL**

Dear Mr Osoba,

We respectfully submit the following project narrative for the proposed project located at the address referenced above. We appreciate your consideration in this matter.

Our client, Tasty Breads International, is under contract to purchase the building located at 600 W University Dr, previously occupied by Carlson Labs. Tasty Breads is looking to expand their industrial food operations into this facility. They currently have production facilities in Franklin Park and Northbrook.

Tasty Breads International is a food processor focused on the manufacturing, freezing and packing of frozen dough for wholesale. Their processes do not include any baking of bread, simply the mixing of raw dough and freezing for use by others.

SITE DESCRIPTION

The lot at 600 W University Dr is approximately 194,000 SF. The existing building is an industrial building, with partial 2nd floor office space. The building footprint is approximately 81,000 SF and the total area of the building is approximately 113,000 SF. The property includes a ring drive with 131 existing parking spaces and 6 depressed loading docks. The lot is within the M-1 Manufacturing zoning district and part of the University Park Planned Unit Development

PROJECT DESCRIPTION

Tasty Breads intends to move manufacturing process lines and warehouse into the existing facilities. For the purposes of this submittal, the project will be limited to interior alterations only. There is adequate space within the building to accommodate their process lines and warehousing needs.

The interior remodel work shall be focused primarily on remodeling the existing manufacturing floor to bring in up to 6 dedicated process lines for their business. The interior work shall also include converting portions of the existing warehouse into warehouse. Flour silos will be located entirely within the building. Existing offices, lockers, toilet rooms and other utility spaces shall remain largely untouched.

2800 S River Rd, Suite 305
Des Plaines, IL 60018
O | 877 . 205 . 3799

Tasty Breads expects this facility to be at full capacity within 5 years at which point they expect a total employee count of 150 at this facility spread over 2 shifts. The maximum employee count per shift is anticipated to be 75. With the addition, there will be approximately 106 parking spaces. Tasty Breads expects up to 6 semi deliveries daily to their facilities and does not have a drop trailer program.

Under a separate cover, Tasty Breads will be providing documentation on their current parking counts and semi delivery frequency at their other facilities.

PROPOSED ENTITLEMENTS

We will be requesting a Land Use Variation to allow for a food manufacturing use within the M-1 zoning district. We understand that this property is part of a PUD with the property to the east. We have been in contact with the neighboring property owner and plan to apply for an amendment to the PUD to allow for a future addition.

We are requesting a zoning variation to waive the requirement for a parking study at this facility as there is a considerable excess parking capacity on site. Please also note that a traffic study has been provided by a Traffic Consultant. The study indicates minimal impact on the existing infrastructure.

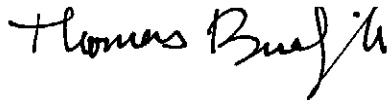
Tasty Breads has an immediate need to move in to this facility. As such, they are seeking a Land Use Variation first for the remodel of the building and make a second request for a Planned Development amendment to allow for the freezer addition, understanding that the addition will require additional time for civil engineering and architectural plans, Design Commission approval. Plans have been submitted for Design Commission approval.

We will be seeking a Land Use Variation while in their due diligence period to purchase the building.

Please feel free to contact Thomas Architects with any further comments or questions that you may have regarding this project.

Sincerely,

Thomas Architects

A handwritten signature in black ink that reads "Thomas Budzik". The signature is fluid and cursive, with the first name "Thomas" and last name "Budzik" clearly legible.

Thomas Budzik, AIA



THOMAS ARCHITECTS

www.thomasarch.com

July 18, 2025

Dan Osoba
Planner I
Planning & Community Development
Village of Arlington Heights

**RE: Application For: Land Use Variation
600 W University Dr, Arlington Heights, IL**

Dear Mr Osoba,

We respectfully submit the following response to the criteria for a Land Use Variation for the proposed project located at the address referenced above. We appreciate your consideration in this matter.

Our client, Tasty Breads International, is requesting a Land Use Variation to allow for food manufacturing use within the M-1 Zoning District. Please find below our responses to the specific Land Use Variation Criteria. Please also note that the applicant is seeking a zoning variation to waive the requirement for a traffic study on the property.

1) The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.

- a. The existing building's last user was Carlson Labs, a vitamin / supplement manufacturer. The existing building as shown in our exhibits is already built out as a food grade manufacturing facility with office space, labs, production areas and warehouse. The proposed use will include the mixing of dough and storage of frozen dough for wholesale purposes. In essence, there is a high degree of similarity between the existing and proposed uses.

All adjoining properties are in the M-1 zoning district. The adjacent businesses include a medical tech manufacturer, auto parts distributor, contractor offices and construction material showrooms located within comparable size buildings. The lot immediately to the east is a parking lot currently used for fleet storage. The proposed use, although dealing with food, is a light manufacturing process. The work is limited to the mixing of dough and freezing of dough. No large scale baking or cooking is proposed.

The building has a generous amount of parking, well in excess of what Tasty Breads will need at full capacity. The amount of loading docks is greater than what they have at a comparable size facility in Northbrook. The amount of traffic is anticipated to be similar or less intense than the last user.

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Des Plaines, IL 60018
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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.*

- a. Tasty Breads has been actively looking for a new facility to expand their operations for an extended period of time. It is rare to find a building of this size that is suitable for manufacturing and already built out to food grade standards (The last user was a vitamin and supplement manufacturer).

The unique circumstance in this case is that their proposed use falls into the category of a 'bakery' when in fact there is little in common with a traditional bakery.

First and foremost, there is no actual baking or cooking that will be occurring. Therefore, there will be no concerns with odors or waste water. The primary ingredients are simply flour and water.

As Tasty Breads mixes large batches of dough and freezes them for wholesale, their hours of operations are more consistent with a light manufacturing facility, and in lieu of many small box trucks leaving early in the morning, they have typical semi-traffic over the course of the entire day, again similar to a light manufacturing facility.

3) *The proposed variation is in harmony with the spirit and intent of this Chapter*

- a. The existing building is a prime manufacturing facility built to food grade standards. It is natural that the next user of the building would be similar to Tasty Breads.

By allowing the land use variation, the building can be brought back to use with minimal adjustments to the building and virtually no undue burden on the local infrastructure. There are no planned changes to the water service or sanitary service as part of this project.

Tasty Breads will be in a position to immediately make use of the facilities with plans for 2 immediate production lines and reserved space for future expansion of up to 4 additional lines.

The existing building is in excellent condition. Given its current market value, it will be difficult to find a different user that would not have to make substantial investments to alter the building. This is a prime example of an ideal adaptive re-use of a building.

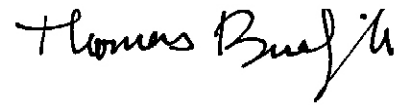
4) *The variance requested is the minimum variance necessary to allow reasonable use of the property.*

- a. As stated earlier, the Land Use Variation request is mostly the result of how the uses are defined within this zoning district. In reality, the proposed use has much more in common with light manufacturing than baking. It should also be noted that the plans include an addition, but that no other variances are being requested as part of this application. The site is overparked and has more than adequate loading facilities.

Please feel free to contact Thomas Architects with any further comments or questions that you may have regarding this project.

Sincerely,

Thomas Architects

A handwritten signature in black ink that reads "Thomas Budzik". The signature is written in a cursive, flowing style with a large, stylized 'T' and 'B'.

Thomas Budzik, AIA



THOMAS ARCHITECTS

www.thomasarch.com

August 7, 2025

Dan Osoba
Planner I
Planning & Community Development
Village of Arlington Heights

**RE: Application For: Zoning Variation
 600 W University Dr, Arlington Heights, IL**

Dear Mr Osoba,

We respectfully submit the following response to the criteria for a Zoning Variation for the proposed project located at the address referenced above. We appreciate your consideration in this matter.

Our client, Tasty Breads International, is requesting a Zoning Variation from Chapter 28, Section 6.12-1(2)(a) to waive the requirement for a parking analysis for the proposed project at this facility. Please find below our responses to the specific Zoning Variation Criteria. Please also note that a traffic study has been provided by a Traffic Consultant and is included in our submittal.

1) The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.

- a. The existing building is designed as a light manufacturing facility with approximately 20,000 SF of office and lab space. The existing facility currently has 136 parking spaces and 5 depressed loading docks.

Tasty Breads intends to operate this facility in a similar manner with the notable exception that they do not anticipate using much of the existing office space. Tasty Breads is a wholesale food manufacturer. They do not have any retail component to their operation.

At full capacity, Tasty Breads anticipates 150 employees at this facility over 2 shifts, meaning no more than 75 employees per shift. Some of their employees car pool or use public transportation.

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.

- a. The unique circumstance in this case is that the existing facility has originally designed to accommodate a considerable amount of office space. Tasty Breads intends to make

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Des Plaines, IL 60018
O | 877 . 205 . 3799

minimal use of this office space and as a result, the site has substantially more parking than the Petitioner needs.

For reference, Tasty Breads facility in Northbrook is similar in overall production capacity and is able to successfully operate with 84 parking spaces and 3 loading docks.

Please also see Parking Analysis provided by the Petitioner indicating their parking usage at their other two facilities at approximately 60%.

3) The proposed variation is in harmony with the spirit and intent of this Chapter

- a. This building is located in the M-1 zoning district at the far north end of the village in an area surrounded by light manufacturers. Tasty Breads operates as a light manufacturer and in a manner that will be very consistent and less intensive than that of the last user.

4) The variance requested is the minimum variance necessary to allow reasonable use of the property.

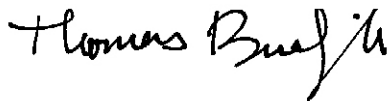
- a. The property has an excess of parking spaces and loading docks, and as stated above, the intensity of the use should be less than that of the last user. Tasty Breads will provide under a separate cover their internal historical parking and traffic counts at their Northbrook facility, which is of a similar capacity.

Please also see traffic study provided by Traffic Consultant indicating minimal impact on existing infrastructure.

Please feel free to contact Thomas Architects with any further comments or questions that you may have regarding this project.

Sincerely,

Thomas Architects

A handwritten signature in black ink, appearing to read "Thomas Budzik". The signature is fluid and cursive, with the first name "Thomas" and last name "Budzik" clearly distinguishable.

Thomas Budzik, AIA



THOMAS ARCHITECTS

www.thomasarch.com

July 18, 2025

Dan Osoba
Planner I
Planning & Community Development
Village of Arlington Heights

**RE: Parking & Traffic Study
 600 W University Dr, Arlington Heights, IL**

Dear Mr Osoba,

We respectfully submit the following parking and traffic study as prepared by the Petitioner for the proposed project located at the address referenced above. We appreciate your consideration in this matter.

Tasty Breads has two facilities in the Chicagoland area. The Franklin Park facility is located at 9445 W Fullerton Ave. The building is approximately 26,000 SF with 36 parking spaces and 2 depressed loading docks. The Northbrook facility is located at 2900 Shermer Road. The building is approximately 64,000 SF with 67 parking spaces and 3 loading docks.

Tasty Breads monitored their parking capacity hourly at their two facilities in Franklin Park and Northbrook for the 3 days from 07/16 – 07/18. Below please find a summary of their findings.

The Franklin Park facility averaged 23 spaces filled or 65% of capacity.

The Northbrook facility averaged 36 spaces filled or 54% of capacity.

Both facilities had a total of 149 trucks over the last 2 weeks (10 business days). This comes out to an average of 14.9 trucks per day across all facilities. This is during their busy season. Their typical average trucks per day is around 12. Based on the proposed process lines for University Dr, Tasty Breads is anticipating an average of 6 trucks per day at this location.

Sincerely,

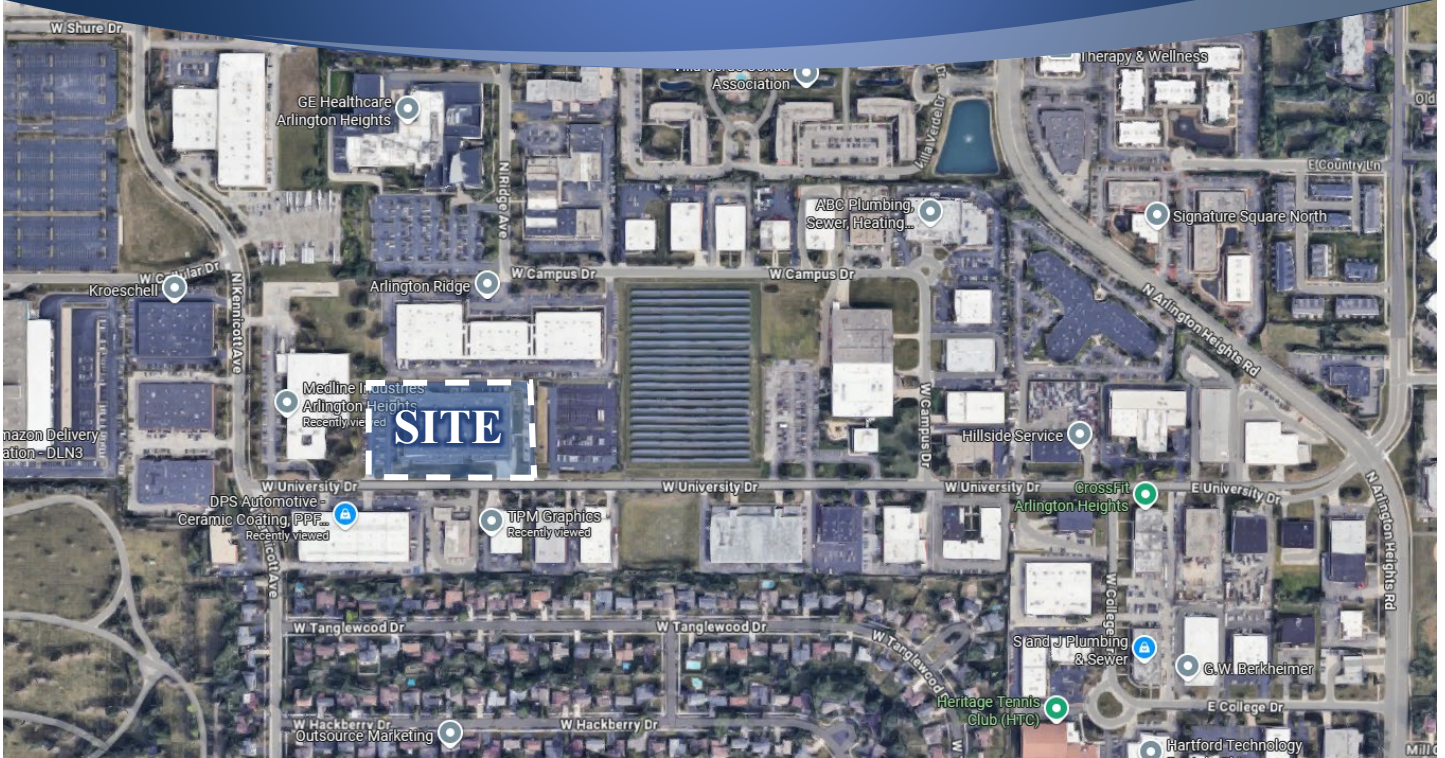
Thomas Architects

Thomas Budzik, AIA

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Des Plaines, IL 60018
O | 877 . 205 . 3799

Traffic Impact Study Tasty Breads

Arlington Heights, Illinois



Prepared For:

Thomas Architects



August 6, 2025

1. Introduction

This report summarizes the methodologies, results, and findings of a traffic impact study conducted by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for a proposed Tasty Breads production facility to be located in Arlington Heights, Illinois. The site, which currently contains a 90,000 square-foot building previously occupied by Carlson College, is located at 600 W. University Drive and is provided with six loading docks and 141 parking spaces. Access to the site will continue to be provided off University Drive.

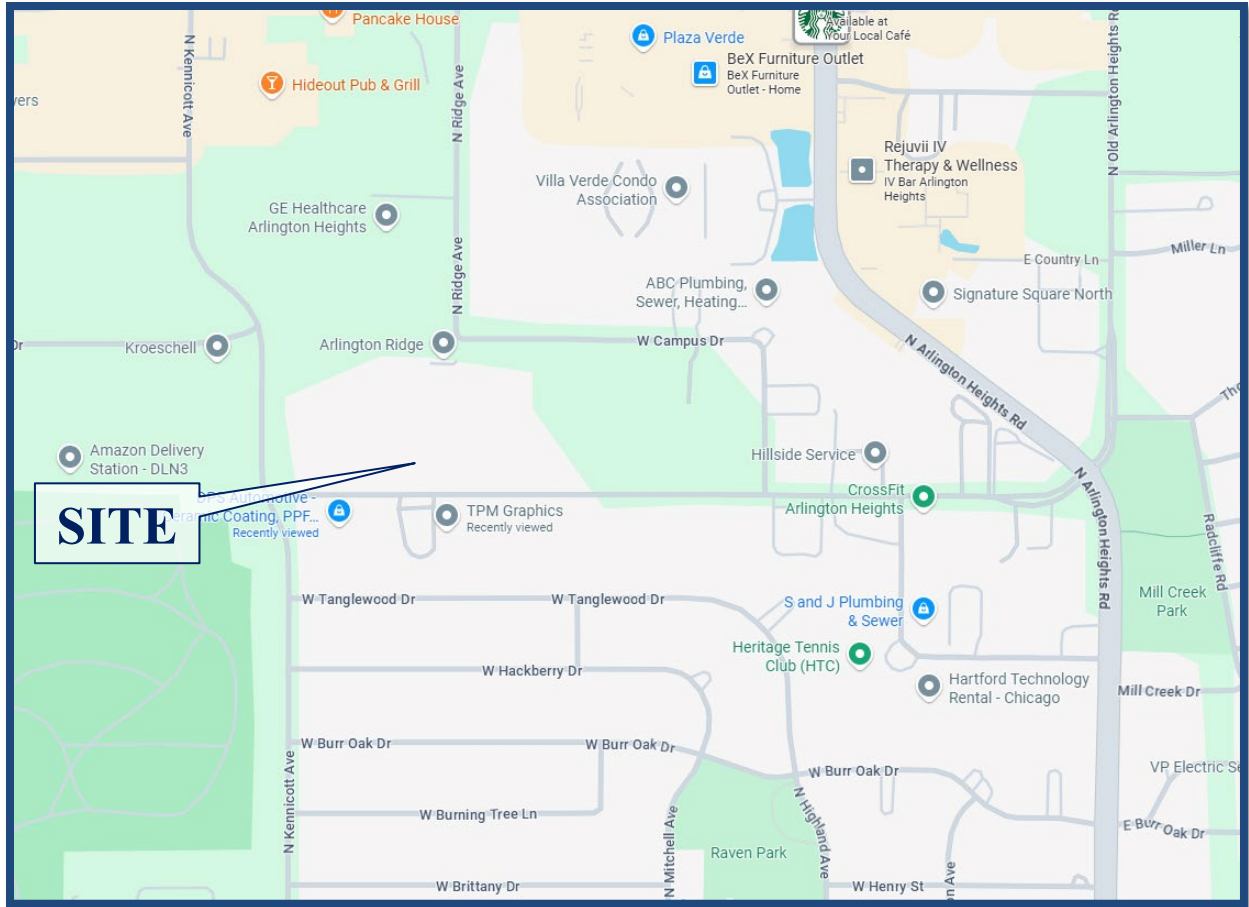
The purpose of this study was to examine background traffic conditions, assess the impact that the proposed facility will have on traffic conditions in the area, and determine if any roadway or access improvements are necessary to accommodate traffic generated by the proposed facility. **Figure 1** shows the location of the site in relation to the area roadway system. **Figure 2** shows an aerial view of the site.

The sections of this report present the following:

- Existing roadway conditions
- A description of the proposed facility
- Directional distribution of the facility-generated traffic
- Vehicle trip generation for the proposed facility
- Future traffic conditions including access to the facility
- Traffic analyses for the weekday morning and weekday evening peak hours
- Recommendations with respect to adequacy of the site access and adjacent roadway system

Traffic capacity analyses were conducted for the weekday morning and evening peak hours for the following conditions:

1. Existing Conditions – Analyzes the capacity of the existing roadway system using existing peak hour traffic volumes.
2. Year 2031 No-Build Conditions – Analyzes the capacity of the existing roadway system using the existing peak hour traffic volumes increased by an ambient area growth not attributable to any particular developments.
3. Year 2031 Total Projected Conditions – Analyzes the capacity of the future roadway system using the projected traffic volumes that include the existing traffic volumes, ambient area growth not attributable to any particular developments, and the traffic estimated to be generated by the full buildout of the proposed Tasty Breads.



Site Location

Figure 1



Aerial View of Site

Figure 2

2. Existing Conditions

Existing transportation conditions in the vicinity of the site were documented based on field visits conducted by KLOA, Inc. in order to obtain a database for projecting future conditions. The following provides a description of the geographical location of the site, physical characteristics of the area roadway system including lane usage and traffic control devices, and existing peak hour traffic volumes.

Site Location

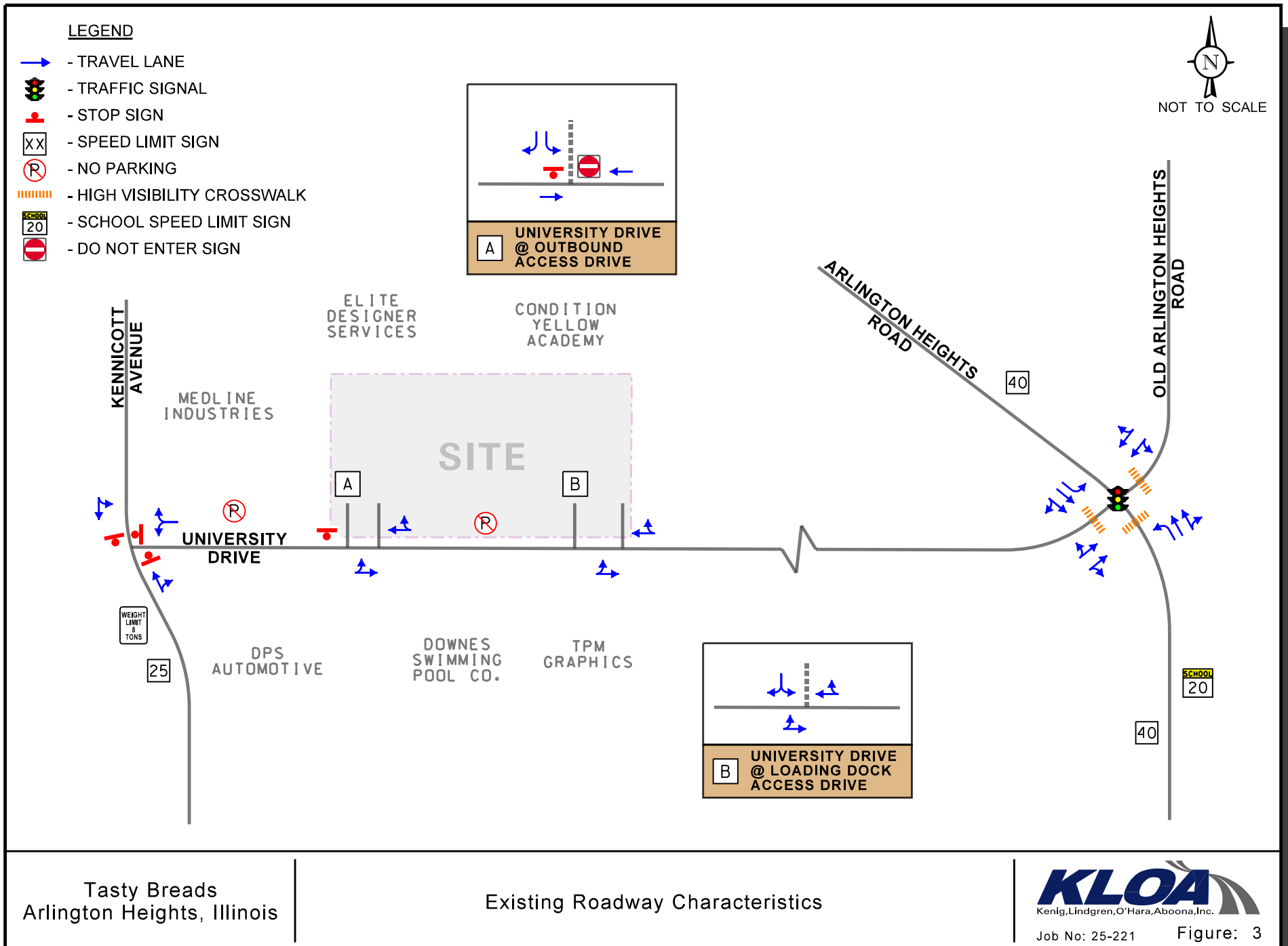
The site, which currently contains a 90,000 square-foot building, is located at 600 W. University Drive in Arlington Heights, Illinois and was previously occupied by Carlson College. Land uses in the vicinity of the site are a mix of residential, commercial, and industrial uses. Condition Yellow Academy and Elite Designer Services are located to the north of the site, Medline Industries is located to the west of the site, and Downes Swimming Pool, Inc., DPS Automotive, and TPM Graphics, Inc. are located to the south of the site.

Existing Roadway System Characteristics

The characteristics of the existing roadways near the facility are described below and illustrated in **Figure 3**.

Arlington Heights Road is a north-south minor arterial roadway that provides two travel lanes in each direction separated by a raised landscaped median. At its signalized intersection with University Drive/Old Arlington Heights Road, Arlington Heights Road provides an exclusive left-turn lane, a through lane, and a shared through/right-turn lane on both approaches. High visibility crosswalks are provided on the east, west, and south legs of this intersection. Arlington Heights Road is under the jurisdiction of the Cook County Department of Transportation and Highways (CCDOH), carries an Annual Average Daily Traffic (AADT) volume of 19,200 vehicles (Illinois Department of Transportation [IDOT], 2022), and has a posted speed limit of 40 miles per hour and a school speed limit of 20 miles per hour.

University Drive is an east-west roadway that provides one travel lane in each direction. At its signalized intersection with Arlington Heights Road/Old Arlington Heights Road, University Drive provides a shared left-turn/through lane, a shared through/right-turn lane, and a high visibility crosswalk on the eastbound approach. At its all-way stop intersection with Kennicott Avenue, University Drive provides a shared left-turn/right-turn lane on the westbound approach. University Drive is under the jurisdiction of the Village of Arlington Heights and has a posted speed limit of 30 miles per hour. University Drive is under the jurisdiction of the Village of Arlington Heights.



Old Arlington Heights Road is a north-south, local roadway that extends between Dundee Road and Arlington Heights Road and is aligned opposite University Drive at its intersection with Arlington Heights Road. It provides one travel lane in each direction generally divided by a striped median. At its signalized intersection with Arlington Heights Road/University Drive, Old Arlington Heights Road provides a shared left-turn/through lane and a shared through/right-turn lane. Old Arlington Heights Avenue is under the jurisdiction of IDOT, is not classified as an SRA, has a posted speed limit of 40 miles per hour, and carries an AADT volume of 4,050 vehicles (IDOT 2022).

Kennicott Avenue is a north-south minor collector roadway that provides one travel lane in each direction. At its all-way stop intersection with University Drive, Kennicott Avenue provides a shared through/right-turn lane on the northbound approach and a shared left-turn/through lane on the southbound approach. Kennicott Avenue is under the jurisdiction of the Village of Arlington Heights, carries an AADT of 3,650 vehicles (IDOT 2022), and has a posted speed limit of 25 miles per hour.

Existing Traffic Volumes

In order to determine current traffic conditions in the vicinity of the site, KLOA, Inc. conducted peak period traffic counts on Thursday, July 31, 2025 during the weekday morning (7:00 A.M. to 9:00 A.M.) and weekday evening (4:00 P.M. to 6:00 P.M.) peak periods at the following intersections:

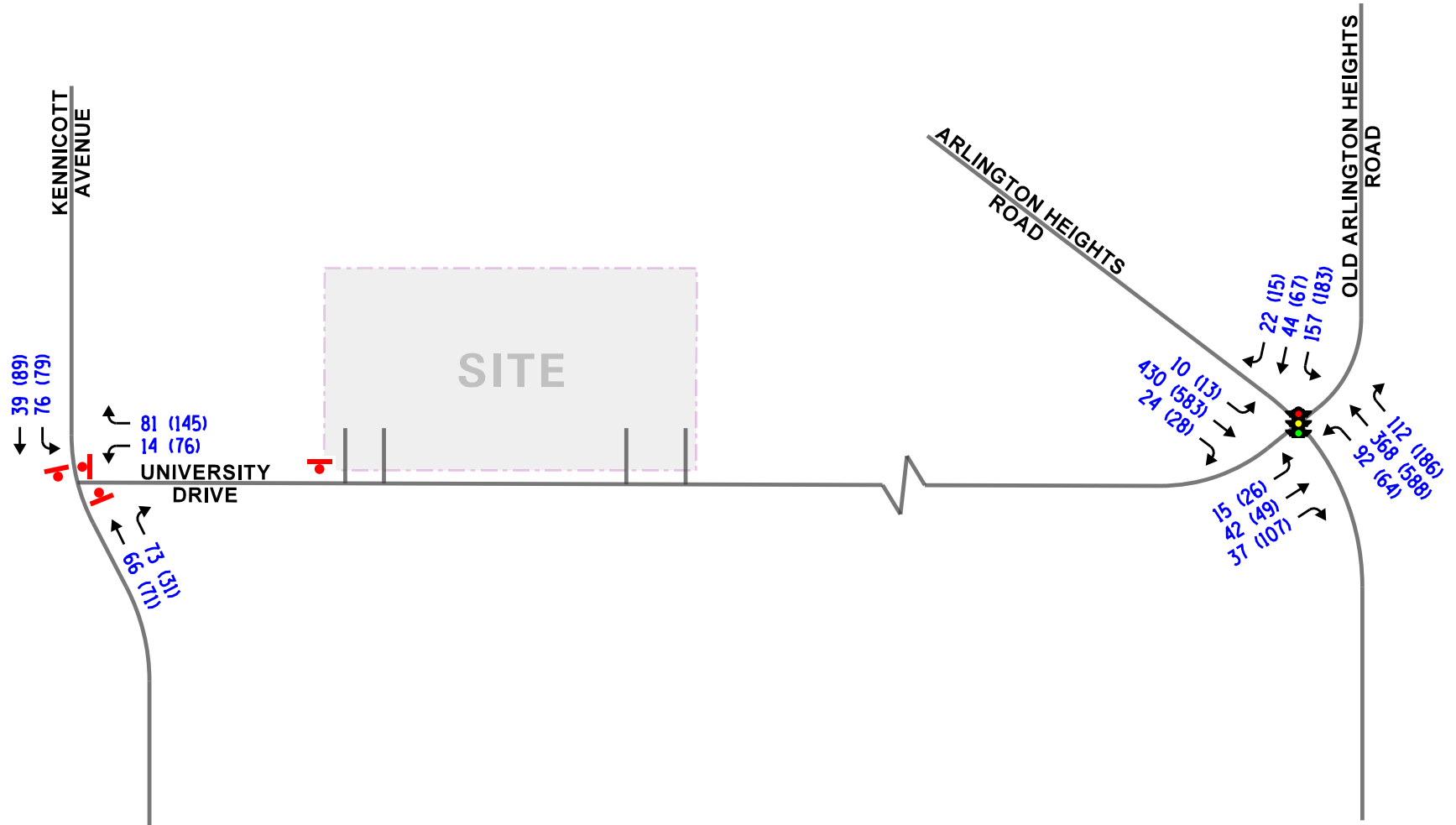
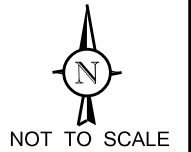
- Arlington Heights Road with University Drive/Old Arlington Heights Road
- University Drive with Kennicott Avenue

The results of the traffic counts showed that the weekday morning peak hour of traffic occurred from 8:00 A.M. to 9:00A.M. and the weekday evening peak hour of traffic occurred from 5:00 P.M. to 6:00 P.M.

Copies of the traffic count summary sheets are included in the Appendix. The existing traffic volumes are illustrated in **Figure 4** and the existing truck traffic volumes are illustrated in **Figure 5**.

LEGEND

- 00 - AM PEAK HOUR (8:00-9:00 AM)
- (00) - PM PEAK HOUR (5:00-6:00 PM)



Tasty Breads
Arlington Heights, Illinois

Existing Traffic Volumes

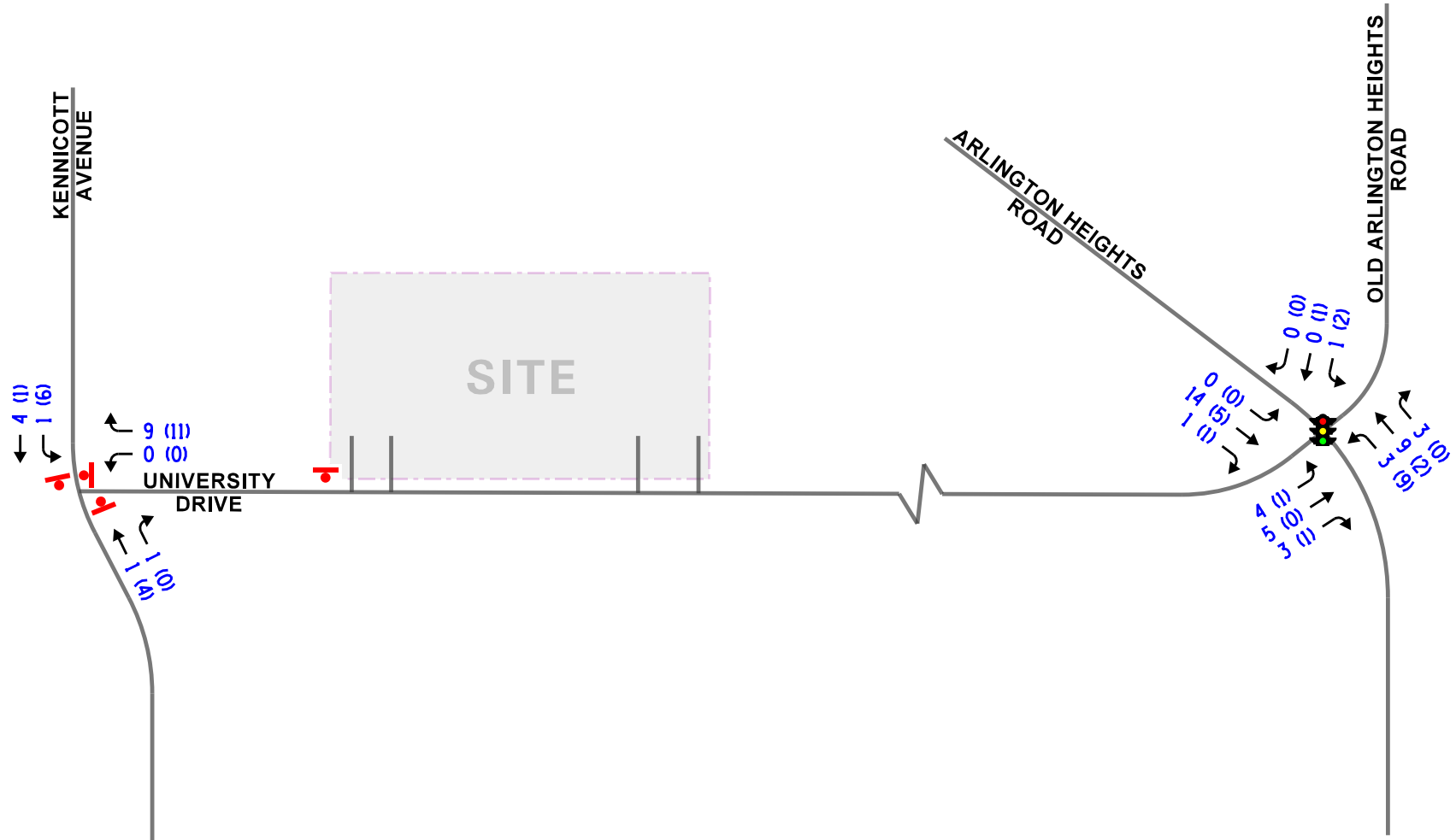
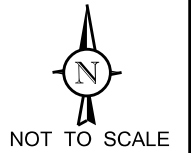


Job No: 25-221

Figure: 4

LEGEND

- 00 - AM PEAK HOUR (8:00-9:00 AM)
- (00) - PM PEAK HOUR (5:00-6:00 PM)



Tasty Breads
Arlington Heights, Illinois

Existing Traffic Volumes
Heavy Vehicles

KLOA
Kenig, Lindgren, O'Hara, Aboona, Inc.
Job No: 25-221 Figure: 5

3. Traffic Characteristics of the Proposed Tasty Breads

In order to properly evaluate future traffic conditions in the surrounding area, it was necessary to determine the traffic characteristics of the proposed facility, including the directional distribution and volumes of traffic that it will generate.

Proposed Site and Expansion Plan

The site is currently occupied by a 90,000 square-foot building and 141 parking spaces. Access to the site will continue to be provided via the following:

- An existing inbound-only access drive located on the north side of University Drive approximately 2,850 feet west of Arlington Heights Road. This access drive provides one inbound lane.
- An existing inbound-only access drive located on the north side of University Drive approximately 3,350 feet west of Arlington Heights Road. This access drive provides one inbound lane.
- An existing outbound-only access drive located on the north side of University Drive approximately 420 feet east of Kennicott Avenue. This access drive provides two outbound lanes striped for an exclusive right-turn lane and an exclusive left-turn lane that are under stop sign control.

A copy of the site plan is included in the Appendix.

Tasty Breads Operations

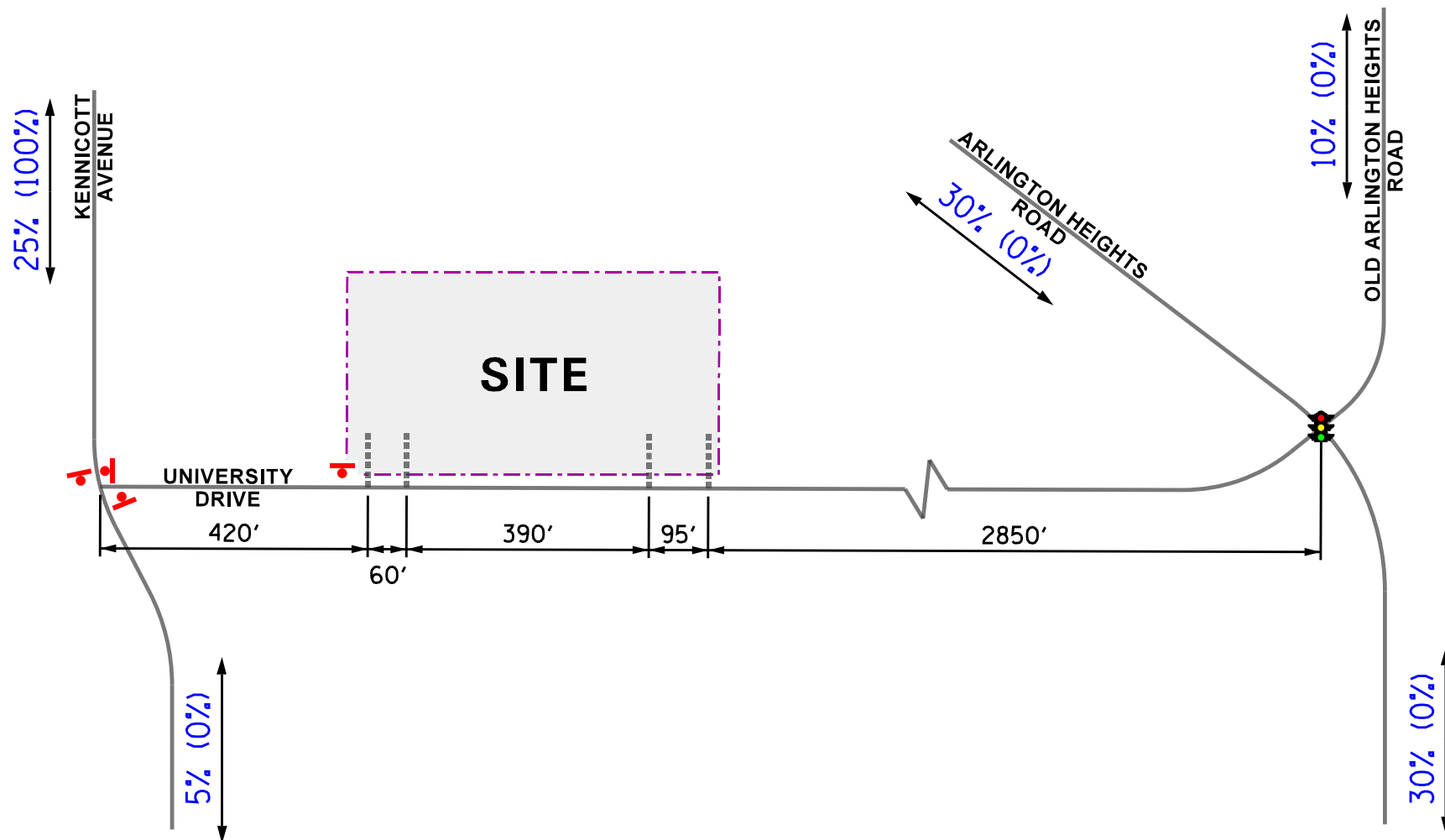
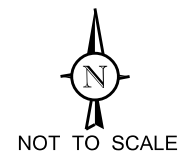
Tasty Breads produces frozen dough products. The proposed facility will start with two production lines, and each line will be capable of producing approximately two full truck loads. The future plans are to expand the production line to five with 150 employees at full capacity. Based on the information provided by Tasty Breads, the facility will be operational in two shifts, totaling 16 hours per day. Shipping and receiving hours are between 7:00 A.M. to 6:00 P.M. It should be noted that based on surveys conducted by Tasty Breads at two other locations, the proposed Tasty Breads is projected to generate on average six trucks per day. Given that the existing building currently has six operational loading docks and an extra trailer stall, the seven dock spaces will be more than sufficient to accommodate the projected truck activity, especially since the six trucks will be spread throughout the day. The provision of the loading docks on site and the minimal amount of expected truck traffic will ensure that all trucks will be accommodated on site and that no trucks will need to wait on University Drive to access the site.

Directional Distribution

The directions from which facility-generated traffic will approach and depart the site were estimated based on the existing operation of the roadway system and the existing travel patterns, as determined from the traffic counts. **Figure 6** illustrates the estimated directional distribution for the proposed facility.

LEGEND

- 00% - PERCENT DISTRIBUTION - PASSENGER VEHICLES
- (00%) - PERCENT DISTRIBUTION - TRUCKS
- 00' - DISTANCE IN FEET



Tasty Breads
Arlington Heights, Illinois

Directional Distribution



Job No: 25-221

Figure: 6

Tasty Breads-Generated Traffic Volumes

As mentioned earlier, the facility will be operational in two shifts during the day with approximately 75 employees per shift. It should be noted that based on surveys conducted by the owner at two other locations, the proposed Tasty Breads is anticipating an average of six trucks per day. The number of peak hour vehicle trips estimated to be generated by the proposed 90,000 square-foot Tasty Breads was based on vehicle trip generation rates contained in *Trip Generation Manual*, 11th Edition, published by the Institute of Transportation Engineers (ITE). The estimated trips were compared to the information provided by Tasty Breads for the number of employees and trucks and the comparison indicated that the number of trips is consistent. **Table 3** shows the passenger vehicle and truck trips estimated to be generated by the proposed Tasty Breads during the weekday morning and weekday evening peak hours.

A copy of the ITE trip generation sheets is included in the Appendix.

Table 3

ESTIMATED TRIP GENERATION FOR THE PROPOSED TASTY BREADS

ITE Land- Use Code	Type/Size	Weekday Morning Peak Hour			Weekday Evening Peak Hour		
		In	Out	Total	In	Out	Total
140	Manufacturing (90,000 s.f.)						
	<i>Passenger Vehicles</i>	53	16	69	21	48	69
	<i>Trucks</i>	<u>2</u>	<u>1</u>	<u>3</u>	<u>1</u>	<u>2</u>	<u>3</u>
	Total	55	17	72	22	50	72

4. Projected Traffic Conditions

The total projected traffic volumes include the existing traffic volumes, increase in background traffic due to ambient growth, and the traffic estimated to be generated by the proposed subject facility.

Facility Traffic Assignment

The estimated weekday morning and evening peak hour volumes that will be generated by the proposed facility were assigned to the roadway system in accordance with the previously described directional distribution (Figure 6). **Figure 7** shows the assignment of the facility-generated passenger vehicle traffic volumes. **Figure 8** shows the assignment of the facility-generated truck traffic volumes.

Background (No-Build) Traffic Conditions

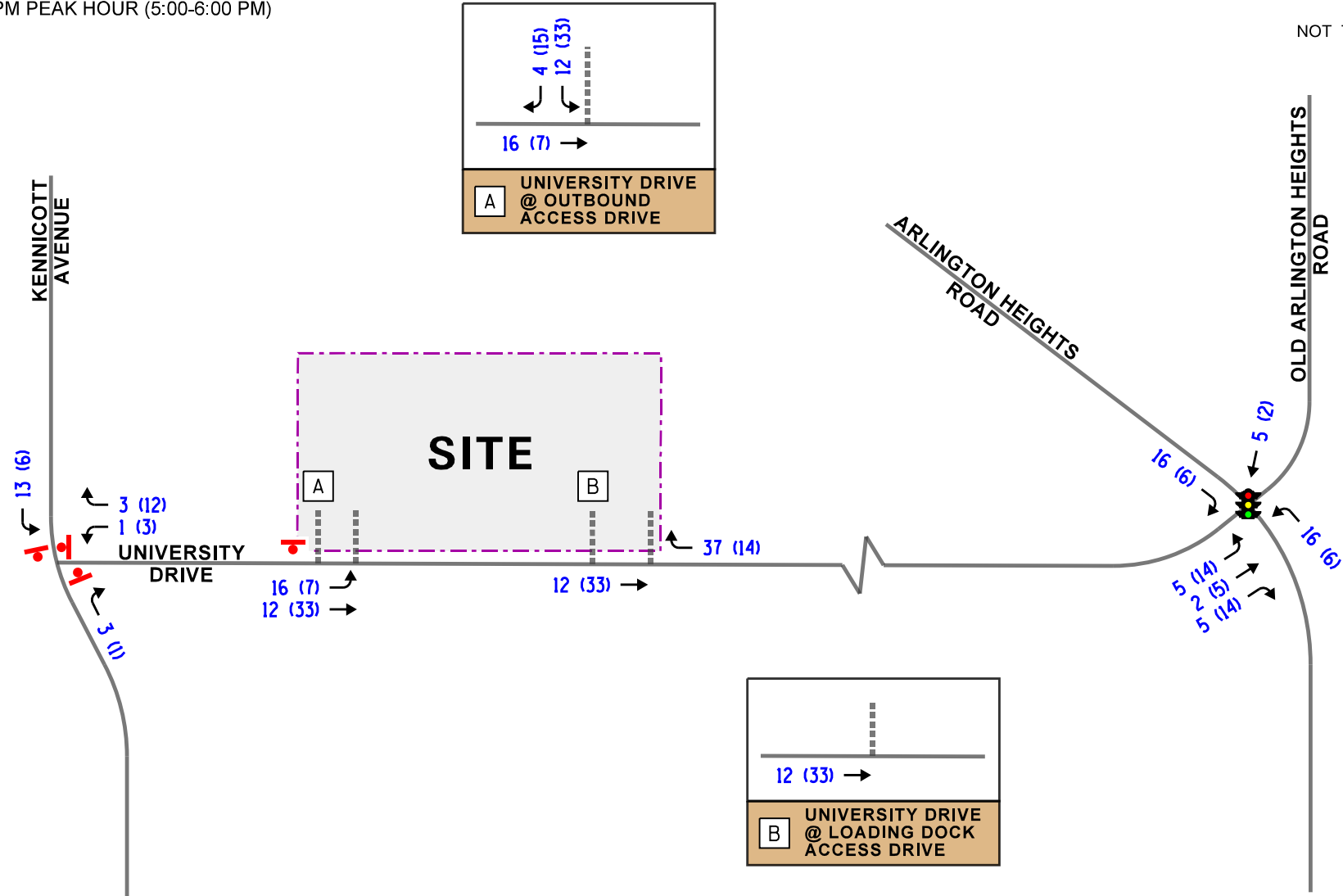
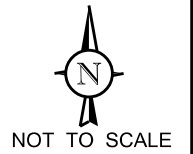
The existing traffic volumes (Figure 4) were increased by a regional growth factor to account for the increase in existing traffic related to regional growth in the area (i.e., not attributable to any particular planned development). Based on Year 2050 projections provided by the Chicago Metropolitan Agency for Planning (CMAP) in a letter, an increase of 0.57 percent per year over six years (buildout year plus five years) for a total of three percent was applied to the existing traffic volumes to determine the projected Year 2031 no-build traffic volumes. **Figure 9** illustrates the Year 2031 no-build traffic conditions. A copy of the CMAP 2050 projections letter is included in the Appendix.

Total Projected Traffic Volumes

In order to determine the total projected traffic volumes, the facility-generated traffic (Figures 7 and 8) was added to the existing traffic volumes accounting for background growth (Figure 9). The Year 2031 total projected traffic volumes are shown in **Figure 10**.

LEGEND

- 00 - AM PEAK HOUR (8:00-9:00 AM)
- (00) - PM PEAK HOUR (5:00-6:00 PM)



Tasty Breads
Arlington Heights, Illinois

Site-Generated Traffic Volumes
Passenger Vehicles

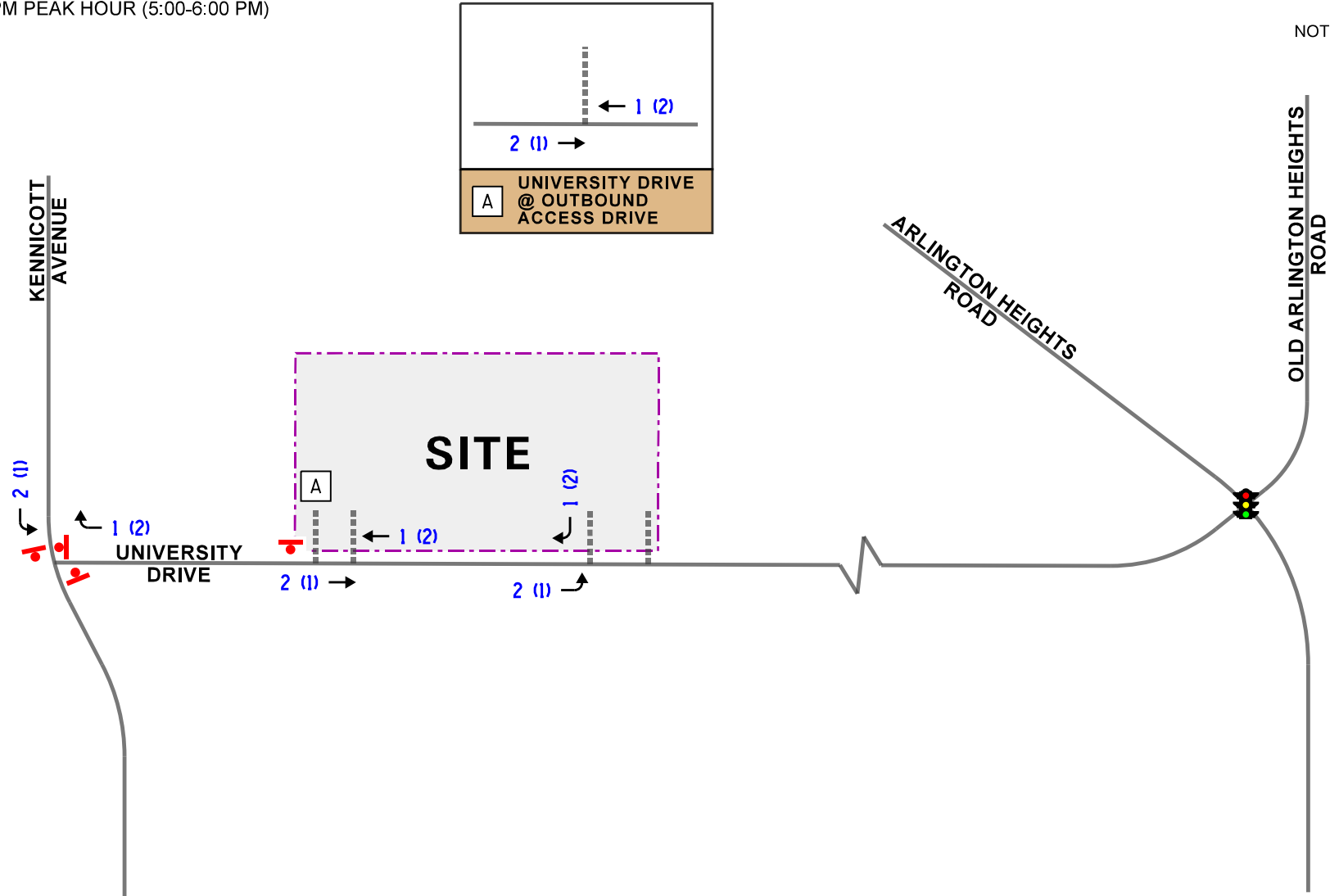
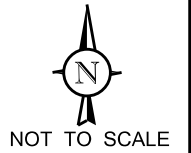


Job No: 25-221

Figure: 7

LEGEND

- 00 - AM PEAK HOUR (8:00-9:00 AM)
- (00) - PM PEAK HOUR (5:00-6:00 PM)



Tasty Breads
Arlington Heights, Illinois

Site-Generated Traffic Volumes
Trucks

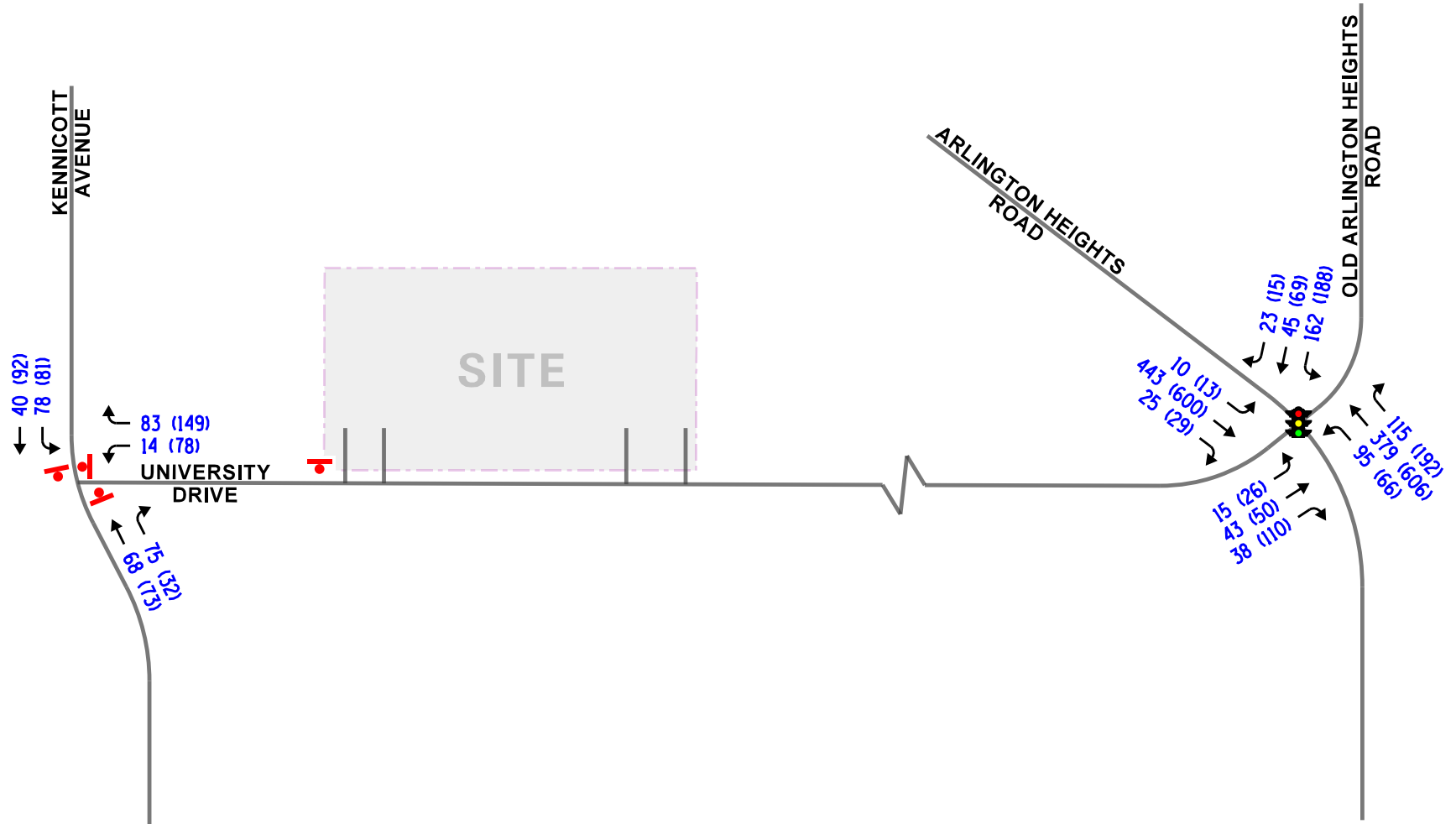
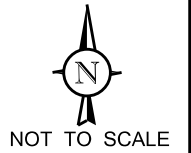


Job No: 25-221

Figure: 8

LEGEND

- 00 - AM PEAK HOUR (8:00-9:00 AM)
- (00) - PM PEAK HOUR (5:00-6:00 PM)



Tasty Breads
Arlington Heights, Illinois

Year 2031 No-Build Traffic Volumes

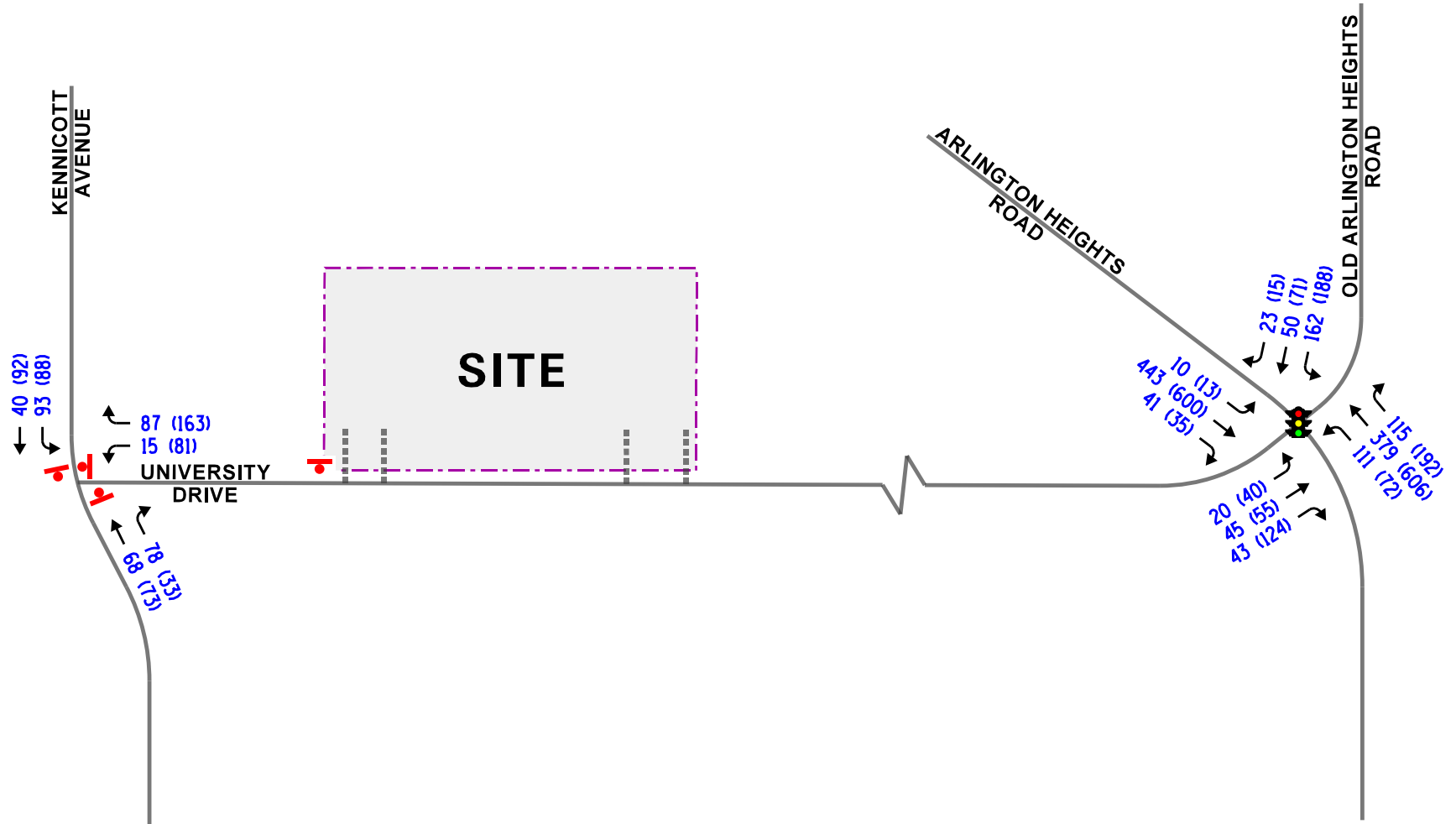
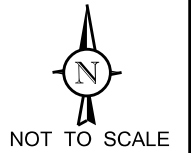


Job No: 25-221

Figure: 9

LEGEND

- 00 - AM PEAK HOUR (8:00-9:00 AM)
- (00) - PM PEAK HOUR (5:00-6:00 PM)



Tasty Breads
Arlington Heights, Illinois

Year 2031 Total Traffic Volumes

KLOA
Kenig, Lindgren, O'Hara, Aboona, Inc.
Job No: 25-221 Figure: 10

5. Traffic Analysis and Recommendations

The following provides an evaluation conducted for the weekday morning and weekday evening peak hours. The analysis includes conducting capacity analyses to determine how well the roadway system and access drives are projected to operate and whether any roadway improvements or modifications are required.

Traffic Analyses

Roadway and adjacent or nearby intersection analyses were performed for the weekday morning and evening peak hours for the existing, no-build (Year 2031), and total projected (Year 2031) traffic volumes.

The traffic analyses were performed using the methodologies outlined in the Transportation Research Board's *Highway Capacity Manual (HCM)*, 7th Edition and analyzed using Synchro/SimTraffic 12 software. The analysis for the traffic-signal controlled intersection was accomplished using actual cycle lengths and phasings to determine the average overall vehicle delay and levels of service.

The analyses for the unsignalized intersections determine the average control delay to vehicles at an intersection. Control delay is the elapsed time from a vehicle joining the queue at a stop sign (includes the time required to decelerate to a stop) until its departure from the stop sign and resumption of free flow speed. The methodology analyzes each intersection approach controlled by a stop sign and considers traffic volumes on all approaches and lane characteristics.

The ability of an intersection to accommodate traffic flow is expressed in terms of level of service, which is assigned a letter from A to F based on the average control delay experienced by vehicles passing through the intersection. The *Highway Capacity Manual* definitions for levels of service and the corresponding control delay for signalized intersections and unsignalized intersections are included in the Appendix of this report.

Summaries of the traffic analysis results showing the level of service and overall intersection delay (measured in seconds) for the existing, Year 2031 no-build, and Year 2031 total projected conditions are presented in **Tables 4** through **7**. A discussion of the intersections follows. Summary sheets for the capacity analyses are included in the Appendix.

Table 4

SIGNALIZED – ARLINGTON HEIGHTS ROAD WITH UNIVERSITY DRIVE/OLD ARLINGTON HEIGHTS ROAD

	Peak Hour	Eastbound	Westbound	Northbound		Southbound		Overall
		L/T/R	L/T/R	L	T/R	L	T/R	
Existing Conditions	Weekday Morning	B – 19.1	C – 31.9	A 4.4	A 6.0	A 4.1	B 10.1	B 12.4
				A – 5.7		A – 10.0		
	Weekday Evening	B – 13.4	C – 33.2	A 4.9	A 7.5	A 4.6	B 11.1	B 12.7
				A – 7.3		B – 11.0		
No-Build Conditions	Weekday Morning	B – 19.0	C – 32.1	A 4.5	A 6.1	A 4.2	B 10.4	B 12.6
				A – 5.9		B – 10.2		
	Weekday Evening	B – 13.4	C – 33.3	A 5.1	A 7.8	A 4.8	B 11.4	B 12.9
				A – 7.6		B – 11.3		
Projected Conditions	Weekday Morning	B – 19.0	C – 32.3	A 4.7	A 6.2	A 4.4	B 10.7	B 12.8
				A – 5.9		B – 10.6		
	Weekday Evening	B – 14.1	C – 33.6	A 5.2	A 7.8	A 4.9	B 11.6	B 13.1
				A – 7.6		B – 11.5		
Letter denotes Level of Service L – Left Turn R – Right Turn Delay is measured in seconds. T – Through								

Table 5

UNSIGNALIZED – EXISTING CONDITIONS

Intersection	Weekday Morning Peak Hour		Weekday Evening Peak Hour	
	LOS	Delay	LOS	Delay
University Drive with Kennicott Avenue¹				
• Overall	A	7.8	B	10.1
• Westbound Approach	A	7.5	B	10.3
• Northbound Approach	A	7.7	A	9.0
• Southbound Approach	A	8.2	B	10.5
LOS = Level of Service Delay is measured in seconds.				
1 – All-way stop control				

Table 6

UNSIGNALIZED – YEAR 2031 NO-BUILD CONDITIONS

Intersection	Weekday Morning Peak Hour		Weekday Evening Peak Hour	
	LOS	Delay	LOS	Delay
University Drive with Kennicott Avenue¹				
• Overall	A	7.8	B	10.3
• Westbound Approach	A	7.5	B	10.5
• Northbound Approach	A	7.7	A	9.1
• Southbound Approach	A	8.2	B	10.7
LOS = Level of Service Delay is measured in seconds.				
1 – All-way stop control				

Table 7

UNSIGNALIZED – YEAR 2031 TOTAL PROJECTED CONDITIONS

Intersection	Weekday Morning Peak Hour		Weekday Evening Peak Hour	
	LOS	Delay	LOS	Delay
University Drive with Kennicott Avenue¹				
• Overall	A	8.0	B	10.7
• Westbound Approach	A	7.6	B	11.0
• Northbound Approach	A	7.8	A	9.3
• Southbound Approach	A	8.4	B	11.0
LOS = Level of Service Delay is measured in seconds.				
1 – All-way stop control				

Discussion and Recommendations

The following summarizes how the intersections are projected to operate and identifies any roadway and traffic control improvements necessary to accommodate the facility-generated traffic.

Arlington Heights Road with University Drive/Old Arlington Heights Road

The results of the capacity analysis indicate that this signalized intersection currently operates at an overall Level of Service (LOS) B during the weekday morning and the weekday evening peak hours. All approaches operate at LOS C or better during both peak hours.

Under Year 2031 no-build and total projected conditions, the intersection and all its approaches are projected to continue operating at the same existing levels of service during both peak hours with increases in delay of less than one second. As such, this intersection has sufficient reserve capacity to accommodate the traffic estimated to be generated by the proposed Tasty Breads and no additional roadway improvements and/or traffic control modifications are required.

University Drive with Kennicott Avenue

The results of the capacity analysis indicate that this intersection currently operates at an overall LOS A during the weekday morning and LOS B during the weekday evening peak hours. All approaches operate at LOS B or better during both peak hours.

Under Year 2031 no-build and total projected conditions, the intersection and all its approaches are projected to continue operating at the same existing levels of service during both peak hours with increases in delay of less than one second. As such, this intersection has sufficient reserve capacity to accommodate the traffic estimated to be generated by the proposed Tasty Breads and no additional roadway improvements and/or traffic control modifications are required.

6. Conclusion

Based on the preceding analyses and recommendations, the following conclusions have been made:

- The existing building will be occupied by Tasty Breads replacing the Carlson College that previously occupied the site.
- The roadway system has sufficient reserve capacity to accommodate the estimated facility-generated traffic, and no roadway improvements and/or traffic control modifications are required.
- The proposed facility will generate a very low volume of truck traffic that will be spread throughout the day.
- Given the low volume of truck traffic and the number of loading docks, all trucks will be accommodated on site without the need for trucks to wait or queue on University Drive
- Access to the facility will continue to be provided via the following:
 - An existing inbound-only access drive located on the north side of University Drive approximately 2,850 feet west of Arlington Heights Road. This access drive provides one inbound lane.
 - An existing inbound-only access drive located on the north side of University Drive approximately 3,350 feet west of Arlington Heights Road. This access drive provides one inbound lane.
 - An existing outbound-only access drive located on the north side of University Drive approximately 420 feet east of Kennicott Avenue. This access drive provides two outbound lanes striped for an exclusive right-turn lane and an exclusive left-turn lane that are under stop sign control.

Appendix

Traffic Count Summary Sheets
Site Plan
ITE Trip Generation Summary Sheets
CMAP 2050 Projections Letter
Level of Service Criteria
Capacity Analysis Summary Sheets

Traffic Count Summary Sheets

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - by Mvmt

Int# 3 arlington/university/multi

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	0	0	0	0	0	0	0	0	0	0	0
715	0	0	0	0	0	0	0	0	0	0	0	1	1
730	0	0	0	0	0	0	0	0	0	0	0	0	0
745	1	0	0	0	0	0	0	0	1	0	0	0	2
800	0	0	0	0	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0	0	0	1	1
830	0	1	0	0	0	0	0	0	0	0	0	0	1
845	0	0	0	0	0	0	0	0	0	0	0	0	0
1600	0	0	0	0	0	0	0	0	0	0	0	0	0
1615	0	1	0	0	0	0	0	0	0	0	0	0	1
1630	0	0	0	0	0	0	0	0	0	0	0	1	1
1645	0	0	0	0	0	0	0	1	0	0	0	1	2
1700	0	3	0	0	0	0	0	0	0	0	0	0	3
1715	0	0	0	0	0	1	0	0	0	0	0	0	1
1730	0	0	0	0	0	0	0	0	0	0	0	1	1
1745	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	1	5	0	0	0	1	0	1	1	0	0	5	14

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - Totals

Int# 3 arlington/university/multi

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	0	0	0	0	0	0	0	0	0
715	0	0	0	1	1	0	0	0	1
730	0	0	0	0	0	0	0	0	0
745	1	0	1	0	0	0	0	2	2
800	0	0	0	0	0	0	0	0	0
815	0	0	0	1	1	0	0	0	1
830	1	0	0	0	0	0	1	0	1
845	0	0	0	0	0	0	0	0	0
1600	0	0	0	0	0	0	0	0	0
1615	1	0	0	0	0	0	1	0	1
1630	0	0	0	1	1	0	0	0	1
1645	0	0	1	1	2	0	0	0	2
1700	3	0	0	0	0	0	3	0	3
1715	0	1	0	0	0	0	1	0	1
1730	0	0	0	1	1	0	0	0	1
1745	0	0	0	0	0	0	0	0	0
Total	6	1	2	5	6	0	6	2	14

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: by Movement

Int# 3 arlington/university/multi

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	0	0	0	0	0	0	0	0	0	0	0
715	0	0	0	0	0	0	0	0	0	0	0	4	4
730	0	0	0	0	0	0	0	0	0	0	0	0	0
745	4	0	0	0	0	0	0	0	4	0	0	0	8
800	0	0	0	0	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0	0	0	4	4
830	0	4	0	0	0	0	0	0	0	0	0	0	4
845	0	0	0	0	0	0	0	0	0	0	0	0	0
1600	0	0	0	0	0	0	0	0	0	0	0	0	0
1615	0	4	0	0	0	0	0	0	0	0	0	0	4
1630	0	0	0	0	0	0	0	0	0	0	0	4	4
1645	0	0	0	0	0	0	0	4	0	0	0	4	8
1700	0	12	0	0	0	0	0	0	0	0	0	0	12
1715	0	0	0	0	0	4	0	0	0	0	0	0	4
1730	0	0	0	0	0	0	0	0	0	0	0	4	4
1745	0	0	0	0	0	0	0	0	0	0	0	0	0

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: Appr/Exit Totals

Int# 3 arlington/university/multi

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	0	0	0	0	0	0	0	0	0
715	0	0	0	4	4	0	0	0	4
730	0	0	0	0	0	0	0	0	0
745	4	0	4	0	0	0	0	8	8
800	0	0	0	0	0	0	0	0	0
815	0	0	0	4	4	0	0	0	4
830	4	0	0	0	0	0	4	0	4
845	0	0	0	0	0	0	0	0	0
1600	0	0	0	0	0	0	0	0	0
1615	4	0	0	0	0	0	4	0	4
1630	0	0	0	4	4	0	0	0	4
1645	0	0	4	4	8	0	0	0	8
1700	12	0	0	0	0	0	12	0	12
1715	0	4	0	0	0	0	4	0	4
1730	0	0	0	4	4	0	0	0	4
1745	0	0	0	0	0	0	0	0	0

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: by Movement

Int# 3 arlington/university/multi

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	1	0	0	0	0	0	0	0	1	0	0	1	3
715	1	0	0	0	0	0	0	0	1	0	0	1	3
730	1	0	0	0	0	0	0	0	1	0	0	1	3
745	1	1	0	0	0	0	0	0	1	0	0	1	4
800	0	1	0	0	0	0	0	0	0	0	0	1	2
815	0	1	0	0	0	0	0	0	0	0	0	1	2*
830	0	1	0	0	0	0	0	0	0	0	0	0	1*
845	0	0	0	0	0	0	0	0	0	0	0	0	0*
1600	0	1	0	0	0	0	0	1	0	0	0	2	4
1615	0	4	0	0	0	0	0	1	0	0	0	2	7
1630	0	3	0	0	0	1	0	1	0	0	0	2	7
1645	0	3	0	0	0	1	0	1	0	0	0	2	7
1700	0	3	0	0	0	1	0	0	0	0	0	1	5
1715	0	0	0	0	0	1	0	0	0	0	0	1	2*
1730	0	0	0	0	0	0	0	0	0	0	0	1	1*
1745	0	0	0	0	0	0	0	0	0	0	0	0	0*

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: Appr/Exit Totals

Int# 3 arlington/university/multi

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	1	0	1	1	1	0	0	2	3
715	1	0	1	1	1	0	0	2	3
730	1	0	1	1	1	0	0	2	3
745	2	0	1	1	1	0	1	2	4
800	1	0	0	1	1	0	1	0	2
815	1	0	0	1	1	0	1	0	2*
830	1	0	0	0	0	0	1	0	1*
845	0	0	0	0	0	0	0	0	0*
1600	1	0	1	2	3	0	1	0	4
1615	4	0	1	2	3	0	4	0	7
1630	3	1	1	2	3	0	4	0	7
1645	3	1	1	2	3	0	4	0	7
1700	3	1	0	1	1	0	4	0	5
1715	0	1	0	1	1	0	1	0	2*
1730	0	0	0	1	1	0	0	0	1*
1745	0	0	0	0	0	0	0	0	0*

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - by Mvmt

Int# 2 arlington/university/single

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	1	0	0	0	0	0	0	1	1	1	0	4
715	0	1	0	0	1	0	0	1	1	0	1	0	5
730	0	1	0	0	0	1	1	3	0	2	1	0	9
745	0	3	0	0	0	1	0	0	0	2	1	0	7
800	0	3	0	0	0	0	2	1	1	2	0	0	9
815	1	4	0	0	0	1	1	2	1	0	2	3	15
830	0	3	0	0	0	0	0	2	1	1	1	0	8
845	0	1	0	0	0	0	0	4	0	0	2	0	7
1600	0	1	0	0	2	0	1	1	1	1	0	0	7
1615	0	0	0	0	1	0	0	1	1	0	0	0	3
1630	2	1	0	0	1	0	0	1	4	1	0	2	12
1645	0	0	0	0	0	1	0	1	1	1	0	0	4
1700	0	0	0	0	1	1	0	0	1	1	0	0	4
1715	0	1	0	0	0	0	0	0	2	0	0	0	3
1730	0	0	0	0	0	0	0	1	6	0	0	0	7
1745	1	1	0	0	0	0	0	1	0	0	0	0	3
Total	4	21	0	0	6	5	5	19	21	12	9	5	107

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - Totals

Int# 2 arlington/university/single

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	1	0	1	2	0	1	2	1	4
715	1	1	2	1	1	1	1	2	5
730	1	1	4	3	3	2	4	0	9
745	3	1	0	3	0	1	6	0	7
800	3	0	4	2	1	2	5	1	9
815	5	1	4	5	5	3	5	2	15
830	3	0	3	2	2	1	4	1	8
845	1	0	4	2	4	2	1	0	7
1600	1	2	3	1	1	1	2	3	7
1615	0	1	2	0	1	0	0	2	3
1630	3	1	5	3	3	0	2	7	12
1645	0	1	2	1	1	0	2	1	4
1700	0	2	1	1	0	0	2	2	4
1715	1	0	2	0	0	0	1	2	3
1730	0	0	7	0	1	0	0	6	7
1745	2	0	1	0	1	0	1	1	3
Total	25	11	45	26	24	14	38	31	107

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: by Movement

Int# 2 arlington/university/single

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	4	0	0	0	0	0	0	4	4	4	0	16
715	0	4	0	0	4	0	0	4	4	0	4	0	20
730	0	4	0	0	0	4	4	12	0	8	4	0	36
745	0	12	0	0	0	4	0	0	0	8	4	0	28
800	0	12	0	0	0	0	8	4	4	8	0	0	36
815	4	16	0	0	0	4	4	8	4	0	8	12	60
830	0	12	0	0	0	0	0	8	4	4	4	0	32
845	0	4	0	0	0	0	0	16	0	0	8	0	28
1600	0	4	0	0	8	0	4	4	4	4	0	0	28
1615	0	0	0	0	4	0	0	4	4	0	0	0	12
1630	8	4	0	0	4	0	0	4	16	4	0	8	48
1645	0	0	0	0	0	4	0	4	4	4	0	0	16
1700	0	0	0	0	4	4	0	0	4	4	0	0	16
1715	0	4	0	0	0	0	0	0	8	0	0	0	12
1730	0	0	0	0	0	0	0	4	24	0	0	0	28
1745	4	4	0	0	0	0	0	4	0	0	0	0	12

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: Appr/Exit Totals

Int# 2 arlington/university/single

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	4	0	4	8	0	4	8	4	16
715	4	4	8	4	4	4	4	8	20
730	4	4	16	12	12	8	16	0	36
745	12	4	0	12	0	4	24	0	28
800	12	0	16	8	4	8	20	4	36
815	20	4	16	20	20	12	20	8	60
830	12	0	12	8	8	4	16	4	32
845	4	0	16	8	16	8	4	0	28
1600	4	8	12	4	4	4	8	12	28
1615	0	4	8	0	4	0	0	8	12
1630	12	4	20	12	12	0	8	28	48
1645	0	4	8	4	4	0	8	4	16
1700	0	8	4	4	0	0	8	8	16
1715	4	0	8	0	0	0	4	8	12
1730	0	0	28	0	4	0	0	24	28
1745	8	0	4	0	4	0	4	4	12

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: by Movement

Int# 2 arlington/university/single

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	6	0	0	1	2	1	4	2	5	4	0	25
715	0	8	0	0	1	2	3	5	2	6	3	0	30
730	1	11	0	0	0	3	4	6	2	6	4	3	40
745	1	13	0	0	0	2	3	5	3	5	4	3	39
800	1	11	0	0	0	1	3	9	3	3	5	3	39
815	1	8	0	0	0	1	1	8	2	1	5	3	30*
830	0	4	0	0	0	0	0	6	1	1	3	0	15*
845	0	1	0	0	0	0	0	4	0	0	2	0	7*
1600	2	2	0	0	4	1	1	4	7	3	0	2	26
1615	2	1	0	0	3	2	0	3	7	3	0	2	23
1630	2	2	0	0	2	2	0	2	8	3	0	2	23
1645	0	1	0	0	1	2	0	2	10	2	0	0	18
1700	1	2	0	0	1	1	0	2	9	1	0	0	17
1715	1	2	0	0	0	0	0	2	8	0	0	0	13*
1730	1	1	0	0	0	0	0	2	6	0	0	0	10*
1745	1	1	0	0	0	0	0	1	0	0	0	0	3*

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: Appr/Exit Totals

Int# 2 arlington/university/single

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	6	3	7	9	4	5	13	3	25
715	8	3	10	9	5	6	16	3	30
730	12	3	12	13	9	8	20	3	40
745	14	2	11	12	8	7	20	4	39
800	12	1	15	11	12	8	15	4	39
815	9	1	11	9	11	6	10	3	30*
830	4	0	7	4	6	3	5	1	15*
845	1	0	4	2	4	2	1	0	7*
1600	4	5	12	5	6	1	6	13	26
1615	3	5	10	5	5	0	6	12	23
1630	4	4	10	5	4	0	7	12	23
1645	1	3	12	2	2	0	5	11	18
1700	3	2	11	1	2	0	4	11	17
1715	3	0	10	0	2	0	2	9	13*
1730	2	0	8	0	2	0	1	7	10*
1745	2	0	1	0	1	0	1	1	3*

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - by Mvmt

Int# 1 arlington/university/cars

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	3	82	0	3	8	31	10	51	16	8	5	3	220
715	8	102	0	7	9	29	15	97	22	6	7	4	306
730	7	109	2	3	8	40	21	76	14	12	18	5	315
745	12	98	3	2	14	45	22	81	30	16	21	3	347
800	8	87	4	4	10	38	29	87	17	7	7	2	300
815	5	104	1	4	11	43	25	74	25	4	5	4	305
830	6	124	2	10	10	34	26	99	22	7	12	2	354
845	4	101	3	4	13	41	29	99	24	16	13	3	350
1600	7	133	2	3	25	44	40	122	20	49	19	9	473
1615	7	145	1	2	17	40	32	149	21	31	11	2	458
1630	4	141	3	6	15	59	37	122	8	40	10	4	449
1645	16	110	5	6	14	43	42	118	25	24	7	5	415
1700	4	135	5	4	18	43	45	127	19	36	16	11	463
1715	14	158	2	4	20	47	42	138	13	27	12	7	484
1730	6	130	3	4	12	49	49	148	17	20	15	4	457
1745	3	155	3	3	16	42	50	173	6	23	6	2	482
Total	114	1914	39	69	220	668	514	1761	299	326	184	70	6178

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - Totals

Int# 1 arlington/university/cars

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	85	42	77	16	57	15	121	27	220
715	110	45	134	17	108	22	137	39	306
730	118	51	111	35	84	41	161	29	315
745	113	61	133	40	86	46	159	56	347
800	99	52	133	16	93	40	132	35	300
815	110	58	124	13	82	31	151	41	305
830	132	54	147	21	111	40	165	38	354
845	108	58	152	32	106	45	158	41	350
1600	142	72	182	77	134	61	226	52	473
1615	153	59	202	44	153	44	216	45	458
1630	148	80	167	54	132	50	240	27	449
1645	131	63	185	36	129	54	177	55	415
1700	144	65	191	63	142	66	214	41	463
1715	174	71	193	46	149	56	232	47	484
1730	139	65	214	39	156	67	199	35	457
1745	161	61	229	31	178	59	220	25	482
Total	2067	957	2574	580	1900	737	2908	633	6178

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: by Movement

Int# 1 arlington/university/cars

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	12	328	0	12	32	124	40	204	64	32	20	12	880
715	32	408	0	28	36	116	60	388	88	24	28	16	1224
730	28	436	8	12	32	160	84	304	56	48	72	20	1260
745	48	392	12	8	56	180	88	324	120	64	84	12	1388
800	32	348	16	16	40	152	116	348	68	28	28	8	1200
815	20	416	4	16	44	172	100	296	100	16	20	16	1220
830	24	496	8	40	40	136	104	396	88	28	48	8	1416
845	16	404	12	16	52	164	116	396	96	64	52	12	1400
1600	28	532	8	12	100	176	160	488	80	196	76	36	1892
1615	28	580	4	8	68	160	128	596	84	124	44	8	1832
1630	16	564	12	24	60	236	148	488	32	160	40	16	1796
1645	64	440	20	24	56	172	168	472	100	96	28	20	1660
1700	16	540	20	16	72	172	180	508	76	144	64	44	1852
1715	56	632	8	16	80	188	168	552	52	108	48	28	1936
1730	24	520	12	16	48	196	196	592	68	80	60	16	1828
1745	12	620	12	12	64	168	200	692	24	92	24	8	1928

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: Appr/Exit Totals

Int# 1 arlington/university/cars

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	340	168	308	64	228	60	484	108	880
715	440	180	536	68	432	88	548	156	1224
730	472	204	444	140	336	164	644	116	1260
745	452	244	532	160	344	184	636	224	1388
800	396	208	532	64	372	160	528	140	1200
815	440	232	496	52	328	124	604	164	1220
830	528	216	588	84	444	160	660	152	1416
845	432	232	608	128	424	180	632	164	1400
1600	568	288	728	308	536	244	904	208	1892
1615	612	236	808	176	612	176	864	180	1832
1630	592	320	668	216	528	200	960	108	1796
1645	524	252	740	144	516	216	708	220	1660
1700	576	260	764	252	568	264	856	164	1852
1715	696	284	772	184	596	224	928	188	1936
1730	556	260	856	156	624	268	796	140	1828
1745	644	244	916	124	712	236	880	100	1928

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: by Movement

Int# 1 arlington/university/cars

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	30	391	5	15	39	145	68	305	82	42	51	15	1188
715	35	396	9	16	41	152	87	341	83	41	53	14	1268
730	32	398	10	13	43	166	97	318	86	39	51	14	1267
745	31	413	10	20	45	160	102	341	94	34	45	11	1306
800	23	416	10	22	44	156	109	359	88	34	37	11	1309
815	15	329	6	18	34	118	80	272	71	27	30	9	1009*
830	10	225	5	14	23	75	55	198	46	23	25	5	704*
845	4	101	3	4	13	41	29	99	24	16	13	3	350*
1600	34	529	11	17	71	186	151	511	74	144	47	20	1795
1615	31	531	14	18	64	185	156	516	73	131	44	22	1785
1630	38	544	15	20	67	192	166	505	65	127	45	27	1811
1645	40	533	15	18	64	182	178	531	74	107	50	27	1819
1700	27	578	13	15	66	181	186	586	55	106	49	24	1886
1715	23	443	8	11	48	138	141	459	36	70	33	13	1423*
1730	9	285	6	7	28	91	99	321	23	43	21	6	939*
1745	3	155	3	3	16	42	50	173	6	23	6	2	482*

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: Appr/Exit Totals

Int# 1 arlington/university/cars

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	426	199	455	108	335	124	578	151	1188
715	440	209	511	108	371	149	589	159	1268
730	440	222	501	104	345	158	603	161	1267
745	454	225	537	90	372	157	607	170	1306
800	449	222	556	82	392	156	606	155	1309
815	350	170	423	66	299	116	474	120	1009*
830	240	112	299	53	217	85	323	79	704*
845	108	58	152	32	106	45	158	41	350*
1600	574	274	736	211	548	209	859	179	1795
1615	576	267	745	197	556	214	847	168	1785
1630	597	279	736	199	552	226	863	170	1811
1645	588	264	783	184	576	243	822	178	1819
1700	618	262	827	179	625	248	865	148	1886
1715	474	197	636	116	483	182	651	107	1423*
1730	300	126	443	70	334	126	419	60	939*
1745	161	61	229	31	178	59	220	25	482*

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - by Mvmt

Int# 6 kennicott/university/multi

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	0	0	0	0	0	0	0	0	0	0	0
715	0	0	0	1	0	0	0	0	0	0	0	0	1
730	0	0	0	0	0	0	0	0	0	0	0	0	0
745	0	0	0	1	0	0	0	0	0	0	0	0	1
800	0	0	0	0	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0	0	0	0	0
830	0	0	0	0	0	0	0	0	0	0	0	0	0
845	0	0	0	0	0	0	0	0	0	0	0	0	0
1600	0	0	1	0	0	0	0	0	0	0	0	0	1
1615	0	0	0	0	0	0	0	0	0	0	0	0	0
1630	0	0	0	1	0	0	0	0	0	0	0	0	1
1645	0	0	1	0	0	0	0	0	0	0	0	0	1
1700	0	0	1	0	0	0	0	0	0	0	0	0	1
1715	0	0	0	0	0	0	0	0	0	0	0	0	0
1730	0	0	1	0	0	0	0	0	0	0	0	0	1
1745	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	4	3	0	0	0	0	0	0	0	0	7

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - Totals

Int# 6 kennicott/university/multi

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	0	0	0	0	0	0	0	0	0
715	0	1	0	0	1	0	0	0	1
730	0	0	0	0	0	0	0	0	0
745	0	1	0	0	1	0	0	0	1
800	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0
830	0	0	0	0	0	0	0	0	0
845	0	0	0	0	0	0	0	0	0
1600	1	0	0	0	0	1	0	0	1
1615	0	0	0	0	0	0	0	0	0
1630	0	1	0	0	1	0	0	0	1
1645	1	0	0	0	0	1	0	0	1
1700	1	0	0	0	0	1	0	0	1
1715	0	0	0	0	0	0	0	0	0
1730	1	0	0	0	0	1	0	0	1
1745	0	0	0	0	0	0	0	0	0
Total	4	3	0	0	3	4	0	0	7

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: by Movement

Int# 6 kennicott/university/multi

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	0	0	0	0	0	0	0	0	0	0	0
715	0	0	0	4	0	0	0	0	0	0	0	0	4
730	0	0	0	0	0	0	0	0	0	0	0	0	0
745	0	0	0	4	0	0	0	0	0	0	0	0	4
800	0	0	0	0	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0	0	0	0	0
830	0	0	0	0	0	0	0	0	0	0	0	0	0
845	0	0	0	0	0	0	0	0	0	0	0	0	0
1600	0	0	4	0	0	0	0	0	0	0	0	0	4
1615	0	0	0	0	0	0	0	0	0	0	0	0	0
1630	0	0	0	4	0	0	0	0	0	0	0	0	4
1645	0	0	4	0	0	0	0	0	0	0	0	0	4
1700	0	0	4	0	0	0	0	0	0	0	0	0	4
1715	0	0	0	0	0	0	0	0	0	0	0	0	0
1730	0	0	4	0	0	0	0	0	0	0	0	0	4
1745	0	0	0	0	0	0	0	0	0	0	0	0	0

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: Appr/Exit Totals

Int# 6 kennicott/university/multi

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	0	0	0	0	0	0	0	0	0
715	0	4	0	0	4	0	0	0	4
730	0	0	0	0	0	0	0	0	0
745	0	4	0	0	4	0	0	0	4
800	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0
830	0	0	0	0	0	0	0	0	0
845	0	0	0	0	0	0	0	0	0
1600	4	0	0	0	0	4	0	0	4
1615	0	0	0	0	0	0	0	0	0
1630	0	4	0	0	4	0	0	0	4
1645	4	0	0	0	0	4	0	0	4
1700	4	0	0	0	0	4	0	0	4
1715	0	0	0	0	0	0	0	0	0
1730	4	0	0	0	0	4	0	0	4
1745	0	0	0	0	0	0	0	0	0

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: by Movement

Int# 6 kennicott/university/multi

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	0	2	0	0	0	0	0	0	0	0	2
715	0	0	0	2	0	0	0	0	0	0	0	0	2
730	0	0	0	1	0	0	0	0	0	0	0	0	1
745	0	0	0	1	0	0	0	0	0	0	0	0	1
800	0	0	0	0	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0	0	0	0	0*
830	0	0	0	0	0	0	0	0	0	0	0	0	0*
845	0	0	0	0	0	0	0	0	0	0	0	0	0*
1600	0	0	2	1	0	0	0	0	0	0	0	0	3
1615	0	0	2	1	0	0	0	0	0	0	0	0	3
1630	0	0	2	1	0	0	0	0	0	0	0	0	3
1645	0	0	3	0	0	0	0	0	0	0	0	0	3
1700	0	0	2	0	0	0	0	0	0	0	0	0	2
1715	0	0	1	0	0	0	0	0	0	0	0	0	1*
1730	0	0	1	0	0	0	0	0	0	0	0	0	1*
1745	0	0	0	0	0	0	0	0	0	0	0	0	0*

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: Appr/Exit Totals

Int# 6 kennicott/university/multi

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	0	2	0	0	2	0	0	0	2
715	0	2	0	0	2	0	0	0	2
730	0	1	0	0	1	0	0	0	1
745	0	1	0	0	1	0	0	0	1
800	0	0	0	0	0	0	0	0	0
815	0	0	0	0	0	0	0	0	0*
830	0	0	0	0	0	0	0	0	0*
845	0	0	0	0	0	0	0	0	0*
1600	2	1	0	0	1	2	0	0	3
1615	2	1	0	0	1	2	0	0	3
1630	2	1	0	0	1	2	0	0	3
1645	3	0	0	0	0	3	0	0	3
1700	2	0	0	0	0	2	0	0	2
1715	1	0	0	0	0	1	0	0	1*
1730	1	0	0	0	0	1	0	0	1*
1745	0	0	0	0	0	0	0	0	0*

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - by Mvmt

Int# 4 kennicott/university/cars

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	5	21	7	0	3	22	17	0	0	0	0	75
715	0	5	24	20	0	1	17	17	0	0	0	0	84
730	0	7	25	13	0	2	32	13	0	0	0	0	92
745	0	14	33	23	0	4	31	15	0	0	0	0	120
800	0	12	28	16	0	2	18	12	0	0	0	0	88
815	0	2	14	19	0	7	14	16	0	0	0	0	72
830	0	11	14	19	0	3	22	17	0	0	0	0	86
845	0	10	19	18	0	2	18	20	0	0	0	0	87
1600	0	18	35	56	0	16	7	20	0	0	0	0	152
1615	0	13	16	40	0	12	11	22	0	0	0	0	114
1630	0	22	19	42	0	20	5	15	0	0	0	0	123
1645	0	25	13	38	0	19	5	22	0	0	0	0	122
1700	0	26	21	63	0	26	7	20	0	0	0	0	163
1715	0	20	19	28	0	25	11	15	0	0	0	0	118
1730	0	23	13	24	0	12	9	18	0	0	0	0	99
1745	0	19	20	19	0	13	4	14	0	0	0	0	89
Total	0	232	334	445	0	167	233	273	0	0	0	0	1684

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - Totals

Int# 4 kennicott/university/cars

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	26	10	39	0	24	43	8	0	75
715	29	21	34	0	37	41	6	0	84
730	32	15	45	0	26	57	9	0	92
745	47	27	46	0	38	64	18	0	120
800	40	18	30	0	28	46	14	0	88
815	16	26	30	0	35	28	9	0	72
830	25	22	39	0	36	36	14	0	86
845	29	20	38	0	38	37	12	0	87
1600	53	72	27	0	76	42	34	0	152
1615	29	52	33	0	62	27	25	0	114
1630	41	62	20	0	57	24	42	0	123
1645	38	57	27	0	60	18	44	0	122
1700	47	89	27	0	83	28	52	0	163
1715	39	53	26	0	43	30	45	0	118
1730	36	36	27	0	42	22	35	0	99
1745	39	32	18	0	33	24	32	0	89
Total	566	612	506	0	718	567	399	0	1684

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: by Movement

Int# 4 kennicott/university/cars

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	20	84	28	0	12	88	68	0	0	0	0	300
715	0	20	96	80	0	4	68	68	0	0	0	0	336
730	0	28	100	52	0	8	128	52	0	0	0	0	368
745	0	56	132	92	0	16	124	60	0	0	0	0	480
800	0	48	112	64	0	8	72	48	0	0	0	0	352
815	0	8	56	76	0	28	56	64	0	0	0	0	288
830	0	44	56	76	0	12	88	68	0	0	0	0	344
845	0	40	76	72	0	8	72	80	0	0	0	0	348
1600	0	72	140	224	0	64	28	80	0	0	0	0	608
1615	0	52	64	160	0	48	44	88	0	0	0	0	456
1630	0	88	76	168	0	80	20	60	0	0	0	0	492
1645	0	100	52	152	0	76	20	88	0	0	0	0	488
1700	0	104	84	252	0	104	28	80	0	0	0	0	652
1715	0	80	76	112	0	100	44	60	0	0	0	0	472
1730	0	92	52	96	0	48	36	72	0	0	0	0	396
1745	0	76	80	76	0	52	16	56	0	0	0	0	356

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: Appr/Exit Totals

Int# 4 kennicott/university/cars

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	104	40	156	0	96	172	32	0	300
715	116	84	136	0	148	164	24	0	336
730	128	60	180	0	104	228	36	0	368
745	188	108	184	0	152	256	72	0	480
800	160	72	120	0	112	184	56	0	352
815	64	104	120	0	140	112	36	0	288
830	100	88	156	0	144	144	56	0	344
845	116	80	152	0	152	148	48	0	348
1600	212	288	108	0	304	168	136	0	608
1615	116	208	132	0	248	108	100	0	456
1630	164	248	80	0	228	96	168	0	492
1645	152	228	108	0	240	72	176	0	488
1700	188	356	108	0	332	112	208	0	652
1715	156	212	104	0	172	120	180	0	472
1730	144	144	108	0	168	88	140	0	396
1745	156	128	72	0	132	96	128	0	356

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: by Movement

Int# 4 kennicott/university/cars

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	31	103	63	0	10	102	62	0	0	0	0	371
715	0	38	110	72	0	9	98	57	0	0	0	0	384
730	0	35	100	71	0	15	95	56	0	0	0	0	372
745	0	39	89	77	0	16	85	60	0	0	0	0	366
800	0	35	75	72	0	14	72	65	0	0	0	0	333
815	0	23	47	56	0	12	54	53	0	0	0	0	245*
830	0	21	33	37	0	5	40	37	0	0	0	0	173*
845	0	10	19	18	0	2	18	20	0	0	0	0	87*
1600	0	78	83	176	0	67	28	79	0	0	0	0	511
1615	0	86	69	183	0	77	28	79	0	0	0	0	522
1630	0	93	72	171	0	90	28	72	0	0	0	0	526
1645	0	94	66	153	0	82	32	75	0	0	0	0	502
1700	0	88	73	134	0	76	31	67	0	0	0	0	469
1715	0	62	52	71	0	50	24	47	0	0	0	0	306*
1730	0	42	33	43	0	25	13	32	0	0	0	0	188*
1745	0	19	20	19	0	13	4	14	0	0	0	0	89*

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: Appr/Exit Totals

Int# 4 kennicott/university/cars

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	134	73	164	0	125	205	41	0	371
715	148	81	155	0	129	208	47	0	384
730	135	86	151	0	127	195	50	0	372
745	128	93	145	0	137	174	55	0	366
800	110	86	137	0	137	147	49	0	333
815	70	68	107	0	109	101	35	0	245*
830	54	42	77	0	74	73	26	0	173*
845	29	20	38	0	38	37	12	0	87*
1600	161	243	107	0	255	111	145	0	511
1615	155	260	107	0	262	97	163	0	522
1630	165	261	100	0	243	100	183	0	526
1645	160	235	107	0	228	98	176	0	502
1700	161	210	98	0	201	104	164	0	469
1715	114	121	71	0	118	76	112	0	306*
1730	75	68	45	0	75	46	67	0	188*
1745	39	32	18	0	33	24	32	0	89*

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - by Mvmt

Int# 5 kennicott/university/single

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	2	0	0	1	0	0	0	0	0	0	3
715	0	0	1	0	0	1	0	1	0	0	0	0	3
730	0	0	1	0	0	0	0	0	0	0	0	0	1
745	0	0	1	1	0	0	0	0	0	0	0	0	2
800	0	2	0	2	0	0	0	0	0	0	0	0	4
815	0	0	1	0	0	0	0	0	0	0	0	0	1
830	0	1	0	5	0	0	0	1	0	0	0	0	7
845	0	1	0	2	0	0	1	0	0	0	0	0	4
1600	0	0	1	2	0	0	0	0	0	0	0	0	3
1615	0	0	1	2	0	1	0	0	0	0	0	0	4
1630	0	0	0	3	0	0	0	1	0	0	0	0	4
1645	0	0	2	4	0	0	0	0	0	0	0	0	6
1700	0	1	1	2	0	0	0	1	0	0	0	0	5
1715	0	0	1	2	0	0	0	1	0	0	0	0	4
1730	0	0	1	6	0	0	0	0	0	0	0	0	7
1745	0	0	1	1	0	0	0	2	0	0	0	0	4
Total	0	5	14	32	0	3	1	7	0	0	0	0	62

TEAPAC[Ver 9.50.02] - 15-Minute Counts: All Vehicles - Totals

Int# 5 kennicott/university/single

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	2	1	0	0	0	2	1	0	3
715	1	1	1	0	1	1	1	0	3
730	1	0	0	0	0	1	0	0	1
745	1	1	0	0	1	1	0	0	2
800	2	2	0	0	2	0	2	0	4
815	1	0	0	0	0	1	0	0	1
830	1	5	1	0	6	0	1	0	7
845	1	2	1	0	2	1	1	0	4
1600	1	2	0	0	2	1	0	0	3
1615	1	3	0	0	2	1	1	0	4
1630	0	3	1	0	4	0	0	0	4
1645	2	4	0	0	4	2	0	0	6
1700	2	2	1	0	3	1	1	0	5
1715	1	2	1	0	3	1	0	0	4
1730	1	6	0	0	6	1	0	0	7
1745	1	1	2	0	3	1	0	0	4
Total	19	35	8	0	39	15	8	0	62

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: by Movement

Int# 5 kennicott/university/single

Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	8	0	0	4	0	0	0	0	0	0	12
715	0	0	4	0	0	4	0	4	0	0	0	0	12
730	0	0	4	0	0	0	0	0	0	0	0	0	4
745	0	0	4	4	0	0	0	0	0	0	0	0	8
800	0	8	0	8	0	0	0	0	0	0	0	0	16
815	0	0	4	0	0	0	0	0	0	0	0	0	4
830	0	4	0	20	0	0	0	4	0	0	0	0	28
845	0	4	0	8	0	0	4	0	0	0	0	0	16
1600	0	0	4	8	0	0	0	0	0	0	0	0	12
1615	0	0	4	8	0	4	0	0	0	0	0	0	16
1630	0	0	0	12	0	0	0	4	0	0	0	0	16
1645	0	0	8	16	0	0	0	0	0	0	0	0	24
1700	0	4	4	8	0	0	0	4	0	0	0	0	20
1715	0	0	4	8	0	0	0	4	0	0	0	0	16
1730	0	0	4	24	0	0	0	0	0	0	0	0	28
1745	0	0	4	4	0	0	0	8	0	0	0	0	16

TEAPAC[Ver 9.50.02] - 15-Minute Flow Rates: Appr/Exit Totals

Int# 5 kennicott/university/single

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	8	4	0	0	0	8	4	0	12
715	4	4	4	0	4	4	4	0	12
730	4	0	0	0	0	4	0	0	4
745	4	4	0	0	4	4	0	0	8
800	8	8	0	0	8	0	8	0	16
815	4	0	0	0	0	4	0	0	4
830	4	20	4	0	24	0	4	0	28
845	4	8	4	0	8	4	4	0	16
1600	4	8	0	0	8	4	0	0	12
1615	4	12	0	0	8	4	4	0	16
1630	0	12	4	0	16	0	0	0	16
1645	8	16	0	0	16	8	0	0	24
1700	8	8	4	0	12	4	4	0	20
1715	4	8	4	0	12	4	0	0	16
1730	4	24	0	0	24	4	0	0	28
1745	4	4	8	0	12	4	0	0	16

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: by Movement

Int# 5 kennicott/university/single

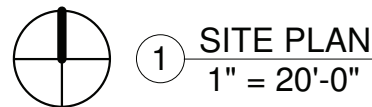
Begin Time	N-Approach			E-Approach			S-Approach			W-Approach			Int Total
	RT	TH	LT	RT	TH	LT	RT	TH	LT	RT	TH	LT	
700	0	0	5	1	0	2	0	1	0	0	0	0	9
715	0	2	3	3	0	1	0	1	0	0	0	0	10
730	0	2	3	3	0	0	0	0	0	0	0	0	8
745	0	3	2	8	0	0	0	1	0	0	0	0	14
800	0	4	1	9	0	0	1	1	0	0	0	0	16
815	0	2	1	7	0	0	1	1	0	0	0	0	12*
830	0	2	0	7	0	0	1	1	0	0	0	0	11*
845	0	1	0	2	0	0	1	0	0	0	0	0	4*
1600	0	0	4	11	0	1	0	1	0	0	0	0	17
1615	0	1	4	11	0	1	0	2	0	0	0	0	19
1630	0	1	4	11	0	0	0	3	0	0	0	0	19
1645	0	1	5	14	0	0	0	2	0	0	0	0	22
1700	0	1	4	11	0	0	0	4	0	0	0	0	20
1715	0	0	3	9	0	0	0	3	0	0	0	0	15*
1730	0	0	2	7	0	0	0	2	0	0	0	0	11*
1745	0	0	1	1	0	0	0	2	0	0	0	0	4*

TEAPAC[Ver 9.50.02] - 60-Minute Volumes: Appr/Exit Totals

Int# 5 kennicott/university/single

Begin Time	Approach Totals				Exit Totals				Int Total
	N	E	S	W	N	E	S	W	
700	5	3	1	0	2	5	2	0	9
715	5	4	1	0	4	3	3	0	10
730	5	3	0	0	3	3	2	0	8
745	5	8	1	0	9	2	3	0	14
800	5	9	2	0	10	2	4	0	16
815	3	7	2	0	8	2	2	0	12*
830	2	7	2	0	8	1	2	0	11*
845	1	2	1	0	2	1	1	0	4*
1600	4	12	1	0	12	4	1	0	17
1615	5	12	2	0	13	4	2	0	19
1630	5	11	3	0	14	4	1	0	19
1645	6	14	2	0	16	5	1	0	22
1700	5	11	4	0	15	4	1	0	20
1715	3	9	3	0	12	3	0	0	15*
1730	2	7	2	0	9	2	0	0	11*
1745	1	1	2	0	3	1	0	0	4*

Site Plan

Project Name and Address

600 W UNIVERSITY DR
ARLINGTON HEIGHTS, IL 60004

Project No. 25-021

Description	SITE PLAN
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Sheet 1-A-100

ITE Trip Generation Summary Sheets

Manufacturing (140)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 7 and 9 a.m.

Setting/Location: General Urban/Suburban

Number of Studies: 48

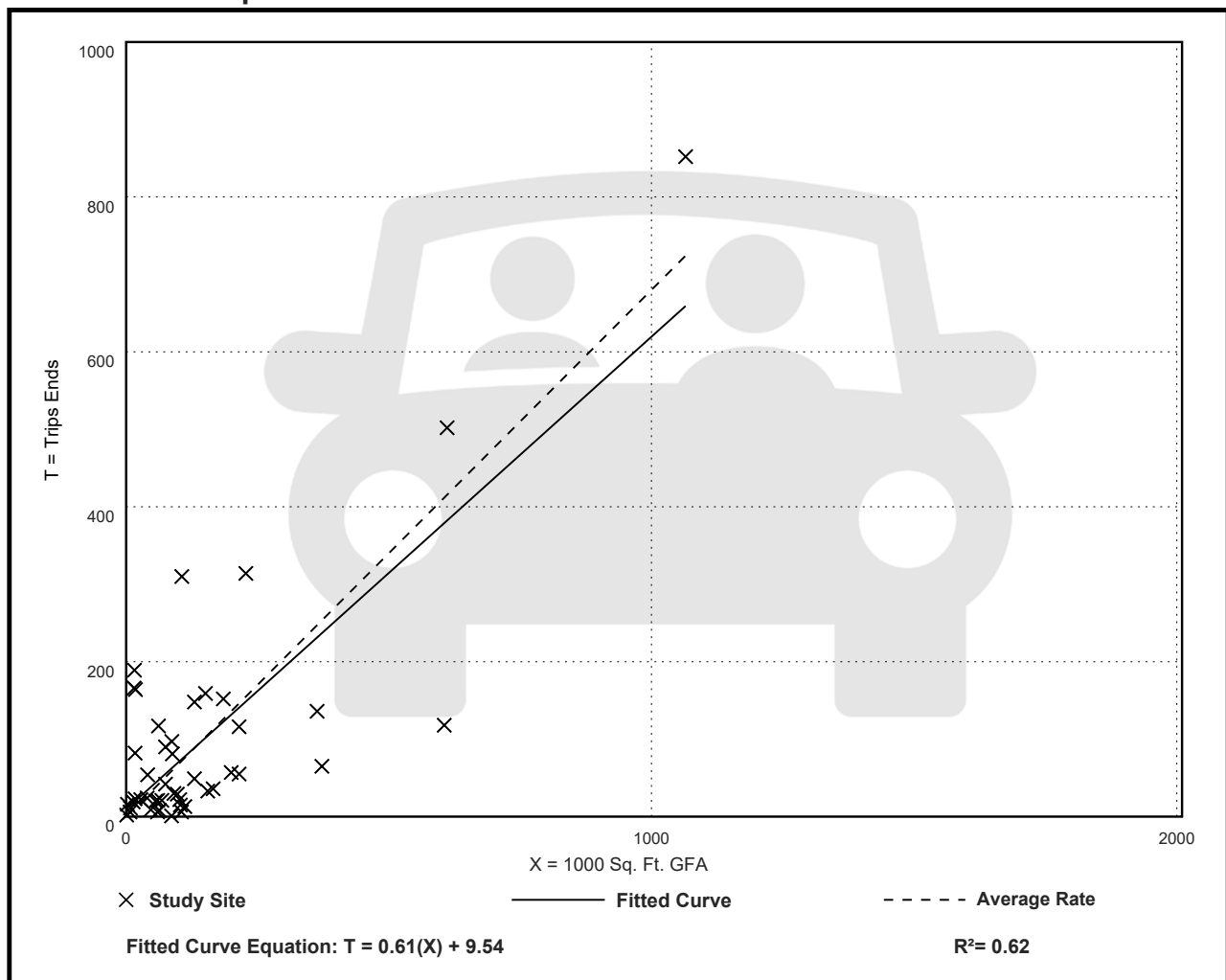
Avg. 1000 Sq. Ft. GFA: 138

Directional Distribution: 76% entering, 24% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.68	0.01 - 11.93	1.03

Data Plot and Equation



Manufacturing (140)

Vehicle Trip Ends vs: 1000 Sq. Ft. GFA

On a: Weekday,

Peak Hour of Adjacent Street Traffic,

One Hour Between 4 and 6 p.m.

Setting/Location: General Urban/Suburban

Number of Studies: 55

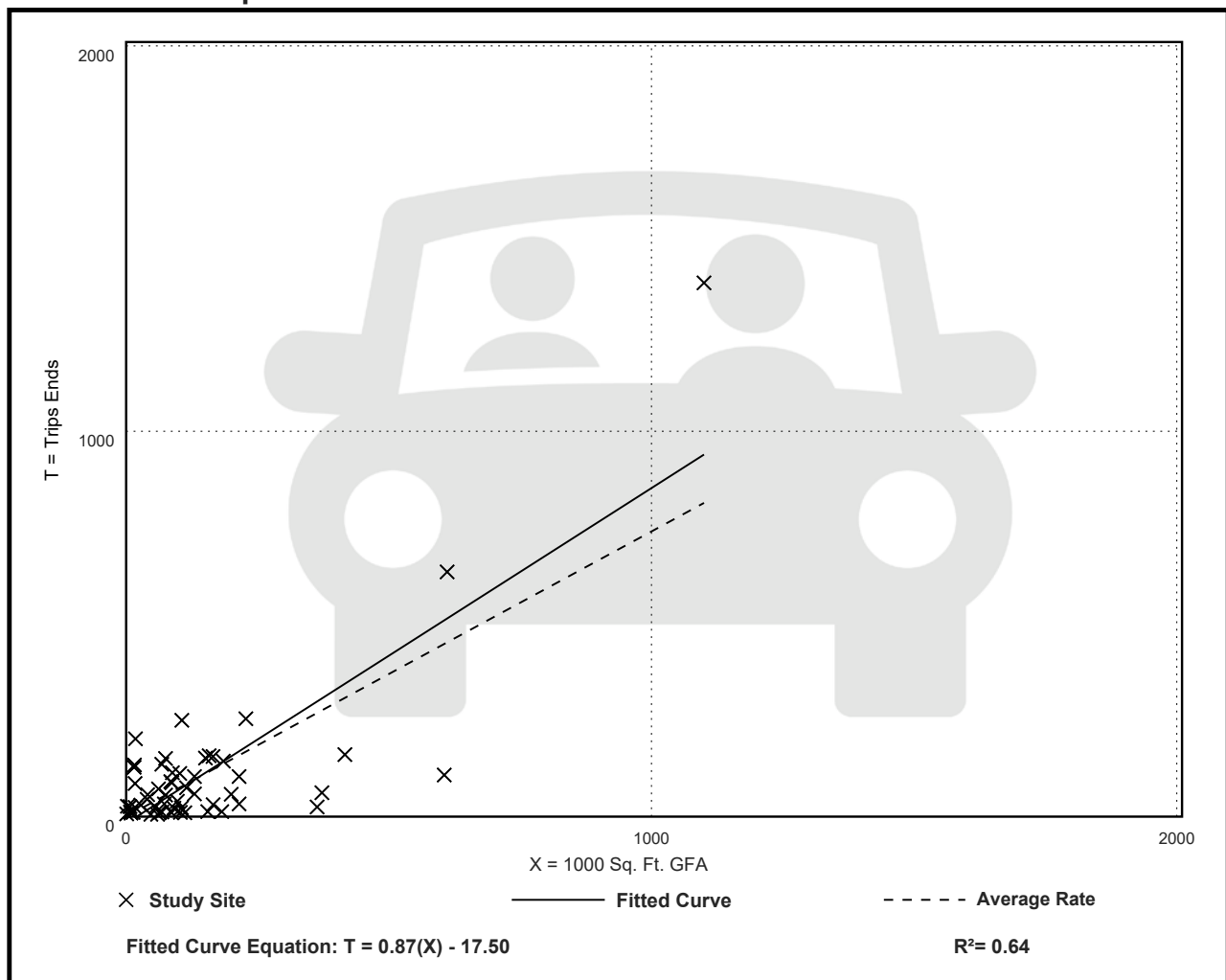
Avg. 1000 Sq. Ft. GFA: 142

Directional Distribution: 31% entering, 69% exiting

Vehicle Trip Generation per 1000 Sq. Ft. GFA

Average Rate	Range of Rates	Standard Deviation
0.74	0.07 - 11.37	0.93

Data Plot and Equation



CMAP 2050 Projections Letter



August 4, 2025

Ryan May
Project Coordinator
Kenig, Lindgren, O'Hara and Aboona, Inc.
9575 West Higgins Road
Suite 400
Rosemont, IL 60018

Subject: University Drive with Kennicott Avenue and Arlington Heights Road
IDOT

Dear Ms. May:

In response to a request made on your behalf and dated August 4, 2025, we have developed year 2050 average daily traffic (ADT) projections for the subject location.

ROAD SEGMENT	Current ADT (2022)	Year 2050 ADT
Kennicott Avenue at University Drive	3,650	4,280
University Drive at Arlington Heights Road	4,050	4,750
Arlington Heights Road at University Drive	19,200	22,500

Traffic projections are developed using existing ADT data provided in the request letter and the results from the June 2025 CMAP Travel Demand Analysis. The regional travel model uses CMAP 2050 socioeconomic projections and assumes the implementation of the ON TO 2050 Comprehensive Regional Plan for the Northeastern Illinois area. The provision of this data in support of your request does not constitute a CMAP endorsement of the proposed development or any subsequent developments.

If you have any questions, please call me at (312) 386-8806 or email me at jrodriguez@cmap.illinois.gov

Jose Rodriguez, PTP, AICP
Senior Planner, Research & Analysis

cc: Rios (IDOT)
S:\AdminGroups\ResearchAnalysis\2025_trafficForecasts\Arlington Heights\ck-83-25\ck-83-25.docx

Level of Service Criteria

LEVEL OF SERVICE CRITERIA

Signalized Intersections		
Level of Service	Interpretation	Average Control Delay (seconds per vehicle)
A	Favorable progression. Most vehicles arrive during the green indication and travel through the intersection without stopping.	≤ 10
B	Good progression, with more vehicles stopping than for Level of Service A.	$> 10 - 20$
C	Individual cycle failures (i.e., one or more queued vehicles are not able to depart as a result of insufficient capacity during the cycle) may begin to appear. Number of vehicles stopping is significant, although many vehicles still pass through the intersection without stopping.	$> 20 - 35$
D	The volume-to-capacity ratio is high and either progression is ineffective or the cycle length is too long. Many vehicles stop and individual cycle failures are noticeable.	$> 35 - 55$
E	Progression is unfavorable. The volume-to-capacity ratio is high and the cycle length is long. Individual cycle failures are frequent.	$> 55 - 80$
F	The volume-to-capacity ratio is very high, progression is very poor, and the cycle length is long. Most cycles fail to clear the queue.	> 80
Unsignalized Intersections		
Level of Service		Average Total Delay (sec/veh)
A		0 - 10
B		$> 10 - 15$
C		$> 15 - 25$
D		$> 25 - 35$
E		$> 35 - 50$
F		> 50
Source: <i>Highway Capacity Manual</i> , 7 th Edition.		

Capacity Analysis Summary Sheets
Existing Weekday Morning Peak Hour

Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕↕			↕↕		↕	↕↕		↕	↕↕	
Traffic Volume (vph)	15	42	37	157	44	22	92	368	112	10	430	24
Future Volume (vph)	15	42	37	157	44	22	92	368	112	10	430	24
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	190		0	150		0
Storage Lanes	0		0	0		0	1		0	2		0
Taper Length (ft)	25			25			100			130		
Lane Util. Factor	0.95	0.95	0.95	0.95	0.95	0.95	1.00	0.95	0.95	1.00	0.95	0.95
Frt		0.941			0.985			0.965			0.992	
Flt Protected		0.992			0.966		0.950			0.950		
Satd. Flow (prot)	0	2988	0	0	3411	0	1752	3408	0	1805	3475	0
Flt Permitted		0.871			0.739		0.435			0.459		
Satd. Flow (perm)	0	2623	0	0	2609	0	802	3408	0	872	3475	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		40			13			51			7	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		3748			571			496			442	
Travel Time (s)		85.2			13.0			11.3			10.0	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles (%)	27%	12%	8%	1%	0%	0%	3%	2%	3%	0%	3%	4%
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	102	0	0	243	0	100	522	0	11	493	0
Turn Type	Perm	NA		Perm	NA		pm+pt	NA		pm+pt	NA	
Protected Phases		4			8		5	2		1	6	
Permitted Phases	4			8			2			6		
Detector Phase	4	4		8	8		5	2		1	6	
Switch Phase												
Minimum Initial (s)	2.0	2.0		2.0	2.0		3.0	4.0		3.0	4.0	
Minimum Split (s)	8.0	8.0		8.0	8.0		6.5	15.0		6.5	15.0	
Total Split (s)	35.0	35.0		35.0	35.0		15.0	45.0		15.0	45.0	
Total Split (%)	36.8%	36.8%		36.8%	36.8%		15.8%	47.4%		15.8%	47.4%	
Yellow Time (s)	4.5	4.5		4.5	4.5		3.5	4.5		3.5	4.5	
All-Red Time (s)	1.5	1.5		1.5	1.5		0.0	1.5		0.0	1.5	
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)		6.0			6.0		3.5	6.0		3.5	6.0	
Lead/Lag							Lead	Lag		Lead	Lag	
Lead-Lag Optimize?												
Recall Mode	None	None		None	None		None	Max		None	Max	
Act Effct Green (s)		11.8			11.8		50.5	46.3		46.3	39.4	
Actuated g/C Ratio		0.16			0.16		0.70	0.64		0.64	0.55	
v/c Ratio		0.22			0.55		0.15	0.24		0.02	0.26	
Control Delay (s/veh)		19.1			31.9		4.4	6.0		4.1	10.1	
Queue Delay		0.0			0.0		0.0	0.0		0.0	0.0	
Total Delay (s/veh)		19.1			31.9		4.4	6.0		4.1	10.1	
LOS		B			C		A	A		A	B	
Approach Delay (s/veh)		19.1			31.9			5.7			10.0	
Approach LOS		B			C			A			A	
Queue Length 50th (ft)		13			51		11	35		1	59	
Queue Length 95th (ft)		34			87		29	93		6	102	

AMEX Existing Weekday Morning Peak Hour
sa

Synchro 12 Report
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Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Internal Link Dist (ft)		3668			491			416			362	
Turn Bay Length (ft)							190			150		
Base Capacity (vph)		1091			1069		716	2212		760	1905	
Starvation Cap Reductn		0			0		0	0		0	0	
Spillback Cap Reductn		0			0		0	0		0	0	
Storage Cap Reductn		0			0		0	0		0	0	
Reduced v/c Ratio		0.09			0.23		0.14	0.24		0.01	0.26	

Intersection Summary

Area Type: Other

Cycle Length: 95

Actuated Cycle Length: 72

Natural Cycle: 40

Control Type: Actuated-Uncoordinated

Maximum v/c Ratio: 0.55

Intersection Signal Delay (s/veh): 12.4

Intersection LOS: B

Intersection Capacity Utilization 46.4%

ICU Level of Service A

Analysis Period (min) 15

Splits and Phases: 5: Arlington Heights Road & University Drive/Old Arlington Heights Road

 Ø1	 Ø2	 Ø4
15 s	45 s	35 s
 Ø5	 Ø6	 Ø8
15 s	45 s	35 s

Intersection

Intersection Delay, s/veh 7.8

Intersection LOS A

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	14	81	66	73	76	39
Future Vol, veh/h	14	81	66	73	76	39
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95
Heavy Vehicles, %	0	11	2	1	1	10
Mvmt Flow	15	85	69	77	80	41
Number of Lanes	1	0	1	0	0	1

Approach	WB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	NB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right	SB	WB	
Conflicting Lanes Right	1	1	0
HCM Control Delay, s/veh	7.5	7.7	8.2
HCM LOS	A	A	A

Lane	NBLn1	WBLn1	SBLn1
Vol Left, %	0%	15%	66%
Vol Thru, %	47%	0%	34%
Vol Right, %	53%	85%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	139	95	115
LT Vol	0	14	76
Through Vol	66	0	39
RT Vol	73	81	0
Lane Flow Rate	146	100	121
Geometry Grp	1	1	1
Degree of Util (X)	0.158	0.111	0.146
Departure Headway (Hd)	3.888	3.994	4.338
Convergence, Y/N	Yes	Yes	Yes
Cap	910	903	818
Service Time	1.965	1.994	2.408
HCM Lane V/C Ratio	0.16	0.111	0.148
HCM Control Delay, s/veh	7.7	7.5	8.2
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.6	0.4	0.5

Capacity Analysis Summary Sheets
Existing Weekday Evening Peak Hour

Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕↕			↕↕		↕	↕↕		↕	↕↕	
Traffic Volume (vph)	25	49	107	183	67	15	64	588	186	13	583	28
Future Volume (vph)	25	49	107	183	67	15	64	588	186	13	583	28
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	190		0	150		0
Storage Lanes	0		0	0		0	2		0	1		0
Taper Length (ft)	25			25			100			130		
Lane Util. Factor	0.95	0.95	0.95	0.95	0.95	0.95	1.00	0.95	0.95	1.00	0.95	0.95
Frt		0.912			0.992			0.964			0.993	
Flt Protected		0.993			0.967		0.950			0.950		
Satd. Flow (prot)	0	3232	0	0	3431	0	1583	3480	0	1805	3544	0
Flt Permitted		0.866			0.704		0.365			0.350		
Satd. Flow (perm)	0	2819	0	0	2498	0	608	3480	0	665	3544	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		110			6			54			6	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		3775			384			444			580	
Travel Time (s)		85.8			8.7			10.1			13.2	
Peak Hour Factor	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97
Heavy Vehicles (%)	4%	0%	1%	1%	1%	0%	14%	0%	0%	0%	1%	4%
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	187	0	0	273	0	66	798	0	13	630	0
Turn Type	Perm	NA		Perm	NA		pm+pt	NA		pm+pt	NA	
Protected Phases		4			8		5	2		1	6	
Permitted Phases	4			8			2			6		
Detector Phase	4	4		8	8		5	2		1	6	
Switch Phase												
Minimum Initial (s)	2.0	2.0		2.0	2.0		3.0	4.0		3.0	4.0	
Minimum Split (s)	8.0	8.0		8.0	8.0		6.5	15.0		6.5	15.0	
Total Split (s)	35.0	35.0		35.0	35.0		15.0	45.0		15.0	45.0	
Total Split (%)	36.8%	36.8%		36.8%	36.8%		15.8%	47.4%		15.8%	47.4%	
Yellow Time (s)	4.5	4.5		4.5	4.5		3.5	4.5		3.5	4.5	
All-Red Time (s)	1.5	1.5		1.5	1.5		0.0	1.5		0.0	1.5	
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)		6.0			6.0		3.5	6.0		3.5	6.0	
Lead/Lag							Lead	Lag		Lead	Lag	
Lead-Lag Optimize?												
Recall Mode	None	None		None	None		None	Max		None	Max	
Act Effct Green (s)		13.2			13.2		50.0	45.9		46.4	39.4	
Actuated g/C Ratio		0.18			0.18		0.68	0.63		0.64	0.54	
v/c Ratio		0.31			0.86dl		0.13	0.36		0.03	0.33	
Control Delay (s/veh)		13.4			33.2		4.9	7.5		4.6	11.1	
Queue Delay		0.0			0.0		0.0	0.0		0.0	0.0	
Total Delay (s/veh)		13.4			33.2		4.9	7.5		4.6	11.1	
LOS		B			C		A	A		A	B	
Approach Delay (s/veh)		13.4			33.2			7.3			11.0	
Approach LOS		B			C			A			B	
Queue Length 50th (ft)		16			60		8	66		2	82	
Queue Length 95th (ft)		43			99		23	161		7	137	

PMEX Existing Weekday Evening Peak Hour
sa

Synchro 12 Report
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Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Internal Link Dist (ft)		3695			304			364			500	
Turn Bay Length (ft)							190			150		
Base Capacity (vph)		1198			1007		573	2210		638	1917	
Starvation Cap Reductn		0			0		0	0		0	0	
Spillback Cap Reductn		0			0		0	0		0	0	
Storage Cap Reductn		0			0		0	0		0	0	
Reduced v/c Ratio		0.16			0.27		0.12	0.36		0.02	0.33	

Intersection Summary

Area Type: Other

Cycle Length: 95

Actuated Cycle Length: 73

Natural Cycle: 40

Control Type: Actuated-Uncoordinated

Maximum v/c Ratio: 0.60

Intersection Signal Delay (s/veh): 12.7

Intersection LOS: B

Intersection Capacity Utilization 59.5%

ICU Level of Service B

Analysis Period (min) 15

dl Defacto Left Lane. Recode with 1 though lane as a left lane.

Splits and Phases: 5: Arlington Heights Road & University Drive/Old Arlington Heights Road

 Ø1	 Ø2	 Ø4
15 s	45 s	35 s
 Ø5	 Ø6	 Ø8
15 s	45 s	35 s

Intersection

Intersection Delay, s/veh 10.1

Intersection LOS B

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	76	145	71	31	79	89
Future Vol, veh/h	76	145	71	31	79	89
Peak Hour Factor	0.72	0.72	0.72	0.72	0.72	0.72
Heavy Vehicles, %	0	8	6	0	8	1
Mvmt Flow	106	201	99	43	110	124
Number of Lanes	1	0	1	0	0	1

Approach	WB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	NB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right	SB	WB	
Conflicting Lanes Right	1	1	0
HCM Control Delay, s/veh	10.3	9	10.5
HCM LOS	B	A	B

Lane	NBLn1	WBLn1	SBLn1
Vol Left, %	0%	34%	47%
Vol Thru, %	70%	0%	53%
Vol Right, %	30%	66%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	102	221	168
LT Vol	0	76	79
Through Vol	71	0	89
RT Vol	31	145	0
Lane Flow Rate	142	307	233
Geometry Grp	1	1	1
Degree of Util (X)	0.19	0.383	0.325
Departure Headway (Hd)	4.832	4.49	5.017
Convergence, Y/N	Yes	Yes	Yes
Cap	737	798	712
Service Time	2.898	2.536	3.077
HCM Lane V/C Ratio	0.193	0.385	0.327
HCM Control Delay, s/veh	9	10.3	10.5
HCM Lane LOS	A	B	B
HCM 95th-tile Q	0.7	1.8	1.4

Capacity Analysis Summary Sheets
Year 2031 No-Build Weekday Morning Peak Hour

Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕↕			↕↕		↕	↕↕		↕	↕↕	
Traffic Volume (vph)	15	43	38	162	45	23	95	379	115	10	443	25
Future Volume (vph)	15	43	38	162	45	23	95	379	115	10	443	25
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	190		0	150		0
Storage Lanes	0		0	0		0	1		0	2		0
Taper Length (ft)	25			25			100			130		
Lane Util. Factor	0.95	0.95	0.95	0.95	0.95	0.95	1.00	0.95	0.95	1.00	0.95	0.95
Frt		0.941			0.985			0.965			0.992	
Flt Protected		0.992			0.966		0.950			0.950		
Satd. Flow (prot)	0	2989	0	0	3411	0	1752	3408	0	1805	3475	0
Flt Permitted		0.871			0.738		0.429			0.452		
Satd. Flow (perm)	0	2625	0	0	2606	0	791	3408	0	859	3475	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		41			13			51			7	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		3748			571			496			442	
Travel Time (s)		85.2			13.0			11.3			10.0	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles (%)	27%	12%	8%	1%	0%	0%	3%	2%	3%	0%	3%	4%
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	104	0	0	250	0	103	537	0	11	509	0
Turn Type	Perm	NA		Perm	NA		pm+pt	NA		pm+pt	NA	
Protected Phases		4			8		5	2		1	6	
Permitted Phases	4			8			2			6		
Detector Phase	4	4		8	8		5	2		1	6	
Switch Phase												
Minimum Initial (s)	2.0	2.0		2.0	2.0		3.0	4.0		3.0	4.0	
Minimum Split (s)	8.0	8.0		8.0	8.0		6.5	15.0		6.5	15.0	
Total Split (s)	35.0	35.0		35.0	35.0		15.0	45.0		15.0	45.0	
Total Split (%)	36.8%	36.8%		36.8%	36.8%		15.8%	47.4%		15.8%	47.4%	
Yellow Time (s)	4.5	4.5		4.5	4.5		3.5	4.5		3.5	4.5	
All-Red Time (s)	1.5	1.5		1.5	1.5		0.0	1.5		0.0	1.5	
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)		6.0			6.0		3.5	6.0		3.5	6.0	
Lead/Lag							Lead	Lag		Lead	Lag	
Lead-Lag Optimize?												
Recall Mode	None	None		None	None		None	Max		None	Max	
Act Effct Green (s)		12.0			12.0		50.6	46.4		46.3	39.4	
Actuated g/C Ratio		0.17			0.17		0.70	0.64		0.64	0.54	
v/c Ratio		0.22			0.56		0.16	0.24		0.02	0.27	
Control Delay (s/veh)		19.0			32.1		4.5	6.1		4.2	10.4	
Queue Delay		0.0			0.0		0.0	0.0		0.0	0.0	
Total Delay (s/veh)		19.0			32.1		4.5	6.1		4.2	10.4	
LOS		B			C		A	A		A	B	
Approach Delay (s/veh)		19.0			32.1			5.9			10.2	
Approach LOS		B			C			A			B	
Queue Length 50th (ft)		13			53		12	37		1	62	
Queue Length 95th (ft)		34			90		31	96		6	107	

AMNB Year 2031 No-Build Weekday Morning Peak Hour

sa

Synchro 12 Report

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Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Internal Link Dist (ft)		3668			491			416			362	
Turn Bay Length (ft)							190			150		
Base Capacity (vph)		1088			1064		708	2206		750	1898	
Starvation Cap Reductn		0			0		0	0		0	0	
Spillback Cap Reductn		0			0		0	0		0	0	
Storage Cap Reductn		0			0		0	0		0	0	
Reduced v/c Ratio		0.10			0.23		0.15	0.24		0.01	0.27	

Intersection Summary

Area Type: Other

Cycle Length: 95

Actuated Cycle Length: 72.3

Natural Cycle: 40

Control Type: Actuated-Uncoordinated

Maximum v/c Ratio: 0.56

Intersection Signal Delay (s/veh): 12.6

Intersection LOS: B

Intersection Capacity Utilization 47.3%

ICU Level of Service A

Analysis Period (min) 15

Splits and Phases: 5: Arlington Heights Road & University Drive/Old Arlington Heights Road

 Ø1	 Ø2	 Ø4
15 s	45 s	35 s
 Ø5	 Ø6	 Ø8
15 s	45 s	35 s

Intersection	
Intersection Delay, s/veh	7.8
Intersection LOS	A

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	14	83	68	75	78	40
Future Vol, veh/h	14	83	68	75	78	40
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95
Heavy Vehicles, %	0	11	2	1	1	10
Mvmt Flow	15	87	72	79	82	42
Number of Lanes	1	0	1	0	0	1

Approach	WB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	NB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right	SB	WB	
Conflicting Lanes Right	1	1	0
HCM Control Delay, s/veh	7.5	7.7	8.2
HCM LOS	A	A	A

Lane	NBLn1	WBLn1	SBLn1
Vol Left, %	0%	14%	66%
Vol Thru, %	48%	0%	34%
Vol Right, %	52%	86%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	143	97	118
LT Vol	0	14	78
Through Vol	68	0	40
RT Vol	75	83	0
Lane Flow Rate	151	102	124
Geometry Grp	1	1	1
Degree of Util (X)	0.163	0.114	0.15
Departure Headway (Hd)	3.894	4.008	4.346
Convergence, Y/N	Yes	Yes	Yes
Cap	908	900	817
Service Time	1.975	2.008	2.418
HCM Lane V/C Ratio	0.166	0.113	0.152
HCM Control Delay, s/veh	7.7	7.5	8.2
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.6	0.4	0.5

Capacity Analysis Summary Sheets
Year 2031 No-Build Weekday Evening Peak Hour

Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕↕			↕↕		↕	↕↕		↕	↕↕	
Traffic Volume (vph)	26	50	110	188	69	15	66	606	192	13	600	29
Future Volume (vph)	26	50	110	188	69	15	66	606	192	13	600	29
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	190		0	150		0
Storage Lanes	0		0	0		0	2		0	1		0
Taper Length (ft)	25			25			100			130		
Lane Util. Factor	0.95	0.95	0.95	0.95	0.95	0.95	1.00	0.95	0.95	1.00	0.95	0.95
Frt		0.912			0.992			0.964			0.993	
Flt Protected		0.993			0.967		0.950			0.950		
Satd. Flow (prot)	0	3232	0	0	3430	0	1583	3480	0	1805	3544	0
Flt Permitted		0.863			0.702		0.355			0.342		
Satd. Flow (perm)	0	2809	0	0	2490	0	592	3480	0	650	3544	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		113			6			54			6	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		3775			384			444			580	
Travel Time (s)		85.8			8.7			10.1			13.2	
Peak Hour Factor	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97
Heavy Vehicles (%)	4%	0%	1%	1%	1%	0%	14%	0%	0%	0%	1%	4%
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	192	0	0	280	0	68	823	0	13	649	0
Turn Type	Perm	NA		Perm	NA		pm+pt	NA		pm+pt	NA	
Protected Phases		4			8		5	2		1	6	
Permitted Phases	4			8			2			6		
Detector Phase	4	4		8	8		5	2		1	6	
Switch Phase												
Minimum Initial (s)	2.0	2.0		2.0	2.0		3.0	4.0		3.0	4.0	
Minimum Split (s)	8.0	8.0		8.0	8.0		6.5	15.0		6.5	15.0	
Total Split (s)	35.0	35.0		35.0	35.0		15.0	45.0		15.0	45.0	
Total Split (%)	36.8%	36.8%		36.8%	36.8%		15.8%	47.4%		15.8%	47.4%	
Yellow Time (s)	4.5	4.5		4.5	4.5		3.5	4.5		3.5	4.5	
All-Red Time (s)	1.5	1.5		1.5	1.5		0.0	1.5		0.0	1.5	
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)		6.0			6.0		3.5	6.0		3.5	6.0	
Lead/Lag							Lead	Lag		Lead	Lag	
Lead-Lag Optimize?												
Recall Mode	None	None		None	None		None	Max		None	Max	
Act Effct Green (s)		13.5			13.5		50.0	46.0		46.4	39.5	
Actuated g/C Ratio		0.18			0.18		0.68	0.63		0.63	0.54	
v/c Ratio		0.32			0.87dl		0.14	0.37		0.03	0.34	
Control Delay (s/veh)		13.4			33.3		5.1	7.8		4.8	11.4	
Queue Delay		0.0			0.0		0.0	0.0		0.0	0.0	
Total Delay (s/veh)		13.4			33.3		5.1	7.8		4.8	11.4	
LOS		B			C		A	A		A	B	
Approach Delay (s/veh)		13.4			33.3			7.6			11.3	
Approach LOS		B			C			A			B	
Queue Length 50th (ft)		16			62		8	71		2	86	
Queue Length 95th (ft)		43			102		24	170		7	144	

PMNB Year 2031 No-Build Weekday Evening Peak Hour

Synchro 12 Report

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Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Internal Link Dist (ft)		3695			304			364			500	
Turn Bay Length (ft)							190			150		
Base Capacity (vph)		1190			998		562	2201		627	1908	
Starvation Cap Reductn		0			0		0	0		0	0	
Spillback Cap Reductn		0			0		0	0		0	0	
Storage Cap Reductn		0			0		0	0		0	0	
Reduced v/c Ratio		0.16			0.28		0.12	0.37		0.02	0.34	

Intersection Summary

Area Type: Other

Cycle Length: 95

Actuated Cycle Length: 73.4

Natural Cycle: 40

Control Type: Actuated-Uncoordinated

Maximum v/c Ratio: 0.60

Intersection Signal Delay (s/veh): 12.9

Intersection LOS: B

Intersection Capacity Utilization 60.6%

ICU Level of Service B

Analysis Period (min) 15

dl Defacto Left Lane. Recode with 1 though lane as a left lane.

Splits and Phases: 5: Arlington Heights Road & University Drive/Old Arlington Heights Road

 Ø1	 Ø2	 Ø4
15 s	45 s	35 s
 Ø5	 Ø6	 Ø8
15 s	45 s	35 s

Intersection

Intersection Delay, s/veh 10.3

Intersection LOS B

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	78	149	73	32	81	92
Future Vol, veh/h	78	149	73	32	81	92
Peak Hour Factor	0.72	0.72	0.72	0.72	0.72	0.72
Heavy Vehicles, %	0	8	6	0	8	1
Mvmt Flow	108	207	101	44	113	128
Number of Lanes	1	0	1	0	0	1

Approach	WB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	NB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right	SB	WB	
Conflicting Lanes Right	1	1	0
HCM Control Delay, s/veh	10.5	9.1	10.7
HCM LOS	B	A	B

Lane	NBLn1	WBLn1	SBLn1
Vol Left, %	0%	34%	47%
Vol Thru, %	70%	0%	53%
Vol Right, %	30%	66%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	105	227	173
LT Vol	0	78	81
Through Vol	73	0	92
RT Vol	32	149	0
Lane Flow Rate	146	315	240
Geometry Grp	1	1	1
Degree of Util (X)	0.197	0.396	0.337
Departure Headway (Hd)	4.866	4.52	5.045
Convergence, Y/N	Yes	Yes	Yes
Cap	732	791	709
Service Time	2.937	2.57	3.11
HCM Lane V/C Ratio	0.199	0.398	0.339
HCM Control Delay, s/veh	9.1	10.5	10.7
HCM Lane LOS	A	B	B
HCM 95th-tile Q	0.7	1.9	1.5

Capacity Analysis Summary Sheets
Year 2031 Total Projected Weekday Morning Peak Hour

Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	20	45	43	162	50	23	111	379	115	10	443	41
Future Volume (vph)	20	45	43	162	50	23	111	379	115	10	443	41
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	190		0	150		0
Storage Lanes	0		0	0		0	1		0	2		0
Taper Length (ft)	25			25			100			130		
Lane Util. Factor	0.95	0.95	0.95	0.95	0.95	0.95	1.00	0.95	0.95	1.00	0.95	0.95
Frt		0.940			0.985			0.965			0.987	
Flt Protected		0.991			0.967		0.950			0.950		
Satd. Flow (prot)	0	2971	0	0	3415	0	1752	3408	0	1805	3456	0
Flt Permitted		0.849			0.734		0.418			0.452		
Satd. Flow (perm)	0	2545	0	0	2592	0	771	3408	0	859	3456	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		47			13			51			12	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		3748			571			496			442	
Travel Time (s)		85.2			13.0			11.3			10.0	
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Heavy Vehicles (%)	27%	12%	8%	1%	0%	0%	3%	2%	3%	0%	3%	4%
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	118	0	0	255	0	121	537	0	11	527	0
Turn Type	Perm	NA		Perm	NA		pm+pt	NA		pm+pt	NA	
Protected Phases		4			8		5	2		1	6	
Permitted Phases	4			8			2			6		
Detector Phase	4	4		8	8		5	2		1	6	
Switch Phase												
Minimum Initial (s)	2.0	2.0		2.0	2.0		3.0	4.0		3.0	4.0	
Minimum Split (s)	8.0	8.0		8.0	8.0		6.5	15.0		6.5	15.0	
Total Split (s)	35.0	35.0		35.0	35.0		15.0	45.0		15.0	45.0	
Total Split (%)	36.8%	36.8%		36.8%	36.8%		15.8%	47.4%		15.8%	47.4%	
Yellow Time (s)	4.5	4.5		4.5	4.5		3.5	4.5		3.5	4.5	
All-Red Time (s)	1.5	1.5		1.5	1.5		0.0	1.5		0.0	1.5	
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)		6.0			6.0		3.5	6.0		3.5	6.0	
Lead/Lag							Lead	Lag		Lead	Lag	
Lead-Lag Optimize?												
Recall Mode	None	None		None	None		None	Max		None	Max	
Act Effct Green (s)		12.4			12.4		51.1	46.9		46.3	39.4	
Actuated g/C Ratio		0.17			0.17		0.70	0.64		0.63	0.54	
v/c Ratio		0.25			0.57		0.19	0.24		0.02	0.28	
Control Delay (s/veh)		19.0			32.3		4.7	6.2		4.4	10.7	
Queue Delay		0.0			0.0		0.0	0.0		0.0	0.0	
Total Delay (s/veh)		19.0			32.3		4.7	6.2		4.4	10.7	
LOS		B			C		A	A		A	B	
Approach Delay (s/veh)		19.0			32.3			5.9			10.6	
Approach LOS		B			C			A			B	
Queue Length 50th (ft)		15			55		14	38		1	66	
Queue Length 95th (ft)		37			93		35	97		6	113	

AMPR Year 2031 Total Projected Weekday Morning Peak Hour
sa

Synchro 12 Report
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Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Internal Link Dist (ft)		3668			491			416			362	
Turn Bay Length (ft)							190			150		
Base Capacity (vph)		1049			1047		695	2202		744	1869	
Starvation Cap Reductn		0			0		0	0		0	0	
Spillback Cap Reductn		0			0		0	0		0	0	
Storage Cap Reductn		0			0		0	0		0	0	
Reduced v/c Ratio		0.11			0.24		0.17	0.24		0.01	0.28	

Intersection Summary

Area Type: Other

Cycle Length: 95

Actuated Cycle Length: 73.1

Natural Cycle: 40

Control Type: Actuated-Uncoordinated

Maximum v/c Ratio: 0.57

Intersection Signal Delay (s/veh): 12.8

Intersection LOS: B

Intersection Capacity Utilization 48.7%

ICU Level of Service A

Analysis Period (min) 15

Splits and Phases: 5: Arlington Heights Road & University Drive/Old Arlington Heights Road

 Ø1	 Ø2	 Ø4
15 s	45 s	35 s
 Ø5	 Ø6	 Ø8
15 s	45 s	35 s

Intersection

Intersection Delay, s/veh

8

Intersection LOS

A

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	15	87	68	78	93	40
Future Vol, veh/h	15	87	68	78	93	40
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95
Heavy Vehicles, %	0	12	2	1	3	10
Mvmt Flow	16	92	72	82	98	42
Number of Lanes	1	0	1	0	0	1

Approach	WB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	NB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right	SB	WB	
Conflicting Lanes Right	1	1	0
HCM Control Delay, s/veh	7.6	7.8	8.4
HCM LOS	A	A	A

Lane	NBLn1	WBLn1	SBLn1
Vol Left, %	0%	15%	70%
Vol Thru, %	47%	0%	30%
Vol Right, %	53%	85%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	146	102	133
LT Vol	0	15	93
Through Vol	68	0	40
RT Vol	78	87	0
Lane Flow Rate	154	107	140
Geometry Grp	1	1	1
Degree of Util (X)	0.167	0.121	0.171
Departure Headway (Hd)	3.908	4.056	4.398
Convergence, Y/N	Yes	Yes	Yes
Cap	902	889	806
Service Time	2.002	2.056	2.478
HCM Lane V/C Ratio	0.171	0.12	0.174
HCM Control Delay, s/veh	7.8	7.6	8.4
HCM Lane LOS	A	A	A
HCM 95th-tile Q	0.6	0.4	0.6

Capacity Analysis Summary Sheets
Year 2031 Total Projected Weekday Evening Peak Hour

Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (vph)	40	55	124	188	71	15	72	606	192	13	600	35
Future Volume (vph)	40	55	124	188	71	15	72	606	192	13	600	35
Ideal Flow (vphpl)	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900	1900
Storage Length (ft)	0		0	0		0	190		0	150		0
Storage Lanes	0		0	0		0	2		0	1		0
Taper Length (ft)	25			25			100			130		
Lane Util. Factor	0.95	0.95	0.95	0.95	0.95	0.95	1.00	0.95	0.95	1.00	0.95	0.95
Frt		0.915			0.992			0.964			0.992	
Flt Protected		0.991			0.967		0.950			0.950		
Satd. Flow (prot)	0	3232	0	0	3430	0	1583	3480	0	1805	3540	0
Flt Permitted		0.828			0.690		0.351			0.342		
Satd. Flow (perm)	0	2700	0	0	2448	0	585	3480	0	650	3540	0
Right Turn on Red			Yes			Yes			Yes			Yes
Satd. Flow (RTOR)		128			6			54			7	
Link Speed (mph)		30			30			30			30	
Link Distance (ft)		3775			384			444			580	
Travel Time (s)		85.8			8.7			10.1			13.2	
Peak Hour Factor	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97	0.97
Heavy Vehicles (%)	4%	0%	1%	1%	1%	0%	14%	0%	0%	0%	1%	4%
Shared Lane Traffic (%)												
Lane Group Flow (vph)	0	226	0	0	282	0	74	823	0	13	655	0
Turn Type	Perm	NA		Perm	NA		pm+pt	NA		pm+pt	NA	
Protected Phases		4			8		5	2		1	6	
Permitted Phases	4			8			2			6		
Detector Phase	4	4		8	8		5	2		1	6	
Switch Phase												
Minimum Initial (s)	2.0	2.0		2.0	2.0		3.0	4.0		3.0	4.0	
Minimum Split (s)	8.0	8.0		8.0	8.0		6.5	15.0		6.5	15.0	
Total Split (s)	35.0	35.0		35.0	35.0		15.0	45.0		15.0	45.0	
Total Split (%)	36.8%	36.8%		36.8%	36.8%		15.8%	47.4%		15.8%	47.4%	
Yellow Time (s)	4.5	4.5		4.5	4.5		3.5	4.5		3.5	4.5	
All-Red Time (s)	1.5	1.5		1.5	1.5		0.0	1.5		0.0	1.5	
Lost Time Adjust (s)		0.0			0.0		0.0	0.0		0.0	0.0	
Total Lost Time (s)		6.0			6.0		3.5	6.0		3.5	6.0	
Lead/Lag							Lead	Lag		Lead	Lag	
Lead-Lag Optimize?												
Recall Mode	None	None		None	None		None	Max		None	Max	
Act Effct Green (s)		13.7			13.7		50.3	46.2		46.4	39.5	
Actuated g/C Ratio		0.19			0.19		0.68	0.63		0.63	0.54	
v/c Ratio		0.37			0.89dl		0.15	0.37		0.03	0.35	
Control Delay (s/veh)		14.1			33.6		5.2	7.8		4.9	11.6	
Queue Delay		0.0			0.0		0.0	0.0		0.0	0.0	
Total Delay (s/veh)		14.1			33.6		5.2	7.8		4.9	11.6	
LOS		B			C		A	A		A	B	
Approach Delay (s/veh)		14.1			33.6			7.6			11.5	
Approach LOS		B			C			A			B	
Queue Length 50th (ft)		20			63		9	71		2	88	
Queue Length 95th (ft)		50			103		26	172		8	148	

PMPR Year 2031 Total Projected Weekday Evening Peak Hour
sa

Synchro 12 Report
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Lanes, Volumes, Timings

5: Arlington Heights Road & University Drive/Old Arlington Heights Road

08/06/2025

												
Lane Group	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Internal Link Dist (ft)		3695			304			364			500	
Turn Bay Length (ft)							190			150		
Base Capacity (vph)		1151			977		557	2198		625	1896	
Starvation Cap Reductn		0			0		0	0		0	0	
Spillback Cap Reductn		0			0		0	0		0	0	
Storage Cap Reductn		0			0		0	0		0	0	
Reduced v/c Ratio		0.20			0.29		0.13	0.37		0.02	0.35	

Intersection Summary

Area Type: Other

Cycle Length: 95

Actuated Cycle Length: 73.8

Natural Cycle: 40

Control Type: Actuated-Uncoordinated

Maximum v/c Ratio: 0.61

Intersection Signal Delay (s/veh): 13.1

Intersection LOS: B

Intersection Capacity Utilization 61.6%

ICU Level of Service B

Analysis Period (min) 15

dl Defacto Left Lane. Recode with 1 though lane as a left lane.

Splits and Phases: 5: Arlington Heights Road & University Drive/Old Arlington Heights Road

 Ø1	 Ø2	 Ø4
15 s	45 s	35 s
 Ø5	 Ø6	 Ø8
15 s	45 s	35 s

Intersection

Intersection Delay, s/veh 10.7

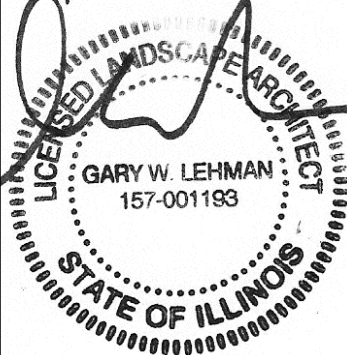
Intersection LOS B

Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	81	163	73	33	88	92
Future Vol, veh/h	81	163	73	33	88	92
Peak Hour Factor	0.72	0.72	0.72	0.72	0.72	0.72
Heavy Vehicles, %	0	8	6	0	8	1
Mvmt Flow	113	226	101	46	122	128
Number of Lanes	1	0	1	0	0	1

Approach	WB	NB	SB
Opposing Approach		SB	NB
Opposing Lanes	0	1	1
Conflicting Approach Left	NB		WB
Conflicting Lanes Left	1	0	1
Conflicting Approach Right	SB	WB	
Conflicting Lanes Right	1	1	0
HCM Control Delay, s/veh	11	9.3	11
HCM LOS	B	A	B

Lane	NBLn1	WBLn1	SBLn1
Vol Left, %	0%	33%	49%
Vol Thru, %	69%	0%	51%
Vol Right, %	31%	67%	0%
Sign Control	Stop	Stop	Stop
Traffic Vol by Lane	106	244	180
LT Vol	0	81	88
Through Vol	73	0	92
RT Vol	33	163	0
Lane Flow Rate	147	339	250
Geometry Grp	1	1	1
Degree of Util (X)	0.202	0.428	0.355
Departure Headway (Hd)	4.937	4.547	5.11
Convergence, Y/N	Yes	Yes	Yes
Cap	720	786	698
Service Time	3.019	2.602	3.185
HCM Lane V/C Ratio	0.204	0.431	0.358
HCM Control Delay, s/veh	9.3	11	11
HCM Lane LOS	A	B	B
HCM 95th-tile Q	0.8	2.2	1.6

MANUFACTURING LAND USE

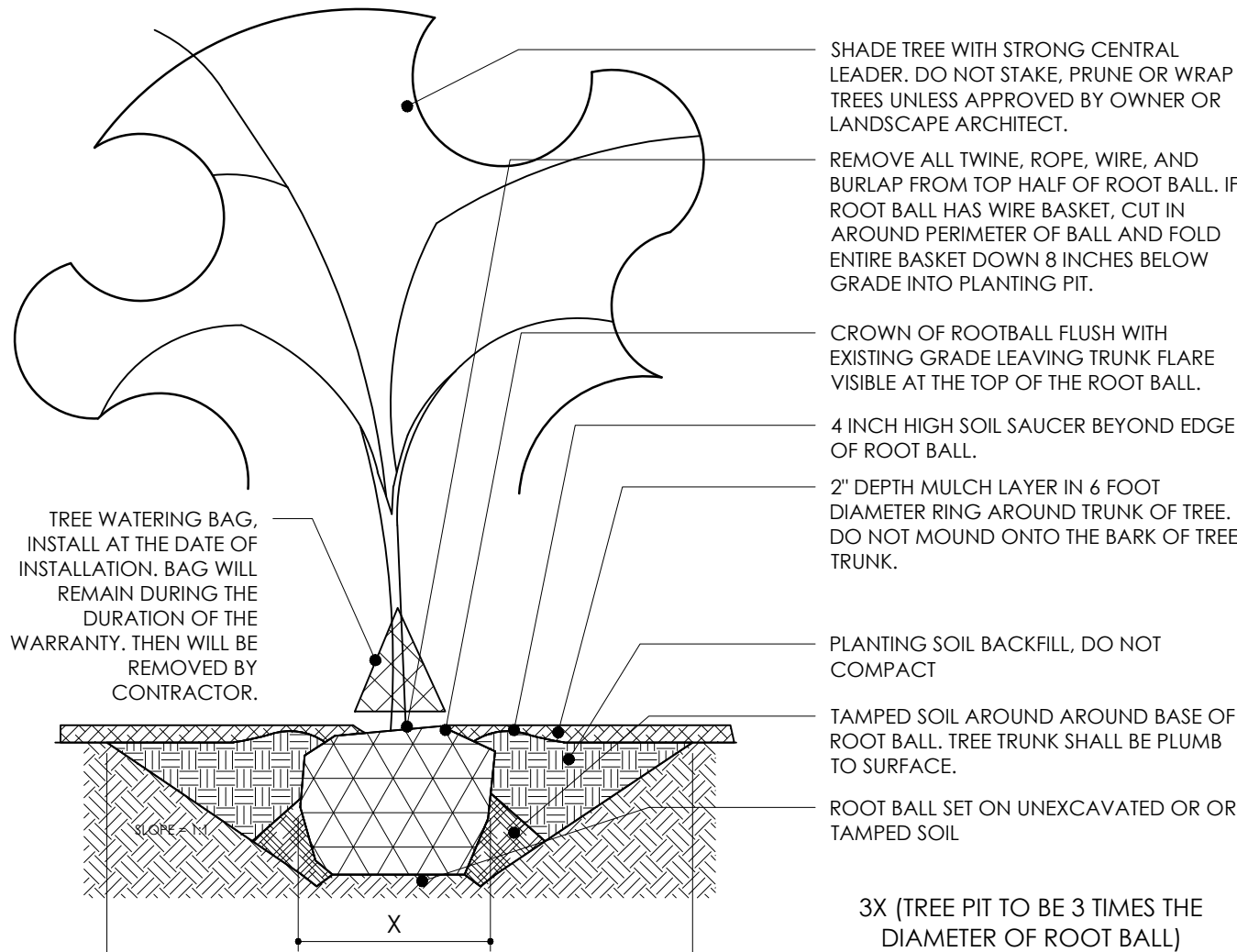


MANUFACTURING LAND USE

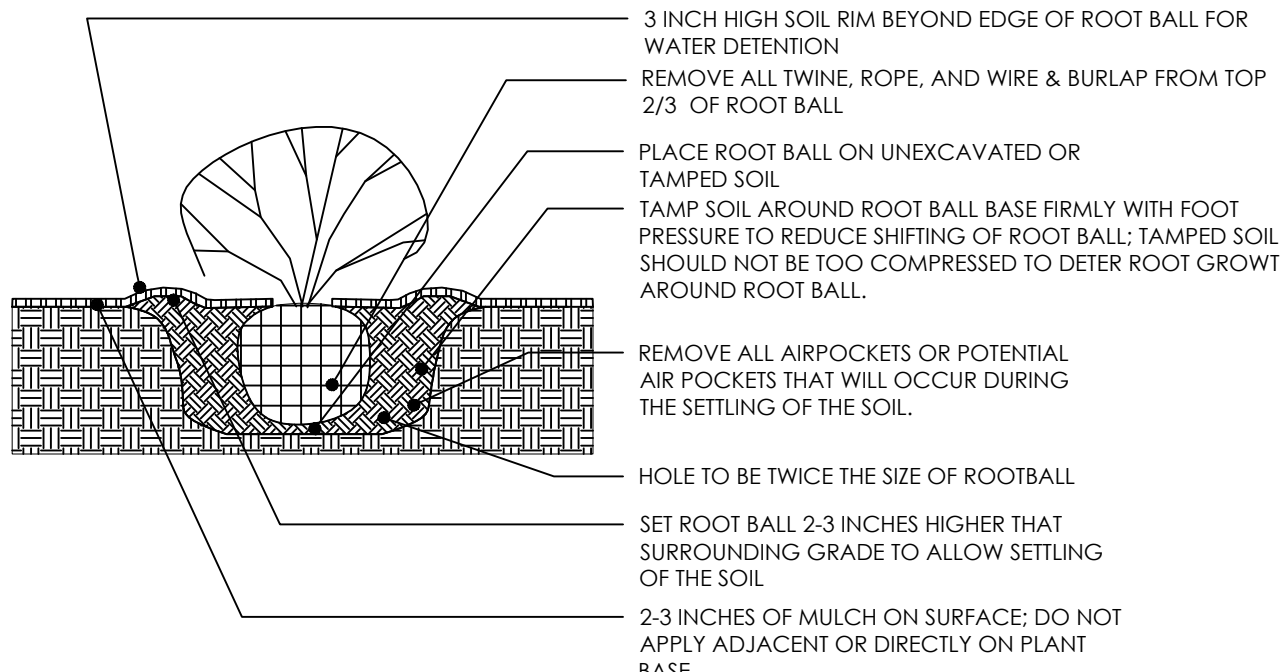
Botanical Name	Common Name	Qty	Size	Condition	Notes
Shade Trees					
<i>Acer x freemanii 'Jeffersred'</i>	Autumn Blaze Maple	2	4" caliper	B&B	single stem
<i>Quercus occidentalis</i>	Hackberry	3	4" caliper	B&B	single stem
<i>Kentucky Coffeetree</i>	Kentucky Coffeetree	1	4" caliper	B&B	single stem
<i>Liriodendron tulipifera</i>	Tulip Tree	2	4" caliper	B&B	single stem
Deciduous Shrubs					
<i>Physocarpus opulifolius</i>	Common Ninebark	5	36 inches	B&B	Chicago area native*
Evergreen Shrubs					
<i>Juniperus communis var. montana</i>	Mountain Juniper	5	36 inches	B&B	Chicago area native*
<i>Taxus canadensis</i>	Japanese Yew	8	36 inches	B&B	

*source: The Morton Arboretum

PLANT SCHEDULE



DECIDUOUS TREE DETAIL



SHRUB & ORNAMENTAL
GRASS DETAIL



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ARCHITECT

PROJECT NO.:	25035
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ISSUE DATE: AUG. 7, 2025

SHEET NUMBER

L1

Village of Arlington Heights

Interoffice Memorandum



To: <Planning Staff Liaison >
From: <Building Department Staff>
Department: Building Department
File Number: <PCA00016-2025>
Project: <600 W University Dr>
Review Round: <Round 1 Review>
Date: <07/10/2025>

DO EXISTING STRUCTURES, IF ANY, MEET MINIMUM REQUIREMENTS OF THE FOLLOWING?

	YES	NO
1. VILLAGE BUILDING CODE	☐	☒
2. PRESENT ZONING USE	☐	☐
3. REQUESTED ZONING USE	☐	☐
4. SUBDIVISION REQUIRED	☐	☐
5. SIGN CODE	☐	☐

BUILDING REVIEW COMMENTS:

- The following construction and property maintenance codes have been updated by the Village of Arlington Heights and go into effect on March 1, 2020.
 - ICC 2018 International Building Code *(23)
 - ICC 2018 International Residential Code *(23)
 - ICC 2018 International Fire Code *(27)
 - ICC 2018 International Existing Building Code *(23)
 - ICC 2018 International Mechanical Code *(23)
 - ICC 2018 International Fuel Gas Code *(23)
 - ICC 2018 International Swimming Pool and Spa Code *(23)
 - NFPA 2017 National Electrical Code *(23)
 - ICC 2018 International Property Maintenance Code *(26)

The following construction codes are mandated by the State of Illinois and enforced by the Village of Arlington Heights.

- 2014 Illinois Plumbing Code *(23)
- 2021 Illinois Energy Conservation Code
- 2018 Illinois Accessibility Code
- Illinois Elevator Safety Rules

- NFPA 2015 Life Safety Code (OSFM)

Adapted and amended building code information can be found from the link follows:

[List of Building Codes and Local Amendments](#)

[CHAPTER 23 - BUILDING REGULATIONS | Municipal Code | Arlington Heights, IL | Municode Library](#)

[CHAPTER 27 - FIRE REGULATIONS | Municipal Code | Arlington Heights, IL | Municode Library](#)

- [NOTE: The new Illinois Energy Code is effective Jan. 1st, 2024.](#)
 - o C406.1 Additional energy efficiency credit requirements.
 - o New buildings shall achieve a total of 10 credits from Tables C406.1(1) through C406.1(5) where the table is selected based on the use group of the building and from credit calculations as specified in relevant subsections of Section C406.
 - o The credit for reduced lighting using the temporary lighting load for the shell building will not be allowed.
 - o If the thermal envelope upgrade is used which requires insulation under the entire floor slab, the insulation installed can be postponed until the tenants complete their under slab work associated with their tenant build-out permits.

Standard Requirements for Permit Application:

1. Must add the estimated cost of work within the permit application.
2. Visit the [Building Permits](#) webpage for details on the permitting process, including submittal, reviews, fees and issuance.
3. Building Code Matrix on the cover sheet of permit drawing set. Among the standard building code information to be provided, (two columns of information, Code Required, Actual Provided), ensure the following information is listed within it:
 - Scope of work
 - Occupancy Classification and Use Designation, per 2018 IBC, Section 302
 - Construction Classification, per 2018 IBC, Section 602
 - Types of fire suppression systems with which the building is equipped.
 - Total Gross Area of Construction
4. Submit signed, dated, and stamped set of structural calculations.
5. Submit fire protection design drawings.
6. Submit applicable COMCheck compliance report ([COMcheck-Web - 2021 IECC](#))
 - Commercial Thermal Envelope Certificate.
 - Interior Lighting Report
 - Exterior Lighting Report
 - Mechanical Report
7. The minimum number of required plumbing fixtures must comply with the 2014 State of Illinois Plumbing Code. Provide a plumbing fixture matrix for both Required and Provided fixtures, including all calculations used to demonstrate code compliance.
8. Separate permits are required for the following:
 - Each separate tenant buildout permit and separate landlord scope of work permit(s).
 - Fire Suppression system
 - Fire Alarm

- Signage

Review Comments:

1. A change in occupancy may require an automatic sprinkler system throughout the building.
Section: Village of Arlington Heights Municipal Code Chapter 27. 903.2.13
2. The allowable building height above the grade plane must be in accordance with the type of construction, occupancy classifications, and a fire sprinkler system. Verify the allowable building height
Section: 2018 IBC, 504.3
3. The allowable floor area of a building shall be determined based on the type of construction, occupancy classification, whether there is an automatic sprinkler system installed throughout the building and the amount of building frontage on public way or open space. Provide the allowable building area.
Section: 2018 IBC, 506.2
4. Exterior wall rating shall be based on fire separation distance.
Section: 2018 IBC Tables 601 and 602
5. Verify the type of construction of the building.
Section: 2018 IBC 602
6. Verify the types of fire suppression systems with which the building is equipped.
Section: 2018 IBC Chapter 9
7. The minimum number of exits shall be provided based on the occupant load calculations.
Section: 2018 IBC 1006.3.2
8. The life-safety plan is required, including:
 - Occupant load calculations
 - Travel distance with an exit access
 - Exit separation distance
9. Building entrances shall be protected with an enclosed vestibule, with all doors opening into and out of the vestibule equipped with self-closing devices. If the space is larger than 3,000 SF
Section: 2021 IECC C402.5.9
10. Calculations for the minimum number of required plumbing fixtures, for both required and provided, shall be submitted.
Section: 2014 State of Illinois Plumbing Code, Appendix A
11. Buildings or facilities exceeding 30 feet or three stories in height shall have not fewer than two means of fire apparatus access for each structure.
12. Provide an approved water supply capable of meeting the required fire flow for fire protection and include fire flow calculations.
Section: 2018 IFC, Appendix B

FIRE PREVENTION COMMENTS:

13. Provide a drawing in compliance with the access route requirement. One or more of the required access routes meeting this condition shall be located not less than 15 feet and not greater than 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.
Section: 2018 IFC Appendix D D105.3
14. Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official. Section: 2018 IFC Appendix D D105.4

PLAN COMMISSION REVIEW
BUILDING DEPARTMENT

15. An autoturn diagram is required to confirm fire apparatus access.
Section: 2018 IFC 503.2.4 and Appendix D D103.3
16. Fire department connections (FDC) shall be located on the street side of buildings, fully visible and located at the main front entrance of the building and within a maximum travel distance of 100 feet to the nearest fire hydrant and in accordance with the NFPA standard applicable to the system design. The location of fire department connections shall be approved.
Section: 2018 IFC 912.2.1 as amended
17. A key box (Knox Box) shall be provided and contain keys to gain necessary access as required by the fire code official.
Section: 2018 IFC 506.1
18. Signs shall be posted on both sides of an approach of any fire lane stating "NO PARKING – FIRE LANE". Signs shall have arrows indicating the area of parking restriction.
Section: 2018 IFC 503.3



Food Service Plan Review Requirements

The Village of Arlington Heights has adopted the Illinois Department of Public Health Food Code. Copies may be obtained by visiting www.dph.illinois.gov or calling 630/293-6800.

For a complete plan review, drawings to scale must be submitted containing the information noted below. This list, while not necessarily complete, highlights areas of concern and common reasons for plan rejection.

- 1. Floor Plan for Operation.** Designation of various areas (service areas, food preparation, dry storage, numbers and locations of seats, restrooms, break areas, etc).
 - 2. General Layout.** Location of equipment fixtures (cross-reference to an equipment schedule) including distances above the floor, between other pieces of equipment, whether on legs or casters, etc.
 - 3. Food Service Equipment.** All equipment must be commercial and listed with NSF or equivalent in both construction and installation. Used equipment must be inspected for approval prior to installation. Equipment schedules must contain manufacturer and model numbers for each piece of food service equipment. Equipment spec sheets are required for all new equipment.
 - 4. Plumbing fixtures.** Location and type must be shown in overhead and schematic design. Include provisions for drainage from condensate for refrigerators and freezers, ice machines, soda or water stations, steam tables, etc. The location of all floor drains and sinks must also be shown. All 3 compartment sinks, dish machines, prep sinks, ice machines, steam tables, and condensate lines must have an air-gap (open-site drain) on the waste line. All hub drains, floor sinks, and floor drains must be located on the toe-edge of, or adjacent to, the equipment to facilitate cleaning. Facilities cooking or performing food prep must have a grease trap. Food waste disposal units may not drain through the grease trap. All ice machines must be air cooled.
 - 5. Sinks.** Sinks that are mandatory to be installed include:
 - three compartment sink with integral drain boards
 - mop/utility sink
 - hand sink in preparation areas (including bars) and dish areas (more than one may be required)
 - food prep sink (depending on type of operation)
- Hot and cold running water are required at all sinks. The water must be tempered by means of a mixing valve. A metering faucet must provide at least 10 seconds of running water.
- 6. Ventilation Requirements.** Adequate ventilation must be provided throughout the facility to remove excessive heat, steam, vapors, smoke, fumes, and noxious odors. Submit specifics on ventilation hoods for Fire Code review.
 - 7. Floors, Walls, and Ceilings.** The surfaces in all food preparation, dishwashing rooms, and toilet rooms must be smooth, non-porous, and easily cleanable. Ceiling tiles may not contain fissures, and must be vinyl coated above food prep areas. Cove base must be provided at all floor/wall junctures. Grouting for all floor tiles must be sealed to be non-porous. Non-slip finishes may only be installed in traffic areas, not under equipment.
 - 8. Lighting.** Artificial light sources must be installed to provide at least 20 footcandles of light in all food prep areas, dish areas, and wash rooms. All walk-in refrigeration/freezer units, dry storage areas, dining rooms during cleaning, and other areas must be provided with at least 10 footcandles of light. All light fixtures over, near, or within food preparation, display, or service areas, and dish areas, must be shielded to prevent broken glass from falling onto food. This includes heat lamps.
 - 9. Dry Storage Areas.** A minimum of 25% of the food preparation area must be set aside for dry storage. Provide calculations showing how the dry storage requirement is met. Show dimensions and numbers of tiers for each shelving unit. All shelving must be at least 6 inches above the floor, and 18 inches below the ceiling. Remember that carry-out operations require more storage space for disposable containers.

10. Other Storage Areas. Provide storage for the following and indicate their locations: refrigerated and frozen storage, both clean and dirty dish storage, kitchen utensils, employee belongings and coats, and all cleaning supplies and toxic chemicals. Provide a mop and broom storage rack over the mop/utility sink.

11. Garbage and Refuse Disposal. An adequately sized solid waste storage site must be provided. The area must be paved, curbed, and graded to the front to prevent the accumulation of liquids. Visual screening for the area must be provided.

12. Outer Openings. No doors or windows may be left open and unscreened. All doors must be self-closing and tight-fitting. Provide screening of at least 16 mesh per inch for any windows to be opened. Air curtains and self-closing automatic windows must be installed on drive-through windows. Doors to outdoor dining areas must have operable air curtains installed above if outdoor wait staff are provided.

13. Other Concerns. All conduits and plumbing pipes must be installed inside the walls. If this is not possible, they must be at least 1 inch from the wall and 6 inches above the floor to facilitate cleaning.

14. Menu. A copy of the proposed menu must be submitted.

15. Smoking. No smoking is allowed in any enclosed space, including bars, private offices, or outdoor dining areas. Smoking is not allowed within 15 feet of any door, and ashtrays and other smoking materials may not be within 15 feet of the doors.

16. Certified Food Service Manager. At least one IDPH certified Food Service Manager must be present at all times foods are handled in high-risk and medium risk establishments.

Installation Standards for Food Service Equipment

Equipment must be mounted with a minimum of 6 inches of clear space underneath. In lieu of the clear space, equipment may be equipped with casters or placed on a raised solid masonry or sealed metal platform. The platform must be at least 2 inches high, sealed at all edges, and sealed to the floor. Necessary space for air intake must be provided for any units that need ventilation. If fresh air is provided, any air intake openings must be screened with a minimum of 16 mesh per inch screening.

Equipment that is not easily movable must also be sealed to the wall, or meet the following minimum clearances to facilitate cleaning:

- When the distance to be cleaned is less than 2 feet in length, the width of the clear unobstructed space must not be less than 5 inches.
- When the distance to be cleaned is between 2 and 4 feet, the width of the clear unobstructed space must not be less than 8 inches.
- When the distance to be cleaned is greater than 4 feet, the width of the clear unobstructed space must not be less than 12 inches.

Other Considerations

A valid Business License is required to operate a food service facility in the Village of Arlington Heights. Contact the Licensing Coordinator in the Building Department at 847/368-5560.

A special use permit may be required for your location. Contact the Planning & Community Development Department at 847/368-5200 to inquire about the requirements.

No alcoholic beverages may be sold without first obtaining a Village Liquor License. Contact the Liquor License Officer at 847/368-5100.

Other licenses may be required as well. It is up to the owner and/or operator of each facility to obtain all of the required State and Local licenses prior to opening.

An early consultation between the Health & Human Services Department and the persons planning to build and/or operate a food service establishment can be beneficial. We may also be able to answer any questions you may have during the process. Contact the Health & Human Services Department at 847/368-5760 or by fax at 847/368-5980.



Village of Arlington Heights
Interoffice Memorandum

To: Planning Staff Liaison
From: Nanci Julius, P.E., Senior Civil Engineer
Department: Public Works & Engineering Department
File Number: PCA00016-2025
Project: Tasty Bread, 600 W University Dr
Review Round: Round 1
Date: July 15, 2025

DO EXISTING STRUCTURES, IF ANY, MEET MINIMUM REQUIREMENTS OF THE FOLLOWING?

1. PUBLIC IMPROVEMENTS REQUIRED:

	YES	NO	COMMENTS
a. Underground Utilities			
i. Water.....	☐	☒	_____
ii. Sanitary Sewer	☐	☒	_____
iii. Storm Sewer.....	☐	☒	_____
b. Surface Improvement			
i. Pavement	☐	☒	_____
ii. Curb& Gutter.....	☐	☒	_____
iii. Sidewalks.....	☐	☒	_____
iv. Street Lighting.....	☐	☒	_____
c. Easements			
i. Utility & Drainage....	☐	☒	_____
ii. Access.....	☐	☒	_____

2. PERMITS REQUIRED OTHER THAN VILLAGE

a. MWRDGC.....	☒	d. IEPA.....	☐
b. IDOT.....	☐	e. CCHD.....	☐
c. ARMY CORP...	☐	f. OTHER.....	☐ _____

3. R.O.W. DEDICATIONS.....	YES ☐	NO ☒	_____
4. SITE PLAN ACCEPTABLE.....	YES ☐	NO ☒	_____
5. PRELIMINARY PLAT ACCEPTABLE.....	YES ☐	NO ☐	N/A
6. TRAFFIC STUDY ACCEPTABLE.....	YES ☐	NO ☒	_____
7. STORMWATER DETENTION REQUIRED.....	YES ☒	NO ☐	_____
8. CONTRIBUTION ORDINANCE EXISTING.....	YES ☐	NO ☒	_____
9. FLOOD PLAIN OR FLOODWAY EXISTING...	YES ☐	NO ☒	_____
10. WETLAND EXISTING.....	YES ☐	NO ☒	_____

PLAN COMMISSION REVIEW
ENGINEERING DEPARTMENT

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding.

12. Final engineering plans shall be georeferenced by using State Plane Coordinate System – Illinois East. Below are details about projection:

Projected Coordinate System:	NAD_1983_StatePlane_Illinois_East_FIPS_1201_Feet
Projection:	Transverse_Mercator
False_Easting:	984250.00000000
False_Northing:	0.00000000
Central_Meridian:	-88.33333333
Scale_Factor:	0.99997500
Latitude_Of_Origin:	36.66666667
Linear Unit:	Foot_US
Geographic Coordinate System:	GCS_North_American_1983
Datum:	D_North_American_1983
Prime Meridian:	Greenwich
Angular Unit:	Degree

13. Provide a stormwater report. The detention storage system located under pavement must be designed to AASHTO HS-25 loading standard. The restrictor required to meet the allowable release rate is less than 2". Calculate the amount of detention storage provided with a 2" restrictor. Subtract this amount from the required storage based on the allowable release rate to show the storage deficiency. This deficiency can be paid as money in lieu of detention at the rate of \$1.00 per cubic foot.

14. The existing permeable paver parking area located on the east side of the building was constructed in 2019 and was an expansion of the parking for the site. The storage below the permeable pavers served as the stormwater detention to meet the Village's stormwater requirements. This area shall be included in the increase in impervious area for the detention calculations.

15. Provide a permit determination letter from the Metropolitan Water Reclamation District of Greater Chicago.

16. The proposed detention facility will be a private system and as such will not be the Village's responsibility to maintain. An Onsite Utility Maintenance Agreement must be executed prior to final engineering approval. Please contact the Village Engineer for an editable version of the OUMA.

17. If on-site lighting is proposed, provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all roadway, parking lot, and building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted.

PLAN COMMISSION REVIEW
ENGINEERING DEPARTMENT

18. Fire lanes, where required adjacent to buildings, must meet the pavement dimensions as directed by the Fire Department. Fire lanes require a heavy-duty pavement section. Asphalt pavement section to consist of: 2" Surface, 2-1/4" N-50 Binder, 5" N-50 Binder, and 4" CA-6 Stone Subbase. Revise the pavement cross section on sheet C-2.
19. Show the Fire Department Connection and the location of fire hydrant(s).
20. Provide a traffic & parking study. The study should include delivery, pick-up, queuing for the loading docks, and hours of operation.



July 15 , 2025

Nanci C. Julius, P.E.

Date

Assistant Village Engineer



Village of Arlington Heights

Interoffice Memorandum

To: Planning & Community Development
From: Div. Chief Dave Roberts
Department: Fire Department
File Number: PCA00016-2025
Project: 600 W University Drive
Review Round: Round 1
Date: July 15, 2025

GENERAL COMMENTS:

1. **2018 IFC 503.1.1 Buildings and facilities.** Approved fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section and shall extend to within 150 feet (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. *Please show documentation that proves compliance to the above requirement.*
2. **2018 IFC 503.2.1 Dimensions.** Fire apparatus access roads shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, except for approved security gates in accordance with Section 503.6, and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm). Please show documentation that proves compliance to the above requirement.
3. **2018 IFC 503.2.3 Surface.** Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all-weather driving capabilities. *Please show documentation that proves compliance to the above requirement.*
4. **2018 IFC D102.1 Access and loading.** Facilities, buildings or portions of buildings hereafter constructed shall be accessible to fire department apparatus by way of an approved fire apparatus access road with an asphalt, concrete or other approved driving surface capable of supporting the imposed load of fire apparatus weighing up to 75,000 pounds (34 050 kg). *Please show documentation that proves compliance to the above requirement.*
5. **2018 IFC D105.1 Aerial Access Roads Where required.**

Where the vertical distance between the grade plane and the highest roof surface exceeds 30 feet (9144 mm), approved aerial fire apparatus access roads shall be provided. For purposes of this section, the highest roof surface shall be determined by measurement to the eave of a pitched roof, the intersection of the roof to the exterior wall, or the top of parapet walls, whichever is greater. Please provide a drawing showing the building height.

6. **2018 IFC D105.2 Width.** Aerial fire apparatus access roads shall have a minimum unobstructed width of 26 feet (7925 mm), exclusive of shoulders, in the immediate vicinity of the building or portion thereof.
7. **2018 IFC D105.3 Proximity to building.** One or more of the required access routes meeting this condition shall be located not less than 15 feet (4572 mm) and not greater than 30 feet (9144 mm) from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.
8. **VAH Municipal Code Section 27-102 – IFC 2018 912.2.1 FDC Visible Location.** Fire department connections shall be fully visible and located at the main front entrance of the building and within a maximum travel distance of 100 feet to the nearest fire hydrant or as directed by the Fire Chief or designee. Please provide details of the sprinkler system including location of FDC and distance to nearest fire hydrant. Please show documentation that proves compliance to the above requirement.

Village of Arlington Heights

Interoffice Memorandum



From: Dan Osoba | 847-368-5215; dosoba@vah.com
Department: Planning & Community Development
File Number: PC25-016
Project: 600 W. University Dr – Tasty Breads Land Use Variation
Review Round: Round 1
Date: July 14, 2025

	<u>YES</u>	<u>NO</u>
1. COMPLIES WITH COMPREHENSIVE PLAN:	☒	☐
2. COMPLIES WITH THOROUGHFARE PLAN:	☒	☐
3. VARIATIONS NEEDED FROM ZONING REGULATIONS: a. Variation listed in comment 8a.	☒	☐
4. VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS:	☐	☒
5. SUBDIVISION REQUIRED:	☐	☒
6. SCHOOL/PARK DISTRICT CONTRIBUTION REQUIRED:	☐	☒

Zoning:

7. The following zoning approvals have been requested based on a review of the plans. Please acknowledge the following:
- Land Use Variation to permit "Bakery Products, Production & Wholesale" within the M-1 Research, Development & Light Manufacturing District.
 - The submitted plans include a freezer addition; therefore, a Planned Unit Development to the University Subdivision PUD (Ord. 01-057; Ord. 24-004) is required.
 - Per the project narrative, the Petitioner may decide to seek only a Land Use Variation at this time and make a second petition for the PUD Amendment. If the freezer addition is included in the plans, a PUD Amendment is required. Based on the review of these comments, please provide a response that indicates if the freezer addition will be part of this petition or if it will be deferred to a future submittal. If it is deferred, all reference to the freezer addition must be removed as the petition will be for a Land Use Variation for the building as is.

PLAN COMMISSION REVIEW
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

8. The following variances from Chapter 28 have been requested based on a review of the submittal. Please acknowledge the following:
 - a. Variation from Chapter 28, Section 6.12-1(2)(a) to waive the requirement for a traffic study and parking analysis.
9. Provide a written response to the four variation criteria listed below for variation requests other than the Land Use Variation. This shall be provided with the second submission:
 - a. The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
 - b. 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.
 - c. The proposed variation is in harmony with the spirit and intent of this Chapter.
 - d. The variance requested is the minimum variance necessary to allow reasonable use of the property.
10. Provide a separate operations plan document that provides information on business operations that address the following:
 - a. The Petitioner shall verify that the processing of goods, materials or products shall take place without creating disturbing influences to the use and occupancy of adjoining properties.
 - b. The Petitioner shall provide hours of operation for the dough production. Provide separate delivery hours if they are different than business hours. The Petitioner indicated that they expect six delivery vehicles daily.

General:

11. The Petitioner has indicated that a Land Use Variation may be requested first and a PUD Amendment for the freezer addition to follow. If the petition is for just a Land Use Variation and the building is left as is, would the building be able to be utilized by Tasty Breads without the freezer addition?
12. Planning Department Staff recommends that the Petitioner submit for the intended scope of the project, including the freezer addition, especially if the freezer addition is vital to the operation of the business. A future amendment to the Land Use Variation will be required along with the Planned Unit Development Amendment to accommodate the freezer.
13. Your response to these comments must be uploaded to the CSS portal, along with all the revised plans. Once the entire resubmittal has been uploaded, please email Dan Osoba at dosoba@vah.com to notify that a resubmittal has been uploaded. Please coordinate with me on any upload of revised/new plans. We can set up a meeting to assist as needed.

Site & Landscaping

PLAN COMMISSION REVIEW
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

14. If a PUD Amendment is included in this petition, the following are required that are not included in the submittal:
- Fully dimensioned site plan that includes the whole property
 - Grading plan that includes the whole property (areas not to be disturbed can be labeled as such)
 - Utility plan for the whole property
 - Landscape plan for the whole property
 - Photometrics plan for the whole property
15. Impervious surface coverage shall be calculated for the whole lot if the freezer addition and therefore a PUD Amendment is included in this petition. The calculations provided are for the area in the addition only.

Parking

16. The parking requirements are listed below:

Use	Square-Footage	Employees	Parking Ratio	Required Parking
Production of Goods or Products	N/A	75 employees per shift (2 shifts)	One space for each two employees plus one per operation vehicle	38
Office	<i>Petitioner to Verify</i>	N/A	1 space / 300 SF	--
Total				38
	Total Provided			105
	Surplus / (Deficit)			67

17. As requested in the CPRC Staff Report, the Petitioner is to verify the office square-footage for the purposes of calculating parking requirements.
18. To justify the Land Use Variance and variance request to waive the parking study on this property, please provide information on other Tasty Breads locations in regards to parking. A parking survey(es) on another location will provide information on whether this location has adequate parking to accommodate the land use.
- Parking survey shall include at least 3 days during normal business hours.
 - Survey should be taken during operating hours and provide the number of occupied spaces every hour. Provide the address and total number of spaces at other locations for reference.



Village of Arlington Heights
Interoffice Memorandum

To: Dan Osoba, Planner I
From: Derek Mach, Landscape Planner
Department: Planning & Community Development Department
File Number: PCA00016-2025
Project: 600 W University Drive
Review Round: Round 1 Review
Date: July 15, 2025

	<u>YES</u>	<u>NO</u>
1. COMPLIES WITH TREE PRESERVATION ORDINANCE:	☐	☒
2. COMPLIES WITH LANDSCAPE PLAN ORDINANCE:	☐	☒
3. PARKWAY TREE FEE REQUIRED:	☐	☒

Landscape Comments

- 1.) Please submit a landscape plan. Per Chapter 28, four inch caliper shade trees are required at the ends of all parking rows. In addition, a three foot high screen is required along the University Drive frontage adjacent to the parking area.



THOMAS ARCHITECTS

www.thomasarch.com

July 18, 2025

Dan Osoba
Planner I
Planning & Community Development
Village of Arlington Heights

**RE: PRC comment response letter
600 W University Dr**

Dear Mr Osoba,

We respectfully submit the attached responses for the project located at the address above. As discussed earlier, we will be filing only for the Land Use Variation at this time and removed any reference to the PUD amendment and building addition. We appreciate your consideration in this matter.

Building Department

1. The entire building has an existing automatic fire sprinkler system and will be modified as necessary for the interior remodel.
2. Not Applicable, addition removed from scope
3. “
4. “
5. See updated Life Safety Plan.
6. Fire sprinkler and fire alarm plans shall be submitted based on the proposed remodeling as part of the building permit process.
7. See updated Life Safety Plan.
8. See updated Life Safety Plan.
9. Primary entrance to building has an enclosed vestibule.
10. See updated Life Safety Plan.
11. Not Applicable, addition removed from scope
12. Fire sprinkler and fire alarm plans shall be submitted based on the proposed remodeling as part of the building permit process.
13. Not Applicable, addition removed from scope
14. “
15. “
16. “
17. Noted
18. Noted

2800 S River Rd, Suite 305
Des Plaines, IL 60018
O | 877 . 205 . 3799

Public Works & Engineering Department

11. Noted
12. Not Applicable, addition removed from scope
13. “
14. “
15. “
16. “
17. No changes are indicated to any exterior on-site lighting
18. Not Applicable, addition removed from scope
19. Not Applicable, addition removed from scope
20. Please note that we are requesting a zoning variance to waive the requirement for the traffic & parking study.

Fire Department

All comments are not applicable as they are related to the building addition.

Zoning Department

7. As noted, application is amended to request the Land Use Variation and related Zoning Variation only. Please see proposed floor plan indicating room for warehouse space within the building. Should the freezer addition become cost prohibitive or otherwise unfeasible, the owner can convert the existing warehouse space into freezer warehouse.
8. Please see attached separate response letter for the variation to waive the traffic study.
9. “
10. Please see attached business operations letter
11. Yes, as noted above, there is room within the existing building to accommodate an internal freezer that will meet the Petitioner’s needs.
12. Noted
13. Noted
14. This will be provided under a separate application
15. “
16. See revised plans indicating proposed SF of office space that will be utilized by the Petitioner.
17. “
18. Please see attached parking survey as provided by the Petitioner.

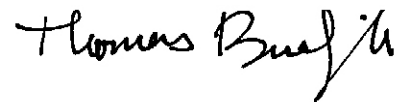
Landscape Department

All comments are not applicable as they are related to the building addition.

Please feel free to contact Thomas Architects with any further comments or questions that you may have regarding this project.

Sincerely,

Thomas Architects

A handwritten signature in black ink that reads "Thomas Budzik". The signature is written in a cursive, flowing style with a large, stylized 'T' and 'B'.

Thomas Budzik, AIA



Village of Arlington Heights
Interoffice Memorandum

To: Planning Staff Liaison
From: Nanci Julius, P.E., Senior Civil Engineer
Department: Public Works & Engineering Department
File Number: PCA00016-2025
Project: Tasty Bread, 600 W University Dr
Review Round: Round 2
Date: July 24, 2025

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding. **ACKNOWLEDGED**

12. Final engineering plans shall be georeferenced by using State Plane Coordinate System – Illinois East. Below are details about projection: **ACKNOWLEDGED**

Projected Coordinate System: NAD_1983_StatePlane_Illinois_East_FIPS_1201_Feet
Projection: Transverse_Mercator
False_Easting: 984250.00000000
False_Northing: 0.00000000
Central_Meridian: -88.33333333
Scale_Factor: 0.99997500
Latitude_Of_Origin: 36.66666667
Linear Unit: Foot_US
Geographic Coordinate System: GCS_North_American_1983
Datum: D_North_American_1983
Prime Meridian: Greenwich
Angular Unit: Degree

13. Provide a stormwater report. The detention storage system located under pavement must be designed to AASHTO HS-25 loading standard. The restrictor required to meet the allowable release rate is less than 2". Calculate the amount of detention storage provided with a 2" restrictor. Subtract this amount from the required storage based on the allowable release rate to show the storage deficiency. This deficiency can be paid as money in lieu of detention at the rate of \$1.00 per cubic foot. **ACKNOWLEDGED.** *Petitioner has removed exterior site improvements from this permit, the stormwater report is no longer required.*

14. The existing permeable paver parking area located on the east side of the building was constructed in 2019 and was an expansion of the parking for the site. The storage below the permeable pavers served as the stormwater detention to meet the Village's stormwater requirements. This area shall be included in the increase in impervious area

for the detention calculations. **ACKNOWLEDGED** *The addition has been removed from scope.*

15. Provide a permit determination letter from the Metropolitan Water Reclamation District of Greater Chicago. **ACKNOWLEDGED** *The addition has been removed from scope, the permit determination letter is no longer required.*
16. The proposed detention facility will be a private system and as such will not be the Village's responsibility to maintain. An Onsite Utility Maintenance Agreement must be executed prior to final engineering approval. Please contact the Village Engineer for an editable version of the OUMA. **ACKNOWLEDGED** *The addition has been removed from scope, the OUMA is no longer required.*
17. If on-site lighting is proposed, provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all roadway, parking lot, and building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted. **ACKNOWLEDGED** *No changes are indicated to any exterior on-site lighting.*
18. Fire lanes, where required adjacent to buildings, must meet the pavement dimensions as directed by the Fire Department. Fire lanes require a heavy-duty pavement section. Asphalt pavement section to consist of: 2" Surface, 2-1/4" N-50 Binder, 5" N-50 Binder, and 4" CA-6 Stone Subbase. Revise the pavement cross section on sheet C-2. **ACKNOWLEDGED** *The addition has been removed from scope, modifications to the fire lanes are no longer required.*
19. Show the Fire Department Connection and the location of fire hydrant(s). **ACKNOWLEDGED** *The addition has been removed from scope.*
20. Provide a traffic & parking study. The study should include delivery, pick-up, queuing for the loading docks, and hours of operation. **INCOMPLETE** *Staff is not in favor of waiving the requirement for a traffic study. Provide a traffic study including delivery, pick-up, queuing for the loading docks, and hours of operation.*



July 24 , 2025

Nanci C. Julius, P.E.

Date

Assistant Village Engineer

Village of Arlington Heights

Interoffice Memorandum



From: Dan Osoba | 847-368-5215; dosoba@vah.com
Department: Planning & Community Development
File Number: PC25-016
Project: 600 W. University Dr – Tasty Breads Land Use Variation
Review Round: Round 2
Date: July 25, 2025

*Review Comments marked **COMPLETE** require no further action; **NOTED** requires some correction as the comment was partially addressed; **INCOMPLETE** requires correction that the original comment was not addressed.*

	<u>YES</u>	<u>NO</u>
1. COMPLIES WITH COMPREHENSIVE PLAN: COMPLETE	☒	☐
2. COMPLIES WITH THOROUGHFARE PLAN: 3. COMPLETE	☒	☐
4. VARIATIONS NEEDED FROM ZONING REGULATIONS: a. Variation listed in comment 8a. COMPLETE	☒	☐
5. VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS: COMPLETE	☐	☒
6. SUBDIVISION REQUIRED: COMPLETE	☐	☒
7. SCHOOL/PARK DISTRICT CONTRIBUTION REQUIRED: COMPLETE	☐	☒

Zoning:

8. The following zoning approvals have been requested based on a review of the plans. Please acknowledge the following:
- a. Land Use Variation to permit "Bakery Products, Production & Wholesale" within the M-1 Research, Development & Light Manufacturing District.
COMPLETE

PLAN COMMISSION REVIEW
PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

- ~~b. The submitted plans include a freezer addition; therefore, a Planned Unit Development to the University Subdivision PUD (Ord. 01-057; Ord. 24-004) is required.~~
- i. Per the project narrative, the Petitioner may decide to seek only a Land Use Variation at this time and make a second petition for the PUD Amendment. If the freezer addition is included in the plans, a PUD Amendment is required. Based on the review of these comments, please provide a response that indicates if the freezer addition will be part of this petition or if it will be deferred to a future submittal. If it is deferred, all reference to the freezer addition must be removed as the petition will be for a Land Use Variation for the building as is.
 - ii. **NOTED:** The Petitioner has indicated the only request for this Petition is for a Land Use Variation at this time. The freezer addition will be submitted under a separate cover.
9. The following variances from Chapter 28 have been requested based on a review of the submittal. Please acknowledge the following:
- a. Variation from Chapter 28, Section 6.12-1(2)(a) to waive the requirement for a traffic study and parking analysis.
 - i. **INCOMPLETE:** Based on this 2nd Submission, the SDC requires that a traffic study be submitted for review. Public Works has indicated that there is a documented history of complaints regarding truck traffic and truck parking on W. University Drive. The traffic study shall provide analysis of pick-up/delivery operations, truck queuing with analysis of how long a truck is typically docked to load or unload, queuing areas that are on-site (truck parking on University Drive is prohibited), and hours of operation of the business. The traffic study is to provide analysis of truck traffic in and out of the site to determine that there will not be an adverse impact on adjacent businesses or overflow truck parking on W. University Drive.
 - ii. **COMPLETE:** The SDC is in agreement that the waiver of the parking analysis is acceptable at this time.
10. Provide a written response to the four variation criteria listed below for variation requests other than the Land Use Variation. This shall be provided with the second submission:
- a. The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
 - b. 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.
 - c. The proposed variation is in harmony with the spirit and intent of this Chapter.
 - d. The variance requested is the minimum variance necessary to allow reasonable use of the property.
 - i. **NOTED:** The Petitioner provided a written response to the four criteria for approval for variation requests for the land use variation and the requested variation to the traffic study and parking analysis. Update

the variance requests to only include a waiver of the parking study per comment 9 above.

11. Provide a separate operations plan document that provides information on business operations that address the following:
 - a. The Petitioner shall verify that the processing of goods, materials or products shall take place without creating disturbing influences to the use and occupancy of adjoining properties.
 - b. The Petitioner shall provide hours of operation for the dough production. Provide separate delivery hours if they are different than business hours. The Petitioner indicated that they expect six delivery vehicles daily.
 - i. **NOTED:** The Petitioner has provided information in the project narrative to highlight above requested business operations. No further changes to the project narrative are required; however, these assumptions regarding the business operations shall be included in the traffic study as noted in comment 9 above.

General:

12. The Petitioner has indicated that a Land Use Variation may be requested first and a PUD Amendment for the freezer addition to follow. If the petition is for just a Land Use Variation and the building is left as is, would the building be able to be utilized by Tasty Breads without the freezer addition?
 - a. **COMPLETE:** the Petitioner has indicated the petition is only for the LUV and that the building will be able to be utilized by Tasty Breads as is without the freezer addition.
13. Planning Department Staff recommends that the Petitioner submit for the intended scope of the project, including the freezer addition, especially if the freezer addition is vital to the operation of the business. A future amendment to the Land Use Variation will be required along with the Planned Unit Development Amendment to accommodate the freezer.
 - a. **COMPLETE**
14. Your response to these comments must be uploaded to the CSS portal, along with all the revised plans. Once the entire resubmittal has been uploaded, please email Dan Osoba at dosoba@vah.com to notify that a resubmittal has been uploaded. Please coordinate with me on any upload of revised/new plans. We can set up a meeting to assist as needed.
 - a. **NOTED:** The Petitioner's comment response is noted. A resubmittal is required and will require a revised response to comments for this 2nd round review. Ensure that **ALL** comments are responded to with acknowledged, noted, and how the comment has been addressed. For items from the 1st review that related to the PUD, please still acknowledge the comments will be addressed on a future submission and/or building permits.

Site & Landscaping

15. If a PUD Amendment is included in this petition, the following are required that are not included in the submittal:
- Fully dimensioned site plan that includes the whole property
 - Grading plan that includes the whole property (areas not to be disturbed can be labeled as such)
 - Utility plan for the whole property
 - Landscape plan for the whole property
 - Photometrics plan for the whole property
 - COMPLETE:** This Petition does not require the above plans as the PUD amendment is being submitted at a later date.
16. Impervious surface coverage shall be calculated for the whole lot if the freezer addition and therefore a PUD Amendment is included in this petition. The calculations provided are for the area in the addition only.
- COMPLETE:** Impervious surface coverage calculations are not necessary for this Petition as the impervious coverage is not changing.

Parking

17. The parking requirements are listed below updated per the Petitioner's response to comments letter and revised plans that indicate square-footage of office space:

Use	Square-Footage	Employees	Parking Ratio	Required Parking
Production of Goods or Products & Warehousing	N/A	75 employees per shift (2 shifts)	One space for each two employees plus one per operation vehicle	38
Office	28,879	N/A	1 space / 300 SF	96
	Total Required			134
	Total Provided			131
	Surplus / (Deficit)			(3)

18. As requested in the CPRC Staff Report, the Petitioner is to verify the office square-footage for the purposes of calculating parking requirements.
- COMPLETE:** Per Chapter 28, Section 10.5-9 (Substantial Compliance), if a developed parcel does not meet the parking requirements but is not more than 10 spaces less than the parking requirement or not more than 5% less than the number of required parking spaces, the parcel will be deemed substantially compliant in regards to parking. The proposed parking deficit of 3 spaces is considered substantially compliant with the requirements of Section 10.4 based on the survey provided for Tasty Breads locations in Northbrook and Franklin Park. Please **NOTE** that a parking variance will be required with any future building addition that removes parking.

19. To justify the Land Use Variance and variance request to waive the parking study on this property, please provide information on other Tasty Breads locations in regards to parking. A parking survey(es) on another location will provide information on whether this location has adequate parking to accommodate the land use.
- a. Parking survey shall include at least 3 days during normal business hours.
 - b. Survey should be taken during operating hours and provide the number of occupied spaces every hour. Provide the address and total number of spaces at other locations for reference.
 - i. **COMPLETE:** The Petitioner provided a parking survey of other locations and found that the average capacity was 65% and 54%.

Village of Arlington Heights
Interoffice Memorandum



To: Dan Osoba, Planner I
From: Derek Mach, Landscape Planner
Department: Planning & Community Development Department
File Number: PCA00016-2025
Project: 600 W University Drive
Review Round: Round 1 Review
Date: July 25, 2025

	<u>YES</u>	<u>NO</u>
1. COMPLIES WITH TREE PRESERVATION ORDINANCE:	☒	☐
2. COMPLIES WITH LANDSCAPE PLAN ORDINANCE:	☐	☒
3. PARKWAY TREE FEE REQUIRED:	☐	☒

Landscape Comments

- 1.) Please submit a landscape plan. Per Chapter 28, four inch caliper shade trees are required at the ends of all parking rows. In addition, a three foot high screen is required along the University Drive frontage adjacent to the parking area.



THOMAS ARCHITECTS

www.thomasarch.com

August 7, 2025

Dan Osoba
Planner I
Planning & Community Development
Village of Arlington Heights

**RE: PRC comment response letter II
600 W University Dr**

Dear Mr Osoba,

We respectfully submit the attached responses for the project located at the address above. We appreciate your consideration in this matter.

Building Department

1. The entire building has an existing automatic fire sprinkler system and will be modified as necessary for the interior remodel.
2. Not Applicable, addition removed from scope
3. “
4. “
5. See updated Life Safety Plan.
6. Fire sprinkler and fire alarm plans shall be submitted based on the proposed remodeling as part of the building permit process.
7. See updated Life Safety Plan.
8. See updated Life Safety Plan.
9. Primary entrance to building has an enclosed vestibule.
10. See updated Life Safety Plan.
11. Not Applicable, addition removed from scope
12. Fire sprinkler and fire alarm plans shall be submitted based on the proposed remodeling as part of the building permit process.
13. Not Applicable, addition removed from scope
14. “
15. “
16. “
17. Noted
18. Noted

2800 S River Rd, Suite 305
Des Plaines, IL 60018
O | 877 . 205 . 3799

Public Works & Engineering Department

11. Noted
12. Not Applicable, addition removed from scope
13. “
14. “
15. “
16. “
17. No changes are indicated to any exterior on-site lighting
18. Not Applicable, addition removed from scope
19. Not Applicable, addition removed from scope
20. Please note that we are requesting a zoning variance to waive the requirement for the traffic & parking study.

Fire Department

All comments are not applicable as they are related to the building addition.

Zoning Department

7. As noted, application is amended to request the Land Use Variation and related Zoning Variation only. Please see proposed floor plan indicating room for warehouse space within the building. Should the freezer addition become cost prohibitive or otherwise unfeasible, the owner can convert the existing warehouse space into freezer warehouse.
8. Please see attached separate response letter for the variation to waive the parking study. Please also see attached traffic study.
9. “
10. Please see attached business operations letter
11. Yes, as noted above, there is room within the existing building to accommodate an internal freezer that will meet the Petitioner’s needs.
12. Noted
13. Noted
14. This will be provided under a separate application
15. “
16. See revised plans indicating proposed SF of office space that will be utilized by the Petitioner.
17. “
18. Please see attached parking survey as provided by the Petitioner. Please also see attached traffic study provided by Traffic Consultant.

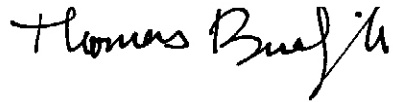
Landscape Department

Please see attached landscape plan including parkway trees and parking lot landscaping per Village requirements.

Please feel free to contact Thomas Architects with any further comments or questions that you may have regarding this project.

Sincerely,

Thomas Architects

A handwritten signature in black ink that reads "Thomas Budzik". The signature is written in a cursive, flowing style with a large, stylized 'T' and 'B'.

Thomas Budzik, AIA



Village of Arlington Heights
Interoffice Memorandum

To: Planning Staff Liaison
From: Nanci Julius, P.E., Assistant Village Engineer
Department: Public Works & Engineering Department
File Number: PCA00016-2025
Project: Tasty Bread, 600 W University Dr
Review Round: Round 3
Date: August 18, 2025

11. The petitioner is notified that these comments are being provided to ensure that the project meets the requirements for submittal to the Plan Commission. Approval by the Plan Commission is not an endorsement or approval of these documents to obtain the required building permits, engineering approval, or permits required by other government or permitting agencies for construction. Detailed plan review with associated comments will be provided upon submittal of plans for a building permit. The petitioner shall acknowledge that they accept this understanding. **ACKNOWLEDGED**

12. Final engineering plans shall be georeferenced by using State Plane Coordinate System – Illinois East. Below are details about projection: **ACKNOWLEDGED**

Projected Coordinate System: NAD_1983_StatePlane_Illinois_East_FIPS_1201_Feet
Projection: Transverse_Mercator
False_Easting: 984250.00000000
False_Northing: 0.00000000
Central_Meridian: -88.33333333
Scale_Factor: 0.99997500
Latitude_Of_Origin: 36.66666667
Linear Unit: Foot_US
Geographic Coordinate System: GCS_North_American_1983
Datum: D_North_American_1983
Prime Meridian: Greenwich
Angular Unit: Degree

13. Provide a stormwater report. The detention storage system located under pavement must be designed to AASHTO HS-25 loading standard. The restrictor required to meet the allowable release rate is less than 2". Calculate the amount of detention storage provided with a 2" restrictor. Subtract this amount from the required storage based on the allowable release rate to show the storage deficiency. This deficiency can be paid as money in lieu of detention at the rate of \$1.00 per cubic foot. **ACKNOWLEDGED.** *Petitioner has removed exterior site improvements from this permit, the stormwater report is no longer required.*

14. The existing permeable paver parking area located on the east side of the building was constructed in 2019 and was an expansion of the parking for the site. The storage below the permeable pavers served as the stormwater detention to meet the Village's stormwater requirements. This area shall be included in the increase in impervious area

for the detention calculations. **ACKNOWLEDGED** *The addition has been removed from scope.*

15. Provide a permit determination letter from the Metropolitan Water Reclamation District of Greater Chicago. **ACKNOWLEDGED** *The addition has been removed from scope, the permit determination letter is no longer required.*
16. The proposed detention facility will be a private system and as such will not be the Village's responsibility to maintain. An Onsite Utility Maintenance Agreement must be executed prior to final engineering approval. Please contact the Village Engineer for an editable version of the OUMA. **ACKNOWLEDGED** *The addition has been removed from scope, the OUMA is no longer required.*
17. If on-site lighting is proposed, provide a site photometric lighting diagram indicating lighting intensities. Also provide the associated catalog cuts for all roadway, parking lot, and building mounted luminaires. All fixtures must be flat bottom, sharp cut-off, and no wall pack style fixtures will be permitted. **ACKNOWLEDGED** *No changes are indicated to any exterior on-site lighting.*
18. Fire lanes, where required adjacent to buildings, must meet the pavement dimensions as directed by the Fire Department. Fire lanes require a heavy-duty pavement section. Asphalt pavement section to consist of: 2" Surface, 2-1/4" N-50 Binder, 5" N-50 Binder, and 4" CA-6 Stone Subbase. Revise the pavement cross section on sheet C-2. **ACKNOWLEDGED** *The addition has been removed from scope, modifications to the fire lanes are no longer required.*
19. Show the Fire Department Connection and the location of fire hydrant(s). **ACKNOWLEDGED** *The addition has been removed from scope.*
20. Provide a traffic & parking study. The study should include delivery, pick-up, queuing for the loading docks, and hours of operation. **COMPLETE.**
21. *The Public Works & Engineering Division have no further comments.*



August 18, 2025

Nanci C. Julius, P.E.

Date

Assistant Village Engineer

Village of Arlington Heights

Interoffice Memorandum



From: Dan Osoba | 847-368-5215; dosoba@vah.com
Department: Planning & Community Development
File Number: PC25-016
Project: 600 W. University Dr – Tasty Breads Land Use Variation
Review Round: Round 3
Date: August 21, 2025

*Review Comments marked **COMPLETE** require no further action; **NOTED** requires some correction as the comment was partially addressed; **INCOMPLETE** requires correction that the original comment was not addressed.*

	<u>YES</u>	<u>NO</u>
1. COMPLIES WITH COMPREHENSIVE PLAN: COMPLETE	☒	☐
2. COMPLIES WITH THOROUGHFARE PLAN: 3. COMPLETE	☒	☐
4. VARIATIONS NEEDED FROM ZONING REGULATIONS: a. Variation listed in comment 8a. COMPLETE	☒	☐
5. VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS: COMPLETE	☐	☒
6. SUBDIVISION REQUIRED: COMPLETE	☐	☒
7. SCHOOL/PARK DISTRICT CONTRIBUTION REQUIRED: COMPLETE	☐	☒

Zoning:

8. The following zoning approvals have been requested based on a review of the plans. Please acknowledge the following:
- a. Land Use Variation to permit "Bakery Products, Production & Wholesale" within the M-1 Research, Development & Light Manufacturing District.
COMPLETE

- ~~b. The submitted plans include a freezer addition; therefore, a Planned Unit Development to the University Subdivision PUD (Ord. 01-057; Ord. 24-004) is required.~~
- i. Per the project narrative, the Petitioner may decide to seek only a Land Use Variation at this time and make a second petition for the PUD Amendment. If the freezer addition is included in the plans, a PUD Amendment is required. Based on the review of these comments, please provide a response that indicates if the freezer addition will be part of this petition or if it will be deferred to a future submittal. If it is deferred, all reference to the freezer addition must be removed as the petition will be for a Land Use Variation for the building as is.
 - ii. **NOTED:** The Petitioner has indicated the only request for this Petition is for a Land Use Variation at this time. The freezer addition will be submitted under a separate cover.
9. The following variances from Chapter 28 have been requested based on a review of the submittal. Please acknowledge the following:
- a. Variation from Chapter 28, Section 6.12-1(2)(a) to waive the requirement for a traffic study and parking analysis.
 - i. **COMPLETE** 2nd Review Comment: Based on this 2nd Submission, the SDC requires that a traffic study be submitted for review. Public Works has indicated that there is a documented history of complaints regarding truck traffic and truck parking on W. University Drive. The traffic study shall provide analysis of pick-up/delivery operations, truck queuing with analysis of how long a truck is typically docked to load or unload, queuing areas that are on-site (truck parking on University Drive is prohibited), and hours of operation of the business. The traffic study is to provide analysis of truck traffic in and out of the site to determine that there will not be an adverse impact on adjacent businesses or overflow truck parking on W. University Drive.
 - ii. **COMPLETE:** The SDC is in agreement that the waiver of the parking analysis is acceptable at this time.
10. **COMPLETE:** Provide a written response to the four variation criteria listed below for variation requests other than the Land Use Variation. This shall be provided with the second submission:
- a. The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.
 - b. 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.
 - c. The proposed variation is in harmony with the spirit and intent of this Chapter.
 - d. The variance requested is the minimum variance necessary to allow reasonable use of the property.
 - i. **COMPLETE:** The Petitioner provided a written response to the four criteria for approval for variation requests for the land use variation and the requested variation to the traffic study and parking analysis.

Update the variance requests to only include a waiver of the parking study per comment 9 above.

11. Provide a separate operations plan document that provides information on business operations that address the following:
 - a. The Petitioner shall verify that the processing of goods, materials or products shall take place without creating disturbing influences to the use and occupancy of adjoining properties.
 - b. The Petitioner shall provide hours of operation for the dough production. Provide separate delivery hours if they are different than business hours. The Petitioner indicated that they expect six delivery vehicles daily.
 - i. **NOTED:** The Petitioner has provided information in the project narrative to highlight above requested business operations. No further changes to the project narrative are required; however, these assumptions regarding the business operations shall be included in the traffic study as noted in comment 9 above.

General:

12. The Petitioner has indicated that a Land Use Variation may be requested first and a PUD Amendment for the freezer addition to follow. If the petition is for just a Land Use Variation and the building is left as is, would the building be able to be utilized by Tasty Breads without the freezer addition?
 - a. **COMPLETE:** the Petitioner has indicated the petition is only for the LUV and that the building will be able to be utilized by Tasty Breads as is without the freezer addition.
13. Planning Department Staff recommends that the Petitioner submit for the intended scope of the project, including the freezer addition, especially if the freezer addition is vital to the operation of the business. A future amendment to the Land Use Variation will be required along with the Planned Unit Development Amendment to accommodate the freezer.
 - a. **COMPLETE**
14. Your response to these comments must be uploaded to the CSS portal, along with all the revised plans. Once the entire resubmittal has been uploaded, please email Dan Osoba at dosoba@vah.com to notify that a resubmittal has been uploaded. Please coordinate with me on any upload of revised/new plans. We can set up a meeting to assist as needed.
 - a. **COMPLETE:** The Petitioner's comment response is noted. A resubmittal is required and will require a revised response to comments for this 2nd round review. Ensure that **ALL** comments are responded to with acknowledged, noted, and how the comment has been addressed. For items from the 1st review that related to the PUD, please still acknowledge the comments will be addressed on a future submission and/or building permits.
 - b. **3RD REVIEW:** All comments have been addressed. This petition will move forward to the Plan Commission scheduled on August 27th.

Site & Landscaping

15. If a PUD Amendment is included in this petition, the following are required that are not included in the submittal:
- Fully dimensioned site plan that includes the whole property
 - Grading plan that includes the whole property (areas not to be disturbed can be labeled as such)
 - Utility plan for the whole property
 - Landscape plan for the whole property
 - Photometrics plan for the whole property
 - COMPLETE:** This Petition does not require the above plans as the PUD amendment is being submitted at a later date.
16. Impervious surface coverage shall be calculated for the whole lot if the freezer addition and therefore a PUD Amendment is included in this petition. The calculations provided are for the area in the addition only.
- COMPLETE:** Impervious surface coverage calculations are not necessary for this Petition as the impervious coverage is not changing.

Parking

17. The parking requirements are listed below updated per the Petitioner's response to comments letter and revised plans that indicate square-footage of office space:

Use	Square-Footage	Employees	Parking Ratio	Required Parking
Production of Goods or Products & Warehousing	N/A	75 employees per shift (2 shifts)	One space for each two employees plus one per operation vehicle	38
Office	28,879	N/A	1 space / 300 SF	96
	Total Required			134
	Total Provided			131
	Surplus / (Deficit)			(3)

18. As requested in the CPRC Staff Report, the Petitioner is to verify the office square-footage for the purposes of calculating parking requirements.
- COMPLETE:** Per Chapter 28, Section 10.5-9 (Substantial Compliance), if a developed parcel does not meet the parking requirements but is not more than 10 spaces less than the parking requirement or not more than 5% less than the number of required parking spaces, the parcel will be deemed substantially compliant in regards to parking. The proposed parking deficit of 3 spaces is considered substantially compliant with the requirements of Section 10.4 based on the survey provided for Tasty Breads locations in

Northbrook and Franklin Park. Please **NOTE** that a parking variance will be required with any future building addition that removes parking.

19. To justify the Land Use Variance and variance request to waive the parking study on this property, please provide information on other Tasty Breads locations in regards to parking. A parking survey(es) on another location will provide information on whether this location has adequate parking to accommodate the land use.
 - a. Parking survey shall include at least 3 days during normal business hours.
 - b. Survey should be taken during operating hours and provide the number of occupied spaces every hour. Provide the address and total number of spaces at other locations for reference.
 - i. **COMPLETE:** The Petitioner provided a parking survey of other locations and found that the average capacity was 65% and 54%.

Suggested Motion for Village Board Meeting – 9/15/2025

X.B. 600 W. University Dr. – Tasty Breads – PC25-016

Trustee _____ moved to Direct Staff and the Village Attorney to prepare final documents granting the zoning relief for consideration at a future Board meeting for PC#25-016, a Land Use Variation to permit a “Bakery Products, Production & Wholesale” land use within the M-1 Research, Development & Light Manufacturing District and the zoning relief requested, and subject to the recommended conditions all as set forth in the agenda materials for tonight’s Board Meeting.

Trustee _____ seconded.



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: 3125 N. Wilke Rd-Unit F - Gold Star Massage - PC25-009
Planned Unit Development Amendment for a Land Use
Variation to allow a Massage Establishment in M-1 District

Department: Planning & Community Development

Item Description:

Requested Action

Planned Unit Development Amendment for a Land Use Variation to allow a Massage Establishment in the M-1 District.

Variations Required

A variation from Chapter 28, Section 10.4-1 to allow 307 parking stalls where 344 are required.

Recommendation

A public hearing was held by the Plan Commission on August 27, 2025 where the Plan Commission unanimously approved a motion to recommend to the Village Board of Trustees, approval of PC#25-009, a Planned Unit Development Amendment for a Land Use Variation to allow a Massage/Accu-Pressure Establishment in the M-1 District, and a Variation from Chapter 28, Section 10.4-1 to allow 307 parking stalls where 344 are required.

This recommendation is subject to the following conditions:

1. All massage therapists must be licensed by the Illinois Department of Professional Regulation as per applicable regulations.
2. This Land Use Variation shall be limited to the Petitioners and cannot be transferred or assigned to any other user.
3. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

ATTACHMENTS:

1. Staff Report - Gold Star of IL
2. 8-27-25 PC Minutes - DRAFT
3. Aerial
4. Exhibit A - Legal Description
5. Exhibit B - Market Study

6. Exhibit C - Written Justification to Variation Criteria
7. Exhibit D - Architectural Floor Plan
8. Exhibit E - Parking Survey
9. Round 1 Review Comments
10. X.C_ Suggested VBM Motion 9.15.2025 - 3125 N Wilke Rd - Gold Star of IL



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

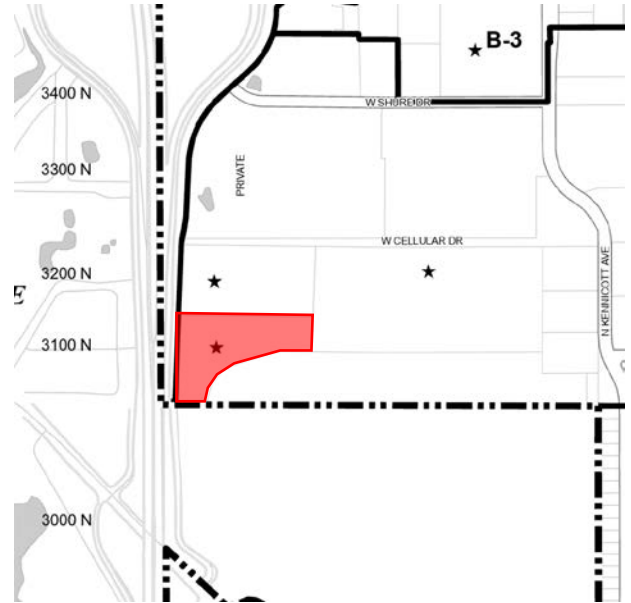
Temp File Number: PC 25-009
Project Title Gold Star of IL
Address: 3125 N. Wilke Rd. Unit F
PIN: 03-07-100-019-0000

To: Plan Commission
Prepared By: Darko Bojin, Assistant Planner
Meeting Date: August 27, 2025
Date Prepared: August 15, 2025

Petitioner: Kateryna Stasyuk

Address: 3125 N. Wilke Rd. Unit F
 Arlington Heights, IL 60004

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



SURROUNDING LAND USES

Direction	Existing Zoning	Existing Use	Comprehensive Plan
North	M-1, Research, Development, and Light Manufacturing District/ PUD	Arlington Ridge Office Center	R&D, Manufacturing, Warehouse
South	Shalom Cemetery – Unincorporated		
East	M-1, Research, Development, and Light Manufacturing District/ PUD	Enterprise Office Complex	R&D, Manufacturing, Warehouse
West	M-1, Research, Development, and Light Manufacturing District/ PUD	Enterprise Office Complex	R&D, Manufacturing, Warehouse

Requested Action

1. Planned Unit Development Amendment for a Land Use Variation to allow a Massage Establishment in the M-1 District.

Variations Required

A variation from Chapter 28, Section 10.4-1 to allow 307 parking stalls where 344 are required.

Project Background

The subject property is located within the multi-tenant office building at 3125 N. Wilke Rd., which is part of the Enterprise Office Complex PUD. The building is approximately 12,712 sf and the subject tenant space is approximately 1,281 sf. Access to the building comes from Wilke Rd. The office park shares 307 parking spaces.

The petitioner, Kateryna Stasyuk, is proposing to open a new Massage Establishment (Gold Star of IL), where she will provide massage services to her clients. Ms. Stasyuk is an IDFPR Licensed Massage Therapist who has over 15 years of experience. She owns the subject tenant space. The proposed floor plan consists of two therapy exercise rooms, two treatment rooms, a check-in area, a waiting area, a breakroom, and a bathroom.

Business hours will be 9:00 a.m. to 7:00 p.m. Monday through Saturday, but services will be offered by appointment only, so actual hours of operation may differ. Ms. Stasyuk will be the sole employee, serving one client at a time. The petitioner has expressed interest in hiring an additional employee if there is demand.

Zoning and Comprehensive Plan

The property is located in the M-1, *Research, Development, and Light Manufacturing* district. The proposed use is classified as a Massage/Accu-Pressure Establishment, which is not permitted in any zoning district. As such, a Land Use Variation is required.

Land Use Variations shall only be granted when they conform to the four criteria of approval as outlined within the Zoning Ordinance. In order to demonstrate conformance to these standards, the petitioner has provided a written justification to the following criteria:

- 1. The proposed variation will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
- 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.**
- 3. The proposed variation is in harmony with the spirit and intent of this Chapter.**
- 4. The variance requested is the minimum variance necessary to allow reasonable use of the property.**

The petitioner's response can be found in Exhibit C of the agenda packet. The SDC (Staff Development Committee) concurs with the petitioner's response to the Land Use Variation criteria for approval.

The Comprehensive Plan classifies this property as appropriate for "R&D, Manufacturing, and Warehouse District" uses. Based on Village Staff review of the petitioner's application, this land use is appropriate for the office parks along the Wilke Road corridor and will provide a service that is similar to other medical uses in the office park. Additionally, the building will look and function in a similar manner as it currently operates. Overall, the land use is consistent with the spirit and intent of the Comprehensive Plan and compatible with the context of the surrounding development

Building, Site and Landscaping

The petitioner is not proposing any changes to the exterior of the building or site. While not proposed at this time, any signage will require a separate sign permit. Any interior alterations shall meet Building and Life-Safety Department requirements prior to receiving occupancy for the subject unit. During review of this application, the Planning and Community Development Department did not observe any issues with the site's landscaping.

Parking and Traffic

Per Section 6.12-1 of the Zoning Code, a parking analysis/survey was provided (see Exhibit E in the agenda packet). The survey indicates vehicles parked in spaces assigned to 3125 N. Wilke Rd. The survey was conducted in March over three days, including a Saturday, Monday, and Wednesday. The survey shows limited parking demand during proposed operation hours and demonstrates that the parking lot can accommodate additional visitors.

Staff's parking analysis (Table I) revealed an overall parking deficit of 37 spaces across Enterprise Office Plaza. Based on the parking survey done by the petitioner, Staff is supportive of a variation to allow a 37-space parking requirement reduction.

Table I: Required Parking

Tenant	Building	Suite	SF	Use	Calculation	SF	Req
Arlington Pediatric	3105	H	31,238	Medical Office	1/	200	156
Stella's Real Estate LLC	3115	A/B	5,262	General Office	1/	300	18
Spine & Joint Center of Illinois, PLLC	3115	C	3,886	Medical Office	1/	200	19
THE JRB GROUP ARCHITECTS	3115	F	1,577	General Office	1/	300	5
Dan Buckey Associates, Inc.	3115	G	2,070	General Office	1/	300	7
vacant	3115	I/O	4,121	Vacant	1/	300	14
Common Area Gym	3115	J	630	Common Area	1/	250	
Common Area Vending/Conference Room	3115	K	630	Common Area	1/	300	
SAFEMAX, INC.	3115	N	1,080	General Office	1/	300	4
The Redeemed Christian Church of God	3115	P/Q	3,050	Place of Worship	1/	5 seats	15
Auditorium							
Classrooms							
Common Areas			1,641				5
Blue Mango Investments LLC	3115	R	2,391	General Office	1/	300	8
REAL PEOPLE REALTY INC.	3115	S	1,273	General Office	1/	300	4
Wunderloof LLC	3125	A	1,918	General Office	1/	300	6
PINNACLE INNOVATIONS, INC.	3125	B	1,310	General Office	1/	300	4
vacant	3125	C/H	2,548	Vacant	1/	300	8
LINDY MEYER	3125	D	655	General Office	1/	300	2
ADELYA TRANSPORTATION	3125	E	655	General Office	1/	300	2
Gold Star of IL	3125	F	1,281	Medical Office	1/	200	6
vacant	3125	I	1,956	Vacant	1/	300	7
KENSINGTON FINANCIAL	3135	A	4,594	General Office	1/	300	15
PSEMI, A MURATA COMPANY*	3135	B	9,647	General Office	1/	300	32
The Maids - Chicago NW Suburbs	3135	C	1,479	Contractor Shop	1/	0.5 per emp; 1 per vehicle	5
			84,892				
			Vac Rate:			Required	344
						Available	307
						Sur / (Def)	-37

RECOMMENDATION

The Staff Development Committee reviewed the following Planned Unit Development Amendments:

- Land Use Variation to allow a Massage/Accu-Pressure Establishment in the M-1 District.
- Variation from Chapter 28, Section 10.4-1 to allow 307 parking stalls where 344 are required.

The Staff Development Committee recommends **APPROVAL** of the application subject to the following conditions:

1. All massage therapists must be licensed by the Illinois Department of Professional Regulation as per applicable regulations.
2. This Land Use Variation shall be limited to the Petitioners and cannot be transferred or assigned to any other user.
3. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

August 15, 2025

Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads

PLAN

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

COMMISSION

RE: 3125 NORTH WILKE ROAD-UNIT F - GOLD STAR MASSAGE - PC #25-009
 PLANNED UNIT DEVELOPMENT AMENDMENT FOR A LAND USE VARIATION
 TO ALLOW A MASSAGE ESTABLISHMENT IN M-1 DISTRICT

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 27th day of August, 2025 at the hour of 7:30 p.m.

MEMBERS PRESENT:

JAY CHERWIN, Chairperson
 MICHAEL PETERMANN
 KRISTEN SCHURTZ
 JOE LORENZINI
 BRUCE GREEN
 TERRY ENNES
 JOHN SIGALOS
 SUSAN DAWSON

ALSO PRESENT:

MICHAEL LYSICATOS, Assistant Director of Planning and Community Development
 DARKO BOJIN, Assistant Planner
 DANIEL OSOBA, Planner I
 RACHEL HITZEMANN, Development Planner

CHAIRPERSON CHERWIN: All right, we're going to get this meeting started. If we could stand and do a Pledge of Allegiance, please?

(Pledge of Allegiance recited.)

CHAIRPERSON CHERWIN: All right, why don't we have Staff do roll call for us?

MS. HITZEMANN: Dawson.

COMMISSIONER DAWSON: Here.

MS. HITZEMANN: Drost.

(No response.)

MS. HITZEMANN: Ennes.

COMMISSIONER ENNES: Yes.

MS. HITZEMANN: Green.

COMMISSIONER GREEN: Here.

MS. HITZEMANN: Lorenzini.

COMMISSIONER LORENZINI: Here.

MS. HITZEMANN: Petermann.

COMMISSIONER PETERMANN: Here.

MS. HITZEMANN: Schurtz.

COMMISSIONER SCHURTZ: Here.

MS. HITZEMANN: Sigalos.

COMMISSIONER SIGALOS: Here.

MS. HITZEMANN: Cherwin.

CHAIRPERSON CHERWIN: Here.

All right, thank you. I note that we have a quorum and we can get underway.

Item III is Approval of Minutes from 8/13 of 2025.

Is there a motion?

COMMISSIONER GREEN: I'll make that motion.

COMMISSIONER LORENZINI: Second.

COMMISSIONER DAWSON: Second.

CHAIRPERSON CHERWIN: Okay, motion is on the floor to approve the minutes.

All in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Any opposed?

(No response.)

CHAIRPERSON CHERWIN: All right, motion passes. Thank you. We'll start with our public hearings. We've got four public hearings today. The first one on the list is Gold Star Massage.

On this one, Staff, who do we have handling this one? Is this Darko?

MR. BOJIN: That's right.

CHAIRPERSON CHERWIN: Hi, Darko. Have all the notices been given on this?

MR. BOJIN: Yes, they have.

CHAIRPERSON CHERWIN: All right, great. So, if we could have the Petitioners from Gold Star Massage come up and speak to this, that would be great.

Can you step to the podium, please? Hi, how are you today? Good. If you step, and into the microphone if you could just state your name so we have it for the record and spell it perhaps?

MS. STASYUK: Spell it? My name is Kateryna Stasyuk, K-a-t-e-r-y-n-a, S-t-a-s-y-u-k.

CHAIRPERSON CHERWIN: That's exactly how I would have spelled it, nice.

MS. STASYUK: Yes.

CHAIRPERSON CHERWIN: All right, so if I could just have you raise your hand for me?

(Witness sworn.)

CHAIRPERSON CHERWIN: Good, thank you. So, there's a Staff report that the Staff would have given you on this. In that, they I think had a couple of conditions in there. Did you read those conditions, and are you okay with those conditions? Yes?

MS. STASYUK: Absolutely.

CHAIRPERSON CHERWIN: Okay, good, thank you. So, what we'll do here is you can go ahead and get started and present to us. We can see on our screens what you can see up there. So, we have it, and then we'll let you go ahead and present your application, and then we'll turn it over to the Staff when you're done, okay?

MS. STASYUK: Okay.

CHAIRPERSON CHERWIN: So, go ahead. Why don't you let us know what you're here for?

MS. STASYUK: I'm here, I don't have any pictures.

CHAIRPERSON CHERWIN: That's okay. Why don't you just walk us through just a summary, and then we can turn it over to Staff? That's fine.

MS. STASYUK: I don't have any summary, but --

CHAIRPERSON CHERWIN: Okay.

MS. STASYUK: -- I've been through the process for a year to change the zoning. I've been doing all the things you required. The last one was the architecture project, my architect, he did everything that you required. Everything was done properly and presented to Darko. So, Darko has all the requirements regarding the zoning, the parking.

My business is unique because I developed my own technique to help people. I'm not going to be a competition in my area. Then, also my people are very polite, nice.

Then, with the parking spot, there's not going to be any problems. I'm not going to affect anybody's business; that's 100 percent. I have my, I printed out a few words about my plan.

CHAIRPERSON CHERWIN: Thank you. All right.

MS. STASYUK: I don't know if I need to tell a story about myself because I've been presenting myself before. I've been a massage therapist for 20 years, and then 15 years of them I developed my own technique regarding the trigger points in the body, the liver detoxification. That's why I help people to live their life, pain-free life. This is like not invasive technique but uniquely mine.

Wherever the places I worked, people followed me and I'm unique. I never was a competition for anybody. I always was working only for myself and by myself. I never caused any problems to anybody. This was to me an issue then if I would be competition

or anything like that.

All the projects regarding the unit, I didn't, I haven't been changing anything, not touching anything, just painting the walls and that's it. That's all that I wanted, my place. I bought it, I want to start working because I've been trying to solve this problem for a year. Then it's going to be a year on August 30, yes, that's going to be a year.

That's all that I want to ask you, to let me work as a massage therapist in my place. I have my son who is in school for the chiropractic school. He has three more years to go to school, but he is going to get a massage therapy license and then he will help me to work. But for now, I don't have anybody to work with me yet, right, because it's very difficult to teach someone what I do. That's why for now I want to keep my place for myself, but it will be really good for the community to have somebody like me, that's what I think, because I've always been successful until today.

Then I have my clientele, a lot of people, and I do help. That's what I was born for. That is my vocation calling. That's the only thing. That was my dream for 20 years, to have my business and my husband helped me with this.

CHAIRPERSON CHERWIN: Okay, well, thank you. If you don't have anything else, we can turn it over to Staff and they can walk through it. You can go ahead and sit back down. We may have some questions for you when they're done, so just, you know, sit tight and we'll be back, but thank you for your summary; it's very helpful.

MS. STASYUK: Thank you very much. Appreciate your kindness.

CHAIRPERSON CHERWIN: Darko?

MR. BOJIN: Good evening, Commissioners.

The subject property is 3125 North Wilke Road, Unit F, which is located in the M-1 Research, Development and Light Manufacturing District. The Comprehensive Plan designates this property as appropriate for R&D, manufacturing and warehouse uses. The Petitioner is requesting to amend the existing Enterprise Office Complex PUD to include a land use variation to allow a massage establishment in the M-1 District. Currently, massage establishments are not permitted in any zoning district and, therefore, the Petitioner will have to receive a land use variation to operate. The Petitioner is also requesting a variation to reduce the number of required parking spaces in the PUD from 344 to 307 parking spaces.

This aerial image shows the Enterprise Office Complex PUD and the surrounding areas. The PUD was approved in 1984 and includes four buildings. Access to the site comes from the two curb cuts on Wilke Road, and the Petitioner owns Unit F at 3125 North Wilke Road which is the building highlighted there in the red.

The subject property is surrounded on all sides by other office buildings as shown on this zoning map. To the west across Illinois 53 are residential neighborhoods in the Village of Palatine, and then to the south in unincorporated Cook County is Shalom Cemetery.

As the Petitioner mentioned earlier, she will be the sole employee of the massage practice with the hope to potentially hire someone additionally if there was demand in the future. Clients will be seen on a one-to-one basis and will have to make advanced appointments. The appointment booking hours will be 9:00 a.m. to 7:00 a.m., Monday through Saturday. The Petitioner is an IDFPR licensed massage therapist and, like she said, has over 15 years of experience and will provide a range of therapeutic massages to her clients.

The space itself is just under 1,300 square feet, and the provided floor plan shows some treatment rooms, exercise rooms, a check-in area, and a waiting area.

Staff has calculated the required parking for the office complex which again includes those four buildings in the PUD all together. There is currently a deficit of 37 spaces throughout the complex, which is why this additional parking variation is required. The Petitioner did provide a parking study that showed adequate parking over a three-day period during the proposed hours she would be in operation. Therefore, Staff is supportive of a variation that reduces the number of required parking spaces in the PUD by 37.

The Petitioner has provided responses to the criteria of approval for variation requests. Since the Village Code doesn't permit massage establishments in any zoning district, the only way for them to operate is by receiving this land use variation. Staff has reviewed the responses to these criteria and found them to be sufficient.

Overall, the Staff Development Committee recommends approval to this application with the conditions listed on this slide and in your Staff report. That concludes my presentation. Thank you.

CHAIRPERSON CHERWIN: Thank you, sir. I appreciate that.

Is there a motion to include the Staff report in public record?

COMMISSIONER ENNES: I'll make that motion.

COMMISSIONER GREEN: I'll second it.

CHAIRPERSON CHERWIN: All right, all in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Any opposed?

(No response.)

CHAIRPERSON CHERWIN: All right, that's included.

Is there a motion to include Ms. Stasyuk's City Hall Zoning Presentation into the record?

COMMISSIONER LORENZINI: I'll make that motion.

COMMISSIONER GREEN: I'll second it.

CHAIRPERSON CHERWIN: All in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Opposed?

(No response.)

CHAIRPERSON CHERWIN: All right, motion passes.

Darko, we'll get you a copy of this if you didn't get one.

I would just ask, before we go to public hearing, are there any initial questions from any of the Plan Commissioners?

Joe?

COMMISSIONER LORENZINI: Yes, I have a few questions for you, please. Typically, how much time is involved with each massage?

MS. STASYUK: It's one hour or two hours, because sometimes people, after the surgery, they come, they need more time for the rehabilitation.

COMMISSIONER LORENZINI: Okay.

MS. STASYUK: They come, because like you need to be careful and you need to manipulate with the body. Sometimes the person needs to get up and walk and go back to the table. Sometimes two hours, one hour up to two hours.

COMMISSIONER LORENZINI: And you said you've developed a method that's unique in a way? Can you give me an example of a problem a person would have and what you would do, how you would take care of it?

MS. STASYUK: I'll try to explain. Our pain in the body is associated with the liver. It's a medical conclusion, and if you're, because I have a medical background. A time ago I finished medical university, but I wasn't successful here because I have six kids and I had to work hard. I couldn't go to the university to, not finish but evaluate my diploma. I needed here three more years, and I couldn't do that. That's why I chose the short way to get the license and do what I want to do in the medical field, but at the same time I'm not a doctor, but I can help because I have knowledge. That's what --

COMMISSIONER LORENZINI: But could you just give an example of a problem somebody would have and what you would do?

MS. STASYUK: Yes. We have more than 3,000 trigger points in the body. When you're working on a trigger point, the liver trigger point, the liver is detoxicated. Then it helps to eliminate the pain, get rid of the pain in the body. But regarding the trigger points, sometimes people have pain in the lower back, and then most of them have an intestine problem. Lots of people don't know how to do detoxification, they have no idea.

That's why, I can't teach them. I don't have any rights, but I have the right to massage them, to give them a massage therapy session and I know those trigger points because I was educated for it. Then I work on the trigger point which will help the liver work better, the liver and the gallbladder and the intestine, they start working and then the person doesn't have the pain, and I know how to do that.

COMMISSIONER LORENZINI: Okay, and typically, what does an hour cost?

MS. STASYUK: It's \$120, but there's always a discount, always some coupons, or some people don't have money, then of course I do --

COMMISSIONER LORENZINI: Right, and then you've got a lot, in your architectural plan as shown, there's a lot of rooms, but you're going to be working by yourself?

MS. STASYUK: Four rooms. Four rooms, I work by myself. Two rooms are occupied with the tables, and two rooms I use for the physical therapy. It involves exercising and walking. Sometimes people can lie down on the floor and relax and then go back to the table because with the human body, you need to figure out what to do.

The massage therapy itself, it's not making money. When a person comes to you, you need to help, and there are different ways that you can help. Not only just massage, rub the skin and then people pay and leave with nothing. Sometimes you need to use the brain, how you can help, on the floor to stretch the muscle, the hip, the joints. Sometimes people need to just lie down straight for five, ten minutes, then get up and then do different kinds of exercises to just increase the blood circulation, or vice versa, come down and then get on the table and then you can massage the muscles themselves.

Then, there are different kinds of problems. People have tension. People have pinched nerves. Sometimes pinched nerves are not, you can have it because you work physically. Sometimes you sit at the computer and then the nerves get pinched because the muscle is too relaxed. Some muscles contract nonstop because some don't work, then lymph flow is slow because you sit all the time. The nerves are here under the knee and the hip, and then when you sit, your lymph flows very slow. The blood flows a little bit faster but the lymph gets dirty because we sit.

COMMISSIONER LORENZINI: Okay, that's fine. That's fine; thank you.

MS. STASYUK: And then there are lots and lots of things. When you have a human being with a problem, then you figure out what you have to do with a massage. Not

only rubbing, but you need to think because I believe that the first thing, if you can help someone, if you're a doctor or you're a massage therapist, the first thing that you can do is to not hurt. That's it.

COMMISSIONER LORENZINI: All right, thank you.

CHAIRPERSON CHERWIN: I think that answers Joe's question; is that right, Joe?

COMMISSIONER LORENZINI: Yes, thank you.

MS. STASYUK: I'm sorry.

CHAIRPERSON CHERWIN: That's okay. On this side, anything?

(No response.)

CHAIRPERSON CHERWIN: Okay, so we'll open for the public hearing now, okay? On this side of the room, is there anybody that would like to speak as to this petition?

(No response.)

CHAIRPERSON CHERWIN: No? On this other side of the room, is there anybody that would like to speak on this petition?

(No response.)

CHAIRPERSON CHERWIN: Okay, seeing none, we'll go ahead and close the public hearing.

Any final questions or deliberation by the Plan Commissioners?
Down here?

Sue? Terry? No? Down here?

(No response.)

CHAIRPERSON CHERWIN: Okay, is there a motion?

COMMISSIONER ENNES: I'll make a motion.

A motion to recommend to the Village Board of Trustees approval of PC #25-009, Planned Unit Development Amendment for a Land Use Variation to allow a massage/acupressure establishment in an M-1 District, and the following variation:

- 1. Variation from Chapter 28, Section 10.4-1 to allow 307 parking stalls where 344 are required.**

This recommendation is subject to the following conditions:

- 1. All massage therapists must be licensed by the Illinois Department of Professional Regulation as per applicable regulations.**
- 2. This Land Use Variation shall be limited to the Petitioners and cannot be transferred or assigned to any other user.**
- 3. The Petitioner shall comply with all federal, state, and Village codes, regulations and policies.**

CHAIRPERSON CHERWIN: All right, thank you for sharing this. Is there a second for that motion?

COMMISSIONER SIGALOS: I'll second.

CHAIRPERSON CHERWIN: All right, the motion for approval is on the table.

Can we do a roll call vote?

MS. HITZEMANN: Yes.

Dawson.

COMMISSIONER DAWSON: Yes.

MS. HITZEMANN: Ennes.

COMMISSIONER ENNES: Yes.

MS. HITZEMANN: Green.

COMMISSIONER GREEN: Yes.

MS. HITZEMANN: Lorenzini.

COMMISSIONER LORENZINI: Yes.

MS. HITZEMANN: Petermann.

COMMISSIONER PETERMANN: Yes.

MS. HITZEMANN: Schurtz.

COMMISSIONER SCHURTZ: Yes.

MS. HITZEMANN: Sigalos.

COMMISSIONER SIGALOS: Yes.

MS. HITZEMANN: Cherwin.

CHAIRPERSON CHERWIN: Yes.

Congratulations, unanimously passed.

MS. STASYUK: Thank you.

CHAIRPERSON CHERWIN: Nice job. Darko will help you through the next step. Just keep in contact with him. You don't have to stick around for the rest of this unless you really want to. However, there is another step. We're a recommendation, you still have to go to City Council and they'll help make the final decision for you. Darko will help you through this process, so maybe tomorrow.

MS. STASYUK: I will bring gift certificates for all of you.

CHAIRPERSON CHERWIN: Oh, yes. Well, hard pass. We may have a problem with that, but that's okay. Thank you though.

MS. STASYUK: Thank you.

CHAIRPERSON CHERWIN: Good luck, and I wish you well.

MS. STASYUK: Thank you, I appreciate it.

(Whereupon, at 7:50 p.m., the public hearing on the above-mentioned petition was adjourned.)



Legend

Notes

0 200 400
ft

Print Date: 1/30/2025

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. 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.

LEGAL DESCRIPTION

Order No.: 24GND217171LZ

For APN/Parcel ID(s): 03-07-100-019-1018

UNIT 3 IN BUILDING #3125 IN ENTERPRISE OFFICE CENTER CONDOMINIUMS, AS DELINEATED ON A PLAT OF SURVEY OF THE FOLLOWING DESCRIBED TRACT OF LAND:

LOT 1 IN ENTERPRISE OFFICE SUBDIVISION, BEING A SUBDIVISION IN THE NORTHWEST 1/4 OF SECTION 7, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS;

WHICH PLAT OF SURVEY IS ATTACHED AS EXHIBIT "D" TO THE DECLARATION OF CONDOMINIUM RECORDED MAY 21, 2009 AS DOCUMENT NO. 0914118000, AS AMENDED FROM TIME TO TIME, TOGETHER WITH ITS UNDIVIDED PERCENTAGE INTEREST IN THE COMMON ELEMENTS.

1. Business Overview

GOLDSTAR OF IL INC. is a well-established business that operates as a Clinical Massage Therapy provider. Our mission is to offer comprehensive clinical wellness and spa therapy services meticulously designed to promote physical health, mental relaxation, and emotional well-being. Our operations are anchored at our physical location at 3125 N Wilke Rd. in Arlington Heights, IL, where we cater to a diverse clientele seeking health optimization and stress relief. With a commitment to personalized care, we strive to enhance the quality of life for our clients through specialized therapeutic techniques and holistic treatments that are both innovative and effective.

2. Business Origins

GOLDSTAR OF IL INC. emerged from a profound understanding of the increasing need for holistic health solutions in today's fast-paced world. Recognizing the gap in personalized wellness services, we embarked on a journey to establish a center that not only addresses physical ailments but also nurtures mental and emotional health. Our founder, driven by a passion for healing and wellness, laid the groundwork for a business that prioritizes individualized care and advanced therapeutic techniques. Over the years, we have cultivated a reputation for excellence, becoming a trusted name in Clinical Massage Therapy within our community.

3. Advantage

Our competitive edge lies in our specialization in advanced therapeutic techniques that are tailored to enhance overall well-being. We pride ourselves on our ability to integrate clinical massage therapy with holistic spa treatments, creating a unique synergy that addresses the specific needs of our clients. Our personalized wellness plans set us apart, as they are crafted with a deep understanding of each client's health goals and lifestyle. Furthermore, our strategic location in Arlington Heights positions us to effectively serve both health-conscious individuals and stress relief seekers, particularly those within the medium to low-income brackets. This targeted approach allows us to build strong, lasting relationships with our clientele, fostering loyalty and trust.

4. Financial Summary

GOLDSTAR OF IL INC. operates with a streamlined team of one dedicated employee, ensuring that our resources are efficiently utilized to maximize client satisfaction and business growth. Our current expected revenue stands at \$120,000, with a projected growth rate of 50% in the coming years. This optimistic outlook is fueled by our commitment to expanding our service offerings and enhancing our client engagement strategies. By continually investing in advanced therapeutic techniques and maintaining our focus on personalized care, we are poised to capture a larger share of the wellness market, thereby driving sustained financial success. In conclusion, GOLDSTAR OF IL INC. is not just a business; it is a sanctuary for those seeking comprehensive wellness solutions. Our unwavering dedication to client well-being, coupled with our innovative approach to therapy, positions us as a leader in the field of Clinical Massage Therapy. We look forward to continuing our journey of growth and excellence, making a positive impact on the lives of our clients and the community at large.

5. Industry Overview

The clinical massage therapy industry is an integral component of the broader wellness and healthcare sectors, focusing on the physical, mental, and emotional well-being of individuals. As more people seek alternative and complementary therapies to traditional medicine, the demand for clinical massage therapy services has seen a significant rise. Our establishment, GOLDSTAR OF IL INC., is located in Arlington Heights, Illinois, a region that is witnessing a growing interest in health and wellness solutions. The industry is characterized by a diverse range of services that cater to various needs, including pain management, stress relief, and rehabilitation. We offer a comprehensive suite of services, including our Clinical Massage and Rehabilitation Center and personalized wellness plans, which are designed to enhance physical health and emotional well-being through targeted therapeutic techniques. The integration of advanced therapeutic techniques with holistic spa treatments allows us to address specific client needs effectively. According to the American Massage Therapy Association (AMTA), the massage therapy industry has experienced steady growth over the past decade, with an increasing number of licensed massage therapists entering the field. In

2020, there were approximately 350,000 licensed massage therapists in the United States, reflecting a growing recognition of the benefits of massage therapy in promoting overall health. This trend is bolstered by a rising awareness of the importance of self-care and preventive health measures among consumers. Moreover, the clinical massage therapy sector is increasingly being recognized by healthcare providers as a valuable adjunct to traditional medical treatments. As healthcare continues to evolve, there is a growing emphasis on holistic approaches that prioritize patient-centered care. This shift is paving the way for greater acceptance of clinical massage therapy within the healthcare system, allowing us to collaborate with medical professionals to provide comprehensive care for our clients.

6. Key Market Trends

- Growing Demand for Holistic Health Solutions: There is an increasing consumer preference for natural and holistic health solutions, leading to a surge in demand for clinical massage therapy services. Clients are increasingly seeking therapies that address both physical ailments and emotional well-being.
- Integration of Technology: The rise of telehealth and digital wellness platforms is influencing the clinical massage therapy industry. We are exploring opportunities to incorporate technology into our services, such as virtual consultations and online wellness programs, to enhance client engagement and accessibility.
- Focus on Preventive Care: With a growing emphasis on preventive healthcare, more individuals are turning to clinical massage therapy as a proactive approach to maintaining their health. This trend aligns with our mission to provide personalized wellness plans that empower clients to take charge of their well-being.
- Increased Awareness of Mental Health: The recognition of the importance of mental health has led to a greater acceptance of therapies that promote relaxation and stress relief. Our specialized clinical massage services cater to this need, offering clients a pathway to improve their mental well-being.
- Regulatory Developments: The clinical massage therapy industry is experiencing changes in regulations and licensing requirements, which are aimed at ensuring quality and safety in service delivery. Staying abreast of

these developments is crucial for maintaining compliance and enhancing our service offerings.

- Strengths
- **Specialized Expertise:** We offer advanced therapeutic techniques that are tailored to enhance our clients' overall well-being. Our staff is highly trained in clinical massage therapy, allowing us to address specific health issues effectively.
- **Comprehensive Range of Services:** Our clinical massage and rehabilitation center provides a variety of services, including personalized wellness plans and holistic spa treatments. This diversity allows us to cater to different client needs, enhancing customer satisfaction and retention.
- **Focus on Mental and Emotional Well-Being:** We understand the importance of mental relaxation and emotional health. Our therapies are designed not only to relieve physical discomfort but also to promote mental clarity and emotional stability, attracting clients seeking a holistic approach to wellness.
- **Strong Community Presence:** Located at 3125 N Wilke Rd in Arlington Heights, we have established a presence in the community. Our physical location allows us to build relationships with local clients, fostering loyalty and trust.
- **Commitment to Client-Centered Care:** We prioritize our clients' needs and tailor our services accordingly. This commitment to personalized care helps us stand out in the wellness industry, ensuring that clients feel valued and understood.

7. Weaknesses

- **Limited Marketing Efforts:** Our marketing initiatives are minimal, which reduces our visibility in the community. However, we are actively exploring cost-effective marketing strategies, such as social media engagement and local partnerships, to enhance our outreach and attract new clients.
- **Restricted Customer Base:** Our specific service offerings may limit our customer base. To address this, we are considering expanding our services to include more general wellness options, appealing to a broader audience while maintaining our core therapeutic focus.

8. Opportunities

- **Growing Wellness Industry:** The increasing demand for wellness services presents a significant opportunity for us. As more individuals prioritize their health and well-being, we can position ourselves as a go-to destination for clinical massage therapy in the area.
- **Partnerships with Local Businesses:** Collaborating with local gyms, yoga studios, and health food stores can create mutually beneficial relationships. These partnerships can help us reach new clients and enhance our credibility within the community.
- **Expansion of Service Offerings:** We have the opportunity to diversify our services further by incorporating workshops, wellness seminars, or group therapy sessions. This can attract new clients and provide additional revenue streams.
- **Increased Awareness of Mental Health:** As society becomes more aware of the importance of mental health, we can leverage this trend by promoting our services that address both physical and emotional well-being, positioning ourselves as a leader in integrated wellness solutions.

9. Threats

- **Competition from Other Wellness Providers:** The wellness industry is competitive, with many providers offering similar services. To mitigate this threat, we will focus on our unique therapeutic techniques and personalized care to differentiate ourselves from competitors.
- **Economic Fluctuations:** Economic downturns can affect clients' discretionary spending on wellness services. We can address this by offering flexible pricing options and loyalty programs, ensuring that our services remain accessible even during challenging economic times.

10. Marketing

1. Within 1 year, we aim to enhance client engagement by implementing a digital wellness platform that offers virtual consultations and online wellness programs, attracting at least 15 new clients per month.

- In the next 1 year, we will increase awareness of our clinical massage services through targeted local marketing campaigns, aiming to achieve a 20% increase in foot traffic to our physical location.
- Over the next 2 years, we will develop and launch personalized wellness plans, with the goal of enrolling at least 30% of our existing clients in these plans to promote ongoing client retention and satisfaction.
- In 2 years, we will establish partnerships with at least three local healthcare providers to facilitate referrals, thereby increasing our client base by 10% through collaborative care initiatives.

2. Within 3 years, we will expand our service offerings to include at least two new advanced therapeutic techniques, aiming to attract a diverse clientele interested in holistic health solutions.

- By the end of 4 years, we will increase our market share to 25% in the Arlington Heights area by enhancing our service quality and customer experience.
- Over the next 5 years, we will implement a client feedback system to continuously improve our services, targeting a client satisfaction rate of at least 90% based on survey results.
- In 5 years, we will explore opportunities to integrate technology into our services further, aiming to have at least 50% of our clients utilizing our digital wellness platform for ongoing health management.

3. Within 6 years, we will establish our brand as a leading clinical massage therapy provider in the region, aiming for a 40% increase in annual revenue through expanded service offerings and enhanced client loyalty.

- Over the next 7 years, we will develop a comprehensive training program for our staff that emphasizes advanced therapeutic techniques, ensuring that all employees are certified in at least three specialized modalities.
- In 8 years, we will expand our physical location to accommodate increased demand, targeting a facility size that can support a staff of at least five employees and enhanced service capabilities.
- By 10 years, we will aim to collaborate with at least five healthcare institutions to integrate our clinical massage services into their treatment plans, establishing a reputation for excellence in holistic health care.

11. Segmentation

○ **Health-conscious Individuals**

- **Demographics:** Typically aged 30-50, these individuals are often professionals or active parents with a medium-income level. They prioritize wellness and preventive care.
- **Customer Needs:** They seek reliable, evidence-based therapies that enhance their physical health and emotional well-being. They are interested in maintaining a balanced lifestyle and are likely to invest in services that support their health goals.
- **Purchasing Behavior:** This segment tends to research services thoroughly before making a decision. They appreciate personalized wellness plans that cater to their specific health needs and are willing to pay a premium for quality and effectiveness.

○ **Stress Relief Seekers**

- **Demographics:** Often younger individuals or those in lower-income brackets, typically aged 20-40, who are experiencing high levels of stress from work or personal life.
- **Customer Needs:** They are looking for affordable and accessible options to relieve stress and enhance relaxation. Their primary focus is on immediate relief and mental well-being rather than long-term health benefits.
- **Purchasing Behavior:** This segment is more price-sensitive and often seeks out promotions or packages. They may rely on word-of-

mouth recommendations and social media to find services that fit their budget.

- **Chronic Pain Sufferers**

- **Demographics:** Individuals aged 35-65, often with a medium to low-income level, who experience ongoing physical discomfort due to conditions like arthritis or fibromyalgia.
- **Customer Needs:** They require specialized therapeutic techniques to alleviate pain and improve mobility. Their primary concern is finding effective treatments that can provide long-term relief.
- **Purchasing Behavior:** This segment tends to be loyal to providers who demonstrate effective results. They often seek recommendations from healthcare professionals and are willing to invest in ongoing therapy sessions.

- **Busy Professionals**

- **Demographics:** Aged 25-55, these individuals often hold demanding jobs and have a medium to high-income level. They value convenience and efficiency in services.
- **Customer Needs:** They need quick, effective solutions to manage stress and physical tension caused by their busy lifestyles. They appreciate flexible scheduling and the option for quick treatments.
- **Purchasing Behavior:** This segment is likely to book appointments online and prefers services that can be integrated easily into their hectic schedules. They may opt for package deals for convenience.

- **Senior Wellness Enthusiasts**

- **Demographics:** Individuals aged 60 and above, often with a fixed income, who are keen on maintaining their health and quality of life as they age.
- **Customer Needs:** They seek gentle therapeutic options that cater to their physical limitations while promoting relaxation and emotional well-being. They are interested in services that enhance their overall quality of life.
- **Purchasing Behavior:** This segment may rely on referrals from family or friends and is often attracted to senior discounts or special packages tailored for older adults.

12. Targeting

We have chosen to target the following segments: **Health-conscious Individuals** and **Stress Relief Seekers**. These segments were selected due to their distinct needs for wellness and relaxation, which align closely with our offerings. The health-conscious individuals are likely to appreciate our comprehensive wellness plans, while stress relief seekers will benefit from our accessible and affordable services. By focusing on these segments, we can effectively cater to customers who are actively seeking solutions that promote both physical and emotional well-being.

13. Positioning

To position GOLDSTAR OF IL INC. effectively for our targeted segments, we will emphasize our commitment to providing high-quality clinical massage therapy and personalized wellness plans that cater to individual needs. For health-conscious individuals, we will highlight our evidence-based approach and the effectiveness of our advanced therapeutic techniques. For stress relief seekers, we will focus on affordability and accessibility, promoting packages that offer immediate relief without compromising quality. Our branding will reflect a welcoming and supportive environment, ensuring that all customers feel valued and understood, regardless of their income level. By aligning our services with the specific needs and preferences of our targeted segments, we aim to establish GOLDSTAR OF IL INC. as a trusted partner in their wellness journey.

14. I am Kateryna Stasyuk, I have been working as a massage therapist for over 15 years.

I have had the same clients for so many years!

My plan - I will serve one client at the same time.

All my clients will come by appointment only.

Operation hours - 9-7 pm, Monday-Saturday

In the future, I have a dream - to hire or rent the room to an orthopedic doctor and work with him together.

But for now in the office, it will just be me and one client at a time.

1. The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.

"The clinical massage and rehabilitation center will complement the existing character of the area by providing professional healthcare and wellness services. This type of business is low-impact, non-disruptive, and aligns well with nearby businesses and properties. Additionally, if there are other medical, wellness, or professional service businesses in the area, this use will be in harmony with the surroundings and contribute positively to the community."

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.

"When I purchased this property, I was unaware of the zoning restrictions that would prevent me from operating my clinical massage and rehabilitation center. My goal has always been to establish a business that contributes to the health and well-being of the community. I understand and respect the city's zoning regulations, and I am committed to complying with any necessary adjustments to ensure my business operates within the appropriate guidelines."

"Given that my business provides essential healthcare and wellness services, I believe it aligns with the spirit of the zoning regulations and does not negatively impact the surrounding area. I am requesting the minimum variance necessary to allow the reasonable use of my property while working to address any design or compliance issues as quickly as possible."

"I respectfully ask for the City's understanding and support in allowing me to proceed with my business operations as soon as possible while we work together to resolve any outstanding zoning concerns. I am open to any guidance or conditions the City may require to ensure compliance and a smooth integration into the community."

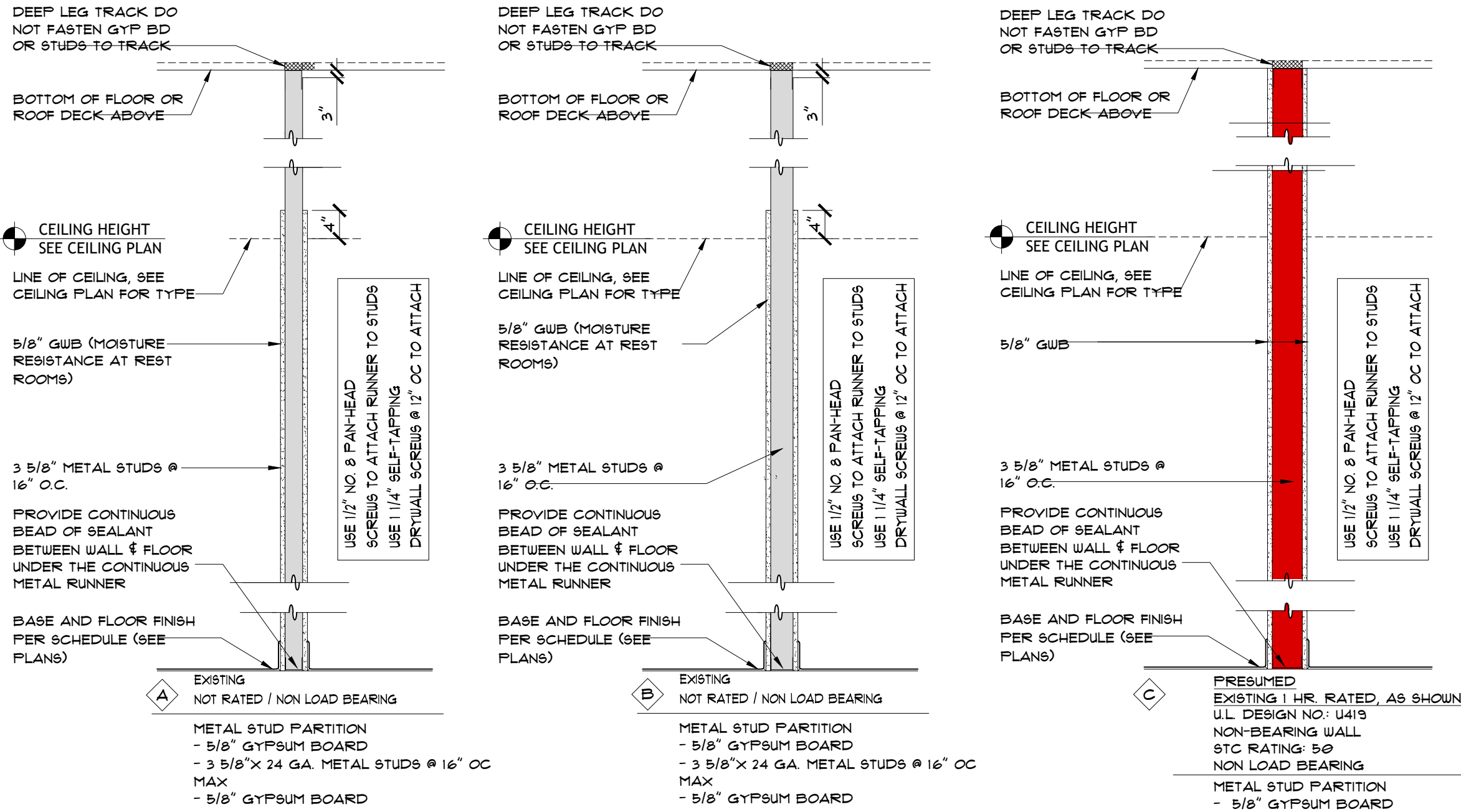
"The request for this variance is due to the unique circumstances of the property. The property has been vacant for 8 months, because nobody was working because of the zoning issue. Given these circumstances, a clinical massage and rehabilitation center is a suitable and productive use that can revitalize the property while meeting a community need."

3. The proposed variation is in harmony with the spirit and intent of this Chapter.

"The intent of the zoning regulations is to support businesses that contribute to the well-being of the community while maintaining harmony with the surrounding properties. This business will provide essential healthcare services that improve residents' quality of life while operating in a professional and respectful manner. The use aligns with the broader goals of zoning by fostering a positive, service-oriented environment in the area."

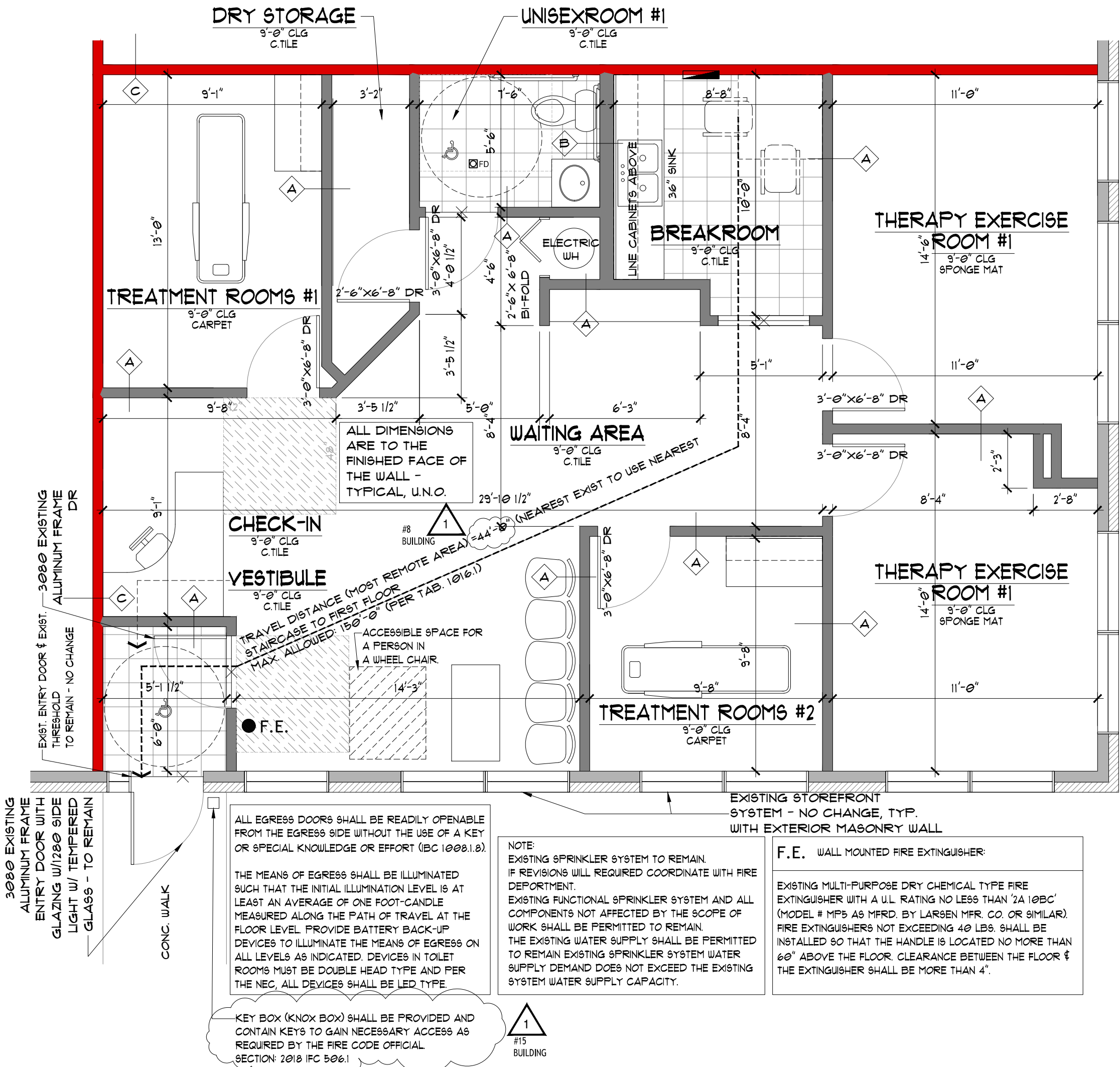
4. The variance requested is the minimum variance necessary to allow reasonable use of the property.

"The requested variance is the least necessary adjustment to allow for the reasonable and effective operation of the business. No excessive modifications or deviations are being requested—only what is required to ensure the property can be used for a valuable and community-focused services. The business will maintain compliance with all applicable regulations and take necessary steps to minimize any impact on the surrounding area."



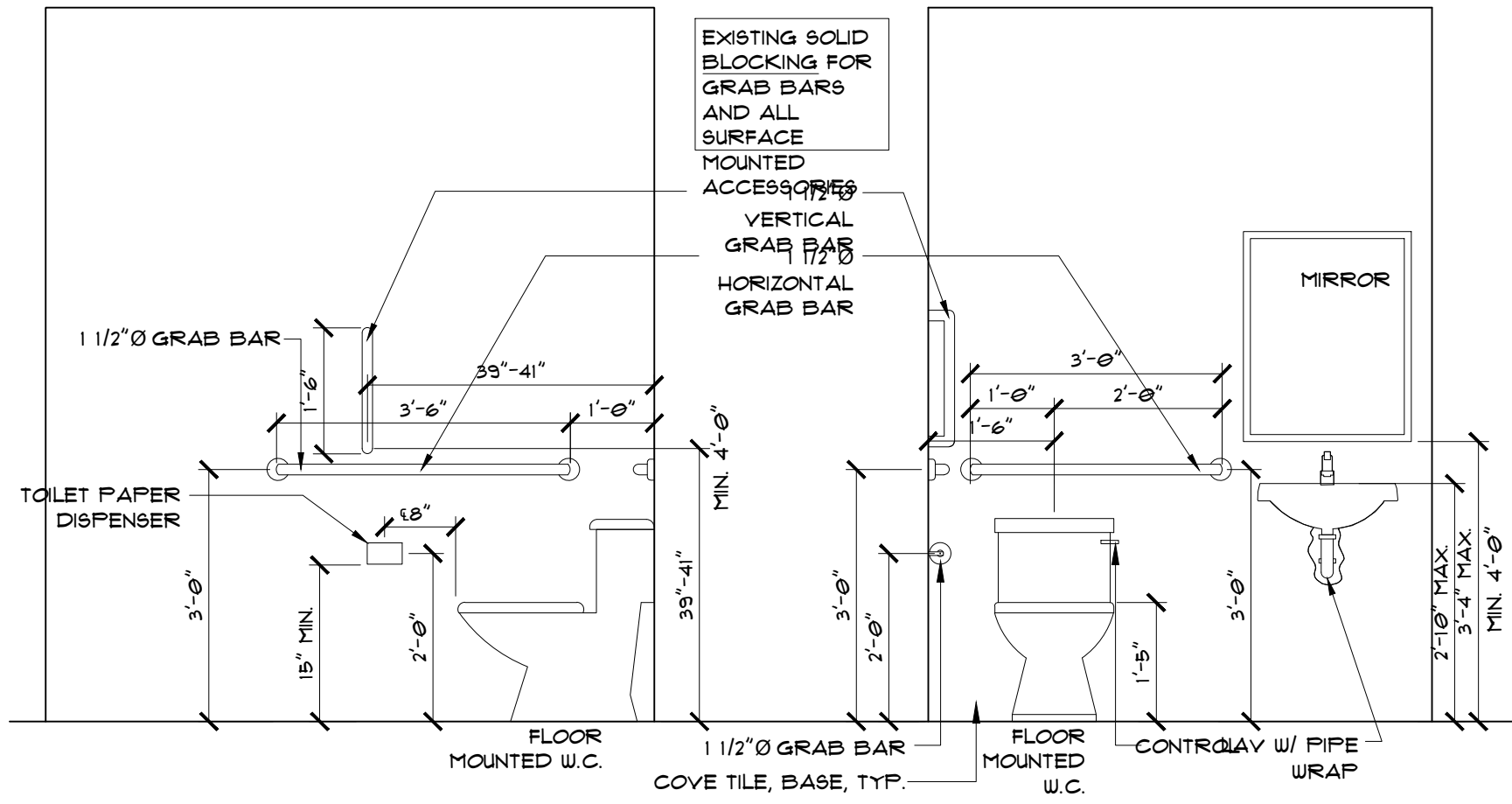
EXISTING WALL TYPE
SCALE: 1/4"= 1'-0"

2



EXISTING UNIT F FLOOR PLAN
SCALE: 1/4"= 1'-0"

1



EXISTING RESTROOM INTERIOR ELEVATION
SCALE: 1/2"= 1'-0"

3

KEY NOTES

ALL KEY NOTES ARE TAGGED WITH A CIRCLE # AROUND THEM IN THE PLANS

FLOOR PLAN NOTES:

- THE FLOOR, BASE & WALL FINISHES SHALL BE AS FOLLOWS U.N.O. CERTAIN ROOMS MAY HAVE MORE THAN ONE FLOOR FINISH. REFER TO THE DETAIL PLANS FOR FURTHER SCOPE.
- ALL FINISHES SHALL BE INSTALLED PER MANUFACTURER'S WRITTEN INSTRUCTIONS.
- ALL FINISHES TO BE VERIFIED BY OWNER FOR STYLE, DESIGN AND TYPE BEFORE ORDERING & INSTALLATION.
- PAINT ALL EXPOSED PIPING IF ANY (MECHANICAL, ELECTRICAL, PLUMBING) TO MATCH ROOM FINISH.
- QUANTITIES: THE GENERAL CONTRACTOR / CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY QUANTITIES / CALCULATIONS FOR WALL & FLOOR FINISH MATERIAL OR DECOR BEFORE ANY ORDER FOR THESE MATERIALS IS ACCEPTED AND PLACED.

FINISH NOTES:

WALL FINISH:

- ALL GYPSUM BOARD WALLS TO RECEIVE "FRP" PANELS FROM FLOOR UP TO 8'-0" A.F.F. AT ALL LOCATIONS SHOWN ON PLAN. INSTALL COMPLETE WITH ALL TRIM AND ACCESSORIES PER MANUFACTURER'S WRITTEN INSTRUCTIONS.

CEILING:

- PROVIDE ALL FIXTURES COMPLETE WITH LAMPS. COORDINATE AND VERIFY ALL FIXTURE INFORMATION, TYPES AND FINAL LOCATIONS WITH ELECTRICAL PLANS.

- SHALL BE WASHABLE, HARD SURFACE VINYL FACED LAY-IN ACOUSTIC PANELS (CAULK PERIMETER IN STORAGE AREA) IN STORAGE, KITCHEN & WARE-WASH AREA. REFER TO REFLECTED CEILING PLAN.

- RESTROOM TO BE PAINTED DRYWALL CEILING. APPLY TWO COATS OF "SHERWIN WILLIAMS" (OR EQUAL) EGG SHELL FINISH.

- CEILING FOR WALK-IN FREEZER/COOLER BOX - IF APPLICABLE - BY SUPPLIER.

- PROVIDE FRP SURROUNDING AT WATER HEATER LOCATION.

- PROVIDE ALL REQUIRED MOUNTING OR HANGING HARDWARE FOR ALL CEILING GRID AND LIGHTING FIXTURES.

- PROVIDE HOLD DOWN CLIPS FOR EACH CORNER OF LED PANEL LIGHT GRID TROFFERS.

DOORS, FRAMES & TRIMS:

- ALL DOORS, FRAMES AND WOOD TRIM SHALL BE PAINTED TWO COATS OF "SHERWIN WILLIAMS" (OR EQUAL). VERIFY WITH THE OWNER.

CORNER GUARD AT EXPOSED PARTITION ENDS:

- ALL EXPOSED PARTITION ENDS AND CORNERS SHALL HAVE HEAVY DUTY STAINLESS STEEL CORNER GUARDS FROM 5'-0" A.F.F. UP TO TOP OF COVE.

QUANTITIES:

- THE GENERAL CONTRACTOR / CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY QUANTITIES / CALCULATIONS FOR WALL & FLOOR FINISH MATERIAL OR DECOR BEFORE ANY ORDER FOR THESE MATERIALS IS ACCEPTED AND PLACED.

- PROVIDE CONTINUOUS TERMINATION BAR OR METAL EDGE (AT CORNERS, AT HORIZONTAL & VERTICAL EDGES) AT ALL WALL TILE FINISHES, TYPICAL - FINISH TO BE BRUSHED NICKLE.

FINISH SPECIFICATIONS:

FINISH SELECTION: ALL FINISHES SHALL BE VERIFIED WITH THE OWNERSHIP PRIOR TO THE ORDER. THE ALTERNATE OF COMMERCIAL GRADE STAINED CONCRETE SHALL BE ACCEPTABLE IN LIEU OF FLOOR TILE FOR THE FLOOR FINISH IN WARE-WASH AREA. THE BASE WITH COVE SHALL MATCH THE FLOOR FINISH.

SHEET NOTES

- ALL NEW REST ROOMS SHALL BE FURNISHED WITH ONE LAYER OF 5/8" MOISTURE RESISTANT G.W.B. ON THE REST ROOMS SIDE IN LIEU OF THE OUTSIDE LAYER OF GYPSUM BOARD. EXTEND THIS G.W.B. TO ABOVE CEILING.
- ALL ROOM SIGNAGE SHALL BE PROVIDED & INSTALLED BY THE CONTRACTOR. REFER TO DETAIL.
- ALL SINKS/ LAVATORIES/ D.F. TO COMPLY WITH ADA REQ. REFER TO DETAILS ON ACCESSIBILITY SHEETS.
- ALL VISIBLE EXPOSED STEEL STRUCTURE (BEAMS, COLUMNS & BRACING) WITHIN THE AREA OF WORK, IF ANY, SHALL BE PRIMED AND PAINTED, U.N.O.
- FIRE EXTINGUISHERS SHALL BE PROVIDED SUCH THAT THE DISTANCE FROM ANY POINT OF THE BUILDING IS NO MORE THAN 10' 0" FROM THE FIRE EXTINGUISHER. REFER TO THE NOTES ON SHEET A20 FOR FURTHER INFORMATION. PROVIDE FIRE EXTINGUISHERS W/O OR WITHOUT CABINETS (E.G. OR F.E.) AS INDICATED IN THE PLANS. EXACT LOCATIONS T.B.D. IN FIELD.
- PROVIDE BLOCKING BEHIND ALL ITEMS IDENTIFIED TO BE SUPPORTED OFF ANY WALL. COORDINATE SPECIAL BLOCKING REQUIREMENTS, IF ANY WITH THE MANUFACTURER. REFER TO ACCESSIBILITY DETAILS & STANDARDS SHEETS FOR ADDITIONAL BLOCKING REQUIREMENTS FOR ACCESSIBILITY.
- ALL NEW CONSTRUCTION THAT ADJOINS EXISTING PARTITION IN THE SAME PLANE ARE TO MATCH EXISTING WALL THICKNESS, HEIGHT AND FIRE RATING U.N.O.
- AT ANY INTERSECTIONS OF BEARING AND NONBEARING WALLS, A CONTROL JOINT WITHIN GYPSUM BOARD SHOULD BE CONSTRUCTED.
- COAT CLOSET IF ANY SHALL RECEIVE ONE PLASTIC LAMINATE SHELF AND STAINLESS STEEL CLOTHES ROD @ 6" A.F.F. TO TOP OF SHELF.
- ALL MOVABLE FURNITURE(S) IF SHOWN ARE NOT IN CONTRACT. TO BE BOUGHT AT A LATER DATE BY OWNER.

Document Record:

Issued Date	Description
05.25.2025	For Owner Review
06.18.2025	ISSUED FOR PERMIT

DO NOT SCALE THE DRAWINGS. PUROHIT ARCHITECTS, INC. ASSUME NO RESPONSIBILITY FOR USE OF INCORRECT SCALE. CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO PROCEEDING WITH CONSTRUCTION. IN THE EVENT THAT THE CONTRACTOR DISCOVERS ANY ERROR, OMISSION OR CONFLICT AS TO THE INTENT OF THE CONTRACT DOCUMENTS WITH REGARD TO THE PROPER EXECUTION AND COMPLETION OF THE WORK, THE CONTRACTOR SHALL IMMEDIATELY NOTIFY THE OWNER OR THE ARCHITECT AND SEEK CORRECTION OR INTERPRETATION THEREOF PRIOR TO STARTING THE AFFECTED WORK.



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ARCHITECT OF RECORD
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Kateryna Stasyuk

BUSINESS OWNER
847. 909-3553 PH
KATERYNASTASYUK@GMAIL.COM

1 STORY BRICK EXISTING OFFICE BUILDING
Unit F-Massage Therapy
3125 N Wilke Road, Unit F

Issue Date: May 06, 2025
Drawn By: PAI

Sheet:
EXISTING FLOOR PLAN

A2.0

PAI PROJECT NUMBER
19144.00

Massage Therapy**Total # of parking spaces on site:37****ADDRESS**

3125 Wilke Rd., Unit. F Arlington Heights IL 60004

Date

3/19/2025

DATE: 03/15/2025		
Time	Spaces Taken	Spaces Open
11AM	3	34
12PM	3	34
1PM	3	34
2PM	3	34
3PM	1	36
4PM	1	36
5PM	1	36
6PM	0	37
7PM	0	37
8PM	0	37

DATE:03/17/2025		
Time	Spaces Taken	Spaces Open
11AM	6	31
12PM	5	32
1PM	3	34
2PM	4	33
3PM	5	32
4PM	8	29
5PM	2	35
6PM	0	37
7PM	0	37
8PM	0	37

DATE: 03/19/2025		
Time	Spaces Taken	Spaces Open
11AM	7	30
12PM	7	30
1PM	7	30
2PM	5	32
3PM	1	36
4PM	4	33
5PM	3	34
6PM	0	37
7PM	0	37
8PM	0	37



Village of Arlington Heights Interoffice Memorandum

To: Ruslana Pentek
From: Darko Bojin, Assistant Planner
Department: Planning & Community Development Department
File Number: PC 25-009
Project: 3125 N. Wilke Rd. Unit F – PUD Amendment for a Land Use Variation to allow a Massage Establishment in the M-2 District
Review Round: 1
Date: April 21st, 2025

	<u>YES</u>	<u>NO</u>
1. COMPLIES WITH COMPREHENSIVE PLAN:	☒	☐
2. COMPLIES WITH THOROUGHFARE PLAN:	☒	☐
3. VARIATIONS NEEDED FROM ZONING REGULATIONS:	☒	☐
4. VARIATIONS NEEDED FROM SUBDIVISION REGULATIONS:	☐	☒
5. SUBDIVISION REQUIRED:	☐	☒
6. SCHOOL/PARK DISTRICT CONTRIBUTION REQUIRED:	☐	☒

See additional review comments on next page.

Prepared by: Darko Bojin



Village of Arlington Heights
Interoffice Memorandum

To: Planning Staff Liaison
From: Nanci Julius, P.E., Senior Civil Engineer
Department: Public Works & Engineering Department
File Number: PCA00009-2025
Project: 3125 N Wilke Road, Unit F, Massage Therapy
Review Round: Round 1
Date: April 21, 2025

DO EXISTING STRUCTURES, IF ANY, MEET MINIMUM REQUIREMENTS OF THE FOLLOWING?

1. PUBLIC IMPROVEMENTS REQUIRED:

	YES	NO	COMMENTS
a. Underground Utilities			
i. Water.....	☐	☒	_____
ii. Sanitary Sewer	☐	☒	_____
iii. Storm Sewer.....	☐	☒	_____
b. Surface Improvement			
i. Pavement	☐	☒	_____
ii. Curb& Gutter.....	☐	☒	_____
iii. Sidewalks.....	☐	☒	_____
iv. Street Lighting.....	☐	☒	_____
c. Easements			
i. Utility & Drainage....	☐	☐	_____
ii. Access.....	☐	☐	_____

2. PERMITS REQUIRED OTHER THAN VILLAGE

a. MWRDGC.....	☐	d. IEPA.....	☐
b. IDOT.....	☐	e. CCHD.....	☐
c. ARMY CORP...	☐	f. OTHER.....	☐ _____

- | | | | |
|---|------------------------------|-----------------------------|-------|
| 3. R.O.W. DEDICATIONS..... | YES ☐ | NO ☐ | _____ |
| 4. SITE PLAN ACCEPTABLE..... | YES ☐ | NO ☐ | _____ |
| 5. PRELIMINARY PLATE ACCEPTABLE..... | YES ☐ | NO ☐ | _____ |
| 6. TRAFFIC STUDY ACCEPTABLE..... | YES ☐ | NO ☐ | _____ |
| 7. STORMWATER DETENTION REQUIRED..... | YES ☐ | NO ☐ | _____ |
| 8. CONTRIBUTION ORDINANCE EXISTING..... | YES ☐ | NO ☐ | _____ |
| 9. FLOOD PLAIN OR FLOODWAY EXISTING... | YES ☐ | NO ☐ | _____ |
| 10. WETLAND EXISTING..... | YES ☐ | NO ☐ | _____ |

ADDITIONAL COMMENTS ARE ATTACHED.

Village of Arlington Heights

Interoffice Memorandum



To: <Planning Staff Liaison >
From: <Building Department Staff>
Department: Building Department
File Number: <PCA00009-2025>
Project: <3125 N Wilke Rd, Unit F>
Review Round: <Round 1 Review>
Date: <04/14/2025>

DO EXISTING STRUCTURES, IF ANY, MEET MINIMUM REQUIREMENTS OIF THE FOLLOWING?

	YES	NO
1. VILLAGE BUILDING CODE	☐	☒
2. PRESENT ZONING USE	☐	☐
3. REQUESTED ZONING USE	☐	☐
4. SUBDIVISION REQUIRED	☐	☐
5. SIGN CODE	☐	☐

BUILDING REVIEW COMMENTS:

- Please provide the scaled drawings for review.
- Revise the drawing to include the applicable codes from following list:
 - ICC 2018 International Building Code *(23)
 - ICC 2018 International Residential Code *(23)
 - ICC 2018 International Fire Code *(27)
 - ICC 2018 International Existing Building Code *(23)
 - ICC 2018 International Mechanical Code *(23)
 - ICC 2018 International Fuel Gas Code *(23)
 - ICC 2018 International Swimming Pool and Spa Code *(23)
 - NFPA 2017 National Electrical Code *(23)
 - ICC 2018 International Property Maintenance Code *(26)
 - 2014 Illinois Plumbing Code *(23)
 - 2021 Illinois Energy Conservation Code
 - 2018 Illinois Accessibility Code
 - Illinois Elevator Safety Rules
 - NFPA 2015 Life Safety Code (OSFM)
- A change in occupancy may require an automatic sprinkler system throughout the building.
 Section: Village of Arlington Heights Municipal Code Chapter 27. 903.2.13
- Exterior wall rating shall be based on fire separation distance.
 Section: 2018 IBC Tables 601 and 602

PLAN COMMISSION REVIEW
BUILDING DEPARTMENT

5. Verify the type of construction of the building.
Section: 2018 IBC 602
6. Verify the types of fire suppression systems with which the building is equipped.
Section: 2018 IBC Chapter 9
7. The minimum number of exits shall be provided based on the occupant load calculations.
Section: 2018 IBC 1006.3.2
8. The life-safety plan is required, including:
 - Occupant load calculations
 - Travel distance with an exit access
 - Exit separation distance
9. Building entrances shall be protected with an enclosed vestibule, with all doors opening into and out of the vestibule equipped with self-closing devices. If the space is larger than 3,000 SF
Section: 2021 IECC C402.5.9
10. Calculations for the minimum number of required plumbing fixtures, for both required and provided, shall be submitted.
Section: 2014 State of Illinois Plumbing Code, Appendix A

FIRE PREVENTION COMMENTS:

11. Provide a drawing in compliance with the access route requirement. One or more of the required access routes meeting this condition shall be located not less than 15 feet and not greater than 30 feet from the building, and shall be positioned parallel to one entire side of the building. The side of the building on which the aerial fire apparatus access road is positioned shall be approved by the fire code official.
Section: 2018 IFC Appendix D D105.3
12. Overhead utility and power lines shall not be located over the aerial fire apparatus access road or between the aerial fire apparatus road and the building. Other obstructions shall be permitted to be placed with the approval of the fire code official.
Section: 2018 IFC Appendix D D105.4
13. An autoturn diagram is required to confirm fire apparatus access.
Section: 2018 IFC 503.2.4 and Appendix D D103.3
14. Fire department connections (FDC) shall be located on the street side of buildings, fully visible and located at the main front entrance of the building and within a maximum travel distance of 100 feet to the nearest fire hydrant and in accordance with the NFPA standard applicable to the system design. The location of fire department connections shall be approved.
Section: 2018 IFC 912.2.1 as amended
15. A key box (Knox Box) shall be provided and contain keys to gain necessary access as required by the fire code official.
Section: 2018 IFC 506.1
16. Signs shall be posted on both sides of an approach of any fire lane stating "NO PARKING – FIRE LANE". Signs shall have arrows indicating the area of parking restriction.
Section: 2018 IFC 503.3

Suggested Motion for Village Board Meeting – 9/15/2025

X.C. 3125 N. Wilke Rd. – Gold Star of IL – PC25-009

Trustee _____ moved to Direct Staff and the Village Attorney to prepare final documents granting the zoning relief for consideration at a future Board meeting for PC#25-009, a PUD Amendment for a Land Use Variation to permit a “Massage/Accu-Pressure Establishment” land use within the M-1 Research, Development, and Light Manufacturing District and the zoning relief requested, and subject to the recommended conditions all as set forth in the agenda materials for tonight’s Board Meeting.

Trustee _____ seconded.



VILLAGE OF
ARLINGTON HEIGHTS
INC. 1887

Village Board of Trustees
9/15/2025

Item: 1407 E. Palatine Rd. - Cherepovich Tattoo - PC25-017
Planned Unit Development for a Land Use Variation to allow a
Tattoo Parlor in the B-2 District

Department: Planning & Community Development

Item Description:

Requested Action

Planned Unit Development Amendment for a Land Use Variation to allow a
Tattoo Parlor within the B-2 District.

Variations Required

No Variations Required

Recommendation

A public hearing was held by the Plan Commission on August 27, 2025,
where the Plan Commission unanimously approved a motion to recommend
to the Village Board of Trustees, approval of PC#25-017, a Planned Unit
Development Amendment for a Land Use Variation to allow a Tattoo Parlor
in the B-2, General Business District.

This recommendation is subject to the following conditions:

1. The facility shall be required to register with the Illinois Department of Public Health (IDPH) as a "Body Art Establishment", and shall submit to the Village, a copy of the inspection permit and registration from the IDPH that this location is a Body Art Establishment.
2. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

ATTACHMENTS:

1. PC Staff Report 1407 E Palatine Road - Cherepovich Tattoo
2. 8-27-25 PC Minutes - DRAFT
3. Aerial
4. Exhibit A - ALTA with Legal Description
5. Exhibit B - Business Plan
6. Exhibit C - Written Justification to the Land Use Variation Criteria
7. Exhibit E - Parking Survey

8. X.D_ Suggested VBM Motion 9.15.2025 - 1407 E Palatine Rd - Cherepovich Tattoo



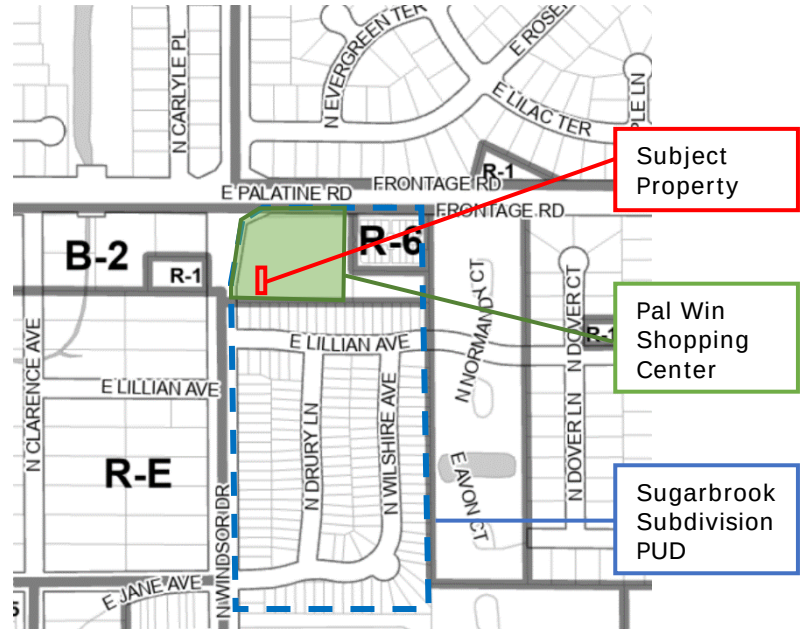
VILLAGE OF ARLINGTON HEIGHTS STAFF DEVELOPMENT COMMITTEE REPORT

Project Number: PC 25-017
Project Title: Cherepovich Tattoo
Address: 1407 E. Palatine Rd.
PIN: 03-21-100-012

To: Plan Commission
Prepared By: Darko Bojin, Assistant Planner
Meeting Date: August 27, 2025
Date Prepared: August 15, 2025

Petitioner: Artsiom Cherepovich
Address: 1881 Pebblestone Dr.
Romeoville, IL 60446
Owner: Raymond Balfanz, Pal Win
Retail Investors LLC
Address: 1401-1456 E. Palatine Rd.
Arlington Heights, IL 60004

Existing Zoning: B-2, General Business District
Comprehensive Plan: Commercial



SURROUNDING LAND USES

Direction	Zoning	Existing Land Use	Comprehensive Plan
North	R-1, One Family Dwelling District	Single family residential	Single Family Detached Estate 2
South	R-6 Multiple Family Dwelling District	Multi-family residential	Single Family attached
East	R-6 Multiple Family Dwelling District	Multi-family residential	Moderate Density Multi-Family
West	B-2 General Business District	Vacant building	Single Family Attached
	B-2 General Business District	Auto Repair Use	Commercial
	R-1 One Family Dwelling District	Lakewood Chapel	

Requested Action

1. Planned Unit Development Amendment for a Land Use Variation to allow a Tattoo Parlor within the B-2 District.

Variations Required

No variations required

Project Background

The subject property is located at 1401 – 1456 E. Palatine Road, within a multi-tenant commercial building in Pal Win Plaza which is owned by Pal Win Retail Investors LLC. The building is approximately 35,000 square-feet with 19 tenant spaces, and 164 existing parking spaces. Access to the site comes from curb cuts on Palatine Frontage Road and Windsor Drive. There is a private access drive that runs along the south and east side of the shopping center, connecting it to a lot with 28 parking spaces at 1601 E palatine Road. The property is within the Sugarbrook Subdivision Planned Unit Development (PUD), along with the multifamily residential neighborhood immediately south of Pal Win Plaza.

The petitioner, Cherepovich Tattoo, is proposing a new tattoo parlor in Arlington Heights and intends to lease an 866 square-foot vacant tenant space within the subject property. The proposed floor plan (see Exhibit D in the agenda packet) consists of four tattoo studios, a waiting area with a front desk, restroom, and small kitchen. The proposed business services include custom tattoo designs and cover-up tattoos. The petitioner indicates the business will retain five to six full-time tattoo artists on staff and one receptionist. The proposed hours of operation are 11:00 am – 7:00 pm Tuesdays through Sundays.

Zoning and Comprehensive Plan

The property is located in the B-2, General Business District. The proposed use is classified as a Tattoo Parlor, which is not permitted in any zoning district. As such, the existing Planned Unit Development must be amended to include a Land Use Variation allowing this business to operate within the B-2, General Business District. The petitioner provided a written response to each of the four hardship criteria necessary for land use variation approval, which are found below:

- **The proposed variation will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**
- **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.**
- **The proposed variation is in harmony with the spirit and intent of this Chapter.**
- **The variance requested is the minimum variance necessary to allow reasonable use of the property.**

The petitioner's response can be found in Exhibit C of the agenda packet. The SDC (Staff Development Committee) concurs with the petitioner's response to the Land Use Variation criteria for approval.

The Comprehensive Plan classifies this property as appropriate for "Commercial" uses. Based on Village Staff review of the petitioner's application, this land use is appropriate for the commercial and personal service context of the commercial corridor along Palatine Road by providing a service that is limited in the area and contributing to the economic vitality of the shopping center. There are two other operating tattoo parlors within the Village, at 630 E. Golf Road and 19 N. Wilke Road, both of which obtained land use variations. The tattoo parlor will fill a vacant tenant space in the shopping center, alleviating the plight of the owner caused by the vacancies. Additionally, the building will look and function in a similar manner as it currently operates. Overall, the land use is consistent with the spirit and intent of the Comprehensive Plan and compatible with the context of the surrounding development.

Building, Site and Landscaping

The petitioner is not proposing any changes to the exterior of the building or site. The petitioner has indicated they may want to add exterior signage. Any signage will require a separate sign permit which would be reviewed and evaluated for code compliance at that time.

Parking and Traffic

The subject shopping center currently operates with 164 parking spaces. 136 spaces are located in front of the building, and 28 are located in near the rear of the building, on 1601 E. Palatine Road.

Per Section 6.12-1 of the Zoning Code, a parking analysis and survey were required and provided by the petitioner (see Exhibit E in the agenda packet). The parking survey indicates vehicles parked in the parking lot in front of Pal Win Plaza. The survey was conducted in July on three separate days, including a Friday, Saturday and Sunday. The survey data shows limited parking demand at the time of the survey and demonstrates that the existing parking lot can sufficiently accommodate additional visitors.

Tattoo parlors are not specified in code; however, previous land use variation applications for tattoo parlors have utilized the "Beauty Shop" category for parking requirements, which is 1 space per 250 square-feet. Table I below shows the parking requirements for the subject property broken down by individual tenants (note that vacant spaces are calculated at the standard rate of 1 space per 300 square-feet):

Table I: Required Parking

Tenant Space	Address (E. Palatine Rd.)	Business	SF			Total Parking Required
1	1457	12 FUTOV	1,800	1	300	6
2	1453	12 FUTOV*	3,000	N/A	N/A	25
3	1451	Osaku Asian Kitchen	900	1	300	3
4	1449	H&R Block	1,100	1	300	4
5	1447	Farmers Insurance	700	1	300	2
6	1429	VACANT	7,000	1	300	23
7	1427	AH Thunder (softball training)	5,230	N/A	N/A	31
8	1425	KG Strength & Performance	1,750	N/A	N/A	8
9	1421-1423	VACANT	2,450	1	300	8
10	1419	Alli's Nails Spa	1,050	1	250	4
11	1417	Shear Design Beauty Shop	975	1	250	4
12	1415	Edward Jones	1,200	1	300	4
13	1413	Euro Experts (tailor)	596	1	300	2
14a	1411	Health First Chiropractor	1,170	1	200	6
14	1407	Cherepovich Tattoo	866	1	250	3
16	1405	D&D Smoke & Spirits	3,000	1	300	10
17	1403	The Spot Ice Cream Shop (aka the Pal-Win Ice Cream Shop)	1,114 (363 SF "Seating" Area)	1	45	8
18	1401A	Magy's Pizza (carryout only)	900	1	300	3
19	1401B	All Pets Groomed	900	1	300	3
Total Required						158
Total Parking Provided in Front of Center						136
Total Parking Provided in Back of Center						28
Total Parking Provided on Site						164
Surplus (Deficit)						6

RECOMMENDATION

The Staff Development Committee (SDC) reviewed the proposed Planned Unit Development Amendment for a Land Use Variation to allow a Tattoo Parlor in the B-2, General Business District and recommends **APPROVAL** of the application subject to the following conditions:

1. The facility shall be required to register with the Illinois Department of Public Health (IDPH) as a "Body Art Establishment", and shall submit to the Village, a copy of the inspection permit and registration from the IDPH that this location is a Body Art Establishment.
2. The petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

August 15, 2025

Michael Lysicatos, Assistant Director of Planning and Community Development

Cc: Randy Recklaus, Village Manager
All Department Heads

PLAN

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

COMMISSION

RE: 1407 EAST PALATINE ROAD - CHEREPOVICH TATTOO - PC #25-017
 PLANNED UNIT DEVELOPMENT AMENDMENT FOR A LAND USE VARIATION
 TO ALLOW A TATTOO PARLOR IN THE B-2 DISTRICT

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 27th day of August, 2025 at the hour of 8:24 p.m.

MEMBERS PRESENT:

JAY CHERWIN, Chairperson
 MICHAEL PETERMANN
 KRISTEN SCHURTZ
 JOE LORENZINI
 BRUCE GREEN
 TERRY ENNES
 JOHN SIGALOS
 SUSAN DAWSON

ALSO PRESENT:

MICHAEL LYSICATOS, Assistant Director of Planning and Community Development
 DARKO BOJIN, Assistant Planner
 DANIEL OSOBA, Planner I
 RACHEL HITZEMANN, Development Planner

CHAIRPERSON CHERWIN: All right, we have one more public hearing on the agenda, and that's Cherepovich Tattoo, fourth and final of the evening.

On this one, Darko, have the notices been given?

MR. BOJIN: Yes, they have.

CHAIRPERSON CHERWIN: All right, great. Thank you.

If you could please raise your right hand?

(Witness sworn.)

CHAIRPERSON CHERWIN: Okay, thank you. Could you state your name for the record?

MS. TKHOSTOVA: Sure. My name is Inga, I-n-g-a, last name T-k-h-o-s-t-o-v-a. This is Artsiom Cherepovich, it's A-r-t-s-i-o-m C-h-e-r-e-p-o-v-i-c-h.

CHAIRPERSON CHERWIN: Thank you very much. There was a Staff report you would have received with some recommendations attached to it. Did you guys read that, and are you in agreement with those recommendations, those conditions?

MS. TKHOSTOVA: Yes. Yes.

CHAIRPERSON CHERWIN: Okay. All right, well, thank you. Just like the last ones, if you guys would like to start your presentation, and then we'll move to the Staff?

MS. TKHOSTOVA: Sure. So, I think most of you are familiar with our project because we had been here last year, we just decided to move forward with a different location, but just to give you a quick summary, just a little tattoo parlor located at 1407 East Palatine Road. It's about 866 square feet, and it's going to be operated with four or five tattoo artists including Artsiom because he's a tattoo artist himself.

There's plenty of parking spaces. We're not changing anything to the unit. The operation hours are going to be from Tuesday to Sunday, from 11:00 to 7:00.

CHAIRPERSON CHERWIN: Okay. All right, with that, we can move to the Staff presentation. If you'd like to take a seat for now, that's fine. We'll come back to you.

MS. TKHOSTOVA: Okay.

CHAIRPERSON CHERWIN: Darko?

MR. BOJIN: Hello again.

The subject property is 1407 East Palatine Road which is a space in the multi-tenant Pal Win Plaza Shopping Center. The property and the neighborhood to the south are part of the Sugarbrook Subdivision PUD. The property is zoned B-2 General Business District and is designated as commercial in the Comprehensive Plan.

The Petitioner, like they said, would like to open a tattoo parlor in this tenant space, but tattoo parlors are not permitted in any zoning district according to Village Code, which means the PUD must be amended to include a land use variation to operate. The Petitioner came before this Commission last year with the same request, but with a different proposed location, and they believe that this location is more appropriate for their business.

The subject tenant space that's shown here in the red square is one of 19 tenant spaces in the Pal Win Shopping Center. Access to the shopping center comes off curb cuts on Palatine Frontage Road and Windsor Drive. There's also a drive aisle along the rear of the building that connects to additional parking in the back.

As shown on the Zoning and Comprehensive Plan Maps, the subject tenant space is adjacent to other commercial uses in the shopping center. Across the street to the west, there are also single-family residential neighborhoods across Palatine Road and

Windsor Drive, and multi-family residential immediately to the south and to the east of the property.

This is the floor plan provided by the Petitioner, an approximately 866 square-foot tenant space which will include four tattoo stations, a reception area, a restroom, and a small kitchen. The Petitioner is expecting to employ seven full-time tattoo artists and one reception. Hours of operation, as they said, will be 11:00 a.m. to 7:00 p.m., Tuesday through Sunday.

Staff calculated the required parking for the Pal Win Shopping Center using the Village's code ratio for beauty salons which is one parking space for every 250 square feet of floor area. The two other tattoo parlors in the Village also used the same ratio. Additionally, the Petitioner conducted a parking survey during the proposed business hours over a three-day period and reported sufficient parking availability, and Staff has concurred with this analysis.

The Petitioner provided responses to the criteria of approval for variation requests as shown in the slide. Since the Village Code does not permit tattoo parlors in any zoning district, the only way for them to operate is through receiving this land use variation. Staff has found their responses to the criteria to be sufficient.

The Staff Development Committee recommends approval of this application with the conditions listed here on the slide as well as in your Staff report. Thank you. That concludes my presentation.

CHAIRPERSON CHERWIN: Thanks, Darko.

Is there a motion to include the Staff report in the public record?

COMMISSIONER ENNES: So moved.

COMMISSIONER DAWSON: Second.

CHAIRPERSON CHERWIN: All in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Any opposed?

(No response.)

CHAIRPERSON CHERWIN: All right, motion passes.

Any additional questions from the Plan Commissioners on this one?

Sue, do you want to start?

COMMISSIONER DAWSON: No questions.

COMMISSIONER SIGALOS: No questions.

CHAIRPERSON CHERWIN: Terry?

COMMISSIONER ENNES: I have a question. So, you have four chairs in this one?

MS. TKHOSTOVA: Yes.

COMMISSIONER ENNES: And so, if you were operating at full capacity, you'd have four customers and four tattoo artists?

MS. TKHOSTOVA: Yes.

COMMISSIONER ENNES: How can that only require three parking spaces?

MR. BOJIN: The parking ratio is determined by the floor area of the space which is one space per 250 square feet of floor area.

COMMISSIONER ENNES: You understand my question?

MR. BOJIN: I understand, but that's how the Village Code is written

regardless of the number of customers.

CHAIRPERSON CHERWIN: Everybody is biking there, Terry.

COMMISSIONER ENNES: Pardon?

CHAIRPERSON CHERWIN: Everybody is biking there.

COMMISSIONER ENNES: Okay.

CHAIRPERSON CHERWIN: Bike racks.

COMMISSIONER ENNES: Bike racks?

COMMISSIONER DAWSON: Oh, where's Lynn?

COMMISSIONER GREEN: Yes.

CHAIRPERSON CHERWIN: Darko, the surplus of six, I mean, so you need to take the site as a whole, you've got some, you know, probably you're going to have vacancies from time to time.

COMMISSIONER ENNES: I'm familiar with the property. There's excess parking.

CHAIRPERSON CHERWIN: So, Staff is comfortable with this?

COMMISSIONER ENNES: It just seems a little --

MR. BOJIN: Yes, Staff has reviewed the parking analysis and is comfortable with the number of parking provided.

CHAIRPERSON CHERWIN: Terry?

COMMISSIONER ENNES: Okay.

CHAIRPERSON CHERWIN: All right.

COMMISSIONER ENNES: Seems like some common sense.

CHAIRPERSON CHERWIN: The Village Code isn't the place to look for that.

Michael?

COMMISSIONER PETERMANN: No, I did have a question about the parking, but I'm familiar with the shopping center. There are some vacancies there, and so there's I would say enough parking.

COMMISSIONER ENNES: Yes.

CHAIRPERSON CHERWIN: All right, Kris?

COMMISSIONER SCHURTZ: No questions.

CHAIRPERSON CHERWIN: Joe?

COMMISSIONER LORENZINI: No.

CHAIRPERSON CHERWIN: Joe, you want a demonstration? Sample tattoo?

COMMISSIONER LORENZINI: No thanks.

CHAIRPERSON CHERWIN: Bruce, anything?

COMMISSIONER GREEN: I'm good, I'm good.

CHAIRPERSON CHERWIN: Okay, we'll open to the public. I see one gentleman here on the right.

Is there anything you'd like to add, public hearing?

(No response.)

CHAIRPERSON CHERWIN: There's nobody on the left, so we can go ahead and close the public hearing.

Any final comments, questions, or a motion from the Plan Commissioners?

COMMISSIONER PETERMANN: Actually, I do. You said this is the second location. Where was the first location that you guys were thinking of?

MS. TKHOSTOVA: It was 417 South Arlington Heights Road.

CHAIRPERSON CHERWIN: It was like next to the Subway on Arlington Heights Road by the Patio Place, right?

COMMISSIONER PETERMANN: Oh, right, by the church?

CHAIRPERSON CHERWIN: Yes, right down there. There were some parking issues there and it was going to be tight.

COMMISSIONER PETERMANN: So, this is the better option.

CHAIRPERSON CHERWIN: To the Petitioner's credit, they listened to us and we had concerns about parking and everything. They went and found a site that, in my opinion, makes a lot of sense.

COMMISSIONER DAWSON: Absolutely.

COMMISSIONER SIGALOS: Yes.

CHAIRPERSON CHERWIN: Great job.

COMMISSIONER SIGALOS: Much better location.

CHAIRPERSON CHERWIN: Yes.

All right, any other?

COMMISSIONER DAWSON: You want a motion?

CHAIRPERSON CHERWIN: Any motions?

COMMISSIONER DAWSON: I'll make a motion.

A motion to recommend to the Village Board of Trustees approval of PC #25-017, a Planned Unit Development Amendment for a Land Use Variation to allow a tattoo parlor within the B-2 District.

This recommendation is subject to the following conditions:

- 1. The facility shall be required to register with the Illinois Department of Public Health (IDPH) as a "body art establishment," and shall submit to the Village a copy of the inspection permit and registration from IDPH that this location is a body art establishment.**
- 2. The Petitioner shall comply with all federal, state, and Village codes, regulations and policies.**

COMMISSIONER GREEN: I'll second that.

CHAIRPERSON CHERWIN: All right, can we do a roll call vote?

MS. HITZEMANN: Dawson.

COMMISSIONER DAWSON: Yes.

MS. HITZEMANN: Ennes.

COMMISSIONER ENNES: Yes.

MS. HITZEMANN: Green.

COMMISSIONER GREEN: Yes.

MS. HITZEMANN: Lorenzini.

COMMISSIONER LORENZINI: Yes.

MS. HITZEMANN: Petermann.

COMMISSIONER PETERMANN: Yes.

MS. HITZEMANN: Schurtz.

COMMISSIONER SCHURTZ: Yes.

MS. HITZEMANN: Sigalos.

COMMISSIONER SIGALOS: Yes.

MS. HITZEMANN: Cherwin.

CHAIRPERSON CHERWIN: Yes.

Congratulations.

COMMISSIONER ENNES: Good luck.

CHAIRPERSON CHERWIN: It passes. This is the, like we said with the other ones, we're just recommendation. City Council, Darko will help you to that next and final step, they'll give you final approval hopefully. Thanks for your petition. Good luck.

MR. KOLODNY: Thank you very much.

CHAIRPERSON CHERWIN: All right, thank you.

All right, so believe it or not, we're done with our public hearings.

COMMISSIONER DAWSON: That's amazing.

CHAIRPERSON CHERWIN: And we can move on to Item V. Other

Business.

Friends and the Staff, any other business?

(No response.)

CHAIRPERSON CHERWIN: Okay, we had the, Michael, we signed the plat for Full Circle. Did you need another signature from the Secretary or anything?

MR. LYSICATOS: I don't think so. I think we're looking to who technically is the Secretary. I don't know that; it might be either myself or the Director.

CHAIRPERSON CHERWIN: Oh, okay.

MR. LYSICATOS: So, I'm just going to double check, but we're done with the previous plat. So, when you guys elect a Secretary, we will --

COMMISSIONER DAWSON: I thought we did.

COMMISSIONER GREEN: We have a Secretary.

CHAIRPERSON CHERWIN: Yes, I thought --

COMMISSIONER GREEN: John is the Secretary.

COMMISSIONER SIGALOS: Yes, I know. I've signed them in the past.

MR. LYSICATOS: Okay, there we go. I'll talk to you after the meeting.

CHAIRPERSON CHERWIN: John is still officially the Secretary, correct? We don't have to re-nominate him?

MS. HITZEMANN: Yes. Yes.

CHAIRPERSON CHERWIN: Okay, all right.

MR. LYSICATOS: Thank you.

CHAIRPERSON CHERWIN: All right, so John's here, good. So, we got that covered.

Any public comment? We're opening to public comment.

(No response.)

CHAIRPERSON CHERWIN: Seeing nobody here, we'll close the public comment.

Any updates that you want to share with us?

MS. HITZEMANN: I do not have any updates and the report has remained

the same. So, no addition, no new report either.

CHAIRPERSON CHERWIN: All right, okay.

Unless there's anything else, is there a motion to adjourn?

COMMISSIONER GREEN: I'll make that motion.

COMMISSIONER DAWSON: Second.

CHAIRPERSON CHERWIN: All in favor?

(Chorus of ayes.)

CHAIRPERSON CHERWIN: Any opposed?

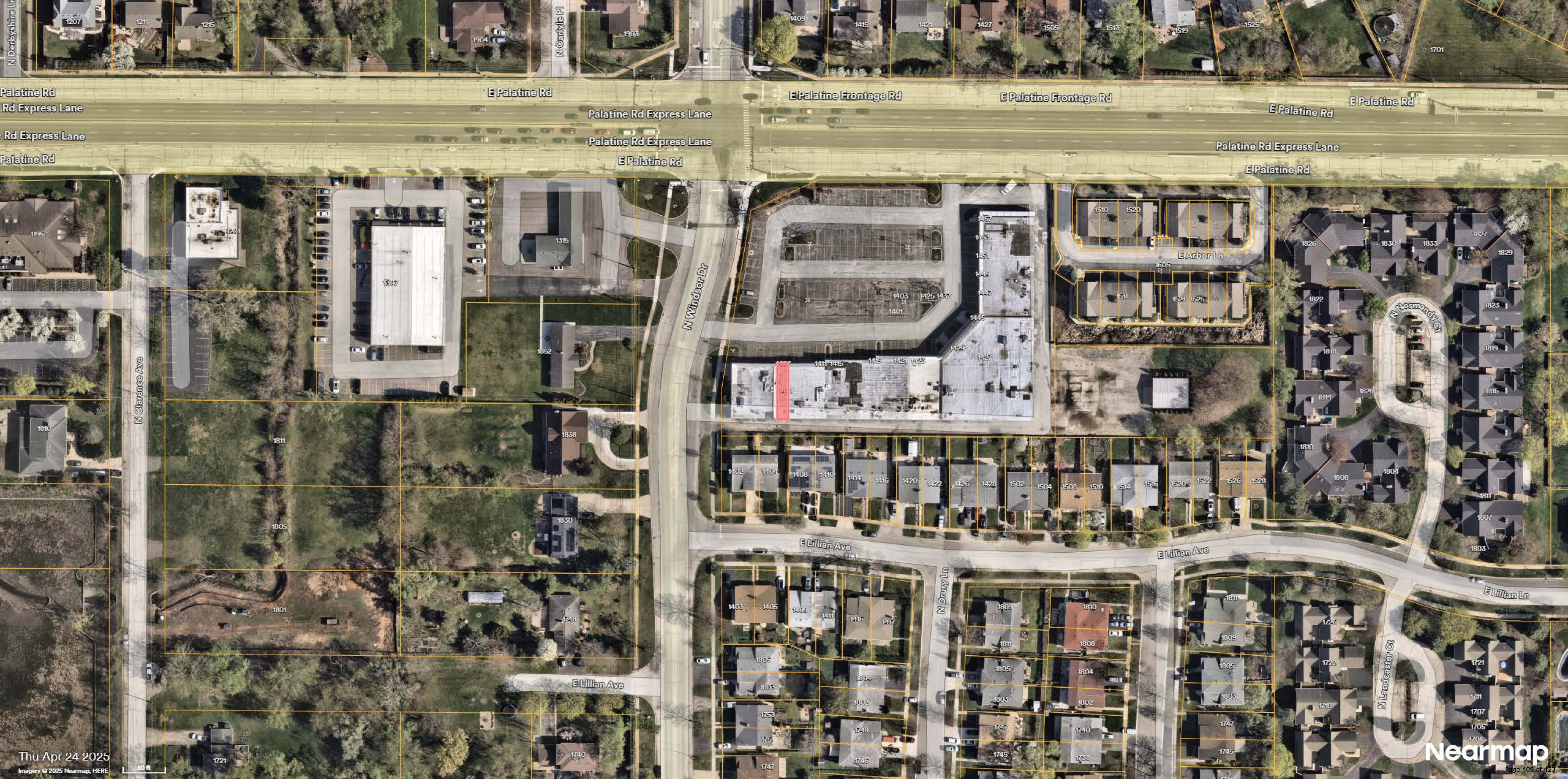
(No response.)

CHAIRPERSON CHERWIN: No? None.

All right, motion passes and we are adjourned.

(Gavel pounded.)

(Whereupon, at 8:33 p.m., the public hearing on the above-mentioned petition was adjourned.)



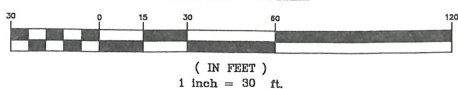
ALTA/ACSM LAND TITLE SURVEY

LEGAL DESCRIPTION

PARCEL 1: THE EAST 260.00 FEET OF THE SOUTH 110.74 FEET OF THE NORTH 364.74 FEET (AS MEASURED ALONG THE NORTH AND EAST LINES RESPECTIVELY) OF THE WEST 1/2 OF THE WEST 1/2 OF THE NORTH WEST 1/4 OF SECTION 21, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

PARCEL 2: THE NORTH 364.74 FEET OF THE WEST 1/2 OF THE WEST 1/2 OF THE NORTH WEST 1/4 OF SECTION 21, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN (EXCEPTING FROM SAID TRACT OF LAND THE EAST 260 FEET AS MEASURED ALONG THE NORTH LINE THEREOF) (AND ALSO EXCEPTING FROM SAID TRACT OF LAND THE NORTH 80 FEET THEREOF) (AND ALSO EXCEPTING FROM SAID TRACT OF LAND THAT PART THEREOF FALLING WITHIN THE FOLLOWING DESCRIBED PARCEL: BEGINNING AT THE NORTH WEST CORNER OF SAID SECTION, THENCE EAST ON THE NORTH LINE THEREOF TO A POINT WHICH IS 280.00 FEET WEST OF THE EAST LINE OF THE WEST 1/2 OF THE WEST 1/2 OF SAID NORTH WEST 1/4, THENCE SOUTH ON A LINE WHICH IS PARALLEL TO SAID EAST LINE 80.00 FEET THENCE WEST PARALLEL TO SAID NORTH LINE TO A POINT 120 FEET EAST OF THE WEST LINE OF SAID SECTION, THENCE SOUTH SOUTHWESTERLY TO A POINT 93.00 FEET SOUTH OF AND 40.00 FEET EAST OF THE NORTH WEST CORNER OF SAID SECTION, THENCE SOUTHERLY TO A POINT ON THE WEST LINE OF SAID SECTION 333.00 FEET SOUTH FROM THE NORTH WEST CORNER THEREOF, THENCE NORTH ON SAID WEST LINE TO THE PLACE BEGINNING) IN COOK COUNTY, ILLINOIS.

GRAPHIC SCALE

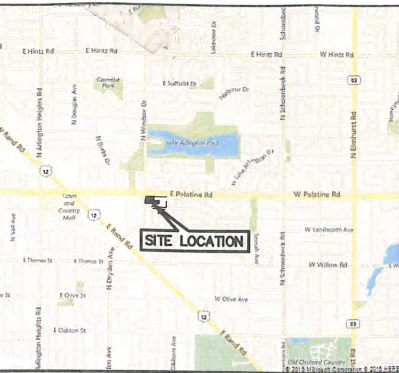


UTILITY STATEMENT

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM VISUAL FIELD EVIDENCE AND EXISTING DRAWINGS, MAPS AND RECORDS SUPPLIED TO SURVEYOR. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA, EITHER IN KIND OR IN LOCATION. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM AVAILABLE INFORMATION. THE SURVEYOR HAS PHYSICALLY LOCATED VISIBLE STRUCTURES, HOWEVER, HE HAS NOT PHYSICALLY LOCATED THE UNDERGROUND LINES.



Know what's below.
Call before you dig.



VICINITY MAP
NO SCALE

SCHEDULE B EXCEPTIONS

RIGHTS OF THE PUBLIC IN THE NORTH 30 FEET OF SAID PREMISES BEING TAKEN FOR PALATINE ROAD AS SHOWN ON TORRENS CERTIFICATE NO. 904242 RECORDED 7/23/2001 AS DOCUMENT NO. 0010655338.

AFFECTS UNDERLYING LAND

SUBJECT TO AN EASEMENT FOR ENCROACHMENT OF AN EXISTING ONE-STORY BRICK BUILDING OVER THE WEST 2.0 FEET OF THE EAST 300.0 FEET OF THE SOUTH 91.0 FEET OF SAID NORTH 364.74 FEET OF THE WEST 1/2 OF THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 21 AFORESAID, AS SET FORTH IN EXHIBIT A IN DOCUMENT NO. LR2437094, RECORDED 8/28/1997 AS DOCUMENT NO. 97634376.

AFFECTS PARCEL 2 COVERED HEREIN

RECIPROCAL PARKING EASEMENT AGREEMENT BETWEEN LASALLE NATIONAL BANK, AS TRUSTEE UNDER TRUST NUMBER 28718, OWNER OF PREMISES SHOWN AS EXHIBIT A, AND LASALLE NATIONAL BANK, AS TRUSTEE UNDER TRUST AGREEMENT NO. 36044, OWNER OF PREMISES SHOWN AS EXHIBIT B ATTACHED TO SAID INSTRUMENT, WHEREIN EACH GRANTS AND CONVEYS TO EACH OTHER, THEIR SUCCESSORS AND ASSIGNS, AND ALL TENANTS AND CONCESSIONAIRES THEREOF, THEIR RESPECTIVE OFFICERS, AGENTS PATRONS, CUSTOMERS AND INVITEES, A NON-EXCLUSIVE RIGHT AND EASEMENT TO USE ANY AND ALL ROADS AND PARKING AREA ETC., FOR ACCOMMODATION AND PARKING OF MOTOR VEHICLES NOW EXISTING OR FROM TIME TO TIME LOCATED ON PREMISES DESCRIBED IN EXHIBITS A AND B, AND FOR PEDESTRIAN AND VEHICULAR INGRESS AND EGRESS, SUBJECT TO COVENANTS AND AGREEMENTS HEREIN CONTAINED RECORDED FEBRUARY 25, 1969 AS DOCUMENT NO. 2437094, RECORDED 8/28/1997 AS DOCUMENT NO. 97634375.

AFFECTS PARCEL 1 HEREIN

RECIPROCAL PARKING EASEMENT AGREEMENT BETWEEN LASALLE NATIONAL BANK, AS TRUSTEE UNDER TRUST NUMBER 28718, OWNER OF PREMISES SHOWN AS EXHIBIT A, AND LASALLE NATIONAL BANK, AS TRUSTEE UNDER TRUST AGREEMENT NO. 36044, OWNER OF PREMISES SHOWN AS EXHIBIT B ATTACHED TO SAID INSTRUMENT, WHEREIN EACH GRANTS AND CONVEYS TO EACH OTHER, THEIR SUCCESSORS AND ASSIGNS, AND ALL TENANTS AND CONCESSIONAIRES THEREOF, THEIR RESPECTIVE OFFICERS, AGENTS PATRONS, CUSTOMERS AND INVITEES, A NON-EXCLUSIVE RIGHT AND EASEMENT TO USE ANY AND ALL ROADS AND PARKING AREA ETC., FOR ACCOMMODATION AND PARKING OF MOTOR VEHICLES NOW EXISTING OR FROM TIME TO TIME LOCATED ON PREMISES DESCRIBED IN EXHIBITS A AND B, AND FOR PEDESTRIAN AND VEHICULAR INGRESS AND EGRESS, SUBJECT TO COVENANTS AND AGREEMENTS HEREIN CONTAINED RECORDED FEBRUARY 25, 1969 AS DOCUMENT NO. 2437094, RECORDED 8/28/1997 AS DOCUMENT NO. 97634375.

AFFECTS PARCEL 2 HEREIN

EASEMENT GRANT RUNNING WITH THE LAND RECORDED 7/18/1967 AS DOCUMENT NO. LR2355909 MADE BY LASALLE NATIONAL BANK OF CHICAGO, ILLINOIS, AS TRUSTEE UNDER TRUST NO. 28718 TO LASALLE NATIONAL BANK OF CHICAGO, ILLINOIS, AS TRUSTEE UNDER TRUST NO. 36044 ITS SUCCESSORS AND ASSIGNS, OF AN EASEMENT OVER, UPON AND UNDER THE WEST 2.0 FEET OF THE EAST 300.0 FEET OF THE SOUTH 91.0 FEET OF THE NORTH 364.74 FEET OF THE WEST 1/2 OF THE WEST 1/2 OF THE NORTHWEST 1/4 OF SECTION 21, AFORESAID, OF THE FREE RIGHT AND AUTHORITY TO PERMIT THAT PORTION OF BUILDING LOCATED ON PROPERTY ADJOINING PREMISES, TO BE AND REMAIN ON SAID HEREINAFORESAID TRACT, AND TO MAINTAIN AND REPAIR AND TO RECONSTRUCT SAID PORTION OF BUILDING FOR SO LONG AS SAID BUILDING OR ANY PART THEREOF SHALL REMAIN THEREON, AND INCLUDING THE RIGHT TO REMOVE TREES, BUSHES, ETC., AND OTHER OBSTACLES INTERFERING WITH THE LOCATION, MAINTENANCE, REPAIR AND RECONSTRUCTION TO SAID PORTION OF THE BUILDING.

AFFECTS PARCEL 2 COVERED HEREIN

EASEMENT IN, UPON, UNDER, OVER, AND ALONG THE DESIGNATED AREAS 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 COMMONWEALTH EDISON COMPANY AND ILLINOIS BELL TELEPHONE COMPANY AND FILED JANUARY 30, 1975 AS DOCUMENT LR27334, (FOR THE EXACT LOCATION OF SAID EASEMENT REFERENCE IS MADE TO SAID INSTRUMENT)

EASEMENT AND RIGHT OF WAY IN, UPON, UNDER, OVER, AND ACROSS THE EAST 15 FEET OF THE LAND FOR THE PURPOSE OF LAYING, MAINTAINING, OPERATING, REPAIRING, REPLACING AND REMOVING GAS MAINS AND ANY NECESSARY GAS FACILITIES APPURTENANT THERETO, TOGETHER WITH THE RIGHT OF ACCESS THERETO FOR SAID PURPOSES, AS CREATED BY GRANT OF EASEMENT MADE BY LASALLE NATIONAL BANK, AS TRUSTEE UNDER TRUST NO. 28718 TO NORTHERN ILLINOIS GAS COMPANY, DATED DECEMBER 13, 1967 AND RECORDED JANUARY 10, 1968 AS DOCUMENT 20375144.

NOTE: SAID INSTRUMENT SHOULD BE FILED IN THE OFFICE OF THE REGISTRAR OF TORRENS

SCHEDULE B EXCEPTIONS Y, U, R, T, S, Z, E, X, W, P, Q, Y, N, C AND D ARE NOT SURVEY RELATED AND THEREFORE NOT SHOWN.

LEGEND

- FOUND 7/8" O.D.I.P. UNLESS OTHERWISE NOTED (FIELD LOCATION)
- CONCRETE MONUMENT
- CROSS IN CONCRETE MANHOLE
- STORM STRUCTURE
- SANITARY MANHOLE
- VALVE VAULT
- FIRE HYDRANT
- FLARED END SECTION
- UTILITY POLE
- POLE
- OVERHEAD TRAFFIC SIGNAL
- TRAFFIC SIGNAL MANHOLE
- OVERHEAD WIRES
- GAS METER
- ELECTRIC METER
- TRANSFORMER PAD
- TELEPHONE PEDESTAL
- ELECTRIC PEDESTAL
- TELEPHONE MANHOLE
- CABLE TELEVISION PEDESTAL
- ELECTRIC MANHOLE
- VALVE BOX
- BY BOX
- SGN
- BOLLARD POLE
- LIGHT
- LIGHT POLE
- HAND HOLE
- MAILBOX
- GAS MARKER
- ELECTRIC MARKER
- DOWNSPOUT
- TELEPHONE MARKER
- WATER MARKER
- GAS VALVE
- SANITARY SEWER
- STORM SEWER
- WATER MAIN
- GAS MAIN
- ELECTRIC LINE
- TELEPHONE LINE
- CONFEROUS TREE
- W/ APPROX. DIAMETER
- DECIDUOUS TREE
- W/ APPROX. DIAMETER
- MS-MULTI-STEM (DRP LINE SHOWN IS APPROXIMATE)
- BITUMINOUS PAVEMENT
- CONCRETE SURFACE
- GRAVEL SURFACE
- LANDSCAPE AREA
- STONE SURFACE
- DETECTABLE TACTILE WARNING SURFACE
- WOOD FENCE
- CHAIN LINK FENCE
- METAL GUARDRAIL
- OVERHEAD TRAFFIC SIGNAL
- TELEPHONE NETWORK INTERFACE
- LIMITS OF LAND PER LEGAL DESCRIPTION
- ADJACENT LAND PARCEL LINE
- EASEMENT LINE
- CENTERLINE
- BUILDING SETBACK LINE
- SECTION LINE

ABBREVIATIONS

- O.D.I.P. = OUTSIDE DIAMETER IRON PIPE
- IT = TOP OF FOUNDATION
- FF = FINISHED FLOOR
- FES = FLARED END SECTION
- WSP = WITNESSED CLAY PIPE
- DP = DUCTILE IRON PIPE
- PVC = POLYVINYL CHLORIDE
- RCP = REINFORCED CONCRETE PIPE
- CMP = CORRUGATED METAL PIPE
- (R) = RECORD BEARING OR DISTANCE
- (M) = MEASURED BEARING OR DISTANCE
- (C) = CALCULATED BEARING OR DISTANCE
- (D) = DEED BEARING OR DISTANCE
- A = ARC LENGTH
- R = RADIUS
- CH = CHORD
- CB = CHORD BEARING
- B.S.L. = BUILDING SETBACK LINE
- U.E. = UTILITY EASEMENT
- D.E. = DRAINAGE EASEMENT
- P.U.E. = PUBLIC UTILITY EASEMENT
- P.O.C. = POINT OF COMMENCEMENT
- P.O.B. = POINT OF BEGINNING
- P.U. & D.E. = PUBLIC UTILITY AND DRAINAGE EASEMENT

LINE LEGEND

- SOLID LINE = LIMITS OF LAND PER LEGAL DESCRIPTION
- DASHED LINE = ADJACENT LAND PARCEL LINE
- DOTTED LINE = EASEMENT LINE
- DASHED LINE = CENTERLINE
- DASHED LINE = BUILDING SETBACK LINE
- DASHED LINE = SECTION LINE

NOTES:

- THIS SURVEY IS BASED ON THE LEGAL DESCRIPTION AND EASEMENTS OF RECORD AS IDENTIFIED IN TITLE COMMITMENT NUMBER 19N02200559CS ISSUED BY CHICAGO TITLE INSURANCE COMPANY HAVING AN EFFECTIVE DATE OF AUGUST 26, 2015.
- THIS SITE FALLS WITHIN "OTHER AREAS: ZONE X" (AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOODPLAIN) AS DEFINED BY THE FLOOD INSURANCE RATE MAP, MAP NUMBER 17031C02024, HAVING A REVISED DATE OF AUGUST 19, 2008.
- NO OBSERVED EVIDENCE OF EARTH MOVING WORK, BUILDING CONSTRUCTION OR BUILDING ADDITIONS.
- NO OBSERVED EVIDENCE OF RECENT STREET OR SIDEWALK CONSTRUCTION OR REPAIRS.
- NO OBSERVED EVIDENCE OF SITE BEING USED AS A SOLID WASTE DUMP, SUMP OR SANITARY LANDFILL.
- IN ACCORDANCE WITH TABLE A ITEM 6(B), THE ZONING INFORMATION WAS NOT PROVIDED TO THE SURVEYOR.
- DOCUMENT 2437094 AS PROVIDED TO THE SURVEYOR, IS A DEED RECORDED SEPTEMBER 3, 1896 FOR LAND LOCATED SOUTH OF THE SUBJECT SITE. THE EASEMENT DEPICTED HEREON IS BASED ON THE DESCRIPTION CONTAINED IN DOCUMENT 97634376.
- DOCUMENT 2437094 AS PROVIDED TO THE SURVEYOR, IS A DEED RECORDED SEPTEMBER 3, 1896 FOR LAND LOCATED SOUTH OF THE SUBJECT SITE. NOT PLOTTABLE.

STRIPED PARKING DATA

REGULAR SPACES = 131
HANDICAP SPACES = 5
TOTAL SPACES = 136

AREA SUMMARY

(TO HEAVY LINES)
142,892 SQUARE FEET
3.280 ACRES
(BASED ON MEASURED VALUES)

SURVEYOR'S CERTIFICATION

TO: PAL WIN RETAIL INVESTORS, LLC, AFFILIATED REALTY AND MANAGEMENT COMPANY; CODE 33, LLC, CHICAGO TITLE INSURANCE COMPANY; GOLDSTINE, SKRODZKI, RUSSIAN, NEMEC AND HOFF, LTD.; AND NORSTATS BANK

THIS IS TO CERTIFY THAT THIS MAP OR PLAT OR PLAN 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, 6(B), 7(A), 7(B), 7(C), 8, 9, AND 11(A), 14, 15, 17, 18, AND 21 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON OCTOBER 19, 2015.

DATE OF PLAT OR MAP: OCTOBER 30, 2015

BY: DANIEL W. WALTER
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3585
LICENSE EXPIRES 11/30/18



PROJECT
1401-1457 E. PALATINE ROAD
Arlington Heights, Illinois

COMPASS SURVEYING LTD.
ALTA SURVEYS • TOPOGRAPHY • CONSTRUCTION STAKING
2631 GINGER WOODS PARKWAY, STE. 100
AURORA, IL 60502
PHONE: (630) 820-9100 FAX: (630) 820-7000 EMAIL: ADMIN@COMPASSSURVEYING.COM

SCALE: 1" = 30'

1 OF 1

Business Plan for "Cherepovich Tattoo"

1. GOAL:

"Cherepovich Tattoo" aims to provide high-quality tattooing services in a vibrant and welcoming environment. Our studio will cater to a diverse clientele seeking personalized tattoo experiences. Our mission is to create lasting art that reflects our clients' unique stories and identities.

2. STRATEGY:

"Cherepovich Tattoo" will occupy a 866 square foot space equipped with professional tattooing equipment and a sterilization area compliant with industry standards. Our services will include custom tattoo designs and cover-ups. We will differentiate ourselves by fostering a culture of creativity, professionalism, and inclusivity.

3. RESEARCH DATA:

Market research indicates a growing demand for tattoo services among millennials and Gen Z, driven by a desire for self-expression and body art. With limited competition in our immediate area, we have a prime opportunity to establish ourselves as a premier destination for tattoo enthusiasts.

4. MARKETING AND SALES PLAN:

- Develop a strong brand identity through social media presence, showcasing artist portfolios, client testimonials, and behind-the-scenes content.
- Offer promotional events and discounted rates for special occasions.
- Implement a referral program to incentivize existing clients to bring in new business.

5. OPERATIONS AND MANAGEMENT:

- *Studio hours:* Tuesday-Sunday, 11:00 am – 7:00 pm.
- Appointment scheduling through an online booking system and walk-ins are welcome based on artist availability.
- *Staffing:* Five-six full-time tattoo artists and one receptionist.
- Strict adherence to hygiene and safety protocols, including single-use needles, disposable gloves, and thorough sterilization procedures after each client.

6. FINANCIAL PLAN:

- *Startup costs:* \$35,000 for equipment, licenses, permits, and initial inventory.
- *Revenue projections:* Based on an average of 60 tattoos per week, with an average ticket price of \$200-300, we anticipate generating \$12,000-18,000 in weekly revenue.

7. SCHEDULE:

Tuesday-Sunday:

- 11:00 am - 12:00 pm: Administrative tasks and preparation
- 12:00 pm - 6:00 pm: Tattoo appointments
- 6:00 pm - 7:00 pm: Studio cleanup and closing

Regular team meetings will be held bi-weekly to discuss client feedback, marketing strategies, and operational improvements. By following this business plan and schedule, "Cherepovich Tattoo" aims to become a trusted destination for exceptional tattoo experiences in our community.

Written Justification to the Land Use Variation Criteria

- 1. The proposed use will not alter the essential character of the locality and will be compatible with existing uses and zoning of nearby property.**

The proposed tattoo studio will integrate seamlessly into the existing commercial landscape, which includes various personal care and different service businesses. It will adhere to all zoning regulations and maintain the visual and operational character of the locality, ensuring compatibility with neighboring properties.

- 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.**

The property owner has faced unique circumstances, including the prolonged vacancy of the space despite efforts to lease it for uses permitted under the current zoning. Establishing a tattoo studio will activate the vacant property, bringing economic activity and revitalization to the area.

- 3. The proposed variation is in harmony with the spirit and intent of this Chapter.**

The proposed tattoo studio adheres to the spirit and intent of this Chapter by contributing to the area's economic vitality and cultural diversity. It will operate within the regulatory framework, ensuring consistency with community standards and enhancing the local business environment.

- 4. The variance requested is the minimum variance necessary to allow reasonable use of the property.**

The requested variance is the least modification required to enable the tattoo studio's operation, ensuring the property's effective and productive use. This minor adjustment allows the business to operate efficiently without breaching local zoning regulations or disturbing the neighborhood.

PARKING SURVEY

PETITIONER: Cherepovich Tattoo

ADDRESS: 1407 E Palatine Rd

DATE	TIME	NUMBER OF CARS PARKED	NUMBER OF PARKING SPACES SURVEYED (TOTAL)
07/11/2025	11:00 AM	24	136
07/11/2025	11:30 AM	26	136
07/11/2025	12:00 PM	28	136
07/11/2025	12:30 PM	30	136
07/11/2025	1:00 PM	34	136
07/11/2025	1:30 PM	33	136
07/11/2025	2:00 PM	31	136
07/11/2025	2:30 PM	34	136
07/11/2025	3:00 PM	30	136
07/11/2025	3:30 PM	27	136
07/11/2025	4:00 PM	25	136
07/11/2025	4:30 PM	26	136
07/11/2025	5:00 PM	24	136
07/11/2025	5:30 PM	25	136
07/11/2025	6:00 PM	25	136
07/11/2025	6:30 PM	20	136
07/11/2025	7:00 PM	15	136
07/12/2025	11:00 AM	22	136
07/12/2025	11:30 AM	23	136
07/12/2025	12:00 PM	25	136
07/12/2025	12:30 PM	28	136
07/12/2025	1:00 PM	30	136
07/12/2025	1:30 PM	35	136
07/12/2025	2:00 PM	33	136
07/12/2025	2:30 PM	34	136
07/12/2025	3:00 PM	33	136
07/12/2025	3:30 PM	32	136
07/12/2025	4:00 PM	30	136
07/12/2025	4:30 PM	27	136
07/12/2025	5:00 PM	26	136

07/12/2025	5:30 PM	24	136
07/12/2025	6:00 PM	20	136
07/12/2025	6:30 PM	15	136
07/12/2025	7:00 PM	14	136
07/13/2025	11:00 AM	23	136
07/13/2025	11:30 AM	24	136
07/13/2025	12:00 PM	26	136
07/13/2025	12:30 PM	28	136
07/13/2025	1:00 PM	30	136
07/13/2025	1:30 PM	35	136
07/13/2025	2:00 PM	32	136
07/13/2025	2:30 PM	36	136
07/13/2025	3:00 PM	34	136
07/13/2025	3:30 PM	30	136
07/13/2025	4:00 PM	28	136
07/13/2025	4:30 PM	26	136
07/13/2025	5:00 PM	24	136
07/13/2025	5:30 PM	23	136
07/13/2025	6:00 PM	20	136
07/13/2025	6:30 PM	17	136
07/13/2025	7:00 PM	14	136

Suggested Motion for Village Board Meeting – 9/15/2025

X.D. 1407 E. Palatine Rd. – Cherepovich Tattoo – PC25-017

Trustee _____ moved to Direct Staff and the Village Attorney to prepare final documents granting the zoning relief for consideration at a future Board meeting for PC#25-017, a PUD Amendment for a Land Use Variation to permit a “Tattoo Parlor” land use within the B-2 General Business District and the zoning relief requested, and subject to the recommended conditions all as set forth in the agenda materials for tonight’s Board Meeting.

Trustee _____ seconded.



VILLAGE OF
ARLINGTON HEIGHTS
— INC. 1887 —

Village Board of Trustees
9/15/2025

Item: Ordinance Amending Chapter 18 of the Municipal Code of the Village of Arlington Heights regarding Mobility Vehicles and Devices

Department: Police

Item Description:

Regulation of Motorized Mobility Devices or Vehicles, commonly referred to as e-bicycles and/or e-scooters, was a topic of discussion item at the Committee of the Whole Meeting on August 11th, 2025. Following the discussion, the Village Board directed staff to prepare a draft ordinance which provided regulations for Class III E-Bicycles, Out-of-Class Electric Vehicles, reckless operation, rider safety equipment, and adult responsibility. The Youth, Bike and Pedestrian, and Senior Commissions have been directed to study and provide recommendations on further regulations and policies relating to electric mobility devices. That work continues. The proposed ordinance addresses the direction of the Village Board regarding the initial round of regulations and provides reasonable regulations to promote the safe and responsible use of Motorized Mobility Devices or Vehicles. Furthermore, the draft ordinance will be supported by an educational campaign focused on younger riders, and their responsible adults, regarding the safe operation and regulations of these vehicles and devices.

Recommendation

It is recommended the Village Board adopt the proposed ordinance amending Chapter 18 of the Municipal Code of the Village of Arlington Heights regarding Mobility Vehicles and Devices.

ATTACHMENTS:

1. AH Ordinance Amending Code re Mobility Vehicles and Devices (002)

AN ORDINANCE AMENDING CHAPTER 18
OF THE MUNICIPAL CODE OF THE VILLAGE OF ARLINGTON HEIGHTS
REGARDING MOBILITY VEHICLES AND DEVICES

WHEREAS, the Village of Arlington Heights is a home rule municipal corporation in accordance with Article VII, Section 6(a) of the Constitution of the State of Illinois of 1970; and

WHEREAS, the Village has the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs; and

WHEREAS, on August 9, 2024, Governor Pritzker signed into law Public Act 103-0899, which regulates certain types of low-speed electric scooters, but not high-speed electric scooters; and

WHEREAS, Public Act 103-0899 grants authority to municipalities to adopt additional regulations on low-speed electric scooters and does not preempt home rule municipalities from adopting regulations on high-speed electric scooters; and

WHEREAS, although the regulations of Public Act 103-0899 address the safe operation of low-speed electric scooter use, Public Act 103-0899 contains multiple regulatory gaps, and the operation of electric scooters continues to pose safety risks to riders, pedestrians, and drivers of other vehicles; and

WHEREAS, pursuant to the Village's home rule authority, the Village President and Board of Trustees desire to amend Chapter 18 of the Municipal Code of Arlington Heights, Illinois, 1995, as amended ("**Village Code**"), to implement additional regulations on electric scooters to supplement the regulations set forth in Public Act 103-0899; and

WHEREAS, the President and Board of Trustees have determined that it will serve and be in the best interests of the Village and its residents to amend Chapter 18 of the Village Code pursuant to this Ordinance;

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

SECTION 1. RECITALS. The facts and statements contained in the preamble to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

SECTION 2. REPEAL OF SECTION 18-308. Section 18-308, titled "Skates and Other Toy Vehicles in the Roadway" of Article III, titled "Miscellaneous Traffic Regulations," of Chapter 18, titled "Traffic," of the Village Code is hereby repealed in its entirety and reserved for future use.

SECTION 3. MOTORIZED SCOOTERS. Section 18-313, titled "Motorized Scooters" of Article III, titled "Miscellaneous Traffic Regulations," of Chapter 18, titled "Traffic," of the Village Code is hereby amended to read as follows:

"Section 18-313 ~~Motorized Scooters~~ **Mobility Devices**.

~~It shall be unlawful for any person to use, operate or be in control of a motorized scooter on any public street, parking lot, sidewalk, bike path or other area open to the public in the Village.~~

~~For purposes of this Section, a motorized scooter is defined as any electric or gas driven wheeled scooter, motor driven cycle or other similar motor driven vehicle for which the State of Illinois does not issue a title document and does not issue license plates or registration documents.~~

~~The following uses are exempt from the provisions of this Section:~~

- ~~1. Motorized wheelchairs designed to provide mobility for persons with disabilities or used by others for medical reasons and electric personal assistive mobility devices, as defined in 625 ILCS 5/1-117.7, as now or hereafter amended;¹~~
- ~~2. Operation of a motorized scooter when being used as part of a Village sanctioned event or by a governmental entity while performing maintenance duties.~~

a. **Definitions. Whenever in this Article the following words or phrases are used, they will, for purposes of this Article, have the meanings respectively ascribed to them in this Section, except when the context otherwise clearly indicates:**

1. **Motorized Mobility Vehicle or Device. An electric or gas driven wheeled scooter, cycle, or other vehicle utilized for personal transportation, operated by a rider in either a sitting or standing position, and propelled without physical pedaling, for which the State of Illinois does not issue a title document, license plates, or registration documents.**
2. **Low-Speed Electric Bicycles: A bicycle not required to be issued title documents, license plates, or registration by the State of Illinois which is equipped with fully operable pedals and an electric motor of less than 750 watts that can be used to propel the bicycle or assists the operator in propelling the bicycle when the operator is pedaling, and ceases to assist when the bicycle reaches a speed of 28 miles per hour, and meets the requirements of Class I, II, or III electric bicycles as provided below:**
 - i. **Class I: A low-speed electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 20 miles per hour.**
 - ii. **Class II: A low-speed electric bicycle equipped with a motor that may be used exclusively to propel the bicycle and that is not capable of providing assistance when the bicycle reaches a speed of 20 miles per hour.**
 - iii. **Class III: A low-speed electric bicycle equipped with a motor that provides assistance only when the rider is pedaling and that ceases to provide assistance when the bicycle reaches a speed of 28 miles per hour.**

3. Medical Mobility Device. Any electric or self-propelled vehicle designed for and used by any person with a disability or temporary medical necessity.
4. Non-Motorized Bicycles: Every human-powered device with two or more wheels not less than 12 inches in diameter, operable pedals, and designated seats for the transportation of one or more persons.
5. Out-of-Class Electric Vehicle: A Motorized Mobility Vehicle or Device which is not required to be issued title documents, license plates, or registration by the State of Illinois, which is not a medical mobility device, which is not a toy mobility device, and which (i) is equipped with an electric motor of more than 750 watts that can be used to propel the vehicle or device, (ii) may exceed a speed of 28 miles per hour, or (iii) otherwise does not meet the criteria established for Class I, II, or III Low-Speed Electric Bicycles.
6. Reckless Operation. Operation of a Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device, with a conscious disregard for the safety of others and/or the operator, which poses a substantial and unjustifiable risk to the safety of the operator or others. Reckless operation does not have to result in injury.
7. Toy Mobility Device. Any self-propelled vehicle designed to not exceed a speed of 10 miles per hour, and intended for use by children under the age of eight years for imaginative play, but excluding devices for personal transportation, roller skates, in-line skates, skateboards, sleds, or coasters.

b. Compliance with Laws.

1. It is unlawful to recklessly operate a Motorized Mobility Vehicle or Device, Low-Speed Electric Bicycle, or Out-of-Class Electric Vehicle.
2. It is unlawful for any person under the age of 16 years to operate a Class III Low-Speed Electric Bicycle or Out-of-Class Electric Vehicle on any public street, sidewalk, parking lot, bike path, or any other public property within the corporate limits of the Village.
3. Every person operating a Motorized Mobility Vehicle, Low-Speed Electric Bicycle, or Out-of-Class Electric Vehicle on a public street must comply with all regulations set for in Article XV (of Chapter 11) of the Illinois Vehicle Code (625 ILCS 5/11-1501 through 11-1518) as may be amended, and with all additional regulations and restrictions provided in this Section.

c. Location Restrictions. No person may operate a Motorized Mobility Vehicle or Device, Low-Speed Electric Bicycle, Out-of-Class Low Speed Electric Bicycle or Toy Mobility Device on any public sidewalk in the B-5 Zoning District, within any right-of-way closed to vehicles and bicycles during a

special event sponsored or approved by the Village, in any Village-owned parking lot, or in any Village-owned parking garage.

d. Required Equipment.

1. Lamps and Reflectors. Every Motorized Mobility Vehicle or Device, Low-Speed Electric Bicycle, and Out-of-Class Electric Vehicle must be equipped with a lamp on the front that emits a white light visible from a distance of at least 500 feet to the front, and with a red reflector on the rear that is visible from all distances from 50 feet to 600 hundred feet to the rear. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used as an alternative to the red reflector. Every person operating a Low-Speed Electric Bicycle or Out-of-Class Electric Vehicle after sunset must have lamps turned on and visible, to the extent required by this Section 18-313.d.1, while operating the Low-Speed Electric Bicycle or Out-of-Class Electric Vehicle.
2. Brakes. Every Motorized Mobility Vehicle or Device, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, Medical Mobility Device, and Toy Mobility Device must be equipped with a brake to sufficiently stop in case of an emergency.
3. An individual may not operate a Motorized Mobility Vehicle or Device, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, Medical Mobility Device, or Toy Mobility Device, while carrying a package, bundle, or other article that prevents the operator from keeping both hands upon the handle bars or steering device, or in a manner that prevents the operator from safely operating the vehicle or device.
4. Every person operating a Motorized Mobility Vehicle or Device, Low-Speed Electric Bicycle or Out-of-Class Electric Vehicle on any public street, sidewalk, parking lot, bike path, or any other public property within the corporate limits of the Village must wear a helmet at all times.

e. Adult Responsibility. No adult may permit a minor under the age of 16 to violate any provision of this Section.

f. Exemptions. This Section 18-313 does not apply to any police vehicle, fire vehicle, municipal vehicle, park district vehicle, or vehicle owned by another unit of State or local government, operated by a governmental employee in the course of his or her duties.

g. Penalties.

1. Any person who violates any of the provisions of this sections will be subject to fines not less than:
 - i. \$75.00 for the first offense;

- ii. \$150.00 for the second offense; and
 - iii. \$250.00 for the third offense, or for reckless operation.
2. When a minor under the age of 16 violates this Section, and an adult violates Section 18-313.e in connection with the minor's violation, both the minor and adult may be fined.
- h. Impoundment. In addition to the minimum fines provided in Section 18-313.g of this Code, upon a violation of this Section by any person for the third instance, or when a person recklessly operates a vehicle or device in violation of this Section, the Police Department may impound the Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device. The owner of an impounded vehicle or device must pay an administrative fee of \$250.00 to secure the release of the vehicle or device, unless the owner provides evidence, to the satisfaction of the Police Chief, that the vehicle or device was not operated in violation of this Section. If a violation of this Article is not found, the administrative fee shall be returned to the person who posted the bond. Any vehicle or device not claimed by the owner within 90 days will be considered unclaimed property and subject to disposition pursuant to Section 4-109 of this Code.

SECTION 4. OPERATION OF BICYCLES AND MOTORIZED DEVICES ON SIDEWALKS. Section 18-503, titled "Operations of Bicycles on Certain Sidewalks Prohibited" of Article V, titled "Bicycles," of Chapter 18, titled "Traffic," of the Village Code is hereby re-titled and amended to read as follows:

"Section 18-503 Operation of Bicycles, Motorized Mobility Vehicle of Device, Low-Speed Electric Bicycles, and Out-of-Class Electric Vehicles on Certain Sidewalks Prohibited.

It shall be ~~is~~ unlawful for any person to ride a bicycle Motorized Mobility Vehicle or Device, Non-Motorized Bicycle, Low-Speed Electric Bicycle, or Out-of-Class Electric Vehicle, on any sidewalk in the ~~Downtown District which is that~~ area bounded by and including Sigwalt Street from Highland Avenue to Arlington Heights Road; Arlington Heights Road from Sigwalt Street to St. James Street; St. James Street from Arlington Heights Road to Highland Avenue; and Highland Avenue from St. James Street to Sigwalt Street."

SECTION 5. BICYCLE RIDING REGULATIONS. Section 18-504, titled "Riding Regulations" of Article V, titled "Bicycles," of Chapter 18, titled "Traffic," of the Village Code is hereby amended to read as follows:

"Section 18-504 Riding Regulations.

- a. When two or more persons in a group are operating bicycles, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device (as those terms are defined in Section 18-313 of this Code), they shall not ride abreast but in single file.

- b. The owner, operator of any bicycle, **Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device** emerging from any alley, driveway or garage ~~shall~~ **must** stop immediately prior to driving onto or across a sidewalk or onto a sidewalk line projected across an alley, and shall exercise extreme care in those cases.
- c. It ~~shall be~~ **is** unlawful for any person under the influence of liquor or drugs to operate a bicycle **Motorized Mobility Vehicle or Device, Non-Motorized Bicycle, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device** in the Village.
- d. **Motorized Mobility Vehicles or Devices, Non-Motorized Bicycles, Low-Speed Electric Bicycles, Out-of-Class Electric Vehicle, and Toy Mobility Devices** ~~when~~ parked in a business district, ~~shall~~ must be parked in zones, officially designated for that purpose. Bicycles, **Motorized Mobility Vehicles or Devices, Low-Speed Electric Bicycles, Out-of-Class Electric Vehicles, and Toy Mobility Devices** ~~must~~ shall not, at any time, in any place, be indiscriminately parked by anyone along buildings, in such a manner as to interfere with pedestrians or along roadways or sidewalks where they ~~may~~ interfere with traffic, or with persons getting into or out of automobiles. No person ~~shall~~ **may** move, or in any manner interfere with any bicycle which is properly parked, nor shall any person interfere, or in any manner hinder any person from properly parking a bicycle, except that the members of the Police Department or Fire Department may move, or, in proper cases, prevent the parking of a **Motorized Mobility Vehicle or Device, Non-Motorized Bicycle, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device** when, in their judgment, such action is necessary in order to properly safeguard persons or property.
- e. All bicycles **Non-Motorized Bicycles, Low-Speed Electric Bicycles, Out-of-Class Electric Vehicle, or Toy Mobility Devices** ~~when~~ operated on roadways, ~~shall~~ **must** be kept to the right and ~~shall~~ **must** be operated as nearly as practicable at the right hand edge of the roadway.
- f. No bicycle **Motorized Mobility Vehicle or Device, Non-Motorized Bicycle, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device** ~~may~~ shall be operated faster than is reasonable and proper, **or as otherwise provided by this Code**, and each bicycle **Motorized Mobility Vehicle or Device, Non-Motorized Bicycle, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, and Toy Mobility Device** ~~must~~ shall be operated with reasonable regard for the safety of the rider or other persons and property.
- g. It ~~shall be~~ **is** unlawful for any person operating a bicycle **Non-Motorized Bicycle, Low-Speed Electric Bicycle, Out-of-Class Electric Vehicle, or Toy Mobility Device** in the Village to guide ~~it~~ the bicycle in any manner except through the use of both hands upon the handlebars thereof. It shall be unlawful to engage in any kind of trick or unsafe riding.
- h. Turns in traffic shall be in accordance with the provisions relating to turns in traffic in this Chapter.

- i. All bicycle **Non-Motorized Bicycles, Low-Speed Electric Bicycles, Out-of-Class Electric Vehicles, and Toy Mobility Devices must** ~~shall~~ obey all applicable traffic regulations.”

SECTION 6. SEVERABILITY. If any provision of this Ordinance or part thereof is held invalid by a court of competent jurisdiction, the remaining provisions of this Ordinance are to remain in full force and effect, and are to be interpreted, applied, and enforced so as to achieve, as near as may be, the purpose and intent of this Ordinance to the greatest extent permitted by applicable law.

SECTION 7. PUBLICATION. The Village Clerk is hereby directed to publish this Ordinance in pamphlet form pursuant to the Statutes of the State of Illinois

SECTION 8. EFFECTIVE DATE. This Ordinance will be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

AYES:

NAYS:

PASSED AND APPROVED THIS ____ day of _____, 2025.

Village President

ATTEST:

Village Clerk