



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 15, 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, Carina Santa Maria, Tom Schwingbeck, Jim Tinaglia, Greg Zyck. Trustee Scott Shirley was absent.

Also present were: Randy Recklaus, Diana Mikula, Emily Rodman, Chief Nick Pecora, Chief Greg Czernecki, Hart Passman, and Maggie Mattio.

IV. APPROVAL OF MINUTES

A. 9/2/25 Meeting Minutes

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

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

V. APPROVAL OF ACCOUNTS PAYABLE

A. 9/15/25 Warrant Register

Trustee Bertucci moved to Approve the Warrant Register in the amount of \$1,782,745.361. Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

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

Nays: None
Absent: Trustee Shirley

VI. RECOGNITIONS AND COMMUNICATIONS

A. One Book, One Village presentation by Arlington Heights Memorial Library

Sherri Tader and Neal Parker of the Arlington Heights Memorial Library introduced "The Stolen Queen" by Fiona Davis as the chosen title for the 2025 One Book, One Village initiative. One Book, One Village invites the community to read the same book at the same time and share their experiences in related programs and book discussions. Ms. Tader said "The Stolen Queen" was set in dual timelines in 1936 Egypt and 1978 New York City and followed aspiring archaeologist Charlotte Cross, whose career was derailed by tragedy during a prestigious dig in the Valley of Kings. Decades later, Annie Jenkins, an assistant to fashion icon Diana Vreeland, is entangled in a mystery when an ancient Egyptian artifact disappears during the Met Gala preparations. Her search for answers led her to Charlotte, a reclusive curator at the Met, and together, they return to Egypt to uncover the truth. Ms. Tader said the title was available in a variety of formats, from regular print to audio and e-books and could be borrowed in sets for book club members.

Mr. Parker said the One Book, One Village program was designed to go beyond the page. He mentioned that library staff would facilitate thought-provoking discussions and diverse programming including architecture, fashion, historical artifacts, and more, inspired by the title. In addition, the Library was set to host an after-hours event celebrating art, culture and fashion on September 27th. Participants interested in any of the events should register at the Library's front desk, via phone, or website.

Trustee Dunnington, Trustee LaBedz, and Trustee Zyck thanked Ms. Tader, Mr. Parker, and Library staff for the presentation and all the additional programming events to go along with the title.

B. Presentation of the 2025 Kenneth Hood Senior Service Award

Fred Vogt, Commissioner of the Senior Citizens Commission presented the Kenneth Hood Senior Service Award to Al and Donna Kunz. He said the award was established in 2007 to honor Dr. Kenneth Hood, who served as a volunteer in the community for many years. The award recognizes individuals and organizations that have demonstrated a significant contribution to the Arlington Heights senior and older adult community through volunteering, programming or services, and have embraced or nurtured activities that positively affect the lives of the senior citizen and older adult population.

Mr. Vogt said Al and Donna Kunz began volunteering at the Lending Closet in 2020. Through their dedicated efforts along with a team of nurses and volunteers, they were able to continue services during the pandemic, have provided volunteers with training on new software, and created new partnerships with organizations to distribute surpluses to underserved communities. During the holidays, they take the time to display their extensive holiday village at the Senior Center, which brings joy to many visitors. Together they have contributed 260 volunteer hours in 2024.

Al and Donna Kunz accepted the award and thanked Gail and Rose for the nomination, Tracey Colagrossi, Senior Center Manager, for the flattering memo she provided the Daily Herald, and all the nurses and volunteers. Mr. Kunz said the Lending Closet lends medical equipment to people of all ages, not just the senior population, at no charge or deposits. In 2024, the Lending Closet lent 1,521 guests' medical equipment.

C. 2025 Illinois Traffic Safety Challenge Awards

Mr. Scott Christensen, Program Director of the Illinois Traffic Safety Challenge, presented the Police Department with the Traffic Safety Challenge Award. He said the program was coordinated by the Illinois Association of Chiefs of Police, Illinois Department of Transportation, and supported by the National Highway Traffic Safety Administration to honor agencies that have successfully implemented comprehensive traffic safety programs such as sound policies, officer training, recognition programs, public outreach, public information and education, and targeted data-driven enforcement. The Arlington Heights Police Department was recognized with a first-place award in the category of 101 to 250 officers, and specialty awards for their distracted driving program and occupant protection awareness program.

Chief Pecora accepted the award and recognized and thanked members of the Police Department present and the efforts of the department as a whole.

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.

Resident Megan expressed her support for the Pride Flag to be displayed at Village Hall or within the Village. She said it would demonstrate support, acceptance and welcome the LGBTQ+ community to the Village.

Amy Elston of S. Wilshire expressed safety concerns for students, parents, and the Windsor School crossing guard at the intersection of Kensington and Windsor. She witnesses drivers speeding in the area, failing to stop for pedestrians crossing the street, and behaving aggressively towards children, parents, and the crossing guard on a daily basis. Last year, the Police Department set up speeding monitors while Prospect High School was not in session, not accounting for those drivers who contribute to the problem. The Windsor community has begun a petition for safety improvements and, to date, has gathered more than 300 signatures. She mentioned that there had been a fatal accident involving a child and asked the Village to take action before another tragedy occurred.

Cheryl Brown of N. Walnut thanked Trustee Manganaro for stopping by to see the short-term rental located across the street from her home and asked for a status update on what the Village intended to do to address the problem. She said the rental has become an increased nuisance in a 100% residential area and offered to help Village staff draft regulations. President Tinaglia assured Ms. Brown that staff was working on the issue. Mr. Recklaus encouraged Ms. Brown to contact the Police Department when she witnessed illegal activity or violation of a Village code.

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 Schwingbeck moved to Approve items on the Consent Agenda except for item H.
Trustee LaBedz Seconded the Motion.

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

- A. Resolution Approving the Purchase of Private Office Furniture for the Fire Department

R2025-117

- B. Resolution Approving a Contract for Backflow Device Testing and Repair Services

R2025-118

A2025-77

- C. Resolution Approving an Agreement with the State of Illinois Organized Retail Crime Grant Program

R2025-119

A2025-78

- D. Resolution Approving Schedules of Meetings for Calendar Year 2026 for the Village Board and Committee of the Whole

R2025-120

- E. Resolution to Approve a Contract to Purchase a Bulk Oil Dispensing System for Public Works Fleet

R2025-121

- F. Resolution Awarding a Contract for Hintz Road Reconstruction Project - Phase I Engineering Services

R2025-122

A2025-79

- G. Resolution Approving an Agreement of Terms for Participation in the NORTAF Burglary Task Force

R2025-123

A2025-80

- 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

Trustee Manganaro and Resident Keith Moens requested the removal of this item from the Consent Agenda for further discussion.

Attorney Hart Passman said the item was on the Consent Agenda as voted by the Board last month to retain the grocery tax. However, the Department of Revenue requested from the Village and other communities for clarification of the Ordinance. The Ordinance attached to the Consent Agenda contained the language in the format requested by the Department of Revenue. Mr. Recklaus clarified that the language did not change the existing grocery tax as it was in place today.

Trustee Bertucci moved to Approve Ordinance 2025-42. Trustee LaBedz Seconded the Motion.

The Motion: Passed

Ayes: Trustee Bertucci, Trustee LaBedz, Trustee Schwingbeck, President Tinaglia, Trustee Zyck

Nays: Trustee Dunnington, Trustee Manganaro, Trustee Santa Maria

Absent: Trustee Shirley

X. NEW BUSINESS

A. Appointment of Sara Altieri to the Arts Commission, term ending April 30, 2028

Trustee Dunnington moved to Concur in the Mayor's Appointment. Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

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

Mr. Thomas Budzik, Architect representing Tasty Breads, was seeking a land use variation to permit the bakery products, production and wholesale land use within the M-1 District and a variation to waive the parking analysis requirement. He said Tasty Breads had been in business since 1992, as a wholesale distributor of frozen dough products and no baking was involved in their operations. Currently, they have facilities in Northbrook and Franklin Park with 200 employees spread across both facilities. Due to the success of their business, Tasty Breads would like to expand into another manufacturing facility located at 600 W. University Drive. The facility would allow them to add two additional process lines with up to 150 employees spread over two shifts. Mr. Budzik also requested a variation to waive the requirement to provide a detailed parking analysis. He mentioned that the facility had 130 parking spaces, and they intended to only use fifty to sixty spaces per shift. The facility has six loading docks, of which four will be dedicated to shipping, and two would be for receiving.

Ms. Rodman reported that the Planning Commission unanimously recommended the approval of the land use variation and the waiver of the required parking analysis contingent upon compliance with landscaping requirements, interior renovations should be consistent with the floor plan revisions dated July 18, 2025, on-street parking of trucks was prohibited on West University Drive, and the Petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies. Ms. Rodman noted that Tasty Breads was interested in expanding the building and had submitted a separate Planning

Commission application. They also requested a Cook County Class 6B exemption that would be considered at the next Board meeting.

President Tinaglia asked if Tasty Breads had already moved into the building and if the building was leased or purchased. Mr. Budzik said they had not yet moved in, and the building was purchased by Tasty Bread.

Trustee Schwingbeck noted that there was a neighborhood nearby and asked if shipping and receiving would occur during the first shift or throughout both shifts. Mr. Budzik said shipping and receiving operations would end by 7:00 PM.

Trustee LaBedz inquired about the third shift cleaning crew and how the flour would be transferred into the facility as it could be messy. Mr. Budzik said there was a minimal-sized overnight cleaning crew to disinfect and sanitize. With regard to the flour delivery, he said the flour was delivered by tanker trucks that would connect to a hose and pump the flour into internal flour cycles.

Trustee Manganaro asked if dough production would increase prior to the building expansion and what the freezing process looked like without having freezers on-site. Mr. Budzik said the lead time on the production line equipment is lengthy and therefore should begin as soon as possible. He explained that the facility as is could accommodate internal freezers. However, an addition to the building would improve the overall efficiency of the process.

Trustee Zyck asked if parking would be affected when the building expansion occurred. Mr. Budzik said the addition would eliminate some parking stalls but there would not be an issue as there is no plan for a third-shift or additional employees working during the first and second shifts. Ms. Rodman said the Petitioner would have to seek a parking variation at the time.

Trustee LaBedz 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 Schwingbeck Seconded the Motion.

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

- 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

Ms. Kateryna Stasyuk owner of Gold Star Massage, requested an amendment to the planned unit development for land use variation to allow a massage establishment within the M-1 District and a variation from Chapter 28, Section 10.4-1 to allow 307 parking stalls where 344 are required. Ms. Stasyuk said she has worked in the medical field for more than 20 years and has been a licensed massage therapist for over 15 years. Throughout her career and continued professional development, she has created and refined a unique therapeutic massage technique designed to promote physical health, mental relaxation, and emotional well-being. She mentioned her business operated by appointment only on

Monday through Saturday from 9AM to 7PM.

Ms. Rodman said that massage establishments were not permitted anywhere within the Village, thus a land use variation was required to move forward. With regard to the parking variation, she said the complex was required to provide 344 stalls and only had 307. She noted that the parking variation request was not simply due to Ms. Stasyuk's use, and that parking variations have been granted to other businesses within the complex. After a review by the Plan Commission, there was a unanimous recommendation to approve Ms. Stasyuk's request for a land use variation and parking variation are subject to the conditions that all massage therapists must be licensed by the Illinois Department of Professional Regulation; the land use variation cannot be transferred to other users; and the Petitioner shall comply with all Federal, State, and Village Codes, Regulations, and Policies.

President Tinaglia asked staff to elaborate why a land use variation was required for massage establishments. Attorney Hart Passman said that the Village's zoning code does not permit massage establishments in any district in the Village. Ms. Rodman said that the other two massage establishments within the Village were granted land use variations.

Trustee Manganaro 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 LaBedz Seconded the Motion.

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

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

Eva spoke on behalf of Artsiom Cherepovich, who doesn't speak English. She mentioned that last year, Mr. Cherepovich applied for a land use variation at 417 S. Arlington Heights Road, but his request was not approved. Since then, he found a location at 1407 E. Palatine Road where he would like to open Cherepovich Tattoo. He requested a planned unit development amendment for a land use variation to allow a tattoo parlor within the B-2 District. The tattoo parlor would consist of four to five artists, including himself, operating Tuesday to Sunday from 11AM to 7PM.

Ms. Rodman said tattoo parlors were not permitted anywhere within the Village and a land use variation would be required to proceed. There were no other variations required for this request. After a public hearing was held by the Plan Commission, it was unanimously recommended to approve Mr. Cherepovich's request for a planned unit development amendment for a land use variation with the conditions that the facility shall register with the Illinois Department of Public Health as a "Body Art Establishment," and provide the Village with a copy of the inspection permit and registration and Petitioner comply with all Federal, State, and Village Codes, Regulations, and Policies.

President Tinaglia asked for clarification on Mr. Cherepovich's previous request for a land use variation. Ms. Rodman said the location at 417 S. Arlington Heights Road received favorable recommendation from the Conceptual Plan Commission. However, during the July Plan Commission Meeting, the consensus from public comment was that the location was not appropriate, and his request was denied.

Trustee Bertucci asked how tattoo artists were regulated and if regulations were for individual artists or a parlor as a whole. Ms. Rodman said the Illinois Department of Public Health regulated tattoo artists and the Village had no additional regulations. Eva clarified that state regulations apply to the parlor as a whole, and not individual artists.

Trustee LaBedz 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 Dunnington Seconded the Motion.

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

E. Ordinance Amending Chapter 18 of the Municipal Code of the Village of Arlington Heights regarding Mobility Vehicles and Devices

Mr. Recklaus said that at the August 11th Board meeting there was a broad discussion by the Board, staff, and public comment about e-bikes and e-scooters. At the time, the Board decided not to adopt the ordinance presented that evening and instead directed staff to seek recommendations from the Youth Commission, Bike and Pedestrian Commission, and Senior Commission. There was, however, a consensus to draft and discuss an interim ordinance to address Class 3 and out-of-class e-vehicles, define reckless operation, require safety equipment, and clarify parental responsibility for any violations. Recommendations from the assigned Commission's regarding Class 1 and Class 2 vehicles should be available in the fall.

Deputy Chief Greg Czernecki discussed the updates made to the original ordinance, taking into consideration suggestions and feedback staff received thus far. He stated that it was necessary to retain the inclusion of all motorized mobility vehicles and devices to encompass those without a classification. However, each device would be separately defined as restrictions vary. The ordinance defined low-speed electric bicycles as those within Class 1, Class 2 and Class 3, had an electric motor of less than 750 watts, and traveled at speeds less than 28 mph. Out-of-class electric vehicles were defined as those with an electric motor of more than 750 watts and could travel at speeds higher than 28 mph.

With regard to reckless operation, Deputy Chief Czernecki said it was the unreasonable or unjustifiable operation of any motorized mobility vehicle or device, regardless of classification, that disregarded the safety of others or the operator themselves and whether it resulted in injury or not. He added that a caveat was included to prohibit minors under the age of 16 from operating a Class 3 or out-of-class motorized mobility vehicle or device, and all operators should comply with the regulations set forth in Article XV of the Illinois Vehicle Code.

The updated ordinance sets location restrictions which prohibit the use of motorized mobility vehicles or devices on any public sidewalk in the B-5 Zoning District, within any right-of way closed to vehicles and bicycles during special events, and any Village-owned parking lot or garage. Safety equipment requirements include installation of lamps and reflectors on the device, working brakes, may not operate the motorized mobility vehicle or device while carrying any package, bundle or article that would prevent both hands upon the handle bars, and the use of a helmet. Lastly, clarification in the language as it pertained to adult responsibility stated that no adult may permit a minor under the age of 16 to violate any provision of the ordinance. Deputy Chief Czernecki reported that the penalty structure remained the same as in the originally drafted ordinance and reiterated that the goal of the ordinance was about compliance and education with the ability of enforcement should it be needed.

Mr. Recklaus said if the ordinance passed, the Police Department and staff would begin a robust public education campaign via social media and in partnership with the Community Connections Program to reach as many parents and children.

President Tinaglia said the ordinance and penalty structure was not about collecting money, rather it was about public safety. He thanked staff and the Police Department for the updated ordinance incorporating feedback from public comment and addressing some of the concerns voiced.

Trustee Manganaro, Trustee Zyck, Trustee Santa Maria, and Trustee Dunnington echoed the Mayor's comments and encouraged different education campaigns such as social media, community outreach events or classes, partnership with schools and the library.

Trustee LaBedz asked if it was easy to determine the class of a motorized mobility device and if the location restrictions applied to medical mobility devices. Deputy Chief Czernecki said it was difficult to identify a device's class based on a visual assessment and location restrictions did not apply to medical mobility devices. Trustee LaBedz asked if the ordinance addressed multiple riders on a device and inquired when the ordinance would take effect. Deputy Chief Czernecki said there were sections of the IVC that mentioned multiple riders on e-bikes and e-scooters and those regulations were adopted by reference under the ordinance. However, that issue could be brought to the different commissions for further discussion. Mr. Passman said the ordinance would be effective immediately after approval.

Trustee Schwingbeck said the ordinance was a good baseline but would like to see further restrictions for minors under the age of 16.

Trustee Dunnington inquired about riding single-file vs riding abreast for visibility reasons. Deputy Chief Czernecki said that could be an issue discussed by the Commission's for their recommendation.

Michael Campagna of S. Evanston agreed that regulations for minors should be more strict.

Trustee Manganaro moved to Approve the Ordinance Amending Chapter 18 of the Village Code consistent with the correction mentioned this evening. Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

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

Nays: None
Absent: Trustee Shirley

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

Trustee Zyck moved to enter into Closed Session for the reasons under 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, and 5 ILCS 120/2(C)(21): discussion of minutes lawfully closed, whether for the purposes of approval or the minutes or the semi-annual review of minutes. Trustee LaBedz Seconded the Motion.

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

XII. ADJOURNMENT

Trustee LaBedz moved to Adjourn at 10:30PM. Trustee Schwingbeck Seconded the Motion.

The Motion: Passed

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

Nays: None

Absent: Trustee Shirley

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.