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

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.

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 unhorsed 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

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.

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 CIP 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

*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.*