CALL TO ORDER: Mayor Len Prejna

PLEDGE OF ALLEGIANCE TO THE FLAG:

ROLL CALL: MIKE CANNON, NICK BUDMATS, LAURA MAJIKES, JOE GALLO, ROBERT BANGER, JR., JOHN D’ASTICE, TIM Veenbaas


MOTION TO DEViate: 1) Swear-in Officer Snaer

NEXT ORDINANCE NO. 17-46
NEXT RESOLUTION NO. 17-R-137

MAYOR’S REPORT:

WARD REPORTS:

MEETING OPEN TO THE PUBLIC FOR 20 MINUTES:

PENDING:

A) Ordinance No. 17-46 - Grant Final Approval of a Special Use for the Re-Development of Property Located at 2765 Algonquin Road for Fuller’s Car Wash (2nd Reading)

B) Ordinance No. 17-47 - Grant Variances to Size, Number, and Location of Parking Spaces at 3405 Algonquin Road (2nd Reading)
C) Ordinance No. 17-48 - Grant Preliminary Approval of a Seven-Lot Subdivision for Property Known as 1600 & 1620 Vermont Street in the R-1 Single Family Residential District (2nd Reading)

CONSENT ORDINANCES:

D) Ordinance No. 17-—— Repeal the Sunset Provision for the Wheel Tax (1st Reading)

E) Ordinance No. 17-—— Amend City Code for a Small Cell Antenna/Tower Right-of-Way Siting Ordinance (1st Reading)

F) Ordinance No. 17-—— Amending the Comprehensive Zoning Code – Antenna (1st Reading)

NEW BUSINESS:

G) MOTION TO APPROVE PAYMENT OF BILLS ON WARRANT 12/5/17

CONSENT RESOLUTION:

H) Resolution No. 17-R-137 - Approve a Supplemental Statement of Work to the existing Contract for Professional Services with Municipal GIS Partners, Inc., the “GIS Consortium Service Provider”

I) Resolution No. 17-R-138 – Approve Fire Engine Repairs

J) Resolution No. 17-R-139 – Approve Ambulance Repairs

K) Resolution No. 17-R-140 – Award Contract for 2018 Fuel Purchase

L) Resolution No. 17-R-141 – Award City Engineering Services Contract 2018-2019

OTHER BUSINESS & REPORTS:

Mayor's Appointments:
Mayor's Proclamations:
City Clerk's Report:
City Staff Reports: 1) Community Items of Interest
2) Presentation of the December 12th Committee-of-the-Whole Agenda
3) Presentation of the 2018 City Council Meeting Dates
4) Downtown Holiday Celebration
5) Holiday House Contest
MATTERS NOT ON THE AGENDA:

ADJOURNMENT:
Mayor Prejna called the meeting to order at 7:30 pm.

COUNCIL IN ATTENDANCE: Aldermen Mike Cannon; Nick Budmats, Laura Majikes, Joe Gallo; Robert Banger, Jr., John D’Astice

COUNCIL ABSENT: Aldermen Veenbaas

STAFF IN ATTENDANCE: City Manager Barry Krumstok, Deputy City Clerk Ginny Cotugno, Assistant to the City Manager Lori Ciezak, Finance Director Melissa Gallagher, Police Chief John Nowacki, Public Works Director Fred Vogt, Business Advocate Martha Corner, and City Attorney Jim Macholl

1) Report on Sanitary Sewer Smoke Testing

Mayor Prejna: Mr. Krumstok, who is going to lead off tonight?

Mr. Krumstok: It’s going to be a quick introduction by Public Works Director Fred Vogt and then he’s going to turn it over to RJN Group representative Cathy Morley who actually is here numerous times with some of our sanitary items that we do, so with that I turn it over to Fred and then Cathy will be up here.

Mr. Vogt: Thank you Barry. Thank you Mayor. For over 30 years we have been working with the Metropolitan Water Reclamation District to continually seek to be in compliance with regards to their efforts to reduce what we call in flow and infiltration, or another way to put it is storm water into the sanitary sewer system that doesn’t belong there. There was a considerable effort made in the ‘80’s, 1990’s that kind of waned in the early part of this century, but is back in large part because the Federal EPA is requiring the Metropolitan Water Reclamation District, as well as many other similar districts in metropolitan areas throughout the country, to step up their efforts to reduce the cost of treating storm water and we are one of hundreds of communities within the Metropolitan Water Reclamation District that need to be in compliance. Back in the 80’s, I won’t spend too much time on that, but we had a program that tried to focus on cost effective means by which to get storm water out of the system and the City participated with that, but it only went so far. This program that really started in about 2012 to 2014 in terms of its planning had several municipalities, including Rolling Meadows, involved with putting the program together. I personally sat in many meetings and sub-meetings to try to put some rationale to this in terms of the approach and one of the things that the municipalities and outside agencies causes the district to take on is what they call their high priority area where we see either large sanitary sewers or a large number of sanitary sewers that are near the creeks, crossing the creeks, things that historically speaking are more at risk in Rolling Meadows, for
example, than areas out remote from the creek and areas that are newer to the City, areas that were built in the 70’s, 80’s, 90’s to try to avoid that so Cathy Morley will go through that in terms of what we defined as our high priority areas which is primarily by Salt Creek, either side of it, as well as an area of Waverly Park south of Central, and then a small area out west where we have a sanitary sewer paralleling a different branch with Salt Creek. There’s a number of things that I’ll highlight after Cathy’s done with her presentation just in terms of where we go from here, but one of the things that we were charged with doing during the first five years of this new program in our high priority areas was to smoke test the sewers to see where we can find simple, obvious areas where storm water can infiltrate into the sanitary sewer system, so some of them are in the public sector, many of them are in the private sector, many of them are simple fixes like clean out caps that are leaking and I’ll turn over to Cathy here and let her talk about the specific approach we did and what the findings were and then I’ll come back after she’s done. Thank you.

Cathy Morley from RJN presented the results of the Sanitary Sewer Smoke Testing and the plans for the future.

Mayor Prejna: Anyone on the council have any questions? I think you answered it all. Thank you. Fred, any follow up?

Mr. Vogt: Just if I could Mayor just briefly, when Cathy gives credit to our Public Works Department I appreciate that, but it really can’t happen without support over the years of the Mayor and Council that I think since 1997 we’ve always been providing a $200,000, $300,000, $400,000 dollars a year on average to take care of our sanitary sewer system and Dan Seveska, who’s here, and his crew are a lot of the credit of that not only with the equipment that we procure and get, but the use of that equipment. We are so far ahead of most communities and one short story I’ll just tell you, when I was serving on one of the committees we kept pressing the district for the possibility of getting loan money for homeowners. That still hasn’t happened, but we said could you give us some parameters. What is, what are we looking for in terms of an average community to spend based on its population, based on its miles of sewer, and what they ultimately came down to was around $250 - $400,000 and I said well perfect, we’ve been doing that for 15 years. We’ve been spot on and appreciate all the support that the Mayor and Council have given us to be in this position where it’s not a crisis in terms of looking at expenses in future years to try to get in compliance. We’re right where we should be. There are some things that we’ll want to talk about in the future. It might be several months out, but we do want to look at some of the private sector severe repairs. The driveway drain that Cathy referred to, a couple of the other sump pump connections that may be out there. We’ll pursue those, but realizing that homeowners may be looking at $3,000, $5000 or more to make those repairs. We don’t just want to spring that on them. We want to work with them to try to get that corrected in the upcoming years. The cleanout caps that Cathy referred to, we really think that we’re best to just do those, save a lot of mailing, save a lot of strife for homeowners. We’ll certainly send a letter telling them that we’re doing it, or we did do it, but we can do that in house and keep the costs down. Lastly, we’ll monitor what other communities in the area are doing with regards to the private sector approach as we put our program together in the next couple of years for the MWRD so that we’re not doing things that other communities aren’t doing or doing more than
we actually need to do, but we certainly want to do whatever we can where it’s cost effective to
get the storm water out of the sanitary sewer system, so that’s where this program is right now
and if anybody has any questions for me I’ll be happy to address them.

Mayor Prejna: Mr. Cannon

Alderman Cannon: Thank you. Fred I don’t know if you can answer this or maybe Barry can.
We’ve been talking over the last few years that we might be behind on infrastructure when it
comes to water and sewer. I know we’ve thrown around a number of 4-5 million dollars. How
does this program interact with that in the sense of how much we’re behind?

Mr. Vogt: You want to go first?

Mr. Krumstok: You can go first.

Mr. Vogt: A lot of our sanitary sewer efforts as the presentation makes and what we’ve done in
the past is right where we’re supposed to be, but we need to keep funding that. It’s not going to
go away. We don’t know yet a couple of years from now what the district will require us to do
or encourage us to do in terms of the private sector and as Cathy said there’s a lot out there
where the majority of the infiltration is probably from the private sector, so we need to be
cognizant of that. Water mains are certainly something that we’re looking at and one can tell that
just looking at the five year Capital Plan that replacements of water mains that were built in the
late 50’s and the 60’s mostly cast iron pipes are going to need to be replaced. We’ve started that
program actually back about 15 years ago in Waverly Park and a lot of those mains have been
replaced, but there are a lot more to do. There’s also a goodly amount of storm sewer work to do.
Not because there’s massive drainage problems, but storm sewers are also 60 some years old and
they start to fail, collapse. We’ve replaced probably two lines per year the last couple of years
just because the concrete pipe has deteriorated or has just failed us and we’ve had to make
repairs, so that’s where we’re really looking at, infrastructure in terms of utilizes.

Mr. Krumstok: And the other thing is obviously when we talk about that 4 million dollars,
we’ve also taken out two Illinois State loans, 1.2 million dollars each roughly, to catch up on
some of those other pieces and as Dan and Fred know, even with some of the infrastructure we
opened up one area a few years ago and it was worse than what we expected. It was by a bridge
so it became another little issue so again that infrastructure that we talk about, it’s because we are
an aging community and we are actually finding more issues that we need to address. So doing
the infrastructure now expedites that and as the ad-hoc Capital Improvement Committee knows,
we have a lot of Capital Improvements that are out there, but because we have a plan and
because we stay in touch with, obviously RJD knows this, we keep on pushing the envelope as
much as we can to stay above water, if you want to call it, at this point in time where other
communities have deferred so much that now it’s a higher number for them, so that infrastructure
that we do talk about, we do need to do. It will be beneficial for the community so it’s not
something that we’re saying hey it’s a like. It’s really a need.
Alderman Cannon: So to go along with that, as we move forward 4 million dollars, I hear that number, is that something you would like to see maybe possibly bonded out, or are we just going to attack this year by year?

Mr. Krumstok: So what we’re planning right now obviously we have the update in the Utility Study being done by Baxter & Woodman, but Baxter & Woodman is finishing that update so we will have their new number, what they see with the utility items, but then when we have that number we will get back to the City Council potentially with that discussion, and that’s actually what the council has before us that Finance Director Melissa Gallagher and I are working with our Bond Counsel with hypotheticals and that’s where we also are utilizing the hypothetical for this item, plus this item, and what numbers could we bring back to you guys where we feel comfortable and then you would have to decide if you’re comfortable with that and then when we actually deal with the bond, but that is our idea to hopefully give you two numbers.

Alderman Cannon: Great, thank you.

Mayor Prejna: Any other comments, questions? Thank you Fred.

Mr. Vogt: Thank you.

Mayor Prejna: Thank you it was enlightening. You gentlemen and young lady get to go home early so enjoy.

2) 2018 Community Events

Mayor Prejna: Mr. Krumstok, we’re moving right along here.

Mr. Krumstok: Obviously the next item is our 2018 Community Events for the City of Rolling Meadows. Obviously the Assistant to the City Manager Lori Ciezak is going to run most of this discussion, but just to kick it off, obviously for the last few years and thanks to the City Council and especially all the volunteers, Alderman Majikes has been fantastic even working the bar at the Taste of the Town that’s coming up in 2018, but we do appreciate everybody who has really been working on this for the last few years and obviously through the City Council and some of our discussions and obviously through residents they want to see continued more and some of the other pieces. So the budget for Community Events has increased and when we talk community events obviously you have to throw Memorial Day and 4th of July in there too, but it also talks about Taste of the Town. It talks about the Farmers and Food Trucks. One of the recommendations that we’re talking about this year is calling it the City Markets. You also talk about National Night Out. You talk about some of those Friday Rocks that we kicked off this year and some of those other pieces. So that budget has increased. So the Foundation is obviously still soliciting money. They’ll take any kind of donations out there. Last year up to this point in time they fund raised about $38,000 and they expended about $32,000 of that to make sure that we were still within boundaries. So obviously the City through the Council, we’re still the largest majority sponsoring these items, but at the same point in time I think
people should also recognize with a lot of work with the volunteers we also have employees and employees are beneficial and they’re the soul of every little thing and every year it becomes a little bit easier for some of these things, but for employees we actually do it for regular time. Sometimes we do it for flex time and then sometimes there’s some overtime that is consistent for these community events, but overall I can tell you, and I think most of the council members have heard, residents really appreciate everything that the Community Events Foundation and all the volunteers have done and with that I’ll leave it off to Assistant to the City Manager Lori Ciezak to go over the 2018 schedule and the final note that I would say is the last program that we have for 2017 is the December 7th for the Tree Lighting and Spaghetti Dinner, so with that it’s all yours.

Ms. Ciezak: Thank you. So we would like to just suggest some events for 2018 and I think you were given a calendar in your packet or maybe you’ve seen this. This is a proposed calendar of events for 2018 and we pretty much kept it similar to last year. We did lose the Wine and Cheese Affair which happened in April and we gave it two years and I think some good fighting chances and it just didn’t really do what we wanted it to so that one was dropped, but otherwise you’ll notice the schedule looks pretty similar to last year and what we’d like to propose with Farmers Markets would be two major things. First of all to consider changing the name to just City Markets instead of Farmers and Food Trucks for the sole reason that it’s tougher and tougher to get farmers multiple, and food truck multiple and so I figured it would be probably a safe thing to just kind of be more generic and call the event City Markets. So that’s the first major point on the Markets that I’d like to point out. The second would be we have been in discussion with the Community Church Board and they have agreed to allow our Markets to move there next year with your blessing of course and the reason we’d like to do this is we believe that the street exposure and the pedestrian traffic will definitely be increased which will definitely help the Market through and through. They have also allowed us to display our City Market signs there and if you’re familiar they have that corner area at Kirchoff and Meadow and it’s just calling for a big old City Markets sign, so they’re very fine with doing that as long as it doesn’t interfere with any of their advertising such as for the Corn Fest. Market time would remain the same and the only other little change would be instead of being able to advertise the 4th Saturday of each month, May through September, we would have to make an exception in July and it would be the third Saturday, reason being is they’re preparing for their Corn Fest on the 4th Saturday. You’ll see the Market dates, May through September dates, listed and before I move on any questions on the Markets in general?

Mayor Prejna: No, I just think it’s been excellent from day one and I thank you and your staff and having been part of the Community Events Group I know they are a fun group and I did have the opportunity to meet with two dozen that came together and those are the folks, Mr. Whitney is here who does double duty with Crime Stoppers and Community Events, and in regard to the Farmers Market I’m going to blame Mr. Banger that he did not produce enough produce and vegetables this year, so that’s the reason.

Mr. Krumstok: There was plenty of honey.
Mayor Prejna: There was plenty of honey, but there was not enough fruits and vegetables, but I just want to thank, again, everyone who is involved in that event. I know that five years ago when I came on the council that it was something that people kept talking about is we’re not doing enough in the City and with your help and leadership and now Laura being on as the liaison there, I’m very happy and I support this 100% because I think we get a great bang for our buck not only for the citizens, but I’ve been able to meet a number of the businesses and now the businesses, we seem to be on a roll where the businesses want to contribute more and more. I’ll throw out Ben Franklin Bank and Wine Down by the Creek. They do an outstanding job with contributing and so I’ll put it out there to any businesses, if you would like to throw some support we would love to have it, so just kudos for everybody that’s been part of it.

Ms. Ciezak: Okay, and we thank you very much for your support on those and others. Next for the additional proposed events the new Business Advocate, Martha Corner, and I are working on a Business and Community Showcase which I’m sure you’ve heard about. That is hoping to happen end of April. We’re looking at the 21st or the 28th which is a Saturday and we’re hoping that will take place at Rolling Meadows High School. We haven’t firmed that up yet, but we will keep you updated as we know. And then returning events that were very successful last year will be Taste of the Town, which will happen on March 3rd, and it’s basically an indoor Taste of Rolling Meadows, and then our three Friday Rock events will happen once again in June, July, and September. And then I won’t rattle off, but the continuing events is they’re definitely listed and they’re kind of our more traditional events that we’ve had great success with for a long time, or at least since the 60th and with that I just want to say thank you very much for your support and does anybody have any questions?

Mayor Prejna: Any questions from the council? Mr. Cannon

Alderman Cannon: I was just wondering, Lori. I think a lot of these things are really great events. I was a little bit concerned that our budget has gone up from 76,000 to 106 in one year. It’s a pretty hefty thing and I guess the other question I would ask in conjunction with that, Barry was very gracious and gave me a lot of information I asked for, but one thing I don’t know is how much is it costing us in overtime and extra costs for employees that get paid over and above their normal 40 hour week and I know you don’t have the answer right now, but I guess it would be something I’d like to see down the line because as much as I like these events, we do have a lot of other things that we need to fund also and I just want to make sure we’re not getting too carried away either.

Mr. Krumstok: In 2018 we can, because it is labor intensive how to do that, and as I stated before there’s certain people that they flex their time. There are certain people that we have on regular time or they move their time to make it as a regular and then there is overtime, so in 2018 obviously when we sit down with the budget for 2019 we can have those discussions that show you how those points, especially showing you the transparency of what is actually going into some of these things, but again it goes back into a lot of volunteers also. The other item from the 70+ to 100+, it also deals with the new business that was just mentioned before about that Expo that we’re putting up that the Economic Development Committee also has a sub-committee working with that, but that new event does have a cost to it because it is about $10,000, but also
increasing some of the other items, National Night Out is obviously a little more expensive even as we continue fundraising for some of those, but when you look at the budget its specific to each of those pieces. When you look at the traditional ones, the Tree Lighting and the 4th of July and Memorial Day, those really have not changed. It’s the overall Community Event line item between the Friday Rocks and trying to get some additional bands and some of the other pieces, that’s why that is actually increased and we do watch that and that is something that we will continue watching and when we come to the 2019 budget, that’s also part of the discussion that we have. The other item that I can say is actually with all the volunteers that we have that was mentioned before, we hope additional fundraising will get in, and we are starting to hit more businesses and we really hope that some of those new businesses that have moved in will be participating and we keep on bringing those discussions and we’re hoping continued with some of the additional conversations that Business Advocate Martha Corner is having that people will see some of these benefits and I will actually mention when you go to the City website now, a lot of those videos that we’ve been producing and putting out is actually on ours so we’re hoping that will also drive more people to participate and also want to get their name onto something and I would give the example, which has already been utilized, for Wine Down by the Creek, Ben Franklin has been the sponsor for two years, but we also had this year that Holiday Inn actually sponsored one of the Friday Rocks so we’re hoping more of this continues out there that some of this will picked up in other ways too, so long answer but I hope that suffices with you.

Alderman Cannon: It helps. The other question I would ask is with the Community Events Foundation I know we bought in 38+ last year and we spent 32. Are you allowed to tell us what the balance is for them?

Mr. Krumstok: Well we actually, and again I’m speaking out of turn here, but Finance Director Melissa Gallagher actually does do an update and when they do have meetings we do let them know what’s actually sitting in that fund. On the top of my head I do not remember what it is, but they do have a nice fund, but it’s almost like its revolving. It still has not, originally when it was set up we were hoping 50 to 100,000 every year it was going to be generating, and you can see it’s still limited to that, but it is picking up a lot more things. So we’ll continue fundraising. We’ll continue hopefully making that what it should have been.

Alderman Cannon: Okay, another question. Philosophically, why is it that our Park District doesn’t do more of these events as opposed to the City?

Mr. Krumstok: I’m not going to….

Alderman Cannon: Well I mean most Park Districts do more of these events than most cities do in general, but it doesn’t seem like our Park District is doing that.

Mr. Krumstok: What I would say is that the Park District is, we interact the best that we can with them and that’s when you actually look at the list, and we do list some of their items that are coming up.
Ms. Ciezak: Mr. Krumstok, if I can interject. We do, I want to call it partner, with them on a few of the events. One that comes to mind is the Taste of the Town is definitely them and us as far as their facility. They have to do the cleanup afterwards and janitorial things. The Parking Lot Party is definitely a partnered event and we’re definitely using their facility at Senior Luncheon, so there are definite aspects that they help us out with for many of these events, the Fridays Rock.

Alderman Cannon: I hear what you’re saying. I guess the last comment I would make is I’ve expressed this to you guys privately over the years. I would really like us to consider moving the Christmas Tree Lighting off of Thursday. People, especially couples where both of them work outside the home, it is really difficult for them to get off and get down to the Tree Lighting on a Thursday evening, get their kids ready and get them down there, especially if they have young kids. All of our neighboring communities seem to do it on a Saturday. Palatine had theirs last week. Elk Grove Village is having theirs this Saturday. I’d really like to see us have it, obviously it’s just an opinion.

Mr. Krumstok: What we can do is 2018 we can have that discussion for 2019 or so because I do know that certain communities do it the Friday after Thanksgiving, some do it the Saturday after. It all becomes we can have that discussion. We found traditionally, and I’ve been here since ’99 is it’s the first Thursday in December that we’ve done it after Thanksgiving and that was traditional what we’ve done, but in 2018 we can have that discussion about moving it or changing it.

Alderman Cannon: Thank you.

Mayor Prejna: The only other comment that I would make is having it on Thursday, the concern has been bought up about overtime is if we do anything on a weekend we’re paying overtime for bringing Park District, I mean for bringing staff in. If we do it during a weekday they can set it up on an afternoon and be out there working and we’re not, with flex time, not paying overtime that we would be paying on a weekend. Any other comments? Mr. D’Astice.

Alderman D’Astice: Thank you. As a business, and I know our businesses do help sponsor a lot, I think it’s important that moving forward we give them more recognition. I don’t think we do nearly enough to recognize those businesses. You mentioned Ben Franklin twice and that’s a good thing, but in everything that we do we’ve got a Tree Lighting and a Spaghetti Dinner. Who gives us, does the City make the spaghetti or do we get that from someone?

Mr. Krumstok: We actually purchase that and actually in the current News & Views we actually do thank the Stadium for participating, but we are using News & Views to actually name a lot of those sponsors that we utilized this year, but again in this current issue the Stadium is thanked for, because they actually participated with us twice this year. The food, the hamburgers that we had for the shortened Wine Down by the Creek…..

Ms. Ciezak: No the Hoedown
Mr. Krumstok: The Hometown Hoedown, excuse me, that was from the Stadium and actually for the…..

Alderman D’Astice: Not just them, but anybody that’s participating. If we come up with any type of collateral material, those businesses need to be recognized and they need to be recognized at the events as well in front of all the people. I get as a business, in my business, get lots of requests for donations and whatnot and I’m pretty selective about what I donate to. I always donate within the community that I work within and its good. It makes me feel good as a business to know that what we’re doing is being recognized by those folks who are going, so I think we can’t do enough to say thank you to the businesses who donate whatever it is that they donate.

Mr. Krumstok: And what we’ve been doing this year we’ve been using a lot of signage to thank them, so when you came down to Wine Down you saw Ben Franklin but you also saw everybody else who, and I think that when you look at National Night Out on the big stage in the back we really list all those so we have been doing more signage. It goes back into some of the other pieces that we hope obviously the new Business Newsletter, we’re hoping to also spotlight some of those people when they’re out there. So we are trying to put the names out. It just goes back into each year as we get more sponsorships and I think it also goes back as more people see some of the stuff, now they’re interested.

Alderman D’Astice: Right. That’s all. Thank you.

Mayor Prejna: I would say that having been involved with many of these events that I don’t know how many have seen the new Wine Down by the Creek video, is that out on our website yet?

Ms. Ciezak: Yes

Mayor Prejna: So if you want to take a look at that, they did a very nice job of interviewing everybody who was a vendor at that event and so they got an opportunity to do 20 or 30 seconds on that video of this is my company, I’m glad to be presenting it. We do National Night Out. We also do a video that we’ve been doing for a number of years where we interview the various businesses and I can tell you that we do, I make it a personal, I guess every event that we have I try to be there and we do a very good job of welcoming whoever they are and trying to do a photo session with them so I agree with Mr. D’Astice. We need to go forward and do even more, but we have been acknowledging them and it’s a growing going forward, so thank you. Anything else?

Ms. Ciezak: Thank you very much.

Mayor Prejna: Is there a motion to adjourn? Alderman Banger made a motion to adjourn and it has been seconded. All in favor? Those opposed?

There being no further business the meeting adjourned at 8:20pm.
Mayor Prejna called the Council meeting to order at 7:30 p.m.

Pledge of Allegiance to the Flag:

ROLL CALL:

Present: Cannon, Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
Absent: 0

Staff Members Present: City Manager Barry Krumstok, Deputy City Clerk Ginny Cotugno, Assistant to the City Manager Lori Ciezak, Finance Director Melissa Gallagher, Fire Chief Terry Valentino, Police Chief John Nowacki, Public Works Director Fred Vogt, Business Advocate Martha Corner, and City Attorney Jim Macholl

Mayor Prejna read the following statement:
MEMBERS OF THE AUDIENCE ARE REMINDED THAT THESE PROCEEDINGS ARE BEING VIDEO TAPED FOR CURRENT AND FUTURE BROADCAST OVER THE CITY’S CABLE TELEVISION CHANNEL.

MOTION TO APPROVE MINUTES:

Mayor Prejna: The first item on the agenda this evening is a motion to approve the minutes from the November 14, 2017 Council meeting. Is there such a motion? Alderman Budmats made the motion and it was seconded. Are there any additions, deletions, or corrections to the minutes? Seeing none the question is shall the minutes be approved? All those in favor please signify by saying aye; those opposed? The ayes have it and the minutes are approved.

MOTION TO DEVIATE:

1) Swear-In K9 Officer Scar

Mayor Prejna: Is there a motion to deviate from the agenda? Alderman Majikes made the motion and it has been seconded. Is there any discussion? Seeing none the question is shall the council deviate from the agenda to swear-in K9 Officer Scar. All those in favor say aye; those opposed? The ayes have it and we will now deviate from the agenda.

Mayor Prejna swore-in our new K-9 Officer Scar. In attendance were other K-9 officers from neighboring communities.

Chief Nowacki thanked all the Police Departments for coming out here, Elk Grove Village, Arlington Heights, Palatine, Des Plaines, we are really one big team here serving the community, making our community safe. The K-9 officers and their partners do train a couple times a month so it might not seem like it, but they are used to being together so I thank them all for coming out here and I also thank the Mayor and City Council for allowing us to add Scar to our Department. It really raises the level of service that we provide to the residents of Rolling Meadows so thank you.
MAYOR'S REPORT:

Mayor Prejna: I hope to see you all making plans to come to the Tree Lighting next week. I know it’s ahead of time but I just want to make sure that everyone is there and we will be out there serving a good old fashioned spaghetti dinner for those that do come.

Are there Ward Reports this evening?

WARD REPORTS: None

MEETING OPEN TO THE PUBLIC FOR 20 MINUTES:

Mayor Prejna: The first signatory is Paul Ziegler from 2765 Algonquin Road. Please come to the podium.

Paul Ziegler: That’s the subject.

Mayor Prejna: Ok

Paul Ziegler: Do I get sworn in here?

Mayor Prejna: No, you’re good. If you were Planning & Zoning we’d swear you in, but here we don’t have to. Go ahead.

Mr. Ziegler: This is in regards to 2765 which is now going to be a car wash. I own the property next door, 2775, and unfortunately I didn’t know about this until a month ago and I met the Chamber lady, Linda Ballantine, in the Jewel so I learned about it just a month ago. There was another I guess you call Planning Commission meeting on the 10th I think it was and there was some discussion and it was approved again. Unfortunately at that meeting I did not have the ability to hear the construction materials used to deaden the sound and to make it a somewhat unoffensive neighbor, so to take the initiative I reached out to Martha and Fred and we basically thought we maybe would talk to Mr. Fuller. So yesterday I did that and we have come to somewhat of a conclusion that he will work his best to alleviate what I’m concerned about and that’s traffic going through my parking lot to get to the car wash. So with that in mind I think we’ve done what we can do and we’ll see what happens. He’s trying to make some adjustments to his drawing to see that there is as little as possible left turn out of the car wash. So with that I have no further comments except that it’s a little late in the game that I got notified. So with that, thank you.

Mayor Prejna: And we thank you for coming forward. The next person up is Steve Holish.

Steve Holish: Good evening. Just got a few things and I’ll keep it within five minutes. First thing I was going to leave the Fuller Brush Car Wash until the end, but as long as another person bought it up I will bring it up now. I’ve been following it extensively through its processes and I believe that you’ve all done your part trying to get a business in, make it the most progressive place we can have, make it easy on the citizens to come in and out to use the facility and I was kind of upset or saddened about the fact that IDOT through a curve in the works and came back and said oh no, you’ve got to have no left turn on Algonquin, which to me is not fair. There’s other infrastructures and businesses along Algonquin Road that are close to the intersection that don’t have any restrictions on left turns whatsoever. So, for
whatever I don’t think IDOT did the justice to Rolling Meadows to give the business an adequate time to show that they can make it work and make it easy for them to work so that’s the first thing and I strongly recommend that in the future if any of these instances come up where Rolling Meadows has to say this is the best thing we want that word should come down and go to IDOT so IDOT doesn’t walk into this situation again and say we’re changing it again. With that in mind, the other thing that I’ve got is there’s an ordinance tonight with property at 4405 Sycamore. Not quite sure why we’re involved in that. If the property has been out there for five to six years why are we doing anything with it? Its, why didn’t this other real estate agent or the person that’s flipping it, GAN C LLC, why didn’t they just buy it on their own? Why did we get involved? It sounds very strange that we went after one piece of property and said we’re going to get involved. We’re going to do this and yet we’re going to turn it over to you and you can restore it. Makes no sense so I think in the future, again, if somebody comes out and pays taxes on it, it’s their responsibility to do whatever it takes to make it work. Rolling Meadows should not get in the middle of it. On another note, the bike path that’s coming up, I think it’s been approved already, and there’s like 1.6 million dollars of which we’re going to pay 250,000 dollars to build this piece of property. Not quite sure if that’s really a legitimate thing, but I understand that’s part of a bigger project so we’re going to have to do it. That’s fine. I guess the only question I have is who’s maintaining the bike paths that are in place today? Anybody know that? And what is the cost of that that we’re having to spend on that? It’s great to put it in, but who does the long term care? So I don’t know the answer to that. I’m sure you can all discuss it. There’s also a factor that has been approved for a new generator at Public Works. I don’t, I’m not opposed to putting it in. I just don’t know why we need a generator for the whole building. If the whole purpose is to back up the emergency areas, put a generator in for that. It’s been a done deal. They’re already in place and in the future even though it’s been not there for 20 years, all of a sudden we need one and we have to spend 275,000 dollars to put a generator in? We’ve been doing without for now, so anyway that’s the other thing. So I guess that’s all I’ve really got. I guess the only major thing I’ve got that is on the agenda tonight is the 4405 Sycamore. We should not be involved in that. Thank you.

Mayor Prejna: And thank you for taking the time to come out to address the council. The next person signed in is Chris Fiorillo.

Chris Fiorillo: Hi, this is regarding the car wash. I understand by living in the Elizabeth Place Townhouse Association there’re 183 units that are snuck back in there and trust me when I say Ritzy’s is not exactly the most attractive corner in the town. So looking for some industry, something, to come in absolutely it makes sense for all of us. Unfortunately I disagree with the gentleman who just spoke because living there when you try to exit from Meadowbrook onto Algonquin at 8:00am or at 5:00pm it is a hazard. It is very difficult. You have to have guts to leave our place. If you haven’t been there, and you haven’t driven through that and tried do that, I suggest you do that. Just go and experience what it’s like to leave during those times because you’re going to find that IDOT made a very good decision for the safety of the citizens not to make a left hand turn out of there. So I really do appreciate that adjustment. I always support businesses and being able to be a contribution. I wish that, and I have to acknowledge that I am late to the game and late to finding out if there was any encouragement of any other industry to work on that property. If there were any incentives or anything. So I’m disappointed that we have now a fifth car wash now coming in within two miles of my house. I don’t know if you’d want five car washes two miles from your house. So I think that is a consideration that wasn’t really regarded. I know that you want to kill the dead zone, the unattractive dead zone, but another car wash doesn’t really raise the game of quality of industry to Rolling Meadows. So I’m a bit disappointed in that. And the lack of notification. I know there was a breakdown in how that happened. It didn’t really support advocacy for any of the parties that may want, they wanted to step up and intervene with that. Obviously I’m the only one here from my Association. So we clearly failed doing what we needed to do. But if you can, the thing I really want to emphasize is the safety. I don’t see a lot of patrolling of
stopping and speeding on Algonquin during that time. People are flying down there at 45 mph trying to get to work. If you could then encourage some policing of the speeding that could make the place more safe. That could certainly accommodate quite a bit and that would be the one request that I put out there. I don’t know if that’s something doable, but that would make a difference. And that’s what I have to say. Thanks.

Mayor Prejna: And thank you for coming forward this evening.

Mayor Prejna closed the floor.

➢ RESOLUTIONS:

A. Resolution No. 17-R-133 / Accept the 2018 Library Budget

Mayor Prejna read the background on the resolution.

Mayor Prejna: Is there a motion to approve the resolution? Alderman Banger made the motion and it has been seconded. Is there any discussion on the resolution? Seeing none, the Clerk will please call the roll.

AYES: Cannon, Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: 0
ABSENT: 0

The resolution was adopted.

B. Resolution No. 17-R-134 / Adopt the 2018 City Budget

Mayor Prejna read the background on the resolution.

Mayor Prejna: Is there a motion to approve the resolution? Alderman D’Astice made the motion and it has been seconded. Is there any discussion on the resolution? Seeing none, the Clerk will please call the roll.

AYES: Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: Cannon
ABSENT: 0

The resolution was adopted.
C. Ordinance No. 17-43 / Approve Tax Levy for the Library (2nd Reading)

Mayor Prejna read the background on the ordinance.

Mayor Prejna: Is there a motion to approve the ordinance? Alderman Budmats made the motion and it has been seconded by Alderman Banger. Is there any discussion on the ordinance? Seeing none, the Clerk will please call the roll.

AYES: Cannon, Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: 0
ABSENT: 0

The ordinance was adopted.

D. Ordinance No. 17-44 / Approve Tax Levy for the City (2nd Reading)

Mayor Prejna read the background on the ordinance.

Mayor Prejna: Is there a motion to approve the ordinance? Alderman Banger made the motion and it has been seconded. Is there any discussion on the ordinance? Seeing none, the Clerk will please call the roll.

AYES: Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: Cannon
ABSENT: 0

The ordinance was adopted.

E. Ordinance No. 17-45 / Approve Acquiring the Property Located at 4405 Sycamore (2nd Reading)

Mayor Prejna read the background on the ordinance.

Mayor Prejna: Is there a motion to approve the ordinance? Alderman D’Astice made the motion and it has been seconded. Is there any discussion on the ordinance? Alderman Cannon

Alderman Cannon: Thank you Mr. Mayor. In light of the fact that a gentleman from my Ward asked some questions, I was wondering if we could just have a short public discussion as to why we purchased this property. I understand that it’s been empty for a long time, but why we needed to purchase this. Why couldn’t it go directly to another party? I don’t know the answer to that so I was hoping someone could just give us some general information so we answer some of his questions.

Mayor Prejna: Mr. Macholl?

Mr. Macholl: I’d be happy to answer that. First of all, this property at 4405 Sycamore has been vacant since February of the year 2010. Neighbors have been complaining, and rightfully so. The lawn hasn’t...
been cut other than the City doing it. The City then went through a foreclosure. The owners went through two bankruptcies. They went through a second foreclosure. The foreclosure was abandoned. It was hopeful that the lender on the foreclosure would take possession of the property. That wasn’t going to happen. The City then stepped in. The City then filed a lawsuit. The City then was able to obtain title to the property to turn around and sell it with the idea being that someone would come in and do the purchase, do the rehab, and restore it to a single family home with people actually residing in it for the benefit for the whole entire neighborhood and as by virtue of the City selling the property, the City is recouping the expenses and attorney fees that its expended to do so. Alternatively we could just leave it sit there and be vacant and have it rodent infested and people going in and out. We could have done all that, but we didn’t do that.

Alderman Cannon: I think, and I understand what you’re saying and I understood that before also. I think that the concern is that maybe in the future is there another way to resolve these issues. I understand it was very difficult because, why would we even pay someone if they wouldn’t, the foreclosure company wouldn’t take possession of it? Why do we have to pay them anything?

Mr. Macholl: We’re not paying them anything. They’re paying us.

Alderman Cannon: Oh, no, I’m not talking about the guys who are taking over now. The guys who gave it up. You said we purchased it so I assume we paid someone some money for the property.

Mr. Macholl: No, we acquired it.

Alderman Cannon: So we didn’t pay any money for it?

Mr. Macholl: Correct

Alderman Cannon: Great, thank you for the explanation.

Mr. Macholl: We paid nothing to acquire it other than the cost and attorney’s fees.

Alderman Cannon: Wonderful

Mr. Macholl: And we are getting and recouping those costs and fees to acquire the property to flip it to someone who will turn it into a single family home that complies with the City’s building code and hopefully put a family in there that will enjoy it.

Alderman Cannon: Great, I’m sure the whole Ward over there is very happy that it’s being done. Thank you for the explanation.

Mr. Macholl: You’re quite welcome.

Mayor Prejna: So the bottom line is, Mr. Macholl, zero cost to the City, correct?

Mr. Macholl: At the end of the day all the fees and costs, for the most part, will be paid by the City and administrative expenses that are hard to gage, put a number on, but that’s the number.

Mayor Prejna: Thank you Mr. Macholl. Any other discussion? Mr. D’Astice
Alderman D’Astice: Thank you. As this is in my Ward I want to let everyone know that the neighbors who live on Sycamore, on Hawthorne, on Brookmeade over there have all been having conversations with me for the last seven years of what we can do. So I’m glad to let them know now that the City did acquire the property after the attorney’s explanation and we have sold it so we’ve recouped all of our cost and we’re going to put somebody in, we’re giving it to, selling it to a contractor who is going to make it family ready and not a family of raccoons because they’ve been living there for years and creating problems for all the neighbors. So it’s going to be a human habitable house again. So somebody’s going to get a new home soon, so I want to thank the City and I’m sure all the neighbors who live all around there are thanking you right now.

Mayor Prejna: Thank you Mr. D’Astice. Any other questions or discussion? Seeing none, will the Clerk please call the roll?

AYES: Cannon, Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: 0
ABSENT: 0

The ordinance was adopted.

➢ CONSENT ORDINANCES:

F. Ordinance / Grant Final Approval of a Special Use for the Re-Development of Property located at 2765 Algonquin Road for Fuller’s Car Wash (1st Reading)

G. Ordinance / Grant Variances to Size, Number, and Location of Parking Spaces at 3405 Algonquin Road (1st Reading)

H. Ordinance / Grant Preliminary Approval for a Seven-Lot Subdivision for Property Known as 1600 & 1620 Vermont Street in the R-1 Single Family Residential District (1st Reading)

Mayor Prejna: That brings the council to the consent ordinances for this evening. There are three of them that could be grouped together in a Consent Agenda if the council so wishes. They are Items F through H. Would any alderman like any of those items removed from the Consent Agenda? Seeing none the Chair declares it in order for a motion to consider all three ordinances in one motion and vote without debate. Is there such a motion? Alderman D’Astice has made the motion and it has been seconded by Alderman Veenbaas.

Mayor Prejna read the background on the ordinances.

Mayor Prejna: Again, the question is shall all three of these ordinances be moved forward for 2nd Reading? The Clerk will please call the roll.

AYES: Cannon, Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: 0
ABSENT: 0

The Clerk will move the ordinances forward for 2nd Reading.
NEW BUSINESS:

I. MOTION TO APPROVE PAYMENT OF BILLS ON WARRANT 11-28-17.

Mayor Prejna: Is there a motion to approve the November 28, 2017 Warrant as presented by the Finance Department? Alderman Veenbaas made the motion and it has been seconded. Is there any discussion? Seeing none, the Clerk will please call the roll.

AYES: Cannon, Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: 0
ABSENT: 0

The warrant was approved.

CONSENT RESOLUTIONS:

Mayor Prejna: That brings the council to the consent resolutions for this evening. There are two of them that could be grouped together in a Consent Agenda if the council so wishes. They are Items J and K. Would any alderman like any of those items stricken from the Consent Agenda? Alderman Cannon

Alderman Cannon: K

Mayor Prejna: So we no longer have a Consent Agenda.

J. Resolution No. 17-R-135 / Award Contract for Electrical Improvements at Pumping Stations

Mayor Prejna read the background

Mayor Prejna: Is there a motion to adopt the resolution? Alderman Veenbaas has made the motion and it has been seconded. Is there any discussion? Seeing none, the question is shall the resolution be adopted. The Clerk will please call the roll.

AYES: Cannon, Budmats, Majikes, Gallo, Banger, D’Astice, Veenbaas
NAYS: 0
ABSENT: 0

The Resolution was adopted.

K. Resolution No. 17-R-136 / Authorize Application for the ITEP Grant

Mayor Prejna read the background on the resolution.

Mayor Prejna: Do I have a motion to adopt the resolution? Alderman Banger made the motion and it has been seconded. Mr. Cannon you have first bite at the apple as they say.
Alderman Cannon: Thank you Mr. Mayor. Just for the record, I am not opposed to bike paths. I’m not opposed to growth in the City. The concern I have is strictly a dollar thing. We’re going to spend another $250,000 on a bike path that some people use. My point being is that in probably the last month and a half I’ve probably had five or six constituents in my Ward that contact me for a number, variety of issues. Every one of them have complained about roads in our town and we seem to keep on spending money over and above our normal budget items for future items. Like last week we, it looks like we’re going on a path of approving a generator that we haven’t had in our budget in the past and now we’re going to spend upwards of 2 to 300,000 dollars on that. Now we’re going to spend $250,000 on another bike path that we don’t, do we need it? I don’t know if we need it. There’s a lot of people that ride bikes, but there are a lot of people that don’t ride bikes. I think everybody whether they drive or not uses roads. I would like to see anything we can do to focus our attention on roads, not on bike paths or other issues. And for that reason I won’t be supporting this. I would ask people to rethink about what they’re doing when they approve this. Thanks.

Mayor Prejna: Thank you Mr. Cannon. Any other discussion, comments? Will the Clerk please call the roll?

AYES: Majikes, Gallo, Banger
NAYS: Cannon, Budmats, D’Astice, Veenbaas
ABSENT: 0

The resolution failed.

OTHER BUSINESS & REPORTS:

Mayor's Appointments: None

Mayor’s Proclamations: 1) Support of Illinois Bicentennial Celebrations

The Mayor read the proclamation.

City Clerk’s Report: Reminder that the December council meetings have been moved up one week. They will be held on December 5th, December 12th, and December 19th.

City Staff Reports:

1) Community Items of Interest

1) If the cameras could focus on the podium, we put out the Bicentennial Illinois Flag. This is something that we will put somewhere in the City. Can’t guarantee where it will be exactly, but we’ll work with Public Works to put it somewhere, but that’s the flag that they have for 200 years of being the State of Illinois, the 21st into the Union.

2) Yard waste collection ends Friday, December 1st.
3) The City will be conducting its annual Tree Lighting Event on Thursday, December 7th starting promptly at 6:00 pm. Santa will make his appearance at the tree outside of 3140 Kirchoff Road, just outside of the McDonald’s. Fireworks will follow the tree lighting. Then join the City for a spaghetti dinner, while supplies last, at the Fire Station (dinner starts at 6:30 pm). (Visit Santa’s Elves & Reindeer at the Fire Station too). Please come and enjoy the events.

4) Rolling Meadows has again partnered with the United States Marine Corps Reserve to collect toys for children in need through the Marines’ Toys for Tots program. Residents may deliver new, unwrapped toys to drop boxes at City Hall (3600 Kirchoff Road) or the Rolling Meadows Library (3110 Martin Lane). Toy donations will be accepted through Friday, December 8th.

5) On Saturday, December 9th, the Rolling Meadows Police Department will be conducting a Food Drive outside of the Jewel-Osco Foods located at 3000 Kirchoff Road from 10:00 am to 2:00 pm.

6) Also on Saturday, December 9th, Comets Frozen Custard will actually be open just for that day for pints and additional amount. Obviously as people know on November 22nd they actually closed for the season. They hope to open up sometime in the spring, March hopefully, but we will see what happens, but they will be open that one day for additional holiday purchases.

7) The next City Blood Drive will be conducted on Tuesday, December 19th at City Hall from 1:00 pm to 7:00 pm.

8) The City, SWANCC, and Elgin Recycling are conducting a holiday light, extension cord, and wire recycling program again. Collection boxes are located outside of City Hall. Items that are accepted include the following items: mini-lights (or Italian lights), c7 lights, C9 lights, rope lights, LED lights, extension cords, house wire, computer wire, etc....All colors and lengths will be accepted. The City cannot accept garland, live greens, wreaths, or other non-recyclables. The program runs through February 16, 2018.

9) The Rotary of Rolling Meadows will be doing the Red Kettle at Jewel/Osco this Friday, December 1st from 10 am to 6 pm. The Rotarian over there if you want additional information about that would be more than happy to tell you, but again that will be at the Jewel/Osco this Friday, December 1st. Rotary will be doing the Red Kettle.

10) Community Church of Rolling Meadows will be doing Charles Dickens’ a Christmas Carol and that will be Saturday, December 2nd. Dinner is at 6 pm, the play is at 7:30pm. There is a charge for that. We do have flyers here in City Hall or you can also contact the Community Church of Rolling Meadows and they will tell you about each one of those.

11) With leaves falling, just a friendly reminder to residents to not dump or blow them into the street or down the sewers. The City has two street sweepers working in the City (one from Public Works and one from a private contractor).
12) Future topics at December Committee meetings:

Economic Development (Tuesday, December 5th at 6:00 pm in the Council Chambers): tentative items for discussion consist of: 1) new business feedback and contact distribution; 2) business advocate highlight; 3) continued restaurant incentive discussion; 4) items of interest; 5) Chamber of Commerce Update; and 6) other items of interest in the City; and then we’ve actually added in a 7b request for 2550 Golf Road that we will be having that discussion before it comes to the City Council.

Planning and Zoning Commission: (Tuesday, December 5th at 7:30 pm in the EOC at City Hall – 2nd floor): Five Public Hearings are tentatively scheduled and they consist of: 1) Preliminary approval of a two-lot subdivision for property located at 2600 Benton Street, Palatine, IL, R-1 Residential, Karen Stramaglio, Fourstarlane, Inc., Petitioner; 2) Preliminary approval of two-lot subdivision for property located at 4190 & 4200 Euclid Avenue, Rolling Meadows, IL, M-1 Manufacturing, Patrick Driscoll, Midwest Euclid Properties, Petitioner; 3) a text amendment to Section 122-10 of the City of Rolling Meadows Zoning Code to add Little Free Libraries as an accessory structure in the front yard, City of Rolling Meadows, Petitioner; 4) a text amendment to City of Rolling Meadows Zoning Code to require all petitioners for public hearing to post notification signs 15-30 days prior to the assigned meeting date, City of Rolling Meadows, Petitioner; and 5) a text amendment to City of Rolling Meadows Zoning Code regarding new antenna structures in various zoning districts, City of Rolling Meadows, Petitioner. There will also be a discussion regarding finding of fact.

Special Planning and Zoning Commission meeting will be held on Wednesday, December 20th at 7:30 pm in the City Council Chambers: Three Public Hearings are tentatively scheduled and they consist of 1) Preliminary approval of a three-lot subdivision for property located at 2819-2915 Kirchoff Road, C-2 Commercial, Andrew Mouw, Ryan Homes, Inc., Petitioner; 2) Amendment to the City of Rolling Meadows Comprehensive Plan and rezoning request from C-2 Commercial to R-4 General Residential for the southern approximately nine acres of property located at 2819-2915 Kirchoff Road, Andrew Mouw, Ryan Homes, Inc., Petitioner; and 3) Preliminary approval of a Planned Development for property located at 2819-2915 Kirchoff Road, C-2 Commercial, Andrew Mouw, Ryan Homes, In., Petitioner.
2) New Businesses – October 2017

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<th>Contact Name</th>
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<th>Type of Business</th>
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<td>Magnum Insurance Agency</td>
<td>2224 Algonquin Road</td>
<td>R.M.</td>
<td>Ericka Ceballos</td>
<td>773-539-2102</td>
<td>Insurance Agency</td>
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<td>Premier Printing &amp; Packaging</td>
<td>1881 Hicks Road #B</td>
<td>R.M.</td>
<td>Patrick Nuzzo</td>
<td>847-970-9434</td>
<td>Printing Brokers</td>
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<td>Illinois Institute of Foot and Ankle, P.C.</td>
<td>4215 Kirchoff Road</td>
<td>R.M.</td>
<td>Sujin Kim</td>
<td>312-266-3338</td>
<td>Medical Clinic</td>
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<td>Village Bank &amp; Trust</td>
<td>1635 Algonquin Road</td>
<td>R.M.</td>
<td>Malet Realty LTD/ Wendy Aguila – Branch Bank Manager</td>
<td>815-440-4848</td>
<td>Bank</td>
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<td>Icon Identity Solutions Inc.</td>
<td>1701 Golf Road Tower# 1 Suite #900</td>
<td>R.M.</td>
<td>John Callan</td>
<td>847-364-2250</td>
<td>Brand Implementatio n</td>
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<td>Fairy God Mother Home Organizing</td>
<td>4 Woodbine Road</td>
<td>R.M.</td>
<td>Sabina Masline</td>
<td>224-315-5509</td>
<td>Home Organizing Service</td>
<td>Yes</td>
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<tr>
<td>Pearson Industries Inc.</td>
<td>5420 Newport #55 &amp; 56</td>
<td>R.M.</td>
<td>Todd Pearson</td>
<td>847-963-9633</td>
<td>Distributer &amp; Assembler of Ventilators</td>
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3) 2018 Keep the Wreath Red Campaign

Chief Valentino: The Rolling Meadows Fire Department reminds you to keep your holiday safe and happy.

The Rolling Meadows Fire Department annually teams up with other fire departments from across the country in the “Keep the Wreath Red” program. This year the program will run in Rolling Meadows from November 30th through New Year’s Day – Monday, January 1st.

“Keep the Wreath Red” is a holiday fire safety program designed to increase fire safety awareness. The Rolling Meadows Fire Department will place an illuminated wreath with red bulbs in front of both fire stations. In the event that a fires origin was from a Christmas decoration, firefighters will replace one of the red bulbs with a white one. The goal is to keep the bulbs on the wreaths red.

We offer the following tips to help “Keep the Wreath Red”:

- Check all illuminated decorations to make sure they are in good condition. Light strands that have frayed or damaged wires should be replaced with newer UL listed labeled lights. Outside cords should be approved for exterior use and inside cords should not be placed under carpets or throw rugs.
- Keep live Christmas trees watered frequently. Be aware of your tree’s life and when it becomes brittle, discontinue using the lights. Always turn off the lights when leaving your home.
• Your Fire Department discourages the use of traditional open flame candles, however if you choose to use them assure they are safe, steady, and secured so that as they burn down will not set fire to nearby objects.

• As always, check your smoke detectors and make sure they are in good working order. If you did not change the batteries when you changed your clocks in October, change them now.

For these and other fire safety tips, go to the City website, hover over “Government” at the top of the page, then to the Departments drop down and click on Fire Department.

Your Fire Department wishes you all a fire safe holiday season.

4) Staff Traffic Advisory Report – November 2017

Mr. Vogt: The monthly meeting of the Traffic Review Committee was held on Wednesday November 8, 2017.

The following information is provided to the Mayor and City Council to summarize the meeting discussion items:

1. Vermont/Euclid Crosswalk Signage
   No new correspondence has taken place with Cook County Highway Department, however the proposed Hicks/Euclid bikepath may address some of the intersection concerns.

2. DuPont/Plum Tree Lane Intersection 90° Curve
   Yellow center line striping was installed recently. Police Chief requested a pavement edge line (white) be installed to better mark the intersection as a left-hand curve for westbound traffic and not a through street to the west, in addition to existing signage present. Public Works will schedule this striping.

3. East Frontage Road Parking Issues
   As reported earlier, removal of vegetation along the fence line has taken place. This week and next week, the entire street, from Algonquin Road to Kirchoff Road will receive new and larger “No Parking” signage, speed limit signage, etc. to meet existing regulations.

4. Old Plum Grove Road/Brockway Street Intersection
   Resident report of safety concern with school students crossing at unmarked pedestrian crossing (morning period). Police Department will investigate.

Next meeting of the Traffic Review Committee is scheduled for Wednesday December 6, 2017, at 2:30 p.m.
5) Downtown Holiday Celebration

Ms. Ciezak: On Thursday, December 7\textsuperscript{th}, Rolling Meadows residents will be able to ring in the holidays with two downtown events in one evening!

At 6:00 pm, in front of the McDonald’s on Kirchoff Road, be a part of the downtown count-down to light up the holiday tree. The event will feature City officials, local music groups, goodies, give-aways and a special appearance by Santa Claus.

Immediately after, from 6:30 – 8:30 pm, you are invited to walk over to enjoy a complimentary spaghetti dinner at the fire station on Meadow Drive (while supplies last). Say "Hi" to your favorite fireman and look for Santa's elves and live reindeer on your way in!

We hope to see you there!

I did receive a last minute call today and Trinity Lutheran Church will be conducting a radio play as they did last year. We’re just not quite sure of the time yet, so check the City’s Face Book Page and I’m assuming Trinity’s website as well. Thank you.

Mayor Prejna: Thank you Ms. Ciezak.

**MATTERS NOT ON THE AGENDA:**

Mayor Prejna: Are there Matters Not on the Agenda this evening? Alderman Cannon

Alderman Cannon: Thank you Mr. Mayor. I was wondering in the light of the nice weather we’ve been having if the City should consider extending the leaf pickup for another week or two. I know on my own block there are still a couple trees that are still green, literally. I know in the past we’ve done it for one or two weeks. I can’t believe the dump is closed already and I know there’s a little bit of cost involved, but I was in a couple other suburbs today where there are tons of leaves all around so I don’t know if it’s possible. I’m just offering up a suggestion that we try to do that.

Mayor Prejna: Who wants to field that? Mr. Vogt

Mr. Vogt: The State regulations are December 1\textsuperscript{st} in terms of the landfills, but the landfills do stay open. We don’t have any control over that. Given the good weather if we don’t get snowfalls, we may be able to continue that. It’s not something we necessarily want to promote because as soon as we promote it we’ll have a snowfall or the landfills will close, but we have in years past when the weather is good allowed for collection of leaves and yardwaste and the like in the week following. We just do that as long as we can and as long as the landfills are open, but once they’re closed and we have no place to put it, then we have to stop and at that point we would notify and tag residents to take their materials in until spring.

Alderman Cannon: Thank you for the explanation.

Mayor Prejna: Any other items not on the Agenda? Do we have a motion to adjourn? Alderman Cannon has made the motion and it has been seconded. All in favor? Opposed? The ayes have it and we are adjourned.
ADJOURNMENT:

There being no further business, by unanimous consent the meeting adjourned.

City Council meeting of November 28, 2017 adjourned at 8:20 p.m.

Respectfully submitted by: Ginny Cotugno, Deputy City Clerk


___________________________________________
Ginny Cotugno, Deputy City Clerk
COUNCIL ACTION SUMMARY – December 5, 2017

Consent Agenda: Pending (2nd Reading)

A) An Ordinance Granting Final Approval of a Special Use for the Re-Development of Property Located at 2765 Algonquin Road for Fuller’s Car Wash

Attachments:
- Proposed Ordinance
- Planning and Zoning Commission Summary and Staff Packet dated November 7, 2017
- Application Packet
- Planning and Zoning Commission Meeting Minutes – UNAPPROVED – November 7, 2017

Background: This petitioner has previously appeared before the Planning and Zoning Commission, as well as the City Council. After approval of Ordinance 17-25 on August 8, 2017, it was brought to staff’s attention that the notification procedure was not completed correctly and adjacent property owners were not properly notified of the original public hearing. After meeting with a neighboring owner, the City attorney recommended re-hearing the petition, and ensuring that proper notification was performed.

The petitioners were contacted regarding the necessity of rehearing the petition, as well as the concerns of neighboring property owners. Two major changes were made to the submittals in response. The first is that, per IDOT requirements, the access driveway onto Algonquin Road has been allowed right and left turns coming onto the site, but right turns only going onto Algonquin Road. The petitioner has updated their proposed site plan reflecting this. (Note that this driveway is of shared use, per recorded easement, between this property owner and the neighboring property to the west.)

The other major change the petitioner has submitted is moving the proposed car wash escape lane on the west side of the property three feet further into the interior of the property, making the distance of the escape lane from the property line eight feet. The additional space is now proposed to have additional landscaping as screening between the subject property and the office building next door.

The neighbors (two-story office building to the west) had additional concerns regarding noise, safety, and traffic movement through the parking lot of the office building to Keystone Court. The petitioner stated at the Planning and Zoning Commission meeting that he had read decibel levels outside an existing Fuller’s Car Wash, and at their loudest did not exceed 69.5 decibels, generally centering around 60, which is, by comparison, the same level as an air conditioner’s compressor.

The petitioner has also agreed to install additional signage to prevent car wash patrons from driving through the neighboring office building lot to Keystone Court.
The neighboring office building also requested that the proposed building be moved 10 to 20 feet towards Meadowbrook Drive. The petitioner stated that this is not viable, as they have already agreed to dedicate 15 feet to the City for future expansion of Meadowbrook Drive.

One of the residents of Elizabeth Place spoke, with concerns about noise and traffic.

At its meeting held on Tuesday, November 7, 2017, the Planning and Zoning Commission voted 7-0 (with two absent) approve the rehearing on the Special Use.

**Previous Council Action:**
- Second reading and final approval of Ordinance 17-25 on August 8, 2017.
- 1st Reading – November 28, 2017

**Recommendation:** Adopt ordinance as presented.
AN ORDINANCE GRANTING A SPECIAL USE TO ALLOW AN AUTOMATIC CAR WASH TO BE LOCATED AT 2765 ALGONQUIN ROAD (PROPOSED FULLER’S CAR WASH)

WHEREAS, on November 7, 2017, the Planning and Zoning Commission conducted a public hearing on the Petition of Fuller’s Car Wash (“Petitioner”) for the purpose of rehearing a petition for a Special Use to allow for the construction and the operation of an automatic car wash, with outdoor vacuum units, within the existing C-2 General Commercial Service District, for the property commonly known as 2765 Algonquin Road, Rolling Meadows, Illinois (“Premises”); and

WHEREAS, the Planning and Zoning Commission conducted a public hearing on the Special Use after notice of public hearing as required by law; and

WHEREAS, the Planning and Zoning Commission has submitted its report and recommendation to grant the Special Use to the Mayor and City Council of the City of Rolling Meadows, which report has been considered by the Mayor and City Council; and

WHEREAS, the City Council having received the minutes, recommendation and findings of fact of the Planning and Zoning Commission; and

WHEREAS, the City Council finds that the evidence is such as to establish the following beyond a reasonable doubt:

That the proposed use at this particular location is desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or the community; and

That such use will not, under the circumstances of the particular case, be detrimental to the health, safety, morals or general welfare of persons residing or
working in the vicinity, or injurious to property values or improvements in the vicinity; and

That the proposed use will comply with the regulations and the conditions specified in the City’s Comprehensive Zoning Code for such use and with the stipulations and conditions made a part of the authorization granted by the City Council; and

WHEREAS, the City Council, has determined that the proposed Special Use will not impair an adequate supply of light and air to adjacent property or unreasonably increase the congestion in public streets or increase the danger of fire or endanger the public safety or unreasonably diminish or impair established property within the surrounding area, or in any other respect impair the public health, safety, comfort, or welfare of the inhabitants of the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Rolling Meadows, Illinois:

SECTION ONE: Petitioner is granted a Special Use to permit an automatic car wash with twelve (12) outside vacuum units at the property commonly known at 2765 Algonquin Road, Rolling Meadows, Illinois pursuant to Section 122-193(b)(16)a of the Comprehensive Zoning Code and per previously approved Ordinance 17-25.

SECTION TWO: The approval of the special use herein granted is subject to the following conditions:

A. All conditions approved by City Council on August 8, 2017 remain in effect (see attached ordinance 17-25, with one exception – see condition B).
B. No left turn movements are to be allowed from the site onto Algonquin Road, per IDOT requirements.

C. Petitioner is to add additional landscaping as screening between the proposed escape lane and the property line.

D. Petitioner is to add a “No left turn” sign and a “Do not enter” sign to the site plan to restrict vehicles from entering the adjacent office building parking lot directly from the car wash site.

E. Site plan dated 10/25/2017 is being considered for Planning and Zoning Commission approval at this time.

SECTION THREE: This Ordinance shall be in full force and effect from and after its date of passage and approval as required by law.

SECTION FOUR: This Ordinance shall be printed and published in pamphlet form by order of the City Council of Rolling Meadow, Illinois.

YEAS:

NAYS:

ABSENT:

Passed and Approved this 5th day of December 2017.

___________________________________
Len Prejna, Mayor

ATTEST:

__________________________________
Ginny Cotugno, Deputy City Clerk

Published this 6th day of December 2017.

__________________________________
Ginny Cotugno, Deputy City Clerk
DATE: October 30, 2017

MEETING DATE: November 7, 2017

SUBJECT: Rehearing of the request for Approval of Special Use for the redevelopment of property located at 2765 Algonquin Road for proposed Fuller’s Car Wash, C-2 General Commercial Service District, Larry Fuller, Contract Purchaser, and Christian Kalischefski, Corporate Design and Development Group, Petitioner

PUBLIC HEARING: [X] Yes [ ] No

RELATED CODE SECTIONS: Sec. 122-193 (16) Special Uses C-2 a. Drive-in businesses
Sec. 122-192 (1) Wall Signs and (2) Freestanding Signs

EXISTING ZONING: C-2 General Commercial Service District

COMPREHENSIVE PLAN: Commercial

BACKGROUND: This petitioner was before the Planning and Zoning Commission for this request on July 5, 2017. At that time, the Planning and Zoning Commission recommended approval of the Special Use and sign appeal. On August 8, 2017, the City Council passed Ordinance 17-25 approving the Special Use and sign appeal.

Recently, staff has been contacted by a neighboring property owner, who stated that he was not notified of the public hearing. Upon investigation, staff found that several of the notifications had been misaddressed, and some nearby property owners had not been notified of the public hearing as required. The City Attorney recommended rehearing the request to ensure everyone who may not have been notified could be notified, and had the opportunity to have the Commission hear their concerns.

STAFF COMMENTS:

Highlights: The petitioner is requesting a drive-through business, specifically a car wash. This is a Special Use in a C-2 district. The car wash will operate Monday through Sunday from 7:00 am-9:00 pm. The petitioner is also requesting, as an ancillary use, 12 outdoor vacuum bays for patrons of the car wash to use. The request also encompasses some signage around the site.

Sound levels: One concern of an adjacent property that staff was made aware of is sound levels created by the car wash. The petitioner did a study on decibel levels on a car wash that has similar equipment. The car wash will project the highest decibel levels (83 db) straight out in front of the exit from the wash. The decibel level reaching the adjoining property should be roughly no higher than that of a household vacuum cleaner (73 db). The requested outdoor vacuums are located on the east side of the building, facing Meadowbrook Drive.

Site plan: Another concern of an adjacent property owner is that the proposed building is too close to the property line. The current site plan indicates that the building is approximately 20 feet from the lot line, with the proposed escape lane approximately 8 feet away, an increase of three feet from the previously approved site plan. Staff has no concern with the currently proposed location of the building.

Landscaping: Staff would recommend some additional decorative trees as screening on either side of the singular shade tree on the west side of the property. This was also a request of the adjacent property owner.
On site circulation: The adjacent property owner also requested that consideration be given to restricting car wash patrons from accessing (cutting through) the office building parking lot to access westbound Algonquin Road. “No left turn” signage has been requested to be added to the site plan; in addition, a “Do not enter” sign is being requested.

Of note if that, the initial action of the Planning and Zoning Commission was inclusive of a condition that prohibited left turns from the site onto Algonquin Road at certain hours of the day. The City Council removed this condition as an action at the time of the ordinance approval (August 8, 2017). Since that time, the petitioner has had the proposed site plan reviewed by the Illinois Department of Transportation (IDOT), and IDOT is requiring that all left turns from the site onto Algonquin Road be prohibited at all times of the day and night. The proposed driveway has been revised to show two (2) lanes of incoming traffic, and one (1) outbound lane (restricted to right turns only).

Recommendations:

1. All conditions approved by City Council on August 8, 2017 remain in effect (see attached ordinance 17-25, with one exception – see condition 2).
2. No left turn movements are to be allowed from the site onto Algonquin Road, per IDOT requirements.
3. Petitioner is to add additional landscaping as screening between the proposed escape lane and the property line.
4. Petitioner is to add a “No left turn” sign and a “Do not enter” sign to the site plan to restrict vehicles from entering the adjacent office building parking lot directly from the car wash site.
5. Site plan dated 10/25/2017 is being considered for Planning and Zoning Commission approval at this time.

Respectfully Submitted,

Fred Vogt
Public Works Director/Community Development

Pc: Christian Kalischefski, Corporate Design & Development Group

Attachments:
Application package
Legal Notice
Map of surrounding uses
Submittal package
Recommendation:

If the Planning and Zoning Commission approves the Special Use for Fuller’s Car Wash, the motion is:

1. Motion by: ________________________________

Approval of Special Use for the redevelopment of property located at 2765 Algonquin Road for Fuller’s Car Wash, C-2 General Commercial Service District, Christian Kalischefski, Corporate Design and Development Group, Petitioner

2. Second the Motion by: ________________________________

With the following additional conditions:

1. All conditions approved by City Council on August 8, 2017 remain in effect (see attached ordinance 17-25, with one exception – see condition 2).
2. No left turn movements are to be allowed from the site onto Algonquin Road, per IDOT requirements.
3. Petitioner is to add additional landscaping as screening between the proposed escape lane and the property line.
4. Petitioner is to add a “No left turn” sign and a “Do not enter” sign to the site plan to restrict vehicles from entering the adjacent office building parking lot directly from the car wash site.
5. Site plan dated 10/25/2017 is being considered for Planning and Zoning Commission approval at this time.

3. Discussion of the Motion by Commission Members
   Commission members may discuss and ask questions during this time.
   Must be recognized by the Chairman one at a time.

   Additional Conditions/Amendments:
   • ________________________________________________
   • ________________________________________________
   • ________________________________________________
   • ________________________________________________

4. Roll Call Vote of the Motion stating position/reasons:

   Commissioner Bisesi:
   Commissioner Fink:
   Commissioner Lynch:
   Commissioner O’Brien:
   Commissioner Patterson:
   Commissioner Rataczyn:
   Commissioner Rybarczyk:
   Commissioner Stefaniuk:
   Chairman Whitney:

5. The Recommendation of the Planning and Zoning Commission will be forwarded to the City Council and heard at its meeting on: ________________________________
APPLICATION TO APPEAR BEFORE THE
CITY OF ROLLING MEADOWS PLAN COMMISSION
FOR SPECIAL USE

Property's Commonly Known Address: 2765 w. Algonquin Rd.
08-08-301-044
08-08-301-405
Real Estate Tax Number: 08-08-301-069

Owner/Developer's Name: Larry Fuller (Contract Purchaser)

Petitioner's Name: Christian Kalischefski (please print)

Petitioner's Signature: (please print)

Petitioner's Address: Corporate Design + Development Group
2675 Pratum Ave.

Hoffman Estates IL 60192
City: State: Zip:

Phone: 224-293-6960 Fax: 224-293-6966 Email: chriskalischefski@cdg-llc.com

Interest of Petitioner: (check one)

☑ Owner ☐ Lessee(s) ☐ Contract Purchaser ☐ Agent

Note: If you are not the owner, you must supply the owner's written authorization.

Description of Special Use Request:
Erect & operate enclosed automatic car wash

with (12) outdoor vacuum stations

Jim Ivanic
Contact Person: (please print)

Corporate Design + Development Group, LLC

Contact Person’s Address: 2675 Pratum Ave.

Hoffman Estates IL 60192
City: State: Zip:

Phone: 224-293-6962 Fax: 224-293-6966 Email: jamesivanic@cdg-llc.com
Planning and Zoning Commission Memorandum

Date: October 18, 2017

To: Christian Kalischefski & Jim Ivanic, Corporate Design & Development Group

From: Fred Vogt, Public Works Director

Subject: 2765 Algonquin Road – Fuller’s Car Wash
Special Use Plan Review Comments by Public Works Department/Community Development Division

CC:

The following are staff plan comments of site plans submitted 10/17/17:

1. An additional “No Left Turn” sign is needed to be provided at the driveway on Algonquin Road at the nose of the curb return. This is to restrict turns into the adjacent office building parking lot.

2. A stop sign is needed to be provided at the driveway on Meadowbrook Drive.

3. The site plan submitted shows the “escape lane” drive to be located 8 feet from the west property line, and the proposed building would be 20 feet from the west property line. Are these the same dimensions that were approved on the previous plan submittal in June, 2017? Based on staff request to investigate the potential to shift the proposed building farther to the east, please provide explanation/justification for not being able to shift the building any more than the 20 feet shown.

4. The decibel (db) levels that are portrayed within the site plan submittal are 60 db, 70 db, and 80 db. Can a common comparable example be provided for each level (i.e. house fan blowing in a room, hair dryer, generator, train, jet airplane, etc.) as illustrations?

5. Asphalt overlay of existing pavement, where utilized by the neighboring office building to the west and within the Fuller property, is required.

6. Staff recommends two ornamental trees be added to the landscape plan on either side of the single “shade tree” shown along the north property line near the southeast corner of the neighboring office building.
October 26, 2017

Attn: Mr. Fred Vogt
Public Works Director
Community Development
City of Rolling Meadows
3600 Kirchoff Road
Rolling Meadows, IL 60008

RE: Special Use Plan Review Comments – Rolling Meadows, IL

To Mr. Vogt:

Please find below the response to the Planning and Zoning Commission Memorandum dated October 18, 2017.

1. An additional “No Left Turn” sign is needed to be provided at the driveway on Algonquin Road at the nose of the curb return. This is to restrict turns into the adjacent office building parking lot.

   Response: An additional “No Left Turn” sign has been added at the nose of the curb return of the driveway on Algonquin Road, please see revision 1, Site Plan, sheet A001.

2. A stop sign is needed to be provided at the driveway on Meadowbrook Drive.

   Response: A stop sign has been located at the driveway on Meadowbrook Drive, please see revision 1, Site Plan, sheet A001.

3. The site plan submitted shows the “escape lane” drive to be located 8 feet from the west property line, and the proposed building would be 20 feet from the west property line. Are these the same dimensions that were approved on the previous plan submittal in June, 2017? Based on staff request to investigate the potential to shift the proposed building farther to the east, please provide explanation/justification for not being able to shift the building any more than the 20 feet shown.

   Response: The site plan submitted on October 17, 2017 showed the western curb of the “escape lane” at 8'-0", an increase of 3'-0", from the site plan submitted in June, 2017. This increase was accomplished by making the “escape lane” and the concrete walk west of the car wash building narrower. The 8'-0" landscape area allowed for the planting of 32 Skyrocket Junipers, 8' tall and 27 Northwind Switch Grass to form a
Special Use Plan Review Comments
Fullers Car Wash, Rolling Meadows, IL
Page 2

"living" screen, please see revision 1, Landscape Plan, sheet L101.

The car wash building has not been shifted farther to the east, as this would have an adverse effect on the traffic flow, being that the distance form the end of the vacuum stall and the western curb of the new 15'-0" R.O.W. dedication is only 40'-10 ¼".

4. The decibel (db) levels that are portrayed within the site plan submittal are 60 db, 70 db, and 80 db. Can a common comparable example be provided for each level (i.e. house fan blowing in a room, hair dryer, generator, train, jet airplane, etc.) as illustrations?

Response: The db Level Plan has been revised, the 60 db, 70 db, 80 db levels are comparable examples shown in a separate chart. In addition, new noise levels were obtained at the Fullers Car Wash in Montgomery, IL, a car wash using similar wash equipment as that which will be utilized in Rolling Meadows.

5. Asphalt overlay of existing pavement, where utilized by the neighboring office building to the west and within the Fuller property, is required.

Response: The existing pavement that is utilized by the building to the west and that is part of the Fuller property will get an asphalt overlay. The car wash property will receive new asphalt pavement.

6. Staff recommends two ornamental trees be added to the landscape plan on either side of the single "shade tree" shown along the north property line near the southeast corner of the neighboring office building.

Response: Two Rainbow Pillar Serviceberry have been located to either side of the Bald Cypress near the southeast corner of the neighboring office building, please see revision 1, Landscape Plan, sheet L101.

Please contact our office if we can be of further assistance.

CORPORATE DESIGN + DEVELOPMENT GROUP, LLC

Christian Kalischefski
President
<table>
<thead>
<tr>
<th>LOCATION PLAN</th>
<th>DRAWINGS</th>
<th>SCOPE OF WORK</th>
</tr>
</thead>
<tbody>
<tr>
<td>31st Avenue</td>
<td>2765 Algonquin Road</td>
<td>New Tunnel Car Wash</td>
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<tr>
<td>Rolling Meadows, IL</td>
<td>ISSUED FOR SPECIAL USE: 10/16/2017</td>
<td></td>
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</table>

**FULLER'S CAR WASH**

2765 ALGONQUIN ROAD
ROLLING MEADOWS, IL
New Tunnel Car Wash

ISSUED FOR SPECIAL USE: 10/16/2017
Proposed Use - Car Wash at 2765 Algonquin Road, Rolling Meadows, IL

The proposed car wash will be a fully automatic car wash in which the driver stays in their vehicle throughout the wash/dry cycle. The entire wash/dry cycle takes place inside of the car wash building.

The wash process starts with the driver paying for their wash at the Pay Canopy. The cars are sequenced through the gates in the order that they paid, so the wash matches the wash that was paid for. There will be an employee at the entrance to guide the cars onto the wash conveyor. The car is now pulled through the wash bay by the wash equipment; the driver sits in the car, but does not propel it. The car wash/dry cycle can range from 1 minute to 2 ½ minutes. The car exits the building dry and can now either go around to vacuum their car (for free) or exit the site.

Typically, there will be two employees on the site, the employee guiding drivers onto the conveyor and another employee in the office. The operating hours will be 7:00 a.m. to 9:00 p.m., 7 days a week.
2. Rehearing of Special Use for a car wash and outdoor vacuums for Fuller’s Car Wash at 2765 Algonquin Road, C-2, Christian Kalischefski, Corporate Design & Development, Petitioner

Chairman Bisesi asked if the file was in order.

Mr. Vogt stated that the file was in order and was made part of the record.

Christian Kalischefski, Corporate Design and Development, 2675 Pratum Avenue, Hoffman Estates, IL was sworn in by Chairman Bisesi.

Mr. Kalischefski stated that this proposal had been before the Commission previously, but due to a labelling program error, not all parties that were required to be notified of the previous public hearing had been notified.

Mr. Kalischefski noted that there were two major changes that had been made to the proposal since the last time the petition had been in front of the Commission. The first was that the petitioner had made application for an Illinois Department of Transportation (IDOT) permit for full access, and the review had come back as requiring the access onto Algonquin to be right-in and left-in into the site, but right-out only onto Algonquin Road. The second major change was that the proposed escape lane had been moved in to eight feet from the property line, with additional landscaping being put in between the lane and the property line. There were some additional minor changes to the site plan, including a stop sign and signs to prohibit patrons from attempting to exit the site through the neighboring office building’s lot.

QUESTIONS AND COMMENTS FROM THE BOARD:
Chairman Bisesi opened the meeting to commissioners’ questions and comments.

The Commissioners commented that they liked the requested changes and thought it improved the flow.

QUESTIONS AND COMMENTS FROM THE AUDIENCE:
Chairman Bisesi opened the meeting for comments from the public.

Ricky Ament, 157 North Brockway Street, Palatine, IL was sworn in by Chairman Bisesi. Mr. Ament stated that he was an attorney representing the neighboring office building to the west. He noted that there were some inaccuracies in the minutes from the previous public hearing on this item, including that the office building was two stories high, not one, and that there was a recorded easement dating to 1969 allowing the office building users to access the subject property’s driveway onto Algonquin Road. He then noted that he did not believe the decibel levels had been addressed at the previous public hearing, and noise was a concern for his client. He stated that his client believed the proposed building was too close, and requested it be moved 10-20 feet farther away from the property line. He noted that there was also a concern about patrons of the car wash driving through their lot to access Algonquin Road from Keystone Court – he did not believe the secondary exit onto Meadowbrook Drive would be sufficient for patrons to exit and the proposed sign was not sufficient deterrent.
Tony Lombardo, PSI Properties was sworn in by Chairman Bisesi. He requested to play a recording of a car wash noise level. It was determined that the car wash was not a Fuller’s Car Wash. The Commission determined it was not relevant to the case at hand.

Evelyn Major was sworn in by Chairman Bisesi. She stated that she was against the proposal. There are 180 units in Elizabeth Place, where she lives, and the car wash is too close. Their main concern is safety. Existing conditions make it difficult for residents to turn onto Meadowbrook Drive, or into the subdivision from Meadowbrook Drive. She also expressed concern that the proposed car wash would be too loud to be that close to residences. Finally, she stated that traffic on Algonquin Road was terrible, and she believed the proposed car wash would make it worse.

With there being no further public comment, the public hearing was closed.

ADDITIONAL QUESTIONS AND COMMENTS FROM THE BOARD:

Chairman Bisesi opened the meeting to additional questions and comments from the commissioners.

Mr. Kalischefski stated that Fuller’s has many car washes in the area, and they work to be proactive in community development. He stated that the proposal would be a first class car wash. He stated the building would be full masonry with precast concrete deck panels and speed doors at both the entrance and the exit for the wash. He stated that the car wash would use the latest equipment and sound would be controlled. He mentioned that he had been at a Fuller’s recently at 7:00 pm, after rush hour, and taken a decibel measurement at the street. The highest reading he got was 69.5 decibels, with 58-64 being the average range. He addressed decibel levels that had been provided with the Planning and Zoning Commission packets. Architectural graphics standards state the 70 decibels is high – heavy urban traffic like that on Algonquin Road, and 60 is moderate, comparable with an air conditioner’s compressor from 15 feet away. He added that this car wash would be an improvement to the lot, replacing the crumbling building with a new one. They more than meet the side-yard setback requirements, and landscaping had been increased per staff recommendation. He stated that the building could not be moved farther east, as 15 feet along the east property line had been dedicated to the City for future expansion of Meadowbrook Drive, which would help circulation. He concluded by saying that IDOT had issued them a permit for their site plan as currently proposed. They would also fix the existing lot, overlaying it with new asphalt.

Mr. Whitney asked if the petitioner intended to honor the easement with the neighbor. Mr. Kalischefski replied that they would honor it, and were vacating an existing easement that allowed them access to Keystone Court through the neighboring property.

Mr. Rataiczky asked if there was any rezoning for this application. Mr. Vogt replied that it was a Special Use request only.

Mr. Rataiczky asked if the petitioner was in contact with the neighbors, and if a fence had been considered between the two properties.

Larry Fuller, 15610 South Harlem Ave., Orland Park, IL was sworn in by Chairman Bisesi. Mr. Fuller stated that noise should not be an issue, and with the increased landscaping, a fence was not a viable
option. Mr. Kalischefski added that the front of the neighboring building was located to the south of the proposed car wash exit, so noise should be minimal.

**Mr. Patterson** asked if the rear of the building would be solid. Mr. Kalischefski replied that it would. He added that there was a heat chamber with the drying fans, with approximately 10 feet before the exit. Mr. Patterson pointed out that sound levels decrease with increased distance. It would not be a silent use, but noise should not be a concern for any of the neighbors.

**Mr. O’Brien** asked where the easement is located. It was stated that the easement was for the access onto Algonquin Road. The current configuration allowed full access, including a left turn onto Algonquin Road. The constraint on turning was IDOT’s requirement, but staff would not oppose full access should the neighboring property appeal to IDOT and have that condition removed.

**Mr. Rataiczzyk** asked what the hours of operation would be. Mr. Fuller noted that the car wash would operate from 7:00 am-9:00 pm, seven days per week. Mr. Lynch noted that the signs would be turned off at 11:00 pm.

**Mr. Kalischefski** added that IDOT requirements prohibited full access driveways within 500 feet of each other. The proposed car wash was 180 feet from Meadowbrook Drive. Any new business would require an IDOT review, and they would likely restrict the curb cut.

**Ms. Major** stated that the vacuums and car wash would be too loud to be near the residences, based on her previous experiences with other Fuller’s Car Washes. Mr. Fuller stated that these vacuums would be enclosed by the building – they would not be outside to disturb the neighbors. Ms. Major stated that the noise would be most prevalent during nicer days when windows were open. She reiterated that safety is the main concern, and that there is a car wash within a mile of this proposed car wash. Mr. Kalischefski stated that Algonquin Road has the traffic count to warrant both of the car washes.
Mr. Lynch moved to approve a Special Use for the redevelopment of property located at 2765 Algonquin Road for Fuller’s Car Wash, C-2 General Commercial Service District, Christian Kalischefski, Corporate Design and Development Group, Petitioner

With the following additional conditions:
1. All conditions approved by City Council on August 8, 2017 remain in effect (see attached ordinance 17-25, with one exception – see condition 2).
2. No left turn movements are to be allowed from the site onto Algonquin Road, per IDOT requirements.
3. Petitioner is to add additional landscaping as screening between the proposed escape lane and the property line.
4. Petitioner is to add a “No left turn” sign and a “Do not enter” sign to the site plan to restrict vehicles from entering the adjacent office building parking lot directly from the car wash site.
5. Site plan dated 10/25/2017 is being considered for Planning and Zoning Commission approval at this time.

Motion was seconded by Mr. O’Brien.

Roll Call:
Mr. Whitney: Yes – The proposal has been vetted before, and noise has been eliminated as much as possible. With regard to safety, any new business will generate additional traffic; this one, perhaps not as much as others.
Mr. Patterson: Yes – Most customers are already on Algonquin Road so this proposal should not generate much additional traffic. The noise concerns are not insurmountable.
Mr. Rataiczky: Yes – The development is in a C-2 property located unfortunately close to residential uses, but concerns have been addressed as much as possible.
Mr. Fink: Yes – The building has done what it can for sound concerns.
Mr. Lynch: Yes – All questions have been answered, and while the neighbors’ concerns can be appreciated, this development is applicable to the area.
Mr. O’Brien: Yes – The Commission spoke at length about sound and safety at the previous public hearing. The current proposal is a great improvement, and Fuller’s seems amenable to addressing any concerns that arise.
Chairman Bisesi: Yes – Agrees with previously stated reasoning by other Commissioners.

Yeas – (7) – Bisesi, Fink, Lynch, O’Brien, Patterson, Rataiczky, Whitney
Nays – (0) – NONE
Absent – (2) – Rybarczyk, Stefaniuk
Abstain – (0) – NONE

MOTION APPROVED

Chairman Bisesi stated that, with the vote 7-0-2, the item would go before the City Council with a positive recommendation from the Planning and Zoning Commission, tentatively on November 28, 2017 for the first reading of the ordinance.
B) An Ordinance Granting Variances to Size, Number, and Location of Parking Spaces at 3405 Algonquin Road

Attachments:
- Proposed Ordinance
- Planning and Zoning Commission Summary and Staff Packet dated November 7, 2017
- Application Packet
- Planning and Zoning Commission Meeting Minutes – UNAPPROVED – November 7, 2017

Background: This petitioner has appeared before the Planning and Zoning Commission and City Council previously for a text amendment to allow assisted living establishments as a Special Use in a T-1 District, a Special Use for an assisted living establishment, and sign appeal for the property at 3405-3477 Algonquin Road. The petitioner is now seeking specific approval for the parking plan associated with the development so that they move forward with their lender and the permitting process.

The Holiday Inn Hotel (3405 Algonquin Rd) is being proposed to be divided into 2 distinctive business uses. The existing 9 story hotel building would be transformed into an Aloft Hotel brand (Marriott Corporation), and the existing 1-2 story hotel, banquet rooms etc. building will be reduced in square footage (partial demolition) and converted into a Tapestry assisted living facility brand (address to be determined). The Holiday Inn Express (3477 Algonquin Rd) is proposed to remain as is but with building renovations and upgrades.

It is proposed that the three businesses (Aloft Hotel, Tapestry assisted living, and Holiday Express) be made part of a condominium association. The parking spaces would be a common element for the entire association.

Considerable discussion took place at the Planning and Zoning Commission meeting in regard to traffic circulation on the site and the adequacy of the number parking spaces on the site. The site, as a whole, and as proposed, meets the requirement of 376 required parking spaces; however, 100 of the 376 available parking spaces are under a shared agreement with the adjacent office building located immediately south of the proposed Aloft Hotel and immediately east of the existing Holiday Inn Express hotel. This agreement has been in place since the late 1960’s.

Staff has previously requested that the petitioner seek off-site parking agreements with neighboring properties to the south and west of the subject site. The petitioner, City staff, and the director of the Chamber of Commerce have made contact with neighboring owners. It is our understanding that the petitioner is attempting to negotiate an agreement which does not incur cost to the petitioner.
The petitioner has provided two versions of the parking plan. The two plans are nearly identical – the only difference between them is the removal of landscaping behind the proposed Tapestry and addition of additional 25 parking spaces in that located on the plan dated 10/25/2017. The plan dated 10/25/2017 is presented by the petitioner as their preferred plan to be approved, as they indicated that their lender has already signed off on it. Petitioner has indicated a willingness to put the landscaping back into the plan in the event that an off-site parking arrangement is reached.

Staff points out, with emphasis, that the securing of off-site parking (at least 25 spaces) is preferred (10/8/2017 site plan) over the 10/25/2017 site plan that removes a considerable amount of site landscaping behind the proposed Tapestry facility. It is not unreasonable for an adjacent property owner to offer shared parking in return for payment of parking lot maintenance costs, a portion of property tax payments, etc.

At its meeting held on Tuesday, November 7, 2017, the Planning and Zoning Commission voted 7-0 (with 2 absent) to approve the proposed variance for the number, size, and location of parking spaces for the property located at 3405 Algonquin Road, in the T-1 Office, Institutional, and Research zoning district.

**Previous Council Action:**
- 8/15/17 Committee-of-the-Whole presentation was made on the Holiday Inn site redevelopment proposal.
- 9/26/2017 First reading of Ordinance 17-32 for the approval of the text amendment, special use, and sign appeal
- 10/24/2017 Second reading and approval of Ordinance 17-32
- 11/28/17 – 1st Reading

**Recommendations:** Adopt ordinance as presented.
AN ORDINANCE GRANTING A VARIANCE FOR THE NUMBER, SIZE, AND LOCATION OF PARKING SPACES FOR PROPERTY LOCATED AT 3405 ALGONQUIN ROAD, T-1 OFFICE, INSTITUTIONAL, AND RESEARCH ZONING DISTRICT

WHEREAS, on November 7, 2017, the Planning and Zoning Commission conducted a public hearing on the Petition of Mr. Sanjeev Patel, Rolling Meadows Properties, LLC (“Petitioner”) for the purpose of considering the granting of a Variance for the number, size, and location of parking spaces for the property commonly known as 3405 Algonquin Road, Rolling Meadows, Illinois mailing address (“Premises”); and

WHEREAS, the Planning and Zoning Commission conducted a public hearing on the variance after notice of public hearing as required by law; and

WHEREAS, the Planning and Zoning Commission has submitted its report to the Mayor and City Council of the City of Rolling Meadows, which report has been considered by the Mayor and City Council; and

WHEREAS, the City Council having received the minutes, recommendation and findings of fact of the Planning and Zoning Commission; and

WHEREAS, the City Council, has determined that the proposed variance will not impair an adequate supply of light and air to adjacent property or unreasonably increase the congestion in public streets or increase the danger of fire or endanger the public safety or unreasonably diminish or impair established property within the surrounding area, or in any other respect impair the public health, safety, comfort, or welfare of the inhabitants of the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Rolling Meadows, Illinois:
SECTION ONE: Petitioner is granted a variance to requirements for number, size, and location of parking spaces at the property commonly known at 3405 Algonquin Road, Rolling Meadows, Illinois pursuant to Section 18-245 of the City of Rolling Meadows Code of Ordinances.

SECTION TWO: The approval of the variance herein granted is subject to the following:

A. Site is to be developed in substantial conformance with the site plan dated 10/8/2017, or as modified by the site plan dated 10/25/2017.

B. All parking spaces designated to be used by patrons are to be nine feet (9’) in width.

C. Petitioner is to continue to pursue agreements for shared parking with adjacent property owners, and provide the City with verification and documentation when obtained. The Petitioner’s satisfaction of this condition shall be subject to the approval of the City Manager, Public Works Director and City Attorney. The Petitioner’s inability to obtain off-site parking for 25 parking spaces at no cost or maintenance responsibility to the Petitioner shall not be deemed to satisfy this condition of the city’s approval.

D. The petitioner shall submit, with application for building permits for the Tapestry, an alternate on-site parking plan to provide an additional 25-50 parking spaces as proposed by the site plan dated 10/25/2017, presumably to the south of the Tapestry facility, in the event that off-site parking agreements are not secured.

SECTION THREE: This Ordinance shall be in full force and effect from and after its date of passage and approval as required by law.
SECTION FOUR: This Ordinance shall be printed and published in pamphlet form by order of the City Council of Rolling Meadow, Illinois.

YEAS:

NAYS:

ABSENT:

Passed and Approved this 5th day of December 2017.

___________________________________
Len Prejna, Mayor

ATTEST:

______________________________
Ginny Cotugno, Deputy City Clerk

Published this 6th day of December 2017.

______________________________
Ginny Cotugno, Deputy City Clerk
PLANNING AND ZONING COMMISSION SUMMARY

DATE: October 30, 2017

MEETING DATE: November 7, 2017

SUBJECT: Request for Variance to requirements for size, location and number of parking spaces for property located at 3405 Algonquin Road, T-1 Transitional District, Sam Patel of Rolling Meadows Properties, LLC, Petitioner

PUBLIC HEARING: [X] Yes [ ] No

RELATED CODE SECTIONS: Sec. 18-245(3) Parking lot design
Sec. 122-156(p) Off-street parking and loading

EXISTING ZONING: T-1 Office, Institutional, and Research District

COMPREHENSIVE PLAN: Office, Institutional, and Research

BACKGROUND: The subject property at 3477 Algonquin Road (5 story Holiday Inn Express), 3447 Algonquin Road (1-2 story Holiday Inn with banquet rooms, etc.) and 3405 Algonquin Road (9 story Holiday Inn) is being proposed for partial redevelopment and partial hotel re-branding.

Historically, the Holiday Inn hotel in Rolling Meadows initially opened in 1966, and experienced several additions and renovations during the 1970’s, 1980’s, and early 2000’s, most recently with the conversion of the rear site portion of the Holiday Inn becoming a Holiday Inn Express.

The entire site is currently zoned T-1 Office, Institutional, and Research Zoning District.

The petitioner came before the Planning and Zoning Commission on September 5, 2017 for a text amendment, special use and sign appeal. The City Council approved all three requests at its October 24, 2017 meeting. The ordinance language was contingent on City Council approval of an overall parking plan. The petitioner is returning to the Planning and Zoning Commission for variances on the number of parking spaces on site, the size of the parking spaces on site, and the location of some of the parking spaces on site.

Parking: Existing conditions and requirements for the two hotel operations have a net on-site deficiency of approximately 100 parking spaces. This situation is mitigated by a long-standing (since the 1960’s-1970’s) shared parking agreement between Holiday Inn and the office building on Tollview Drive to the immediate south for 100 spaces, utilized by the office building Monday through Friday from 9:00 am to 5:30 pm, and utilized by Holiday Inn at all other times. (The office building has the unlimited right to use the Holiday Inn parking lot during the day-time hours.)

The proposed site plan, as proposed to be redeveloped, causes for the loss of a significant number of parking spaces around the south and west sides of the proposed assisted living establishment, in order to provide pedestrian walkways there without conflicts by vehicles. However, the assisted living establishment requires only 71 parking spaces for the 142 bed facility.

The re-developed facilities require approximately 376 parking spaces; only 276 onsite spaces are proposed to be provided, along with the 100 shared parking spaces. As initially submitted October 8, 2017, the parking spaces are not always located where the need is; for example, 135 parking spaces are required for the Holiday Inn Express, but only 78 spaces are to be provided adjacent to the building. All other patrons need to search for parking elsewhere on the site. Aloft Hotel, as proposed, requires 170 parking spaces, yet only 40 are immediately in front of the hotel. Another 52 may
be available in front of the Tapestry assisted living establishment, while the 100 shared parking spaces are available in the evenings only behind the hotel. Patron access from the rear of the hotel is essential, along with signage for parking.

For these reasons, the ability to gain access and use to additional after-hours office building parking, to the south and/or west on adjacent properties, has been strongly encouraged. Unsigned designation for employee parking should also be implemented in the less desirable parking areas. The possible reduction of landscaped areas on the site, should additional parking on the site be found later to be necessary, should any be considered as an option of last resort.

On October 5, 2017, the petitioner met with adjoining property owners and managers regarding the possibility of sharing parking. One property expressed interest in such an arrangement. Since that meeting, a second property owner has indicated to City staff a willingness to consider a shared parking arrangement.

No other comments have been received from adjacent property owners that were notified of the matter.

The updated/revised site plan, dated October 25, 2017, indicates the addition of 25 parking spaces (for compact vehicles) along the south side of the proposed Tapestry Assisted Living Establishment. This plan would be acceptable as it revises the total parking space count to 401; however, staff takes the position that this plan should be considered as “Plan B”, and utilized only in the event that no agreements can be reached with adjoining property owners to the west for a shared parking arrangement.

Should such an agreement be reachable for off-site parking of at least 25-50 vehicles, the site plan dated October 8, 2017 should be utilized (specific to the area to the south of the proposed Tapestry Assisted Living Establishment – landscaping and walkway instead of 25 parking spaces); this is considered to be “Plan A” and the preferred site plan for approval by the City.

STAFF COMMENTS:
The petitioner is requesting a variance with respect to the width of the parking spots in front of Aloft Hotel. It is staff’s position that any parking designated for hotel patron use should meet the code requirement of nine feet in width. Parking designated for employees could be considered for a variance of 8.5 feet in width. Staff has no issue considering the variance for the depth of the spaces.

The variance with regard to the number of parking stalls provided can be considered, providing the petitioner continues to pursue shared parking arrangements with neighboring property owners. There are some additional site concerns that staff has raised, in regard to the existing condition of portions of the parking lot, and the driveway slope at the main entry from Algonquin Road.

Staff concurs with the petitioner’s response letter of 10/27/2017 in regard to additional signage requests not being essential, with the exception of staff point 9 (see staff memo dated October 20, 2017). There already exists on the shard parking site signage regarding towing of cars – this signage should be amended to incorporate the specific hours of the agreement that hotel patrons can park there, 5:30 pm-9:00 am.

Recommendations:
1. Site is to be developed in substantial conformance with the site plan dated 10/8/2017.
2. All parking spaces designated to be used by patrons are to be nine feet (9’) in width.
3. Petitioner is to continue to pursue agreements for shared parking with adjacent property owners, and provide the City with verification and documentation when obtained.
4. The petitioner shall submit, with application for building permits for the Tapestry, an alternate on-site parking plan to provide an additional 25-50 parking spaces, presumably to the south of the Tapestry facility, in the event that off-site parking agreements are not secured.

Respectfully Submitted,
Pc: Sanjeev Patel, Rolling Meadows Properties, LLC

Attachments:
Map identifying uses within 250’
Map indicating nearby zoning classifications
Legal Notice
Departmental responses
Application packet
RECOMMENDATION:

1. Motion by: ________________________________________________________________

Motion to recommend approval of:

1. Variance to requirements for size, location and number of parking spaces for property located at 3405 Algonquin Road, T-1 Transitional District, Sam Patel of Rolling Meadows Properties, LLC, Petitioner

With the following conditions: (please state for record)

1. Site is to be developed in substantial conformance with the site plan dated 10/8/2017.
2. All parking spaces designated to be used by patrons are to be nine feet (9’) in width.
3. Petitioner is to continue to pursue agreements for shared parking with adjacent property owners, and provide the City with verification and documentation when obtained.
4. The petitioner shall submit, with application for building permits for the Tapestry, an alternate on-site parking plan to provide an additional 25-50 parking spaces, presumably to the south of the Tapestry facility, in the event that off-site parking agreements are not secured.

2. Second the Motion by:________________________________________________________

3. Discussion of the Motion by Commission Members
Commission members may discuss and ask questions during this time.
Must be recognized by the Chairman one at a time.

Additional Conditions/Amendments:

-_________________________________________________________________________
-_________________________________________________________________________
-_________________________________________________________________________

4. Roll Call Vote of the Motion stating position/reasons:

Commissioner Fink:
Commissioner Lynch:
Commissioner O’Brien:
Commissioner Patterson:
Commissioner Rataiczky:
Commissioner Rybarczyk:
Commissioner Stefaniuk:
Commissioner Whitney:
Chairman Bisesi:

5. IF RECOMMENDATION IS IN THE NEGATIVE:
   a. Motion to add conditions should the City Council approve the petition:__________
      1. Conditions: LIST
   b. Second to motion to add conditions: _________________________________
   c. Discussion among members – clearly identify specific conditions:
1. Staff conditions:
2. Additional Plan Commission conditions:
d. Roll call vote on motion to add conditions:

6. The Recommendation of the Plan Commission will be forwarded to the City Council and heard at its meeting on: _____________________________
APPLICATION TO APPEAR BEFORE THE
CITY OF ROLLING MEADOWS
PLAN COMMISSION

Property's Commonly Known Address: 3405 - 3477 W. Algonquin Road, Rolling Meadows

Real Estate Tax Number: 08-07-205-004; 08-07-205-006

Owner/Developer's Name: Rolling Meadows Properties, LLC

Petitioner's Name: Rolling Meadows Properties, LLC

Petitioner's Signature: ____________________________
Name: Sanjeev Patel  Title: Managing Member

Petitioner's Address: 3405 W. Algonquin Road, Rolling Meadows

City: Rolling Meadows Properties, LLC  State: IL  Zip: 60008

Phone: 847-259-5000  Fax: 847-259-0597  Email: sam@brijen.com

Interest of Petitioner: (check one)
☑ Owner  ☐ Lessee(s)  ☐ Contract Purchaser  ☐ Agent

Note: If you are not the owner, you must supply the owner's written authorization.

Description of Request:

Approval of the quantities, locations and dimensions of parking spaces on the Parking Plan, attached hereto and recognition of the acceptability of parking spaces provided by easement on a 1:1 ratio for purposes of satisfying the parking requirements for the subject property set forth in the City Code.

Contact Person: Sanjeev (Sam) Patel

Contact Person's Address: 3405 W. Algonquin Road

City: Rolling Meadows Properties, LLC  State: IL  Zip: 60008

Phone: 847-409-3349  Fax: 847-259-0597  Email: sam@brijen.com
InterOffice Memorandum

Date: October 20, 2017

To: Jessica Tullier, Masuda Funai
    Keith Groebe, Masuda Funai
    Sam Patel, Holiday Inn

From: Fred Vogt, Public Works Director

Subject: 3405 Algonquin Road – Holiday Inn Redevelopment

1. The existing parking lots are generally in “fair” condition based on recent observation of asphalt surfaces. It should be a condition of approval for any parking lot space variances to have the existing asphalt sealcoated or resurfaces prior to striping alterations.

2. The existing parking spaces in front of the Aloft Hotel are only eight (8) feet in width. It is recommended that all parking designated for hotel guests be nine (9) feet in width. Parking that is used primarily for employees could be considered at eight and a half (8.5) feet in width.

3. The “suggested parking distribution” exhibit appears to be reasonable. Appropriate signage should be developed and installed prior to the occupancy of the Aloft and Tapestry businesses.

4. The existing main driveway, in front of the proposed Aloft Hotel, is very steep, which contributes to potential motorist confusion when entering the site. The petitioner should have an engineer investigate the potential, and the cost, to lower the parking lot elevation at the internal on-premises intersection.

5. The petitioner needs to verify the aisle widths within the area of the 100 shared parking spaces. If either aisle can be narrowed, it should be done to increase the 19 foot wide drive aisle at the far eastern end of the proposed Tapestry building.

6. A curb needs to be installed at the west line of the shared parking spaces. Use of wheel stop blocks can remain, if so desired.

7. Petitioner needs to provide a report on any progress being made to secure shared use of parking with the adjoining office building owners/management companies to the west (per meeting with them on 10/5/17). Without such agreement secured by the time of the last building occupancy (believed to be Tapestry) for 25 to 50 shared parking spaces, the alternative will be to need to add more on-site parking, suggested to be the south (rear) of the Tapestry building.

8. Staff has no objection to the non-conforming 18 foot deep parking stalls along the west property line, given that the existing driveway aisle is 27 feet wide, and that these parking spaces have been in this configuration for many years.

9. Clearly marked signage must be provided at the access points to the 100 shared parking spaces along Tollview Drive that the hotel facility parking hours are 5:30 pm to 9:00 am only. (The existing signage is small and not easily read.)

10. Provide a detailed drawing or illustration of the proposed fire wall separation, to be constructed between the proposed Aloft Hotel and the proposed Tapestry Assisted Living.

11. Attached are plan review comments by the City Engineer.

Cc: B. Krumstok, City Manager
    G. Rozwadowski, CBBEL
    R. Horne, Assistant Director
October 16, 2017

City of Rolling Meadows  
Public Works Department  
3900 Berdnick Street  
Rolling Meadows, IL 60008  

Attention: Fred Vogt, Director of Public Works  

Subject: Holiday Inn Redevelopment  
3405 Algonquin Road  
Parking Analysis Review #2  
(CBBEL Project No. 98-361L307)  

Dear Fred:

CBBEL has received the October 9, 2017 Application for Parking Variances for the referenced project. Regarding parking counts and the number of parking spaces provided, our original comments made in our July 28, 2017 and August 16, 2017 review letters remain. The site is under parked. Regarding the dimensions of the parking spaces, we have no issue with the 16’ deep compact spaces, or the 18’ deep regular spaces, however, the width of all parking spaces must be 9’.

If you have any questions, please call me at 847-823-0500.

Sincerely,

Gary Rozwadowski, PE  
Assistant City Engineer  

cc: Rob Horne – City of Rolling Meadows  
    Elizabeth Payne – City of Rolling Meadows  
    Robert Jungwirth – CBBEL
October 9, 2017

Via Messenger
City of Rolling Meadows
Community Development Department
3600 Kirchoff Road, 1st Floor
Rolling Meadows, Illinois 60008

Attn: Mr. Fred Vogt
Director of Community Development

RE: APPLICATION FOR PARKING VARIANCES FOR 3405-3477 WEST ALGONQUIN ROAD, ROLLING MEADOWS, ILLINOIS (the “Property”)

Dear Mr. Vogt:

As you know, this law firm represents Rolling Meadows Properties, LLC, the owner of the Property (“Applicant”). On behalf of Applicant, we are herewith submitting to the City of Rolling Meadows, Illinois (the “City”), its Application to appear before the Planning and Zoning Commission (the “Commission”) to apply for issuance of Parking Variances pursuant to Sections 122-156(b)(14)(j)(1), 122-156(p) and 122-188 of the Rolling Meadows, Illinois, Code of Ordinances (the “Code”) (the “Application”), all as more fully set forth herein and the enclosures herewith. The Application, together with supporting documents, is being submitted in connection with the same planned redevelopment of the Property with respect to which Applicant previously submitted to you on August 28, 2017 its application for Special Use Permit, Zoning Code Text Amendment, Parking Variances and Sign Variances, which applications and supporting documents therefor (collectively the “First Applications”) have been reviewed and considered by the Commission. Consequently, to reduce the volume of material being submitted herewith and unnecessary redundancy, reference to the First Applications will be made where appropriate and capitalized terms herein not otherwise defined will have the same meanings as are set forth in the First Applications.

The Property is located within a T-1 Office, Institutional and Research Zoning District. Reference is made to the First Applications for a description of the planned redevelopment of the Property.

Applicant is seeking certain Parking Variances for the Property as it is to be redeveloped. Parking requirements for the Property as redeveloped are set forth in Sections 122-156(p) and 122-187 et seq. of the Code. The numbers of required parking spaces, van accessible parking spaces and ADA accessible parking spaces, and the locations, dimensions, numbers and configuration of provided parking spaces, van accessible parking spaces and ADA accessible parking spaces for the Property as redeveloped are shown on the enclosed Context Site Plan/Proposed Parking/Site Plan, Sheet A-002, last revised October 8, 2017.
(the "Parking Plan"). Pursuant to the Code and as shown on the Parking Plan, the required parking spaces are for the: (i) Holiday Inn Express - 135; (ii) Assisted Living Establishment - 71; and, (iii) Aloft Hotel - 170, for a required total of 376. Onsite parking spaces total 276. The Parking Plan also shows the parking spaces to which the Property has a binding and enforceable legal easement right (the "Easement") to use on the adjacent office building site (please note that the actual number of parking spaces provided on the adjacent office building site under the Easement may in fact be 101, but to be conservative, the Parking Plan reflects such quantity as being only 100). Reciprocally, the adjacent office building site, which is presently enjoying relatively high occupancy, has a binding and enforceable legal easement right to use the parking spaces, driveways and walkways on the Property between 9:00 a.m. and 5:30 p.m. local time daily on weekdays. The evening and weekend use by the Property of the Easement, and the business hours weekday use of the Property by the adjacent office building site creates a historically very successful symbiotic arrangement. Given that the existing Holiday Inn and the Holiday Inn Express posted check-out and check-in times are 11:00 a.m. and 3:00 p.m. respectively (with historic actual guest departures being overwhelmingly between 7:00 a.m. and 9:00 a.m.), this arrangement has served both properties/uses quite well for a very long time, including during the historical heights of banquet use of the Holiday Inn and historic high room occupancy levels when the Holiday Inn operated 422 rooms. As the Aloft arrivals and departures are expected to closely follow the Holiday Inn Express, and the parking needs of the Assisted Living Establishment are expected to be significantly less than the Holiday Inn, it is reasonably anticipated by Applicant that the current shared parking arrangement will continue to effectively provide all required parking for the Property as redeveloped. The enclosed Legal Memorandum explains the Easement in detail.

Suggested employee parking areas of the redeveloped Property are indicated on the enclosed Suggested Parking Distribution plan, Sheet A-002a. On the Parking Plan required and provided ADA and van accessible parking spaces are graphically depicted – ADA accessible with traditional wheelchair markings, and van accessible with a "V". The relevant quantities of all are shown in table form on the Parking Plan and summarized as follows:

<table>
<thead>
<tr>
<th>Use</th>
<th>ADA</th>
<th>Van</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Spaces Required</td>
<td>Spaces Provided</td>
</tr>
<tr>
<td>Assisted Living Establishment</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>Aloft</td>
<td>6</td>
<td>6</td>
</tr>
<tr>
<td>Holiday Inn Express</td>
<td>5</td>
<td>6</td>
</tr>
</tbody>
</table>

The Property has since 1968 been permitted to include, rely upon and use the parking spaces available on the adjacent office building site under the Easement to satisfy and comply with all applicable parking requirements. The practical parking needs of the Property as redeveloped are reasonably expected to be less severe and burdensome than the needs of the Property as presently being used. The same can be said of any existing parking spaces shown on the Parking Plan as having dimensions, configurations and locations which are nonconforming to current requirements. In consequence of the legal rights appurtenant to the Property under the Easement, the practical needs of the Property as redeveloped and the permissible nonconforming status of the quantity and dimensions of existing parking spaces, Applicant
is requesting variances permitting and approving the quantities, locations, configurations and dimensions of the parking spaces for the Property as redeveloped, all as shown on the Parking Plan, and approving and accepting the parking spaces provided for the Property under the Easement on a 1:1 ratio for the purpose of satisfying the parking requirements imposed on the Property as redeveloped by the Code (collectively the "Parking Variances").

While the Parking Variances are imperative for the timely redevelopment of the Property, the Applicant has explored and is continuing to explore with adjacent property owners the improvement of on-site traffic circulation and parking for the Property. To date Applicant has met in person and/or opened or attempted to open dialogues with the owners and/or managers of the properties adjacent to the Property to the South and West. Applicant commits to continue these efforts to attempt to find a long term plan for improvement of traffic circulation and parking on the Property and in the vicinity. The Applicant believes that the involvement of the City in the above efforts will significantly increase the likelihood of some success.

Reference is made to the First Applications for presentation of the basis for granting the Parking Variances.

The granting of the Parking Variances will not burden the community with regard to traffic or disturb the surrounding commercial activities (reference is made to the First Applications for a Traffic Impact Study supporting the foregoing statements). The Parking Variances are in all instances critical, and in many instances required, for the overall redevelopment of the Property. The Parking Variances will comply with all applicable regulations, conditions and stipulations, will not be detrimental to the health, safety, general welfare or morals of persons residing or working in the vicinity or the general public, will not be injurious to property values, and will have a significant and material, beneficial, economic, employment and quality of life impact on the City.

Accompanying this letter are each of the following documents, to wit:

i. Application to Appear before the City of Rolling Meadows Plan Commission for Parking Variances, executed and completed in full;
ii. a check in the amount of $310.00 for the filing fee for the Application;
iii. the legal description and PIN's for the Property;
iv. proof of ownership of the Property, in the form of an Owner's Title Insurance Policy issued by Lawyer's Title, previously submitted;
v. Reimbursement of Fees Agreement, executed and completed in full;
vi. Legal Memorandum explaining the Easement rights appurtenant to the Property over adjacent property;
vii. a Plat of Survey of the Property;
viii. 20 copies of Context Site Plan/Proposed Parking/Site; Sheet A-002; and
ix. 20 copies of Suggested Parking Distribution; Sheet A-002a.
On behalf of the Applicant we respectfully request that the City adopt a Resolution authorizing the granting of the Parking Variances in the nature and manner described herein and in the accompanying documents with respect to the contemplated redevelopment. Please contact me at kgroebce@masudafunai.com or telephone: 312-245-7500, with any question.

Very truly yours,

Masuda, Funai, Eifert & Mitchell, Ltd.

Keith W. Groebe

Enclosures

KWG-kjm-ban
N:\SYS03\9981\1004\Parking Variance\Letter of Transmittal v1.docx
LEGAL MEMORANDUM

Prepared by Keith W. Groebe, Esq on behalf of Rolling Meadows Properties
Re.: Parking, Driveway and Walking Easements Benefiting the Subject Property

By Easement Agreement dated March 25, 1968 recorded in the Cook County Recorder’s Office as Document 2045334 (the “1968 Easement Agreement”), a non-exclusive easement appurtenant (the “1968 Easement”) was created for, and granted to and for the benefit of, Parcel 1 (except generally the South 230 feet of the West 280 feet of Parcel 1, all as) shown on the attached ALTA/ACSM (Land Title Survey (the “Survey”), over Parcel 2 (a/k/a Parcel 3) shown on the Survey. The purpose of the 1968 Easement is for the use of, and entry by owners, grantees, occupants, lessees and invitees of Parcel 1 upon, the driveways, walkways and parking areas located on Parcel 2 (a/k/a Parcel 3), between 5:30 p.m. and 9:00 a.m. weekdays and at all times on weekends. Such use and entry is limited to 85% of the parking spaces provided on Parcel 2 (a/k/a Parcel 3) and further limited to the automobiles and other passenger cars of persons doing business in or using the facilities of the Rolling Meadows Holiday Inn and the customers, employees and invitees thereof. Such use and entry shall be in common with the use of the owner of Parcel 2 (a/k/a Parcel 3) and the customers, employees and invitees thereof and all others entitled to share such use of Parcel 2 (a/k/a Parcel 3). Neither the owner of Parcel 1 nor the owner of Parcel 2 (a/k/a Parcel 3) may erect any barricade, barrier or fence that would unreasonably restrict free access between Parcel 1 and Parcel 2 (a/k/a Parcel 3). The owners of Parcel 1 and Parcel 2 (a/k/a Parcel 3) are required by the terms of the 1968 Easement Agreement to maintain, plow, stripe, drain, insure and illuminate the driveways, walkways and parking areas on their respective parcels.

The 1968 Easement duration was for the longer of 25 years or for so long as the use of Parcel 2 (a/k/a Parcel 3) remained office and the use of Parcel 1 remained lodging.

By Modification of Easement Agreement dated October 6, 1976 recorded in the Cook County Recorder’s Office as Document 23896728 (the “1976 Easement Agreement”), the portion of Parcel 1 benefitting from the 1968 Easement was expanded to all of Parcel 1 (the “1976 Easement”). The
1976 Easement duration was to continue so long as the use of Parcel 2 (a/k/a Parcel 3) remained office and the use of Parcel 1 remained lodging.

By Second Modification of Easement Agreement dated August 6, 1981 recorded in the Cook County Recorder’s Office as Document 26017921 (the “1981 Easement Agreement”), the benefits created and received by Parcel 1 in the 1968 Easement Agreement and the 1976 Easement Agreement were extended to Parcel 4 shown on the Survey. The burdens created and imposed by the 1968 Easement Agreement and 1976 Easement Agreement upon Parcel 2 (a/k/a Parcel 3) were imposed on all of Parcel 5 as shown on the Survey and the benefits created and received by Parcel 2 (a/k/a Parcel 3) in the 1968 Easement Agreement and the 1976 Easement Agreement were extended to all of Parcel 5.

By Easement Agreement dated May 4, 1982 recorded in the Cook County Recorder’s Office as Document 26237748 (the “1982 Easement Agreement”), the benefits created and received, and burdens created and imposed by the First Parking Easement, the Second Parking Easement and the Third Parking Easement were remade, reiterated and reaffirmed, and the use of and entry for parking spaces on Parcel 5 for the benefit of Parcels 1 and 4 was increased to up to 85% of the parking spaces on all of Parcel 5.

By Extension and Affirmation of the Easement Agreement dated October 8, 2002 recorded in the Cook County Recorder’s Office as Document 0021140254, the easement benefits and burdens remade, reiterated and reaffirmed in the 1982 Easement Agreement were extended to continue until the later of December 31, 2033 or for so long as the use of Parcel 1 and Parcel 4 remains lodging and the use of Parcel 5 remains office.
October 27, 2017

Via Messenger
City of Rolling Meadows
Community Development Department
3600 Kirchoff Road, 1st Floor
Rolling Meadows, Illinois 60008

Attn: Mr. Fred Vogt
Director of Community Development

RE: APPLICATION FOR PARKING VARIANCES (the “Application”) FOR 3405-3477 WEST ALGONQUIN ROAD, ROLLING MEADOWS, ILLINOIS (the “Property”)

Dear Mr. Vogt:

As you are aware, on October 9, 2017, we submitted the Application to the City of Rolling Meadows, Illinois (the “City”) on behalf of our client Rolling Meadows Properties, LLC, the owner of the Property (“Applicant”). We are herewith submitting to the City the responses of Applicant to the InterOffice Memorandum dated October 20, 2017 (the “Memorandum”) from the City pertaining to the Application. The below numbered responses correspond to the similarly numbered paragraphs of the Memorandum.

1. Applicant agrees to this condition.
2. As shown on the Context Site Plan/Proposed Parking/Site Plan, Sheet A-002, last revised October 8, 2017 submitted with the Application (the “Original Parking Plan”), all 8’ wide parking spaces have been eliminated and only parking spaces suggested for employee parking are 8.5’ in width.
3. Applicant believes this request will create an excess of signage and ultimately be confusing to guests. The preponderance of employees will not be working at night and guests arriving after normal business hours would likely avoid employee parking spaces designated by signage and feel constrained to use less convenient parking spaces. Employee parking spaces will be coordinated through the normal course of operational management of each use upon the Property.
4. Applicant will obtain a cost proposal and engineer’s opinion.
5. Each aisle width is identified on the Original Parking Plan. Requests by Applicant to the owner of the shared parking spaces on the adjacent property to adjust parking aisle widths have been denied.
6. As any curb would have to be located on the Property and the subject wheel stops are located on the adjacent property several feet out from the boundary line of the Property, installing a curb would be an unnecessary expense, reduce the width of the drive aisle in that area which is already of a reduced width, and create an unnecessary obstacle for large EMS vehicles maneuvering in that area.

7. As all efforts by Applicant to secure additional offsite parking have to date proven futile and there is no basis to reasonably believe future efforts would be any more successful, to remove uncertainty Applicant has removed the landscaping to the South of the Tapestry building and replaced same with parking spaces as shown on the attached Proposed Parking/Site Plan Sheet A-002, last revised October 25, 2017. This change adds 25 parking spaces to the planned redevelopment making the total number of spaces on the Property as redeveloped plus the number of spaces provided to and for the Property under the parking easement over the adjacent property (counted on a one for one basis) 401, or 25 over the number of required spaces. As a consequence of this design change, no condition for the procurement of additional offsite parking should be imposed on Applicant.

8. Applicant agrees with this comment.

9. Applicant again believes this will create confusion for guests. The shared parking arrangement has been in place for almost 50 years without issue, incident or problem. Applicant believes existing channels of communication with the adjacent office building ownership, management and tenants will provide for ongoing efficient and appropriate parking usages and practices.

10. Applicant refers the City to Detail A on Context Site Plan Sheet A-002, dated August 25, 2017, submitted to the City on August 28, 2017, together with Applicant’s Application for Special Use Permit, Zoning Code Text Amendment, Parking Variances and Sign Variances for the Property.

11. All of the City Engineer’s comments have been addressed above.

Please contact me at kgroebe@masudafunai.com or telephone: 312-245-7500, with any question.

Very truly yours,

Masuda, Funai, Eifert & Mitchell, Ltd.

Keith W. Groebe

Enclosure

KWG:jlt
N:\SYS03\9981\10004\Parking Variance\Response Letter v1.docx
3. Variance to City Code of Ordinances Sec. 18-245 for parking stall size at 3405 Algonquin Road, Sanjeev Patel, Rolling Meadows Properties, LLC, Petitioner

Chairman Bisesi asked if the file was in order.

Mr. Vogt stated that the file was in order and was made part of the record.

Sanjeev Patel, Rolling Meadows Properties, LLC, 905 Kennicott Place, Mount Prospect, IL and Keith Groebe, Masuda Funai, 203 North Lasalle Street, Chicago, IL were sworn in by Chairman Bisesi.

Mr. Groebe stated that they were before the Commission to request parking variances in connection with the redevelopment of the existing Holiday Inn site, previously before the Commission on September 5, 2017. The three proposed uses (Aloft Hotel, Holiday Inn Express, and Tapestry Assisted Living) would be bound together in a commercial condominium complex with most of the parking as shared elements for all three uses. They were seeking a variance to size, location, and number requirements to the City’s requirements for parking.

Mr. Groebe noted that there were 276 spaces located on site, and there was an easement agreement with the neighboring office building that allowed the office users to utilize any Holiday Inn site parking spaces from 9:00 am-5:30 pm, and Holiday Inn to utilize 100 of the office building’s spaces from 5:30 pm-9:00 am. The arrangement has previously been very successful, with no parking troubles even during the height of the hotel uses. The assisted living establishment now requires even fewer parking spaces than was previously required, and check-in and check-out times for the two hotels are similar to current practice. The petitioner therefore contends that the existing parking should be sufficient.

Mr. Groebe noted that all the spaces, except those designated for employees, would be nine feet in width, and employee-designated spaces would be 8.5 feet in width. Staff has no concerns with the proposed depths of the spaces.

Mr. Groebe stated that the petitioner was in communication with surrounding property owners regarding obtaining off-site parking. Results have been encouraging, but the petitioner is seeking an agreement that does not incur a cost.

Mr. Groebe stated that two plans had been submitted, dated 10/8/2017 and 10/25/2017. The plans were identical, except the later plan removed landscaping from the south of the proposed Tapestry building and included 25 additional parking spaces. The petitioner preferred to have the later site plan approved, and the petitioner would add the landscaping back if off-site parking is obtained. Their lender had approved this parking plan, and the petitioner would like to move forward to permitting with it.

QUESTIONS AND COMMENTS FROM THE BOARD:
Chairman Bisesi opened the meeting to commissioners’ questions and comments.

Mr. Rataczynski asked if the buildings were existing. Mr. Groebe replied that they were, although the footprints would change slightly, and the appearances would be dramatically different. Mr. Rataczynski asked if the uses were changing. Mr. Groebe replied that one of them would change. Mr. Rataczynski
asked if the parking plan was for all three buildings to use together. Mr. Groebe replied that was the case. Mr. Rataiczyk asked if the change in use required a change in parking spaces. Mr. Vogt replied that the size of the parking spaces was a concern, and the smaller ones could be considered for employee parking. Mr. Groebe added that City code was silent with regard to whether or not legally usable off-site spaces could be counted towards the total available parking spots, and so the petitioner was seeking to explicitly deal with the number of spaces.

Mr. Rataiczyk asked if there were any outstanding concerns that staff had that had not been addressed. Mr. Vogt replied that staff was comfortable with the discussions that had taken place. There had been some observations at the site that need attention, including the condition of the lot and the slope of the main entry. Mr. Patel stated that they planned to look into those concerns, and address them within budget.

Mr. Rataiczyk asked if the easement referred to would be legally recorded. Mr. Groebe stated that it had been. Mr. Vogt added that it was legal with the building to the southeast. The hope was to have similar agreements in place for buildings to the west.

Mr. Lynch asked where the employee parking for the Aloft Hotel would be. Mr. Patel stated it was located along Algonquin Road. He added that residents at Tapestry would typically not have vehicles.

Mr. O’Brien noted that 376 spots were required, and per the 10/25/2017 site plan, 301 were located on site with 100 being shared with the neighbor. Mr. Groebe replied that was the case, and the petitioner would continue to pursue additional agreements.

My. Lynch asked if the petitioner intended to create egress to off-site parking if it was obtained. Mr. Patel replied that they did not anticipate doing so. Walkways were existing between the proposed off-site parking and the subject site. Mr. Vogt added that the off-site parking would be intended for employees, to open up additional on-site parking for patrons.

QUESTIONS AND COMMENTS FROM THE AUDIENCE:
Chairman Bisesi opened the meeting for comments from the public. With there being no public comment, the public hearing was closed.
ADDITIONAL QUESTIONS AND COMMENTS FROM THE BOARD:
Chairman Bisesi opened the meeting to additional questions and comments from the commissioners.

Mr. Whitney moved to approve a variance to requirements for size, location and number of parking spaces for property located at 3405 Algonquin Road, T-1 Transitional District, Sam Patel of Rolling Meadows Properties, LLC, Petitioner

With the following conditions:

1. Site is to be developed in substantial conformance with the site plan dated 10/8/2017.
2. All parking spaces designated to be used by patrons are to be nine feet (9’) in width.
3. Petitioner is to continue to pursue agreements for shared parking with adjacent property owners, and provide the City with verification and documentation when obtained.
4. The petitioner shall submit, with application for building permits for the Tapestry, an alternate on-site parking plan to provide an additional 25-50 parking spaces, presumably to the south of the Tapestry facility, in the event that off-site parking agreements are not secured.

Discussion ensued regarding petitioner requests that the 10/25/2017 parking plan be approved with the 10/8/2017 as a back-up in the event off-site parking agreements are obtained. Staff would prefer to have the additional landscaping, and approving the 10/8/2017 plan acting as incentive to pursue off-site parking with an alternate plan in the event of failure of agreement. However, the 10/25/2017 plan had been signed off on by the lender, and the lender would not like the ambiguity caused by the conditional acceptance of the 10/25/2017 plan. As the original motion was not seconded, the motion was made again with the requested changes.

Mr. Whitney moved to approve a variance to requirements for size, location and number of parking spaces for property located at 3405 Algonquin Road, T-1 Transitional District, Sam Patel of Rolling Meadows Properties, LLC, Petitioner

With the following conditions:

1. Site is to be developed in substantial conformance with the site plan dated 10/8/2017, or as modified by the site plan dated 10/25/2017.
2. All parking spaces designated to be used by patrons are to be nine feet (9’) in width.
3. Petitioner is to continue to pursue agreements for shared parking with adjacent property owners, and provide the City with verification and documentation when obtained.
4. The petitioner shall submit, with application for building permits for the Tapestry, an alternate on-site parking plan to provide an additional 25 parking spaces minimum as proposed by the site plan dated 10/25/2017, presumably to the south of the Tapestry facility, in the event that off-site parking agreements are not secured.

Motion was seconded by Mr. Lynch.
Minutes of the Planning and Zoning Commission
November 7, 2017

Roll Call:

Mr. Patterson: Yes – Good parking plan.
Mr. Rataiczyk: Yes
Mr. Fink: Yes – It is a great use for the area, and fits with the Comprehensive Plan.
Mr. Lynch: Yes
Mr. O’Brien: Yes – It is a great use and fits with the Comprehensive Plan, and innovative plan to address the parking concerns.
Mr. Whitney: Yes
Chairman Bisesi: Yes – It is a great use for the area.

Yeas – (7) – Bisesi, Fink, Lynch, O’Brien, Patterson, Rataiczyk, Whitney
Nays – (0) – NONE
Absent – (2) – Rybarczyk, Stefaniuk
Abstain – (0) – NONE

MOTION APPROVED

Chairman Bisesi stated that, with the vote 7-0-2, the item would go before the City Council with a positive recommendation from the Planning and Zoning Commission, tentatively November 28, 2017 for first reading of the ordinance.
Miscellaneous Business:

1. Discussion on requiring signs as part of all notification processes for all petitions

Mr. Vogt noted that staff is asking the Commission for direction on the possible use of signs as part of the required notification process moving forward. Staff cannot always assure that every single owner who is required to be notified is notified – there can be complications due to the post office taking time to deliver, refusal of notices, and owners not checking their mail. Staff was proposing to require one sign per frontage to help with notification for surrounding property owners and the general public. Public Works would create the signs and attach them to barricades for petitioner placement. Staff was also proposing a $100.00 deposit, refundable upon return of the sign to Public Works. Petitioners would then be required place the sign, and to provide proof in the form of a picture of proper placement of the sign. He noted that, while staff would prefer to keep the sign simple, a sticker indicating date and time could be added and replaced for each public hearing. This requirement would require a modification to the City’s code, which currently only requires the placement of signs for rezoning only, and only in certain districts.

Discussion ensued regarding staff’s proposal. The Commission considered the fee charged, the size of the sign, and different methods of placing it. The Commission also considered asking for a recorded message providing information on the public hearings. It was established that requiring the sign would be in addition to the required mailed notification. The Commission directed staff to proceed initially per staff’s recommendations – to require a 3 foot by 3 foot sign for each frontage at $100.00 refundable deposit per sign. The sign would be simple, and direct interested parties to call Community Development for additional information, where the secretary would field the calls. The sign and need for a recorded message could be reevaluated at a future date if necessary.

Matters Not on the Agenda:

Mr. Vogt stated that City Attorney Tom Bastian would return to complete the previously begun training, tentatively in February.

Mr. Vogt noted that two larger petitions were in the works for future months – Ryan Homes’ submittal for redevelopment of the former Dominick’s site, which has been applied for, and a re-submittal on behalf of the Islamic Society of the Northwest Suburbs, which has not yet been submitted, and was on the radar for a January meeting. Discussion ensued regarding scheduling special meetings; notification of press, petitioner and surrounding property owners; Illinois sunset laws limiting the time frame of special meetings; and Commission’s ability to table an item to ask for further information. The secretary will reach out to Commission members regarding availability in December, January, and February for special meetings.

Reports:

Mr. Vogt reported that the December agenda (meeting to be held in room 250 due to the City Council also meeting on December 5) would include Ms. Stramaglio coming forward again, now for a two-lot subdivision at 2600 Benton Street, a subdivision at 4190 & 4200 Euclid Avenue, and a discussion on amending the code regarding antennas. He added that there was a potential subdivision request on Dupont, tentatively scheduled for the January 2 agenda.
Adjournment
A motion to adjourn was made by Mr. Lynch and seconded by Mr. Rataiczky. Motion carried by unanimous voice vote. The regular meeting of the November 7, 2017 Planning and Zoning Commission was adjourned at 9:59 pm.

Respectfully Submitted,

Elizabeth Payne
Secretary
Community Development Division

Distribution:
Mayor
City Manager
Planning and Zoning Commissioners
Community Development Department
Clerk’s Office
COUNCIL ACTION SUMMARY – December 5, 2017

Consent Agenda: Pending (2\textsuperscript{nd} Reading)

C) An Ordinance Granting Preliminary Approval of a Seven-Lot Subdivision for Property Known as 1600 & 1620 Vermont Street in the R-1 Single Family Residential District

Attachments:
- Proposed Ordinance
- Planning and Zoning Commission Summary and Staff Packet dated November 7, 2017
- Application Packet
- Planning and Zoning Commission Meeting Minutes – UNAPPROVED – November 7, 2017

Background: The property at 1600 and 1620 Vermont Street is being proposed to be subdivided and redeveloped from two lots totaling 2.25 acres into seven single family homes. The lots will range in size from 10,000 square feet (the minimum required lot size in an R-1 district) to 15,011 square feet.

Property in this neighborhood to the north, south, and west are all within the R-1 zoning district. The lots to the east are zoned M-1 Manufacturing.

The original petition was for eight lots, with variations required for the rear yard setbacks. Upon receiving staff comments, the petitioner revised their submittal for seven lots. No variations are now required.

Approval of a subdivision in this location, regardless of lot size and number of lots, will require the providing of a new cul-de-sac street, public sidewalks, curb and gutters, parkway trees, and letter of credit posting for guarantee of public improvement installations.

In regard to site stormwater management, the petitioner is providing bioswales along the backs of the proposed lots for detention of water run-off. Management of the maintenance for the bioswales is being discussed. Staff’s recommendation is the establishment of a homeowner’s association, as previously done in other recent, small subdivisions. The City Attorney has been asked for his input on this matter, as to if alternate approaches could be acceptable.

As some of the lots back up to sites zoned M-1 Manufacturing, a six-foot tall board-on-board fence is required per City code to be installed between the M-1 buildings and the proposed R-1 lots. Petitioner is requesting the individual property owners involved be responsible to maintaining the required fence, instead of having a homeowner’s association responsible.
At its meeting held on Tuesday, November 7, 2017, the Planning and Zoning Commission voted 7-0 (with two absent) to give preliminary approval of the proposed seven-lot subdivision for the property at 1600 & 1620 Vermont Street, in the R-1 Single Family Residential district.

**Previous Council Action:**
- 11/28/17 – 1st Reading

**Recommendation:** Adopt ordinance as presented.
AN ORDINANCE GRANTING PRELIMINARY APPROVAL OF A
SEVEN (7) LOT SUBDIVISION FOR PROPERTY LOCATED AT
1600 & 1620 VERMONT STREET, R-1 SINGLE FAMILY
RESIDENTIAL ZONING DISTRICT

WHEREAS, on November 7, 2017, the Planning and Zoning Commission
conducted a public hearing on the Petition of Mr. Brad Schneider, BJS Builders
(“Petitioner”) for the purpose of considering the granting of preliminary approval of a
seven-lot subdivision within the existing R-1 Single Family Residential District, for the
property commonly known as 1600 & 1620 Vermont Street, Rolling Meadows, Illinois
mailing address (“Premises”); and

WHEREAS, the Planning and Zoning Commission conducted a public hearing
on the proposed subdivision after notice of public hearing as required by law; and

WHEREAS, the Planning and Zoning Commission has submitted its report to the
Mayor and City Council of the City of Rolling Meadows, which report has been
considered by the Mayor and City Council; and

WHEREAS, the City Council having received the minutes, recommendation and
findings of fact of the Planning and Zoning Commission; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of
Rolling Meadows, Illinois:

SECTION ONE: Petitioner is granted preliminary approval to permit the
proposed subdivision, per preliminary plan submittal dated 10/30/2017 at the property
commonly known at 1600 & 1620 Vermont Street, Rolling Meadows, Illinois pursuant to
Section 98-6 of the Comprehensive Zoning Code.
SECTION TWO: The preliminary approval of the proposed seven (7) lot subdivision herein granted is subject to the following:

A. Site is to be developed in substantial conformance with the proposed plat of subdivision submitted to staff 10/30/2017.

B. The final plat of subdivision is to be created, approved and recorded with Cook County within two years of City Council approval.

C. Plat of subdivision will be recorded upon approval of final plat and engineering plans.

D. Public improvements are to be provided as required by the City Engineer and Department of Public Works, including new street construction, widening of Vermont Street, sidewalks, trees, and utilities.

E. Recaptures for sanitary sewer that serves the property must be paid at the time of first building permit application. Estimate cost is $7,913.22 per City Engineer records (1997 ordinance).

F. The subdivision is subject to building permits and Final Engineering approval for utilities, site grading, landscaping, noise, and all other site improvements.

G. All proposed bioswales are to be maintained by a Homeowner’s Association. Submit the Homeowner’s Association agreement and bioswale maintenance plan to the City.

H. Petitioner is to install a six-foot-high board-on-board fence along the east property line and a portion of the south property line, where the residences back up to the neighboring manufacturing district.
I. Staff will recommend at the time of final engineering that the public 8” diameter watermain be extended to the east property line (between lots 3 and 4). It is believed that an opportunity will present itself, within the upcoming year, to have a new property owner to the east cause their watermain (located 100 feet east of their west property line) to be extended and connect to the subdivision’s proposed watermain; this will improve water quality and fire protection flows in the area.

J. A homeowner’s association will be required in the absence of other legal recourse as determined by the City Attorney.

SECTION THREE: This Ordinance shall be in full force and effect from and after its date of passage and approval as required by law.

SECTION FOUR: This Ordinance shall be printed and published in pamphlet form by order of the City Council of Rolling Meadows, Illinois.

YEAS:

NAYS:

ABSENT:

Passed and Approved this 5th day of December 2017.

_____________________________________
Len Prejna, Mayor

ATTEST:

_____________________________________
Ginny Cotugno, Deputy City Clerk

Published this 6th day of December 2017.

_____________________________________
Ginny Cotugno, Deputy City Clerk
PLANNING AND ZONING COMMISSION SUMMARY

DATE: October 30, 2017

MEETING DATE: November 7, 2017

SUBJECT: Request for preliminary approval of a seven-lot subdivision for property located at 1600 & 1620 Vermont Street, R-1 Residential

PUBLIC HEARING: [X] Yes  [ ] No

RELATED CODE SECTIONS: Chapter 98, Subdivision Regulations,
Section 122-122, R-1 Single Family Residence District

EXISTING ZONING: R-1 Residential

COMPREHENSIVE PLAN: Residential

BACKGROUND: The subject properties at 1600 & 1620 Vermont Street are zoned R-1 Residential. They are currently 44,126 square feet and 58,018 square feet respectively. Each property currently contains one single-family residence. The petitioner is proposing to subdivide these two properties jointly into a total of seven (7) lots, ranging from 10,000 square feet in area to 15,011 square feet. Originally, eight (8) lots were proposed. No variances appear to be required based on the submitted site plan.

STAFF COMMENTS:
Staff recommended that the petitioner’s proposed court line up with Denny Court across Vermont Street for traffic safety. This has been done. Staff also recommended that seven lots would be more appropriate for this proposal. Such a change made the shift of the court location easier, and eliminated the need for a variance for the rear yard setback.

The petitioner is proposing bioswales for detention purposes. Staff recommends that ownership and maintenance of the bioswales be by a Homeowner’s Association, that will need to be created. Staff requests that the Homeowner’s Association agreement and bioswale maintenance plan be submitted to the City.

Staff received a comment from an adjacent property owner. Per the City code, there is to be fencing between an M-1 zoning district to the east and any adjacent residential district. Staff is recommending the petitioner be required to install a six-foot-high board-on-board fence along the east property line between the residential area and the M-1 zoned businesses to the east. The fence is recommended to be owned and maintained by the Homeowner’s Association, to be created for the proposed subdivision, or by the individual lot owners. The existing five-foot-high chain link fence located there is to be removed.

The proposed street name is Jacqueline Court. Staff has no objections to this proposal.

Recommendations:
1. Site is to be developed in substantial conformance with the proposed plat of subdivision submitted to staff 10/30/2017.
2. The final plat of subdivision is to be created, approved and recorded with Cook County within two years of City Council approval.
3. Plat of subdivision will be recorded upon approval of final plat and engineering plans.
4. Public improvements are to be provided as required by the City Engineer and Department of Public Works, including new street construction, widening of Vermont Street, sidewalks, trees, and utilities.
5. Recaptures for sanitary sewer that serves the property must be paid at the time of first building permit application. Estimate cost is $7,913.22 per City Engineer records (1997 ordinance).

6. The subdivision is subject to building permits and Final Engineering approval for utilities, site grading, landscaping, noise, and all other site improvements.

7. All proposed bioswales are to be owned by a Homeowner’s Association. Submit the Homeowner’s Association agreement and bioswale maintenance plan to the City.

8. Petitioner is to install a six-foot-high board-on-board fence along the east property line where the residences back up to the neighboring manufacturing district. The fence is to be owned and maintained by a Homeowner’s Association, which is to be established.

9. Staff will recommend at the time of final engineering that the public 8” diameter watermain be extended to the east property line (between lots 3 and 4). It is believed that an opportunity will present itself, within the upcoming year, to have a new property owner to the east cause their watermain (located 100 feet east of their west property line) to be extended and connect to the subdivision’s proposed watermain; this will improve water quality and fire protection flows in the area.

Respectfully Submitted,

Fred Vogt
Public Works Director/Community Development

Pc: Brad Schneider, BJS Builders & Remodelers

Attachments:
Map identifying uses within 250’
Map indicating nearby zoning classifications
Legal Notice
Departmental responses
Application packet
RECOMMENDATION:

1. Motion by: ________________________________________________________________

Motion to recommend approval of:

1. Preliminary approval of a seven-lot subdivision for property 1600 &1620 Vermont Street, R-1 Residential, Brad Schneider, BJS Builders & Remodelers, Petitioner

With the following conditions: (please state for record)

1. Site is to be developed in substantial conformance with the proposed plat of subdivision submitted to staff 10/30/2017.
2. The final plat of subdivision is to be created, approved and recorded with Cook County within two years of City Council approval.
3. Plat of subdivision will be recorded upon approval of final plat and engineering plans.
4. Public improvements are to be provided as required by the City Engineer and Department of Public Works, including new street construction, widening of Vermont Street, sidewalks, trees, and utilities.
5. Recaptures for sanitary sewer that serves the property must be paid at the time of first building permit application. Estimate cost is $7,913.22 per City Engineer records (1997 ordinance).
6. The subdivision is subject to building permits and Final Engineering approval for utilities, site grading, landscaping, noise, and all other site improvements.
7. All proposed bioswales are to be owned by a Homeowner’s Association. Submit the Homeowner’s Association agreement and bioswale maintenance plan to the City.
8. Petitioner is to install a six-foot-high board-on-board fence along the east property line where the residences back up to the neighboring manufacturing district. The fence is to be owned and maintained by a Homeowner’s Association, which is to be established.
9. Staff will recommend at the time of final engineering that the public 8” diameter watermain be extended to the east property line (between lots 3 and 4). It is believed that an opportunity will present itself, within the upcoming year, to have a new property owner to the east cause their watermain (located 100 feet east of their west property line) to be extended and connect to the subdivision’s proposed watermain; this will improve water quality and fire protection flows in the area.

2. Second the Motion by:________________________________________________________

3. Discussion of the Motion by Commission Members
   Commission members may discuss and ask questions during this time.
   Must be recognized by the Chairman one at a time.

Additional Conditions/Amendments:

• _______________________________________________________________________
• _______________________________________________________________________
• _______________________________________________________________________

4. Roll Call Vote of the Motion stating position/reasons:
   Commissioner Fink:
   Commissioner Lynch:
   Commissioner O’Brien:
   Commissioner Patterson:
5. IF RECOMMENDATION IS IN THE NEGATIVE:
   a. Motion to add conditions should the City Council approve the petition:________
      1. Conditions: LIST
   b. Second to motion to add conditions: ___________________________
   c. Discussion among members – clearly identify specific conditions:
      1. Staff conditions:
      2. Additional Plan Commission conditions:
   d. Roll call vote on motion to add conditions:

6. The Recommendation of the Plan Commission will be forwarded to the City Council and heard at its
   meeting on:_________________________________________
APPLICATION TO APPEAR BEFORE THE
CITY OF ROLLING MEADOWS
PLAN COMMISSION
TO REQUEST A SUBDIVISION OF PROPERTY

Property's Commonly Known Address: 1600 & 1620 Vermont

Real Estate Tax Number: 02-26-107-001-0000 02-26-107-008-0000

Owner/Developer's Name: Bradley Schneider / Brian Lapeug
(please print)

Petitioner's Name: Bradley Schneider
(please print)

Petitioner's Signature: [Signature]

Petitioner's Address: 1600 Vermont

City: Rolling Meadows State: IL Zip: 60008

Phone: 847-257-3758 Fax: Email: F xr5DUOE @ Comcast, Net

Interest of Petitioner: (check one)

☑ Owner  ☐ Lessee(s)  ☐ Contract Purchaser  ☐ Agent

Note: If you are not the owner, you must supply the owner's written authorization.

Description of Request: NEW SUBDIVISION

Contact Person: Bradley Schneider
(please print)

Contact Person's Address: 1600 Vermont

City: Rolling Meadows State: IL Zip: 60008

Phone: 847-257-3758 Fax: Email: Fxr5DUOE @ Comcast, Net
Planning and Zoning Commission Memorandum

Date: October 17, 2017
To: Brad Schneider, BJS Builders & Remodelers
From: Fred Vogt, Public Works Director
Subject: 1600 & 1620 Vermont Street
Subdivision Plan Review Comments by Public Works Department/Community Development Division

CC:

1. Preference is given to water main placement on the north side of the proposed new street. No loop on the south side is desired.
2. Preference is to extend eight inch (8") water main 100 feet to the east property line. Developer needs to contact property owner to the east to pursue water main connection to existing fire hydrant (to be determined).
3. Connect sidewalk, west of proposed lot 8, to existing sidewalk on south side of Denny Court.
4. Shift proposed street approximately 20 feet to the south to align with Denny Court – this will require making proposed lots 7 and 8 slightly wider to obtain the 10,000 square foot minimum lot size.
5. Curbs should be installed from proposed lot 8 directly west to match existing Denny Court curb; there is no reason to install curb return radius as shown immediately west of lot 8.
6. A street name needs to be proposed, and adopted by the City. The City will choose a street name if none is proposed.
7. Utility easements will need to be determined for each lot based on final engineering design and utility locations.
8. The proposed cul-de-sac shall not have a center island.
9. All bioswales proposed shall be owned by a Homeowner’s Association. The HOA Agreement must be provided to the City along with the required bioswale maintenance plan.
10. The lots are proposed with a 25 foot rear yard setback. Based on staff’s interpretation of the code, the minimum setback is 30 feet.
11. Staff continues to recommend seven 11,000 square foot lots. This would eliminate the need for a rear yard setback variance, and would allow home builders some design flexibility.
12. Attached are plan review comments by the City Engineer.
September 18, 2017

City of Rolling Meadows
Community Development Department
3600 Kirchoff Road
Rolling Meadows, IL 60008

Attention: Fred Vogt, Public Works Director

Subject: Preliminary Plan Review
1600-1620 Vermont Street – Schneider Resubdivision
1st Review
(CBBEL Project No. 980361.L313)

Dear Fred:

We have completed our review of the Preliminary Plan for the Schneider Subdivision, prepared by Haeger Engineering, dated August 23, 2017. Our comments are listed below.

A. Preliminary Plat
   1. Revise the legal description to include the vacated right-of-way along the south border of the subject property.
   2. Show all required utility easements.
   3. Provide ground elevations of the tract based on Rolling Meadows’ primary monumentation. One foot contours shall extend at least fifty feet beyond property lines.

B. Site Improvements
   1. From a traffic safety standpoint, we recommend that the proposed cul-de-sac be aligned with Denny Court.
   2. The existing Vermont Street has a typical centerline crown until it reaches the driveway at 1578 Vermont at which point the pavement is sloped entirely to the west. As part of this project, a normal crown must be constructed along with the widening and curb and gutter installation along the Vermont Street frontage.
   3. The sanitary sewer extension from Denny Court is mislabeled as “Connect to City Watermain in ROW”.
   4. Delete the redundant segment of watermain in the proposed cul-de-sac. Since the main on Denny Court is looped to the west through Pride Court and out to California
Avenue, there is sufficient system pressure to serve the eight new homes with an eight inch diameter main that will terminate with a fire hydrant between proposed Lots 4 and 5.

5. According to City utility atlases, the sanitary sewer in Denny Court is less than five feet deep. However, the sanitary sewer on the west side of Vermont Street opposite the northwest corner of proposed Lot 1 is three feet deeper. We recommend that the sanitary sewer be extended from that point. Since there is existing storm sewer in the west parkway and existing watermain in the east parkway of Vermont, it would be appropriate for the developer to install the new sanitary sewer in an easement along the west line of Lot 1.

6. The property drains towards the southeast and it may not be possible to route the proposed bio-swale storm sewers to the existing City storm sewer within Vermont Street.

C. General Comments

1. Submit a stormwater management report outlining how the proposed development meets the requirement of the MWRD Watershed Management Ordinance (WMO) and the City of Rolling Meadows Ordinances with respect to detention, volume control and overall site drainage.

2. The sanitary sewer connection recommended in comment B.5 above will subject the development to the requirements of the Milanowski recapture agreement.

If you have any questions, please do not hesitate to contact me.

Sincerely,

[Signature]

Robert T. Jungwirth, PE, CFM
Senior Civil Engineer

cc: Rob Horne - Public Works
    Elizabeth Payne – Community Development
    Keith Anderson – Community Development
    Maryann Moffet – Community Development
    Gary Rozwadowski - CBBEL
October 30, 2017

Fred Vogt
Director of Public Works
City of Rolling Meadows
3900 Berdnick Street
Rolling Meadows, IL 60008

RE: Schenider Property Resubdivision
Responses to City Review, dated October 17, 2017
Our File#: 17067

We have received review comments on the Preliminary Plat for Star Pointe Subdivision from your office dated October 17, 2017. We have revised the Preliminary Plat in response to the comments, which have been addressed as follows. Your review comments are shown in italics, with our responses following immediately in bold:

1. Preference is given to water main placement on the north side of the proposed new street. No loop on the south side is desired. The location of the watermain has been updated as requested.

2. Preference is to extend eight inch (8") water main 100 feet to the east property line. Developer needs to contact property owner to the east to pursue water main connection to existing fire hydrant (to be determined). We note that the Village Engineering review indicates that this off-site connection is not required to adequately serve the project (comment B.4.). We have reflected this configuration in the updated plan.

3. Connect sidewalk, west of proposed lot 8, to existing sidewalk on south side of Denny Court. This sidewalk connection is now shown.

4. Shift proposed street approximately 20 feet to the south to align with Denny Court - this will require making proposed lots 7 and 8 slightly wider to obtain the 10,000 square foot minimum lot size. The proposed street has been re-aligned as requested.

5. Curbs should be installed from proposed lot 8 directly west to match existing Denny Court curb; there is no reason to install curb return radius as shown immediately west of lot 8. The proposed curbing has been revised as requested.

6. A street name needs to be proposed, and adopted by the City. The City will choose a street name if none is proposed. A proposed street name (Jacqueline Court) is now included on the Preliminary Plat.

7. Utility easements will need to be determined for each lot based on final engineering design and utility locations. A typical lot easement detail has been added to the Preliminary Plat; final configuration of easements will be coordinated during Final Engineering design as indicated.

8. The proposed cul-de-sac shall not have a center island. The center island has been eliminated as requested.

9. All bioswales proposed shall be owned by a Homeowner's Association. The HOA Agreement must be provided to the City along with the required bioswale maintenance plan. A draft HOA Agreement will be provided by the petitioner, which will include a maintenance plan for the bioswales.

10. The lots are proposed with a 25 foot rear yard setback. Based on staff's interpretation of the code, the minimum setback is 30 feet. The rearyard setback has been revised per code requirements.

11. Staff continues to recommend seven 11,000 square foot lots. This would eliminate the need for a rear yard setback variance,
and would allow home builders some design flexibility.

The proposed plat has been revised to seven lots as requested.

A. Preliminary Plat

1. Revise the legal description to include the vacated right-of-way along the south border of the subject property.
   The legal description has been updated as requested.

2. Show all required utility easements.
   Easements have been shown as requested.

3. Provide ground elevations of the tract based on Rolling Meadows' primary monumentation. One foot contours shall extend at least fifty feet beyond property lines.
   Site contours have been added to the plan.

B. Site Improvements

1. From a traffic safety standpoint, we recommend that the proposed cul-de-sac be aligned with Denny Court.
   The street has been re-aligned as requested.

2. The existing Vermont Street has a typical centerline crown until it reaches the driveway at 1578 Vermont at which point the pavement is sloped entirely to the west. As part of this project, a normal crown must be constructed along with the widening and curb and gutter installation along the Vermont Street frontage.
   The owner acknowledges that this pavement improvement will be required as part of this project, and it will be designed during Final Engineering.

3. The sanitary sewer extension from Denny Court is mislabeled as "Connect to City Watermain in ROW".
   This label has been corrected.

4. Delete the redundant segment of watermain in the proposed cul-de-sac. Since the main on Denny Court is looped to the west through Pride Court and out to California Avenue, there is sufficient system pressure to serve the eight new homes with an eight inch diameter main that will terminate with a fire hydrant between proposed Lots 4 and 5.
   This proposed watermain configuration has been shown on the plan as requested.

5. According to City utility atlases, the sanitary sewer in Denny Court is less than five feet deep. However, the sanitary sewer on the west side of Vermont Street opposite the northwest corner of proposed Lot 1 is three feet deeper. We recommend that the sanitary sewer be extended from that point. Since there is existing storm sewer in the west parkway and existing watermain in the east parkway of Vermont, it would be appropriate for the developer to install the new sanitary sewer in an easement along the west line of Lot 1.
   We have revised the sanitary sewer connection and routing as requested.

6. The property drains towards the southeast and it may not be possible to route the proposed bio-swale storm sewers to the existing City storm sewer within Vermont Street.
   Preliminary grading has been added to the plan. Areas of the proposed bioswale which can be made tributary to the City’s storm sewer system via an underdrain will be conveyed to the storm sewer in Vermont. Areas which cannot be tributary will be tributary to the low area on the property at the southeast corner, and will continue to overflow to the southeast as the property presently does.
C. General Comments

1. Submit a stormwater management report outlining how the proposed development meets the requirement of the MWRA Watershed Management Ordinance (WMO) and the City of Rolling Meadows Ordinances with respect to detention, volume control and overall site drainage.

   A preliminary stormwater report has been provided; the owner acknowledges that during Final Engineering a WMO permit submittal will be provided.

2. The sanitary sewer connection recommended in comment B.5 above will subject the development to the requirements of the Milanowski recapture agreement.

   The owner requests additional information on this recapture.

This concludes our submittal. Please do not hesitate to contact me with any questions or concerns.

Sincerely,

HAEGER ENGINEERING, LLC

[Signature]

Mike Anderson, P.E., LEED AP
Vice-President
Motion to Open the Meeting
Chairman Bisesi asked for a motion to open the November 7 Planning and Zoning Commission meeting. Mr. Whitney moved to open the meeting and Mr. Patterson seconded. Motion carried. Roll call:

Presiding: Chairman Bisesi
Present: Fink, Lynch, O’Brien, Patterson, Rataiczyk, Whitney
Absent: Rybarczyk, Stefaniuk
Also Present: Fred Vogt, Public Works Director, and Elizabeth Payne, Secretary

Call to Order
Chairman Bisesi called the meeting to order at 7:30 pm and declared a quorum.

Approval of Minutes
Chairman Bisesi asked for a motion to approve the minutes from the October 3, 2017 Planning and Zoning Commission meeting. Mr. Patterson moved to approve the minutes as written and Mr. O’Brien seconded.

Roll call:
   Mr. Fink: Abstain
   Mr. Lynch: Yes
   Mr. O’Brien: Yes
   Mr. Patterson: Yes
   Mr. Rataiczyk: Yes
   Mr. Whitney: Yes
   Chairman Bisesi: Yes

Motion carried. Minutes approved as written.

Upcoming Public Hearings: NONE

Pending Business: NONE
New Business:

1. Preliminary approval of an eight-lot subdivision with variations for property located at 1600 & 1620 Vermont Street, Rolling Meadows, IL, R-1 Residential, Bradley Schneider, BJS Builders & Remodelers, Inc., Petitioner

Chairman Bisesi asked if the file was in order.

Mr. Vogt stated that the file was in order and was made part of the record.

Brad Schneider, 1600 Vermont Street, Rolling Meadows, IL and Mike Anderson, 100 East State Parkway, Schaumburg, IL were sworn in by Chairman Bisesi.

Mr. Schneider stated that the initial proposal had been for eight lots with variations. Upon discussion with staff, they had reduced their proposal to seven lots, which would not require any variations.

Mr. Anderson stated that the existing properties were two single family homes totaling 2.25 acres. The zoning of the existing property was R-1, with R-1 zoned properties to the north and west, and M-1 properties to the east and southeast.

Mr. Anderson noted that the original submittal had requested eight lots with variances for the rear yard setbacks. The current proposal was for seven lots with an average area of around 12,000 square feet. The proposal would include a new City street with the proposed name of Jacqueline Court, a cul-de-sac built to City requirements and similar to Denny Court across Vermont Street. Proposed improvements would include completion of the curb and gutter along the east side of Vermont, and extended public sidewalk along the east side of Vermont. They planned to connect to City sewer and water on Vermont. Stormwater detention requirements from MWRD were not triggered as the proposed parcel was under five acres, but there were volume control requirements that the subdivision would have to meet. MWRD required that the subdivision be able to handle one inch of rainfall. To meet this requirement, the petitioner was proposing a bioswale along the back of each proposed lot to capture, hold, and infiltrate into the ground. It also includes stormwater pollutant removal. The bioswale would be planted with deep-rooted native vegetation. Current water flow was to the southeast into the manufacturing properties.

QUESTIONS AND COMMENTS FROM THE BOARD:
Chairman Bisesi opened the meeting to commissioners’ questions and comments.

Mr. Lynch asked if Denny Court had a homeowner’s association (HOA). Mr. Vogt replied that, to staff’s knowledge, they did not. Mr. Lynch asked why an HOA was being instituted for these homes. Mr. Anderson replied that it was for the bioswale, which was to be privately owned and maintained. Mr. Vogt added that staff did not necessarily want to install an HOA, but that HOAs had been put in place for some smaller subdivisions when specific needs call for it, such as with the bioswale. Maintenance would require some coordination, and the City needs to have someone to go to in case of maintenance issues. Mr. Lynch asked about adding language to individual deeds to allow enforcement authority. Mr. Vogt replied language would be added regarding the HOA. Mr. Lynch noted that an HOA required a great deal of documentation, and participation from the homeowners.
He questioned whether there was another way to accomplish the City’s goal than an HOA. Mr. Vogt replied staff was open to other options, and would consult with the City attorney. Mr. Lynch expressed hope that the City would find another way than the HOA.

Mr. Lynch asked if the fence the developer was to put in could be made to last more than a few years. Mr. Vogt replied that staff could work with the developer at permitting. Discussion was held regarding the requirement of the fence. It was established that there was an existing 5-foot-high chain link fence, and that the zoning code required a 6-foot-high board-on-board fence for screening between the residential and manufacturing districts. It was recommended that each individual homeowner be required to care for their portion of the fence, as opposed to making it the responsibility of the HOA. It was established that the fence would only be installed as screening between the residential and manufacturing uses.

Mr. Vogt noted that there was an existing fire hydrant between the two manufacturing buildings that backed up to the proposed subdivision. To improve water flow and quality, staff was requesting that the petitioner consider extending the water main to the east property line of the subdivision. Mr. Anderson stated the petitioner was open to the requested improvement.

Chairman Bisesi asked if Jacqueline Court was proposed to line up with Denny Court. Mr. Anderson replied that it was.

QUESTIONS AND COMMENTS FROM THE AUDIENCE:
Chairman Bisesi opened the meeting for comments from the public. With there being no public comment, the public hearing was closed.

ADDITIONAL QUESTIONS AND COMMENTS FROM THE BOARD:
Chairman Bisesi opened the meeting to additional questions and comments from the commissioners.

Mr. Rataiczky moved for preliminary approval of a seven-lot subdivision for property 1600 & 1620 Vermont Street, R-1 Residential, Brad Schneider, BJS Builders & Remodelers, Petitioner

With the following conditions:

1. Site is to be developed in substantial conformance with the proposed plat of subdivision submitted to staff 10/30/2017.
2. The final plat of subdivision is to be created, approved and recorded with Cook County within two years of City Council approval.
3. Plat of subdivision will be recorded upon approval of final plat and engineering plans.
4. Public improvements are to be provided as required by the City Engineer and Department of Public Works, including new street construction, widening of Vermont Street, sidewalks, trees, and utilities.
5. Recaptures for sanitary sewer that serves the property must be paid at the time of first building permit application. Estimated cost is $7,913.22 per City Engineer records (1997 ordinance).
6. The subdivision is subject to building permits and Final Engineering approval for utilities, site grading, landscaping, noise, and all other site improvements.
7. All proposed bioswales are to be owned by a Homeowner’s Association. Submit the Homeowner’s Association agreement and bioswale maintenance plan to the City.

8. Petitioner is to install a six-foot-high board-on-board fence along the east property line where the residences back up to the neighboring manufacturing district. The fence is to be owned and maintained by a Homeowner’s Association, which is to be established.

9. Staff will recommend at the time of final engineering that the public 8” diameter watermain be extended to the east property line (between lots 3 and 4). It is believed that an opportunity will present itself, within the upcoming year, to have a new property owner to the east cause their watermain (located 100 feet east of their west property line) to be extended and connect to the subdivision’s proposed watermain; this will improve water quality and fire protection flows in the area.

Motion was seconded by Mr. Patterson.

Mr. O’Brien asked if the proposal moving forward was contingent upon a homeowner’s association being established, the concern being none of the lots being sold because of that requirement. Discussion ensued regarding the requirement of the homeowner’s association and what their responsibilities would be. The Commission did not want the developers to not be able to move forward with their project because potential homeowners did not have the time or interest to form and manage an HOA. However, the maintenance of the bioswale was a concern. It was established that the bioswale would be in an easement, with some ability for the City to be able to access it to maintain it, but staff felt collaboration among the lots for maintenance of the bioswale to be better. It was also recommended that the maintenance of the required fence be given to the property owners whose lots it abutted. It was stated that the establishment and maintenance of an HOA, per state code, would be difficult and expensive, and that the developer would be responsible until it was given to the owners. Discussion was held regarding the bioswales being maintained by individual homeowners with City enforcement capability.

Mr. Lynch moved to amend condition number 8 by removing the requirement that the Homeowner’s Association be responsible for the fence.

Mr. O’Brien seconded the motion.

Roll Call for the amendment:
- Mr. O’Brien: Yes
- Mr. Whitney: Yes
- Mr. Patterson: Yes
- Mr. Rataiczyk: Yes
- Mr. Fink: Yes
- Mr. Lynch: Yes
- Chairman Bisesi: Yes

Yeas – (7) – Bisesi, Fink, Lynch, O’Brien, Patterson, Rataiczyk, Whitney
Nays – (0) – NONE
Absent – (2) – Rybarczyk, Stefaniuk
Abstain – (0) – NONE
Motion carried.

**Mr. Lynch moved to add condition 10 to state that the Homeowner’s Association be required in the absence of other legal recourse, as determined by the City Attorney.**

Mr. O’Brien seconded the motion.

**Roll Call for the amendment:**

Mr. Lynch: Yes  
Mr. O’Brien: Yes  
Mr. Whitney: Yes  
Mr. Patterson: Yes  
Mr. Rataiczyk: Yes  
Mr. Fink: Yes  
Chairman Bisesi: Yes

Yeas – (7) – Bisesi, Fink, Lynch, O’Brien, Patterson, Rataiczyk, Whitney  
Nays – (0) – NONE  
Absent – (2) – Rybarczyk, Stefaniuk  
Abstain – (0) – NONE

Motion carried.

**Roll Call for the motion as amended:**

Mr. O’Brien: Yes – It is a great use of the space. Petitioner has prepared well.  
Mr. Whitney: Yes – It is a great design that works well with the neighborhood.  
Mr. Patterson: Yes – There is a good possibility of being done right.  
Mr. Rataiczyk: Yes – The petitioner’s addressing concerns is appreciated.  
Mr. Fink: Yes – It is a good use of space.  
Mr. Lynch: Yes  
Chairman Bisesi: Yes

Yeas – (7) – Bisesi, Fink, Lynch, O’Brien, Patterson, Rataiczyk, Whitney  
Nays – (0) – NONE  
Absent – (2) – Rybarczyk, Stefaniuk  
Abstain – (0) – NONE

**MOTION APPROVED**

Chairman Bisesi stated that, with the vote 7-0-2, the item would go before the City Council with a positive recommendation from the Planning and Zoning Commission, tentatively on November 28, 2017 for the first reading of the ordinance.
Council Action Summary – December 5, 2017

Agenda Location: Consent Ordinances

D) Ordinance – Repeal the Sunset Provision for the Wheel Tax

Attachment:

- Ordinance

Background:

The attached ordinance will repeal the Wheel Tax. The City of Rolling Meadows’ Wheel Tax (known as Vehicle Stickers) generates $500,000 annually to the Local Road Fund to support road repairs, resurfacing and reconstruction projects. There have been other sunset provisions repealed by the City Council (as an example, the Stormwater Management Fee Sunset Clause was repealed). Staff recommends repealing the sunset provision for the Wheel Tax as it is a tax dedicated to repairing, resurfacing and reconstructing the City’s roadways and is intended to continue into the future.

Previous Council Action:

- City Council approval of Ordinance No. 12-20 - Extend the Sunset Clause from December 31, 2012 to December 31, 2017.

Recommendation: Staff requests 1st reading of this ordinance.
AN ORDINANCE AMENDING THE SUNSET PROVISION FOR THE CITY’S WHEEL TAX

BE IT ORDAINED by the City Council of the City of Rolling Meadows, Illinois, as follows:

SECTION ONE: Chapter 102, “Taxation / Article V. – Wheel Taxes”:

Section 102-184 is hereby repealed.

SECTION TWO: This Ordinance shall be printed and published in pamphlet form by order of the City Council of Rolling Meadows, Illinois.

SECTION THREE: This ordinance shall be in full force and effect from and after its passage and approval as provided by law.

YEAS:

NAYS:

ABSENT:

Passed and approved this 19th day of December 2017.

______________________________
Len Prejna, Mayor

ATTEST:

_______________________________
Ginny Cotugno, Deputy City Clerk

Published this 20th day of December 2017.

_______________________________
Ginny Cotugno, Deputy City Clerk
E) Ordinance – Amend City Code for A Small Cell Antenna/tower Right-of-Way Siting
Ordinance (1st Reading)

ATTACHMENT: ORDINANCE

Background: The telecommunication companies are presently looking to install small cell tower antennas throughout the country which provide coverage for smaller areas than the larger antennas. There is currently legislation in Springfield which regulates the small cell towers and, through discussions with the Illinois Municipal League, the pending bill has been amended to provide more control over the location, height and construction of these small cell towers which are typically installed on existing utility poles within the City rights-of-way.

The attached ordinance would provide the City with control of these small cell towers within the limitations imposed by the pending legislation. The ordinance can be amended in the future, depending upon the outcome of the pending legislation. In the meantime, the City would have regulations in place.

Recommendation: Adopt the Ordinance.
AN ORDINANCE AMENDING THE CODE OF ORDINANCES
FOR A SMALL CELL ANTENNA/TOWER RIGHT-OF-WAY
SITING ORDINANCE

WHEREAS, the City of Rolling Meadows (the "City") is an Illinois municipality in accordance with the Constitution of the State of Illinois of 1970; and,

WHEREAS, the City is authorized under the Illinois Municipal Code, 65 ILCS 5/1-1-1 et seq., and Illinois law to adopt ordinances pertaining to the public health, safety and welfare; and,

WHEREAS, the City is further authorized to adopt the amendments contained herein pursuant to its authority to regulate the public right-of-way under Section 11-80-1 et seq., of the Illinois Municipal Code; and

WHEREAS, the City uses the public right-of-way within its City limits to provide essential public services to its residents and businesses. The public right-of-way within the City is a limited public resource held by the City for the benefit of its citizens and the City has a custodial duty to ensure that the public right-of-way is used, repaired, and maintained in a manner that best serves the public interest; and

WHEREAS, growing demand for personal wireless telecommunications services has resulted in increasing requests nationwide and locally from the wireless industry to place small cell facilities, distributed antenna systems, and other personal wireless telecommunication facilities on utility and street light poles and other structures in the public right-of-way. While State and federal law limit the authority of local governments to enact laws that unreasonably discriminate among providers of functionally equivalent services, prohibit, or have the effect of prohibiting the provision of telecommunications services by wireless service providers, the City is authorized, under existing State and federal law, to enact appropriate regulations and restrictions relative to
small cell facilities, distributed antenna systems, and other personal wireless telecommunication facility installations in the public right-of-way; and

WHEREAS, in anticipation of continued increased demand for placement of small cell facilities, distributed antenna systems, and other personal wireless telecommunication facility installations within the public right-of-way, the City Council finds that it is in the best interests of the public health, safety and general welfare of the City to adopt the ordinance below in order to establish generally applicable standards for construction, installation, use, maintenance and repair of such facilities, systems and installations within the public right-of-way in the City so as to, among other things: (i) prevent interference with the facilities and operations of the City’s utilities and of other utilities lawfully located in public right-of-way or property, (ii) provide specific regulations and standards for the placement and siting of personal wireless telecommunication facilities within public right-of-ways in the City, (iii) preserve the character of the neighborhoods in which facilities are installed, (iv) minimize any adverse visual impact of personal wireless telecommunication facilities and prevent visual blight in the neighborhoods in which facilities are installed, (v) facilitate the location of personal wireless telecommunication facilities in permitted locations within the public right-of-way in the City, and (vi) assure the continued safe use and enjoyment of private properties adjacent to personal wireless telecommunication facilities.

NOW, THEREFORE, be it ordained by the corporate authorities of the City of Rolling Meadows, as follows:
SECTION ONE: Chapter 82, “Right of Way Management”, is hereby amended by adding thereto the following:

Article XII. Small Cell Antenna/Tower Right-of-Away Siting Ordinance

Sec. 82-300. Definitions.

For purposes of this Ordinance, the following terms will have the following meanings:

<table>
<thead>
<tr>
<th>Term</th>
<th>Definition</th>
</tr>
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<tbody>
<tr>
<td>ALTERNATIVE ANTENNA STRUCTURE</td>
<td>An existing pole or other structure within the public right-of-way that can be used to support an antenna and is not a utility pole or a City-owned infrastructure.</td>
</tr>
<tr>
<td>ANTENNA</td>
<td>Communications equipment that transmits or receives electromagnetic radio signals used in the provision of any type of wireless communications services.</td>
</tr>
<tr>
<td>APPLICANT</td>
<td>Any person or entity submitting an application to install personal wireless telecommunication facilities or structures to support the facilities within a public right-of-way.</td>
</tr>
<tr>
<td>CITY-OWNED INFRASTRUCTURE</td>
<td>Infrastructure in public right-of-way within the boundaries of the City, including, but not limited to, streetlights, traffic signals, towers, structures, or buildings owned, operated or maintained by the City.</td>
</tr>
<tr>
<td>DISTRIBUTED ANTENNA SYSTEM (DAS)</td>
<td>A type of personal wireless telecommunication facility consisting of a network of spatially separated antenna nodes connected to a common source via a transport medium that provides wireless service within a geographic area. Generally serves multiple carriers.</td>
</tr>
<tr>
<td>LANDSCAPE SCREENING</td>
<td>The installation at grade of plantings, shrubbery, bushes or other foliage intended to screen the base of a personal wireless telecommunication facility from public view.</td>
</tr>
<tr>
<td>MONOPOLE</td>
<td>A structure composed of a single spire, pole or tower designed and used to support antennas or related equipment and that is not a utility pole, an alternative antenna structure, or a City-owned infrastructure.</td>
</tr>
<tr>
<td>PERSONAL WIRELESS TELECOMMUNICATION ANTENNA</td>
<td>An antenna that is part of a personal wireless telecommunications facility.</td>
</tr>
<tr>
<td>PERSONAL WIRELESS TELECOMMUNICATION EQUIPMENT</td>
<td>Equipment, exclusive of an antenna, that is part of a personal wireless telecommunications facility.</td>
</tr>
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</table>
PERSONAL WIRELESS TELECOMMUNICATIONS FACILITY

An antenna, equipment, and related improvements used, or designed to be used, to provide wireless transmission of voice, data video streams, images, or other information including, but not limited to, cellular phone service, personal communication service, paging, and Wi-Fi antenna service.

SMALL CELL FACILITIES

A Personal Wireless Telecommunications Facility consisting of an antenna and related equipment either installed singly or as part of a network to provide coverage or enhance capacity in a limited defined area. Generally single-service provider installation.

TOWER

Any structure that is designed and constructed primarily for the purpose of supporting one or more antennas, including self-supporting lattice towers, guy towers, or monopole towers, and that is not a utility pole, an alternative antenna structure, or a City-owned infrastructure. Except as otherwise provided for by this Ordinance, the requirements for a tower and associated antenna facilities shall be those required in this Ordinance.

UTILITY POLE

An upright pole designed and used to support electric cables, telephone cables, telecommunication cables, cable service cables, which are used to provide lighting, traffic control, signage, or a similar function.

VARIANCE or VARIATION

A grant of relief by the City Council.

WI-FI ANTENNA

An antenna used to support Wi-Fi broadband Internet access service based on the IEEE 802.11 standard that typically uses unlicensed spectrum to enable communication between devices.

Sec. 82-301. Standards and Regulations.

Personal wireless telecommunication facilities will be permitted to be placed in right-of-way within the jurisdiction of the City as attachments to existing utility poles, alternative antenna structures, or City-owned infrastructure subject to the following regulations:

A. Number Limitation and Co-Location. The Public Works Director or his/her designee may regulate the number of personal wireless telecommunications facilities allowed on each utility pole or unit of City-owned infrastructure. No more than two (2) personal wireless telecommunications facilities will be permitted on utility poles or Alternative Antenna Structures. This Article does not preclude or prohibit co-location of personal wireless telecommunication facilities on towers or monopoles that meet the requirements as set forth elsewhere in this Section or as required by federal law.
B. **Separation and Clearance Requirements.** Personal wireless telecommunication facilities may be attached to a utility pole, alternative antenna structure, monopole, or City-owned infrastructure only where such pole, structure or infrastructure is located no closer than a distance equal to one hundred (100) percent of the height of such facility to any residential building and no closer than three hundred (300) feet from any other personal wireless telecommunication facility.

C. **City-Owned Infrastructure.** Personal wireless telecommunication facilities can only be mounted to City-owned infrastructure including, but not limited to, streetlights, traffic signal, towers or buildings, if authorized by a license or other agreement between the owner and the City.

D. **Height.** A monopole, utility pole, or other tower to support personal wireless telecommunication facilities are limited to the higher of: (i) 10 feet in height above the tallest existing utility pole, other than a utility pole supporting only wireless facilities, that is in place on the date the application is submitted to the City, that is located within 300 feet of the new or replacement utility pole or wireless support structure and that is in the same right-of-way within the City; or (ii) 45 feet above ground level.

E. **Attachment Limitations.** No personal wireless telecommunication antenna or facility within the right-of-way will be attached to a utility pole, alternative antenna structure, tower, or City-owned infrastructure unless all of the following conditions are satisfied:

1. **Surface Area of Antenna:** The personal wireless telecommunication antenna, including antenna panels, whip antennas or dish-shaped antennas, cannot have a surface area of more than seven (7) cubic feet in volume.

2. **Size of Above-Ground Personal Wireless Telecommunication Facility:** The total combined volume of all above-ground equipment and appurtenances comprising a personal wireless telecommunication facility, exclusive of the antenna itself, cannot exceed thirty-two (32) cubic feet.

3. **Personal Wireless Telecommunication Equipment:** The operator of a personal wireless telecommunication facility must, whenever possible, locate the base of the equipment or appurtenances at a height of no lower than eight (8) feet above grade.

4. **Personal Wireless Telecommunication Services Equipment Mounted at Grade:** In the event that the operator of a personal wireless telecommunication facility proposes to install a facility where equipment or appurtenances are to be installed at grade, screening must be installed to minimize the visibility of the facility. Screening must be installed at least three (3) feet from the equipment installed at-grade and eight (8) feet from a roadway.

5. **Color:** A personal wireless telecommunication facility, including all related equipment and appurtenances, must be a color that blends with the surroundings of the pole, structure tower or infrastructure on which it is mounted and use non-
reflective materials which blend with the materials and colors of the surrounding area and structures. Any wiring must be covered with an appropriate cover.

6. **Antenna Panel Covering:** A personal wireless telecommunication antenna may include a radome, cap or other antenna panel covering or shield, to the extent such covering would not result in a larger or more noticeable facility and, if proposed, such covering must be of a color that blends with the color of the pole, structure, tower or infrastructure on which it is mounted.

7. **Wiring and Cabling:** Wires and cables connecting the antenna to the remainder of the facility must be installed in accordance with the electrical code currently in effect. No wiring and cabling serving the facility will be allowed to interfere with any wiring or cabling installed by a cable television or video service operator, electric utility or telephone utility.

8. **Grounding:** The personal wireless telecommunication facility must be grounded in accordance with the requirements of the electrical code currently in effect in the City.

9. **Guy Wires:** No guy or other support wires will be used in connection with a personal wireless telecommunication facility unless the facility is to be attached to an existing utility pole, alternative antenna support structure, tower or City-owned infrastructure that incorporated guy wires prior to the date that an applicant has applied for a permit.

10. **Pole Extensions:** Extensions to utility poles, alternative support structures, towers and City-owned infrastructure utilized for the purpose of connecting a personal wireless telecommunications antenna and its related personal wireless telecommunications equipment must have a degree of strength capable of supporting the antenna and any related appurtenances and cabling and capable of withstanding wind forces and ice loads in accordance with the applicable structural integrity standards as set forth in 11 below. An extension must be securely bound to the utility pole, alternative antenna structure, tower or City-owned infrastructure in accordance with applicable engineering standards for the design and attachment of such extensions.

11. **Structural Integrity:** The personal wireless telecommunication facility, including the antenna, pole extension and all related equipment must be designed to withstand a wind force and ice loads in accordance with applicable standards established in Chapter 25 of the National Electric Safety Code for utility poles, Rule 250-B and 250-C standards governing wind, ice, and loading forces on utility poles, in the American National Standards Institute (ANSI) in TIA/EIA Section 222-G established by the Telecommunications Industry Association (TIA) and the Electronics Industry Association (EIA) for steel wireless support structures and the applicable industry standard for other existing structures. For any facility attached to City-owned infrastructure or, in the discretion of the City, for a utility pole, tower, or alternative antenna structure, the operator of the facility must provide the City with a structural evaluation of each specific
location containing a recommendation that the proposed installation passes the standards described above. The evaluation must be prepared by a professional structural engineer licensed in the State of Illinois.

12. Interference: The wireless provider’s operation of the small wireless facilities shall not interfere with the frequencies used by a public safety agency for public safety communications; a wireless provider shall install small wireless facilities of the type and frequency that will not cause unacceptable interference with a public safety agency’s communications equipment; unacceptable interference will be determined by and measured in accordance with industry standards and the FCC regulations addressing unacceptable interference to public safety spectrum or any other spectrum licensed by a public safety agency; if a small wireless facility causes such interference, and the wireless provider has been given written notice of the interference by the public safety agency; if a small wireless facility causes such interference, and the wireless provider has been given written notice of the interference by the public safety agency, the wireless provider, at its own expenses, shall take all reasonable steps necessary to correct and eliminate the interference, including, but not limited to, powering down the small wireless facility and later powering up the small wireless facility and later powering up the small wireless facility for intermittent testing, if necessary; the City may terminate a permit for small wireless facility based on such interference if the wireless provider is not making a good faith effort to remedy the problem in a manner consistent with the abatement and resolution procedures for interference with public safety spectrums established by the FCC including 47 CFR 22.970 through 47 CFR 22.973 and 47 CFR 90.672 through 47 CFR 90.675.

13. Compliance with City Contracts: The wireless provider shall comply with requirements that are imposed by a contract between the City and a private property owner that concern design or construction standards applicable to utility poles and ground-mounted equipment located in the right-of-way.

14. Spacing: A wireless provider shall comply with applicable spacing requirements in the City’s Code of Ordinances concerning the location of ground-mounted equipment located in the right-of-way subject to the City Council granting an ordinance that addresses wireless provider requests for a variance.

15. Code Compliance: The wireless provider shall comply with the City’s provisions or regulations concerning undergrounding requirements that prohibit the installation of new or the modification of existing utility polices in a right-of-way without prior City approval.

16. Collocation: The wireless provider shall not collocate small wireless facilities on City utility poles that are part of an electric distribution or transmission system within the communication workers safety zone of the pole or the electric supply zone of the pole; however, the antenna and support equipment of the small wireless facility may be located in the communications space on the authority
utility pole and on the top of the pole, if not otherwise unavailable, if the wireless provider complies with applicable codes for work involving the top of the pole; for purposes of this subparagraph 16, the terms “communications space”, “communication worker safety zone”, and electrical supply zone” have the meanings given to those terms in the National Electric Safety Code as published by the Institute of Electrical and Electronics Engineers.

17. Public Safety: The wireless provider shall comply with the applicable codes and City code provisions or regulations that concern public safety.

18. Design Standards: The wireless provider shall comply with written design standards that are generally applicable for decorative utility poles, or reasonable stealth, concealment, and aesthetic requirements that are identified by the City in an ordinance, written policy, a comprehensive plan, or other written design plan that applies to other occupiers of the rights-of-way, including on a historic landmark in a historic district.

F. Signage. Other than signs required by federal law or regulations or identification and location markings, installation of signs on a personal wireless telecommunication facility is prohibited.

G. Screening. If screening is required under Section (D)(4) above, it must be natural landscaping material or a fence subject to the approval of the City and must comply with all regulations of the City. Appropriate landscaping must be located and maintained and must provide the maximum achievable screening, as determined by the City, from view of adjoining properties and public or private streets. Notwithstanding the foregoing, no such screening is required to extend more than nine (9) feet in height. Landscape screening when permitted in the right-of-way must be provided with a clearance of three (3) feet in all directions from the facility. The color of housing for ground-mounted equipment must blend with the surroundings. For a covered structure, the maximum reasonably achievable screening must be provided between such facility and the view from adjoining properties and public or private streets. In lieu of the operator installing the screening, the City, at its sole discretion, may accept a fee from the operator of the facility for the acquisition, installation, or maintenance of landscaping material by the City.

H. Permission to Use Utility Pole or Alternative Antenna Structure. The operator of a personal wireless telecommunication facility must submit to the City written copies of the approval from the owner of a utility pole, monopole, or an alternative antenna structure, to mount the personal wireless telecommunication facility on that specific pole, tower, or structure, prior to issuance of the City permit.

I. Licenses and Permits. The operator of a personal wireless telecommunication facility must verify to the City that it has received all concurrent licenses and permits required by other agencies and governments with jurisdiction over the design, construction, location and operation of said facility have been obtained and will be maintained within the corporate limits of the City.
J. **Variance Requirements.** Each location of a personal wireless telecommunication facility within a right-of-way must meet all of the requirements of this Article, unless a variance has been obtained in accordance with the City’s Comprehensive Zoning Code.

K. **Abandonment and Removal.** Any personal wireless telecommunication facility located within the corporate limits of the City that is not operated for a continuous period of twelve (12) months, shall be considered abandoned and the owner of the facility must remove same within ninety (90) days of receipt of written notice from the City notifying the owner of such abandonment. Such notice shall be sent by certified or registered mail, return-receipt-requested, by the City to such owner at the last known address of such owner. In the case of personal wireless telecommunication facilities attached to City owned infrastructure, if such facility is not removed within ninety (90) days of such notice, the City may remove or cause the removal of such facility through the terms of the applicable license agreement or through whatever actions are provided by law for removal and cost recovery.

**Section 82-302. Permits and Application Fees and Procedures.**

Permits for placement of personal wireless telecommunication facilities in right-of-way within the City are required. Except as otherwise provided for, the City’s Code of Ordinances, the procedures for the application for, approval of, and revocation of such a permit must be in compliance with City permit application requirements in this Chapter. Any applications must demonstrate compliance with the requirements of this section. Unless otherwise provided by franchise, license, or similar agreement, or federal, State or local law, all applications for permits pursuant to this section must be accompanied by a fee in the amount of no less than ______________. The application fee will reimburse the City for regulatory and administrative costs with respect to the work being performed.

**Section 82-303. Conflict of Laws.**

Where the conditions imposed by any provisions of this Chapter regarding the siting and installation of personal wireless telecommunication facilities are more restrictive than comparable conditions imposed elsewhere in any other local law, ordinance, resolution, rule or regulation, the regulations of this Ordinance will govern.

**SECTION TWO:** If any provision of this ordinance or application thereof to any person or circumstance is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this ordinance is severable.

**SECTION THREE:** The findings and recitals herein are declared to be prima facie evidence of the law of the City and shall be received in evidence as provided by the Illinois Compiled Statutes and the courts of the State of Illinois.
SECTION FOUR: That this Ordinance shall be in full force and effect upon its passage, approval and publication.

YEAS:

NAYS:

ABSENT:

Passed this 19th day of December, 2017.

Approved this 19th day of December, 2017.

________________________________________
Len Prejna, Mayor

ATTEST:

_____________________________________
Ginny Cotugno, Deputy City Clerk

Published this 20th day of December, 2017,
AGENDA LOCATION: CONSENT ORDINANCE

F) Ordinance – Amend the Comprehensive Zoning Code – Antenna (1st Reading)

ATTACHMENT: ORDINANCE

Background: The attached ordinance would reduce the height of both commercial and non-commercial antennas in the City from the current permitted height of 75 feet to 45 feet. The Planning and Zoning Commission heard evidence of neighboring single-family residences stating that, among other things, the height of the proposed commercial antenna on the park district property in Kimball Hill Park was too tall. The height that was proposed for that antenna was 115 feet. The Petitioner for this antenna has now proposed to reduce the height of the antenna to the permitted height of 75 feet.

The Planning and Zoning Commission will hold a public hearing on the attached proposed ordinance on December 5, 2017. Request is made to give this ordinance a first reading pending findings and recommendations of the Planning and Zoning Commission on whether the antenna height limitation should be reduced from 75 feet to 45 feet.

Recommendation: Adopt the Ordinance.
ORDINANCE NO. 17-___

AN ORDINANCE AMENDING THE COMPREHENSIVE ZONING CODE

WHEREAS, on September 5, 2017, the Planning and Zoning Commission held a public hearing, after notice and publication, as provided by law, concerning a proposed commercial antenna 110 feet in height to be located on the Park District property commonly known as 3315 Campbell Street, pursuant to the plans submitted to the City dated September 10, 2015; and

WHEREAS, during the hearing, residents voiced concerns concerning the height of the proposed antenna with an American flag consisting of approximately 375 or 600 square feet; and

WHEREAS, the proposed location is within several hundred feet of single-family residences; and

WHEREAS, at the public hearing, residents expressed concerns that the proposed antenna and flag would decrease the value of their properties due to the height of the antenna, the size of the proposed flag and its illumination of the flag; and

WHEREAS, a real estate broker testified that the proposed antenna size of and illumination of the flag would negatively impact property values of the neighboring single-family residences; and

WHEREAS, Central States Tower, III, LLC, the (“Petitioner”) at the September 5, 2017 hearing, has since filed with the City, a permit for the antenna with a height of 75 feet rather than 110 feet; and

WHEREAS, the City’s Comprehensive Zoning Code currently allows commercial antenna structures in the R-1 Zoning District with a permitted height of 75 feet; and

WHEREAS, the antenna proposed by the Petitioner is located in the City’s R-1 Single Family Residential District; and
**WHEREAS,** the Illinois legislature currently has Senate Bill 1451 under consideration which limits the height of small cell towers to 45 feet; and

**WHEREAS,** the Planning and Zoning Commission is scheduled to hold a public hearing on the issue of amending the City’s Comprehensive Zoning Code to reduce the height of new commercial antennae to 45 feet in height; and

**WHEREAS,** the City Council wishes to give this Ordinance a first reading, pending the public hearing of the Planning and Zoning Commission to be held on December 5, 2017 and the findings and recommendations of the Planning and Zoning Commission concerning the height of commercial antennae in the residential zoning districts.

**NOW, THEREFORE, BE IT ORDAINED** by the City Council of the City of Rolling Meadows, Illinois, as follows:

**SECTION ONE:** Chapter 122, the Comprehensive Zoning Ordinance (“Zoning”) is hereby amended by repealing Section 122-10 (e) (2) and inserting in lieu thereof, the following:

(2) Commercial and noncommercial antenna accessory structures are not to exceed a height of 45 feet above grade, and shall not be illuminated.

**SECTION TWO:** Chapter 122, “Zoning”, Section 122 (b) (2), is hereby repealed and replaced with the following:

(2) Accessory buildings, structures and uses as defined herein and regulated by Section 122-10.

**SECTION THREE:** Chapter 122, “Zoning”, is hereby amended by repealing Section 122 (b) (10) k and replacing it with the following:

k. Noncommercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10(e).

**SECTION FOUR:** Section 122-124 (b) (6) e is hereby repealed.
SECTION FIVE: Chapter 122, “Zoning”, is hereby amended by repealing Section 122-126 (b) (1) and replacing it with the following:

(1) Accessory buildings, structures and uses, as defined in this chapter and regulated by Section 122-10.

SECTION SIX: Chapter 122, “Zoning” is hereby amended by repealing Section 122-16 (b) (11) h and replacing it with the following:

h. Noncommercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10(e).

SECTION SEVEN: Chapter 122, “Zoning”, Section 122-127 (b) (2), is hereby repealed and replaced with the following:

(2) Accessory buildings, structures and uses, as defined in this chapter and regulated by Section 122-10.

SECTION EIGHT: Chapter 122, “Zoning”, Section 122-127 (b) (11) g is hereby repealed and replaced with the following:

g. Noncommercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10(e).

SECTION NINE: Chapter 122, “Zoning”, is hereby amended by repealing Section 122-156 (b) (14) i and replacing it with the following:

i. Commercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10 (e).

SECTION TEN: Chapter 122, “Zoning” Section 122-157 (a) (5) e, is hereby repealed and replaced with the following:

e. Commercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10 (e).

SECTION ELEVEN: Chapter 122, “Zoning”, Section 122-187 (b) (69) h, is hereby repealed and replaced with the following:

h. Commercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10(e).
SECTION TWELVE: Chapter 122, “Zoning”, Section 122-193 (b) (16) d is hereby repealed and replaced with the following

d. Commercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10(e).

SECTION THIRTEEN: Chapter 122, “Zoning”, Section 122-194 (b) (54) f is hereby repealed and replaced with the following:

f. Commercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10(e).

SECTION FOURTEEN: Chapter 122, “Zoning”, Section 122-221 (c) (4) is hereby repealed and replaced with the following:

(4) Commercial antenna structures in excess of 45 feet when otherwise complying with subsection 122-10(e).

SECTION FIFTEEN: This ordinance shall be printed and published in pamphlet form by order of the City Council of the City of Rolling Meadows.

SECTION SIXTEEN: This Ordinance shall in full force and effect from and after its passage and approval and publication as provided by law.

YEAS:

NAYS:

ABSENT:

Passed and approved this 19th day of December, 2017.

_____________________
Len Prejna, Mayor

ATTEST:

_____________________
Ginny Cotugno, Deputy City Clerk

Published this 20th day of December, 2017.

_____________________
Ginny Cotugno, Deputy City Clerk
## Warrant Approval Summary Sheet

### 12/5/2017

November 21 to December 1, 2017 (for December 5, 2017 City Council Meeting)

### Manual Disbursements:

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**Manual Check Subtotal**: $ -

### Warrant Register (City Expenses & Refunds):

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**Accounts Payable Subtotal**: $ 489,042.54

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**Payroll and Taxes Subtotal**: $ -

### Wire Transfers/ACH Payments:

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<td>ICMA (PEHP) (ACH Debit)</td>
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<td>IPBC (health insurance)(ACH Debit)</td>
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**Wire Transfers/ACH Payments Subtotal**: $ 607,650.45

### TOTAL AMOUNT FOR APPROVAL

$ 1,096,692.99

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The preceding list of bills was reviewed and recommended for payment.

Submitted by Finance Department

___

(Date) Mayor

ATTEST:

___

(Date) Deputy City Clerk

___

(Date) Finance Director
## ACCOUNT NUMBER DETAIL

### FUND LISTING

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<td>TIF #4 Golf Road Fund</td>
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<td>61</td>
<td>Local Road Fund</td>
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### ACCOUNT NUMBER BREAKDOWN

First 2 digits in the account number = FUND
Next 2 digits in the account number = DEPARTMENT
Next 4 digits in the account number = ACTIVITY/SUB-DEPARTMENT
Next 5 digits in the account number = CLASSIFICATION

**Example:** 01 - 07 - 3300 - 54640

Thus, an account number in any fund with a "07" after the fund number is Public Works related.
### INVOICES DUE ON/BEFORE 12/04/2017

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**INVOICE TOTAL:** $2,021.00

**VENDOR TOTAL:** $1,021.00

**ESCROW - SURETY DEPOSITS**

**INVOICE TOTAL:** $750.00

**VENDOR TOTAL:** $1,021.00
INVOICES DUE ON/BEFORE 12/04/2017

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**VENDOR TOTAL:** 2,410.00

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VENDOR TOTAL: 100.00

INVOICE TOTAL: 100.00
VENDOR TOTAL: 100.00

INVOICE TOTAL: 185.00
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INVOICE TOTAL: 685.00
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### INVOICES DUE ON/BEBFORE 12/04/2017

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**TOTAL ALL INVOICES:** 13,821.95
**DETAIL BOARD REPORT**

**INVOICES DUE ON/BEFORE 12/05/2017**

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**INVOICE TOTAL:** 317.59

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**ANDRES MEDICAL BILLING LTD**

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**VENDOR TOTAL:** 2,725.12
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| ROHRMAN   | 332116    | BOB ROHRMAN'S SCHAUMBURG FORD | 11/07/17  | 01         | RPLC CATALYTIC CONVERTER BANK       | 14-07-3200-54640     | 20171109    | 12/05/17       | 976.11          |
|           |           |          |           |            | OUTSIDE REPAIR AND MAINTEN          |                      |             |                | INVOICE TOTAL: |
|           |           |          |           |            |                                     |                      |             |                | VENDOR TOTAL:  |
|           |           |          |           |            |                                     |                      |             |                | 976.11          |
|           |           |          |           |            |                                     |                      |             |                | 976.11          |
| CHGOMETER | IN00172527| CHICAGO METRO FIRE PREVENTION | 11/16/17  | 01         | ANNUAL FIRE ALRM INSPECTION/PW      | 33-07-3100-54610     | 20171043    | 12/05/17       | 462.00          |
|           |           |          |           |            | PROFESSIONAL SERVICES               |                      |             |                | INVOICE TOTAL: |
|           |           |          |           |            |                                     |                      |             |                | 462.00          |
|           |           |          |           |            |                                     |                      |             |                | INVOICE TOTAL: |
|           |           |          |           |            |                                     |                      |             |                | 462.00          |
|           |           |          |           |            |                                     |                      |             |                | INVOICE TOTAL: |
|           |           |          |           |            |                                     |                      |             |                | 462.00          |
|           |           |          |           |            |                                     |                      |             |                | VENDOR TOTAL:  |
|           |           |          |           |            |                                     |                      |             |                | 805.00          |
| COMED     | 0141163000/OCT 2017 | COMED | 11/14/17  | 01         | JWP WEST                            | 03-07-4100-54290     |             | 12/05/17       | 108.48          |
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|           |           |          |           |            | ** COMMENT **                       |                      |             |                | 108.48          |
|           |           |          |           |            |                                     |                      |             |                | 266.75          |
|           |           |          |           |            |                                     |                      |             |                | 266.75          |
| COREMAIN  | H965220   | CORE &amp; MAIN | 11/20/17  | 01         | WTR MTR REPLMNT 17-R-03             | 20-07-3500-60020     | 20170140    | 12/05/17       | 31,468.80       |
|           |           |          |           |            | IMPROVEMENTS NOT TO BUILDI          |                      |             |                | INVOICE TOTAL: |
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- DONCHRIS DON, CHRISTOPHER: 36.00
- DUB VOX DUB VOX STUDIO SERVICES: 468.00
- EJ EQUIP EJ EQUIPMENT, INC.: 123.62
### INVOICES DUE ON/BEFORE 12/05/2017

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**ID:** AP441000.WOW  
**DETAIL BOARD REPORT**  

**INVOICES DUE ON/BEFORE 12/05/2017**

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**VENDOR TOTAL:** 1,965.23
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## WARRANT - 12/5/2017 - CITY EXPENSES

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**INVOICE TOTAL:**

- TYCO INTEGRATED SECURITY: $407.84
- TYLER TECHNOLOGIES INC.: $407.84

**VENDOR TOTAL:** $815.68
# DETAIL BOARD REPORT

**ID:** AP441000.WOW  
**INVOICES DUE ON/BEFORE 12/05/2017**

<table>
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<tr>
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<th>DATE</th>
<th>ITEM #</th>
<th>DESCRIPTION</th>
<th>ACCOUNT #</th>
<th>P.O. #</th>
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**INVOICE TOTAL:** 4,674.05  
**VENDOR TOTAL:** 8,754.05

**INVOICE TOTAL:** 1,582.34  
**VENDOR TOTAL:** 5,173.55
INVOICES DUE ON/BEFORE 12/05/2017

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INVOICE TOTAL: 5,157.00
VENDOR TOTAL: 5,157.00

TOTAL ALL INVOICES: 475,220.59
COUNCIL ACTION SUMMARY – November 28, 2017

Agenda Location: Consent Resolutions

H) Resolution: To Approve a Supplemental Statement of Work to the existing Contract for Professional Services with Municipal GIS Partners, Inc., the “GIS Consortium Service Provider”

Attachments:

- Resolution
- Supplemental Statement of Work
- Frequently Asked Questions
- GIS Consortium Accomplishments in 2017 and planned items for 2018

Background:

The City of Rolling Meadows has had a long-standing interest in developing an enterprise Geographic Information System (GIS). In 2014, the City entered into an Intergovernmental Agreement to join the GIS Consortium, which is made up of 31 other municipalities utilizing shared initiatives and services, and awarded a contract our first contract for services to Municipal GIS Partners.

Over the last 4 years, the City has been building what we believe to be a very thorough Geographic Information System that is being utilized by all City staff and the public to access information on property, underground utility data, and community events to name just a few. Staff has worked with the GIS Specialist and GIS Coordinator to develop a 5-year plan for future development and has established a City GIS Steering Committee that meets monthly to monitor progress on projects and to assess and prioritize future projects.

Staff is requesting a contract for the Supplemental Services to assist with the development and integration of data into the City’s new ERP platform. The additional services will provide the City with one additional day per week of services (currently 2 days a week) provided by the GIS Specialist. Staff has identified the need and anticipates that the additional services will be needed to support the Information Technology staff for the next 24 months.

Staff has been very satisfied with the services that are being provided by the GIS Specialist from Municipal GIS Partners and believe that it is in the City’s best interest and cost efficiency to approve the agreement for the additional shared business model service agreement for an additional 2 year period starting January 1, 2018 and expiring on December 31, 2019. Our Consortium staff member will work for the City 24 hours per week, generally on Tuesdays, Wednesdays and Thursdays, with his time shared between Public Works and Information Technology offices.

Proposed Additional Cost for Consultant Services not to exceed:

<table>
<thead>
<tr>
<th>Year</th>
<th>Additional Cost of Services</th>
<th>Total MGP Costs</th>
</tr>
</thead>
<tbody>
<tr>
<td>2018</td>
<td>$35,619.30</td>
<td>$113,566.20</td>
</tr>
</tbody>
</table>

The annual cost increase reflects average CPI.

Funding for this service is currently provided, and is proposed to continue to be provided in the Public Works Utility Funds, and is included in the proposed FY2018 Budget.
Previous Council Action:
• 12/03/13: Approval of the FY2013 Operating Budget
• 9/16/14: Presentation at the Committee-of-the-Whole
• 10/14/14: Entered into Intergovernmental Agreement to join GIS Consortium (Res.#14-R-118)
• 10/14/14: Award 2 year contract to MGP Partners (Res.#14-R-118)
• 11/8/16: Award 3 year contract to MGP Partners (Res.#16-R-111)

Recommendation: To approve the resolution as presented.
A RESOLUTION TO APPROVE SUPPLEMENTAL STATEMENT OF WORK FOR EXISTING CONTRACT FOR SERVICES TO MUNICIPAL GIS PARTNERS, INC. THE “GIS CONSORTIUM SERVICE PROVIDER”

NOW THEREFORE, BE IT RESOLVED, by the Mayor and City Council of the City of Rolling Meadows, Illinois to hereby authorize the City Manager to execute a Supplemental of Statement of Work Contract with Municipal GIS Partners Inc. (MGP Partners, Inc.), 701 Lee Street Suite 1020, Des Plaines, IL 60016, the consultant the GIS Consortium has selected to provide GIS staffing services. The contract with MGP Partners, Inc. will cover the period of January 1, 2018 to December 31, 2018 at an additional cost of $35,619.30 (as compared to FY2016 – 2017) and make the total annual cost $113,566.20.

Funding for these contracts is currently provided for in the proposed FY2018 Public Works Utilities Funds Operating Budgets (Utilities Fund #20), and will need to be included in future City Operating Budgets as warranted.

YEAS: 
NAYS: 
ABSENT: 

Passed and approved this 28th day of November, 2017.

____________________________
Len Prejna, Mayor

ATTEST:

____________________________
Ginny Cotugno, City Clerk
Supplemental Statement of Work

Pursuant to and in accordance with Section 1.2 of that certain GIS Consortium Service Provider Contract dated January 1, 2017 (the "Contract") between the City of Rolling Meadows, an Illinois municipal corporation (the "Municipality") and Municipal GIS Partners, Incorporated (the "Consultant"), the parties hereby agree to the following SUPPLEMENTAL STATEMENT OF WORK, effective January 1, 2018 ("SOW"):

1. **Description of Additional Services:**

   No additional services beyond such Services described in any previously approved SOWs to the Contract are added by this SOW.

2. **Project Schedule/Term:**

   This SOW does not amend or renew the Initial Term set forth in the Contract. For the avoidance of doubt, the Initial Term set forth in the Contract expires three (3) years from the Effective Date of January 1, 2017.

3. **Projected Utilization:**

   As set forth in Section 4.1(c) of the Contract, the project utilization shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC. The projected utilization for the calendar year beginning January 1, 2018 and ending December 31, 2018 is set forth in this SOW as follows:

   A. **986** hours of GIS Specialist
   B. **X** hours of GIS/RAS Specialist
   C. **99** hours of Client Account Manager
   D. **99** hours of GIS Analyst
   E. **34** hours of GIS Platform Administrator
   F. **34** hours of GIS Application Developer
   G. **33** hours of GIS Manager

4. **Service Rates:**

   As set forth in Section 4.1(c) of the Contract, the service rates shall adjust each calendar year in accordance with the annual rates approved by the Board of Directors of GISC. The service rates for the calendar year beginning January 1, 2018 and ending December 31, 2018 is set forth in this SOW as follows:

   A. **$ 82.10** per hour for GIS Specialist
B. $85.60 per hour for GIS/RAS Specialist
C. $109.50 per hour for Client Account Manager
D. $101.50 per hour for GIS Analyst
E. $101.50 per hour for GIS Platform Administrator
F. $101.50 per hour for GIS Application Developer
G. $141.90 per hour for GIS Manager

Total Not-to-Exceed Amount for Services (Numbers): $113,566.20.

Total Not-to-Exceed Amount for Services (Figures): one hundred thirteen thousand, five hundred sixty-six dollars and twenty cents.

In the event of any conflict or inconsistency between the terms of this SOW and the Contract or any previously approved SOW, the terms of this SOW shall govern and control with respect to the term, projected utilization rates, service rates and scope of services. All other conflicts or inconsistencies between the terms of the Contract and this SOW shall be governed and controlled by the Contract. Any capitalized terms used herein but not defined herein shall have the meanings prescribed to such capitalized term in the Contract.

SIGNATURE PAGE FOLLOWS
IN WITNESS WHEREOF, the undersigned have placed their hands and seals hereto as of __________, 2015.

ATTEST:

By: ______________________________
Name: ___________________________
Its: _____________________________

CITY OF ROLLING MEADOWS

By: ______________________________
Name: ___________________________
Its: _____________________________

ATTEST:

By: ______________________________
Name: Donna Thomey
Its: Office Administrator

CONSULTANT:

MUNICIPAL GIS PARTNERS, INCORPORATED

By: ______________________________
Name: Thomas Thomey
Its: President
Frequently Asked Questions (FAQ)

This document contains MGP responses to questions identified by the GIS Consortium (GISC) Board that they anticipate from their decision makers. The primary audience for this document is the GISC Board Member, Community Site Coordinator, or other program advocates who are responsible for understanding and explaining the model. This document is not intended for publication.

VERSION HISTORY

<table>
<thead>
<tr>
<th>VERSION</th>
<th>AUTHOR</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>2017A</td>
<td>Thomas Thomey</td>
<td>This is the first year for this document. We envision the list of questions and responses to evolve each year.</td>
</tr>
<tr>
<td></td>
<td>Maria Storm</td>
<td></td>
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Board-Identified Questions

<table>
<thead>
<tr>
<th>Question</th>
<th>Type</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) [Ahner] How do we know that the Consortium service provider is the best value when the market has not been tested?</td>
<td>Value</td>
<td>It is difficult to know for certain. What we do know is that the GISC Board evaluates the performance of the service provider each year and requires a formal proposal for rates and allocation. This year, the service provider (MGP), compared its rates to other professional service providers that members use and found its rates were, on average, 10% lower than comparable providers. In addition, a major distinction of this service provider and the GISC is the way in which projects and shared solutions can be utilized by all communities. MGP pays for staffing services and benefits from everything generated by the collection of communities. The Board is unaware of any other organization that offers this value.</td>
</tr>
<tr>
<td>2) [Ahner] What continuing value are we receiving?</td>
<td>Value</td>
<td>As a member of the GISC, MGP derives value from the proactive and effective management of our GIS data as well as good practices that we adopt to maintain data in our other systems. High-quality data builds staff confidence and enables visualization, which ultimately informs our decisions. We are constantly listening to communities and finding ways to drive innovations that benefit our community.</td>
</tr>
<tr>
<td>3) [Anderson] Does this membership in the Consortium remain cost-effective?</td>
<td>Value</td>
<td>The cost-efficiency of the GISC model—compared to each community hiring one GIS professional to their staff—is estimated to be $550,777 annually. Hardware and software sharing saves GISC members approximately $250,000 annually. This information was presented at the November 2017 GISC Board meeting.</td>
</tr>
<tr>
<td>Question</td>
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<td>Response</td>
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<tr>
<td>4) [Binkerd] Do we have other alternatives that are cheaper?</td>
<td>Value</td>
<td>The answer is no. A community would have to build its own team of specialized talent to do the same thing the GISC does today. In addition, the community would have to own all its hardware, software and solutions to offer the same access. Finally, the community would not benefit as readily as it does today by sharing solutions. Specialized or proprietary solutions would not work because they are not part of a standard that enables solution sharing.</td>
</tr>
<tr>
<td>5) [Binkerd] How do those cost increases compare to CPI?</td>
<td>Value</td>
<td>The service provider's contract increases have been at or below CPI for the last 10 years. MGP is responsible for all costs including salary, benefits, insurance, training, and retirement.</td>
</tr>
<tr>
<td>6) [Binkerd] How much will the cost be, and how much will it increase year over year?</td>
<td>Value</td>
<td>The biggest cost component of the program is people. This cost is set by the market and MGP's ability to offer an attractive environment in which to work.</td>
</tr>
<tr>
<td>7) [Binkerd] What happens if we don't have it (GISC)?</td>
<td>Value</td>
<td>A community may elect to exit the GISC at any time. The community owns its own data and retains rights to all shared GISC intellectual property. Each community would be responsible for procuring its own hardware and software to manage their own GIS program.</td>
</tr>
<tr>
<td>8) [Fox] Are there any realistic ways to reduce program costs? If we had to make a cut in this program, which line item would it come from? [Ahner] If we had to reduce the program, how would we?</td>
<td>Value</td>
<td>The GISC model was created to provide member communities with flexibility while ensuring program continuity in difficult times. If funding cuts are required, communities should first evaluate if they are leveraging all aspects of the shared services, including hardware and software. This may allow them to reduce their on-premise investment in assets otherwise available in the shared model. Next, they should consider eliminating data acquisition programs including base mapping. Finally, they can reduce direct allocation, which allows them to continue the program without losing access to the shared intellectual property of the GISC.</td>
</tr>
<tr>
<td>9) [Fox] As the GIS Consortium continues to add new members, I would expect the program costs to decline. Why do the program costs increase every year?</td>
<td>Value</td>
<td>The decrease may not be as dramatic as you expect because the GISC model was created to be efficient from day one and to transfer the burden of staffing costs to the private sector. The model was founded in 1999 on a shared staffing model that remains essentially unchanged. Because of Consortium growth, our total average increase in staffing costs over the past 10 years has been under 1.70%. This covers total compensation and benefits including healthcare and retirement.</td>
</tr>
<tr>
<td>Question</td>
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<td>Response</td>
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<tr>
<td>10) [Thomey] Does MGP receive any type of compensation or special treatment from Esri or any other software or hardware provider serving the GISC or its members?</td>
<td>Value</td>
<td>No. MGP was created to serve local government and their best interests. The founder and owner of MGP believes that you cannot do this with integrity if a relationship exists with other providers.</td>
</tr>
<tr>
<td>11) [Binkerd] What have we accomplished with GIS? Basically what value is being added by having GIS resources?</td>
<td>Shared Services Model</td>
<td>GIS is a platform for integrating community information. Local government is a complex entity. It is essentially a holding company for 8 to 12 business units that do different things. Financial, police, fire, EMS, public works, engineering, community development, economic development and others use the technologies that best suit their workflows. GIS enables the community to bring this information together because they all share geography.</td>
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<td>12) [Boeche] Being in Lake County, why do we need our own GIS platform? What additional benefits does this provide?</td>
<td>Shared Services Model</td>
<td>The basic difference between the programs are the workflows that they support. The county GIS program is very effective for land management. The GISC model is focused on community workflows including public safety, local service delivery, asset and capital planning, and local economic and regulatory development.</td>
</tr>
<tr>
<td>13) [Boeche] Why do we need a GIS specialist continuously? Once our GIS infrastructure is stable and at a ripe enough age, can't we just reduce the specialist to 2 days/week? 1 day/week?</td>
<td>Shared Services Model</td>
<td>The foundation of the GIS program is quality data and 50% of our service provider’s time is dedicated to data management. Constant data management is what allows for effective, efficient, and reliable project outcomes. Once the “build phase” of our GIS program was completed, we moved into the “data management and visualization phase”. As data comes online, community staff begin to utilize the program in basic ways like viewing. As their expertise and understanding evolves, their needs grow too. The GIS staff is there to expand staff utilization of the program.</td>
</tr>
<tr>
<td>14) [Caracci] Can we do this cheaper in-house?</td>
<td>Shared Services Model</td>
<td>The answer is no. A community would have to build its own team of specialized talent to do the same thing the GISC does today. In addition, the community would have to own all its hardware, software and solutions to offer the same access. Finally, the community would not benefit as readily as it does today by sharing solutions. Specialized or proprietary solutions would not work because they are not part of a standard that enables solution sharing.</td>
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</table>
| 15) [Cardiff] The costs for this agreement are substantial. What are the services that we receive under the agreement, and why can't we just use Google Maps? | Shared Services Model | The GISC model provides these important benefits to its members through the shared-services model.  
- Staffing — All communities, regardless of size, have access to a staffing model that provides all of the specialization required for GIS. It is made affordable by sharing staff across the GISC membership.  
- Shared Solutions — The GISC shares hardware, software, and solutions that optimizes utilization so that communities do not have to own all of this technology.  
Google Maps is a great consumer-grade platform and we have used it to display basic information. Much of what we do with GIS though is more complex than simply displaying information. Our platform allows us to analyze system networks like a water or sewer system, aggregate dozens of layers from across the enterprise to uncover relationships and patterns in data, and enable crews to update data in the field within a standard format. |
| 16) [Cardiff] What is the value of being a member of the Consortium as opposed to having a GIS employee on staff?  
[Anderson] What are the benefits of being in the Consortium versus doing this work with in-house staff?  
[Caracci] What benefit do we get out of the GIS Consortium? | Shared Services Model | Being a member of the Consortium gives us access to ongoing local government innovation and collaboration.  
The GISC model provides three important benefits to its members through the shared-services model.  
- Staffing — All communities, regardless of size, have access to a staffing model that provides all of the specialization required for GIS. It is made affordable by sharing staff across the GISC membership.  
- Shared Solutions — The GISC shares hardware, software, and solutions that optimizes utilization so that communities do not have to own all of this technology.  
- Accelerated Outcomes — Ideas, processes, and solutions are developed and shared across the GISC membership at no additional cost. A solution developed in one community is automatically available to all members.  
Communities have found that it is difficult to staff, train, and retain the specialized talent that is required to have a robust GIS program in-house. The Consortium model transfers the cost and risk of staffing to the service provider. |
### Frequently Asked Questions (FAQ)

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<th>Question</th>
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<th>Response</th>
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</thead>
<tbody>
<tr>
<td>17) [Fox] When we first joined the GIS Consortium there was a tremendous</td>
<td>Shared</td>
<td>There are two phases in every GIS program. The build phase and the data management and visualization phase. Every program goes through an onboarding process in which the majority of effort is focused on building and integrating the most important data into the system. In conjunction with this phase is the development of the data governance process to ensure that this data is maintained on a regular basis.</td>
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<tr>
<td>effort needed to develop the system. Since the system is now more fully</td>
<td>Services</td>
<td>Ongoing management of data is a key component of sustaining the program and maintaining the community’s investment. As data comes online, community staff begin to utilize the program in basic ways like viewing. As their expertise and understanding evolve, their needs grow too, and the GIS staff is there to expand staff utilization of the program.</td>
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<td>developed, do we need the same staffing levels that we had years ago?</td>
<td>Model</td>
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<tr>
<td>[Ahner] When do we transition from data build mode, enter into</td>
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<td>maintenance, and thus can reduce costs?</td>
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<tr>
<td>18) [Thomey] Describe MGP’s relationship with the GIS Consortium and</td>
<td>Shared</td>
<td>Municipal GIS Partners, Inc. (MGP) is a privately-held company that is the original service provider and managing partner of the GIS Consortium. MGP created the shared-services model idea, and the founding communities created the GIS.</td>
</tr>
<tr>
<td>the communities it serves.</td>
<td>Services</td>
<td></td>
</tr>
<tr>
<td>19) [Thomey] How would you describe the GIS Consortium and what its</td>
<td>Shared</td>
<td>The purpose of the GIS Consortium is to connect communities to create buying power and to protect the interest of its members. It does this by offering an efficient staffing model, by sharing hardware and software, and by encouraging collaboration among its members. The GIS Consortium was created to ensure that every dollar goes to improving the GIS solutions. The GIS Consortium has no staff, and all solution costs are shared using an allocation model based on benefits to the community.</td>
</tr>
<tr>
<td>purpose is?</td>
<td>Services</td>
<td></td>
</tr>
<tr>
<td>20) [Anderson] Have there been any new technological/data gathering</td>
<td>Effectiveness</td>
<td>The acceleration of technology adoption in local government requires discipline, dedication and commitment to data quality at all levels of the organization. In addition to technology innovations like Community Portal, Story Maps, and field Collector applications, our biggest breakthrough has been on equipping communities with the tools and good practices for improving data quality. In addition, tools like Address Verification and Address Pre-Check have empowered system managers and users to ensure that all information across the enterprise is consistent.</td>
</tr>
<tr>
<td>innovations or breakthroughs seen from being in the Consortium?</td>
<td>Model</td>
<td></td>
</tr>
<tr>
<td>21) [Boeche] It seems like we could be more efficient through purchasing</td>
<td>Effectiveness</td>
<td>The foundation of the GIS program is quality data and 50% of MGP’s time is dedicated to data management. Constant data management is what allows for effective, efficient, and reliable project outcomes. An “a la carte” or pay-as-you-go model would have data management occurring ad hoc. This would cause the quality of our data to deteriorate over time due to lack of consistent maintenance and impact our ability to visualize our data in the most meaningful ways.</td>
</tr>
<tr>
<td>Question</td>
<td>Type</td>
<td>Response</td>
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</tr>
<tr>
<td>22) [Caracci] Are all communities using the Consortium and GIS as a whole?</td>
<td>Effectiveness</td>
<td>The answer is no. MGP is responsible for ensuring that every community understands what is available and then each community decides what to implement based on their individual needs. All communities benefit from the staffing model. Benefits increase from there depending on the adoption of other shared solutions.</td>
</tr>
</tbody>
</table>
| 23) [Cardiff] What is an example of a recent GIS-initiative that has been completed, and how does that initiative benefit the City and/or the community? | Effectiveness | Rollout and implementation of Community Portal application  
This 24/7 portal enables staff and residents to view local government information, from multiple sources, specific to an address.  
Client site information and GIS project documentation  
This documentation of all repetitive and complex GIS-related projects ensures continuity of service.  
Good practices created for utility editing and address standardization  
These standards aid communities in establishing roles and clarifying responsibilities for effective maintenance of high quality utility and address data. |
GIS Program Accomplishments of 2017 and Planned Items for 2018

This year, the City’s GIS program—which is staffed by Municipal GIS Partners, Inc.—completed several projects in collaboration with community staff. MGP aims to always be focused on projects that are most important to the strategic goals of the community. Below are some examples of completed projects as well as upcoming projects for 2018.

Accomplished in 2017

<table>
<thead>
<tr>
<th>Department</th>
<th>Project Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>All Depts.</td>
<td>Review and standardization of addresses in City enterprise systems</td>
<td>Comparing community enterprise software addresses to GIS and ensure consistency and quality.</td>
</tr>
<tr>
<td>Public Works</td>
<td>Comprehensive updates and review of utility accuracy</td>
<td>Established a consistent workflow process with Public Works and Engineering departments to ensure requested updates to field assets are entered into GIS to maintain high quality data.</td>
</tr>
<tr>
<td>Public Works</td>
<td>City bike map updates and enhancements</td>
<td>Worked with department stakeholders to collect new updates to City bike paths for visualization.</td>
</tr>
</tbody>
</table>

Planned for 2018

<table>
<thead>
<tr>
<th>Department</th>
<th>Project Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Public Works</td>
<td>QR Code creation for City bike maps</td>
<td>Support City in creating QR codes with access to interactive bike path map for public usage.</td>
</tr>
<tr>
<td>IT/Finance</td>
<td>Business intelligence connection to MUNIS enterprise resource system</td>
<td>Displaying permitting and financial information in a centralized and easy to consume method for village staff.</td>
</tr>
<tr>
<td>Community Development</td>
<td>Liquor licensing mapping and analysis</td>
<td>Visualization of all historic and current liquor licenses in the City to conduct a quick assessment of ownership as well as quickly identify trends.</td>
</tr>
</tbody>
</table>
GIS Consortium Accomplishments of 2017 and Planned Items for 2018

This year, the GIS Consortium, which your community is a member of, completed several projects. As a member, your community benefits from the accomplishments achieved through the shared services model and has immediate access to each of these solutions. Accomplishments in 2017 and planned projects for 2018 are below.

Accomplished in 2017

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rollout and implementation of Community Portal application</td>
<td>A 24/7 portal for staff and residents to view local government information, from multiple sources, specific to an address.</td>
</tr>
<tr>
<td>Client site information and GIS project documentation</td>
<td>The documentation of all repetitive and complex GIS-related projects to ensure continuity of service.</td>
</tr>
<tr>
<td>Good practices created for utility editing and address standardization</td>
<td>Standards that aid communities in establishing roles and clarifying responsibilities for effective maintenance of high quality utility and address data.</td>
</tr>
</tbody>
</table>

Planned for 2018

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Enterprise system address standardization</td>
<td>Leveraging the GIS address database to verify against community enterprise software and ensure consistency in address quality.</td>
</tr>
<tr>
<td>Asset management solution</td>
<td>Providing communities with field-based software used to collect, manage, and track data to help make more informed decisions.</td>
</tr>
<tr>
<td>Emergency management / Public Safety standardized map offerings</td>
<td>Standard visualization tools for communities to help monitor, communicate, and report on emergency events.</td>
</tr>
</tbody>
</table>

We believe in providing every client with an extraordinary experience!
COUNCIL ACTION SUMMARY – December 5, 2017

**Agenda Location:** Consent Resolutions

1) **Resolution to Authorize the Frame repair of RM117/FD612 Fire Engine**

**Attachments:**
- Resolution
- Proposals
- Photos

**Summary/Background:** You are being asked to approve a resolution to authorize a major repair to the City Fire Engine RM117/FD612. The fire engine is a 2005 American LaFrance Pumper that serves as a reserve fire engine. It has approximately 61,000 miles and is scheduled for replacement in FY2024.

During a repair to the fuel tank system, the Vehicle Services Division found portions of the vehicle’s body support frame to be completely broken at their welds. Additionally, the body frame has severe corrosion in several areas, and the chassis frame has early stages of oxide jacking (the expansive forcing of rust, which separates welded steel). The frame of the fire truck has been regularly inspected during regular maintenance, and monitored when early signs of corrosion were identified in the fall of 2015. However, since the last service, the areas defined above have become much more severe.

The attached images illustrate the severity of the issue. Staff recommends that this issue be addressed as soon as possible. The quote provided by Legacy Fire Apparatus, to perform the repairs to the vehicle is $15,434. However, this is a quote for only those areas that can be seen at this time. Once the body is removed, and thoroughly inspected, costs could exceed $80,000 (see attached proposal).

Due to the complex nature of this repair and the unique type of vehicle involved, the vendor proposed is the only known vendor that is both local and competent in these types of repairs, on this type of vehicle. Staff did investigate other available vendors, and contacted other area vehicle service divisions, to find that this vendor is the recommended and preferred choice for these types of repairs.

Staff is requesting only approval of the $15,434, proposal at this time. If it is determined that additional repairs are needed, staff will present a request for a Change Order to the Council for review and approval. These repairs are required to keep the vehicle active in the fleet until its replacement in FY2024.

**Previous Council Action:**
- 11/22/16 Resolution No. 16-R-113 – Approval of the 2017 City Budget, which includes $117,400 for Outside Repairs and Maintenance.

**Recommendation:** Staff recommends approval of the resolution as presented.
RESOLUTION NO. 17-R-138

A RESOLUTION TO AUTHORIZE THE FRAME REPAIR OF RM117/FD612 FIRE ENGINE

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Rolling Meadows, Illinois, that the proposal from Legacy Fire Apparatus, located at 600 Earl Road, Shorewood, IL, 60404, in the amount of $15,434.00, to perform the preliminary repairs described in the attached memorandum, is hereby accepted and approved.

Funds for the repair are from the Vehicle Services Garage Fund (#14).

YEAS:

NAYS:

ABSENT:

Passed and approved this 5th day of December, 2017.

_______________________
Len Prejna, Mayor

ATTEST:

__________________________
Ginny Cotugno, Deputy City Clerk
<table>
<thead>
<tr>
<th>Job Number</th>
<th>Engine Hours/Aerial Hours</th>
<th>Mileage</th>
<th>Tech Performing Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALF Engine</td>
<td>BB</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hourly rate of scheduled repairs</td>
<td>58</td>
<td>100.00</td>
<td>5,800.00</td>
</tr>
<tr>
<td>Remove and reinstall rear truck body, plumbing, water tank, wiring, etc.</td>
<td>1</td>
<td>1,580.00</td>
<td>1,580.00T</td>
</tr>
<tr>
<td>Custom built tank grid with new isolators</td>
<td>1</td>
<td>100.00</td>
<td>100.00</td>
</tr>
<tr>
<td>Hourly rate of scheduled repairs</td>
<td>1</td>
<td>2,980.32</td>
<td>2,980.32T</td>
</tr>
<tr>
<td>Custom made body drop and rear body support structure</td>
<td>1</td>
<td>500.00</td>
<td>500.00T</td>
</tr>
<tr>
<td>wiring harnesses, custom made</td>
<td>1</td>
<td>100.00</td>
<td>800.00</td>
</tr>
<tr>
<td>Hourly rate of scheduled repairs</td>
<td>8</td>
<td>100.00</td>
<td></td>
</tr>
<tr>
<td>remove and replace rear spring pins, bushings, and mounts. Remove and re-install new rear differential to gain access to frame corrosion. Hourly rate of scheduled repairs remove, resurface, and re-install 3 crossmembers (may need to replace) universal joint kit primer, bed liner (surface coat), undercoating</td>
<td>22</td>
<td>100.00</td>
<td>2,200.00</td>
</tr>
<tr>
<td>universal joint kit</td>
<td>2</td>
<td>98.99</td>
<td>197.98T</td>
</tr>
<tr>
<td>primer, bed liner (surface coat), undercoating</td>
<td>1</td>
<td>750.00</td>
<td>750.00T</td>
</tr>
<tr>
<td>Sales Tax</td>
<td></td>
<td>8.75%</td>
<td>525.73</td>
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</tbody>
</table>

**Total** $15,434.03
### Estimate

**Name / Address**

Rolling Meadows

<table>
<thead>
<tr>
<th>Date</th>
<th>Estimate #</th>
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</thead>
<tbody>
<tr>
<td>10/27/2017</td>
<td>175</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Job Number</th>
<th>Engine Hours/Aerial Hours</th>
<th>Mileage</th>
<th>Tech Performing Work</th>
</tr>
</thead>
<tbody>
<tr>
<td>ALF Engine</td>
<td></td>
<td></td>
<td>BB</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Qty</th>
<th>Rate</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hourly rate of scheduled repairs</td>
<td>58</td>
<td>100.00</td>
<td>5,800.00</td>
</tr>
<tr>
<td>Remove and reinstall rear truck body, plumbing, wiring, etc.</td>
<td>1</td>
<td>1,580.00</td>
<td>1,580.00T</td>
</tr>
<tr>
<td>Custom built tank grid with new isolators</td>
<td>1</td>
<td>100.00</td>
<td>100.00</td>
</tr>
<tr>
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<td>1</td>
<td>2,980.32</td>
<td>2,980.32T</td>
</tr>
<tr>
<td>wiring harnesses, custom made</td>
<td>1</td>
<td>500.00</td>
<td>500.00T</td>
</tr>
<tr>
<td>Hourly rate of scheduled repairs</td>
<td>8</td>
<td>100.00</td>
<td>800.00</td>
</tr>
<tr>
<td>remove and replace rear spring pins, bushings, and mounts. Remove and re-install rear differential to gain access to frame corrosion.</td>
<td>22</td>
<td>100.00</td>
<td>2,200.00</td>
</tr>
<tr>
<td>Hourly rate of scheduled repairs</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>remove, resurface, and re-install 3 crossmembers (may need to replace)</td>
<td>2</td>
<td>98.99</td>
<td>197.98T</td>
</tr>
<tr>
<td>universal joint kit</td>
<td>1</td>
<td>750.00</td>
<td>750.00T</td>
</tr>
<tr>
<td>primer, bed liner (surface coat), undercoating</td>
<td>410</td>
<td>100.00</td>
<td>41,000.00</td>
</tr>
<tr>
<td>Hourly rate of scheduled repairs</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>remove and separate frame liners from frame rails</td>
<td>1</td>
<td>25,000.00</td>
<td>25,000.00T</td>
</tr>
<tr>
<td>custom made and drilled frame rails and frame liner, made to order</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Total</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
SKM, LLC dba Legacy Fire Apparatus
600 Earl Road
Shorewood, IL 60404

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
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<td><strong>Estimate #</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>10/27/2017</td>
<td>175</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Name / Address</strong></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Rolling Meadows</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
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<tr>
<th><strong>Job Number</strong></th>
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<th><strong>Mileage</strong></th>
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</tr>
</tbody>
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<tr>
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<th><strong>Qty</strong></th>
<th><strong>Rate</strong></th>
<th><strong>Total</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sales Tax</td>
<td></td>
<td>8.75%</td>
<td>2,713.23</td>
</tr>
</tbody>
</table>

| **Total**            |         |          | **$83,621.53** |

COUNCIL ACTION SUMMARY – December 5, 2017

Agenda Location: Consent Resolutions

J) Resolution to Authorize the body repair of RM292/FD624 Ambulance.

Attachments:
- Resolution
- Proposals
- Photos

Summary/Background: You are being asked to approve a resolution to authorize exterior body repair to City ambulance RM292/FD624. The ambulance was purchased in 2010, and serves the as a front line ambulance. The ambulance has approximately 60,000 miles, and is scheduled for replacement in FY2021. Over the last twelve (12) months the vehicle has developed electrolysis (aluminum form of rust) issues over several areas of the body (see attached photos). The corrosion has continued to worsen, and now requires repair and repainting. This corrosion is evident around light mount areas and door hinge areas, which increases the potential of failure in both components. It also will make future repairs very difficult, as the material is no longer structurally sound. Additional concerns include areas near window openings and wheel wells where the corrosion could cause leaks and or vehicle body trim to become loose.

Staff did pursue a warranty claim, due to the severity of the electrolysis, but because the original manufacturer went out of business and was purchased by another entity, the claim was denied.

Staff was able to secure proposals from two (2) vendors, which are qualified and capable of providing adequate and competitive proposals. The vendors listed below were able to meet the required specifications.

The repairs are expected to be completed in two (2) to four (4) weeks

<table>
<thead>
<tr>
<th>VENDOR NAME</th>
<th>PRICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kards Inc. Vehicle Services</td>
<td>$14,318.00</td>
</tr>
<tr>
<td>400 Airport Rd., Elgin, IL 60123</td>
<td></td>
</tr>
<tr>
<td>Fire Service Inc.</td>
<td>$17,975.45</td>
</tr>
<tr>
<td>9545 Industrial Drive N, St. John, IN, 46373</td>
<td></td>
</tr>
</tbody>
</table>

Previous Council Action:
- 11/22/16 Resolution No. 16-R-113 – Approval of the 2017 City Budget, which includes $117,400 for Outside Repairs and Maintenance.

Recommendation: Staff recommends approval of the resolution as presented.
RESOLUTION NO.  17-R-139

A RESOLUTION TO AUTHORIZE THE BODY REPAIR OF RM292/FD624 AMBULANCE

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the City Council of the City of Rolling Meadows, Illinois, that the proposal from Kards Inc. Vehicle Services, located at 400D Airport Rd., Elgin, Illinois, 60123 in the amount of $14,318.00, to perform the above described repairs is hereby accepted and approved.

Funds for the repair are from the Vehicle Services garage fund (14).

YEAS:

NAYS:

ABSENT:

Passed and approved this 5th day of December, 2017.

_______________________
Len Prejna, Mayor

ATTEST:

__________________________
Ginny Cotugno, Deputy City Clerk
**Emergency Vehicle Repair Estimate**

**Kards Inc Vehicle Services**

400 D Airport Road  
Elgin, IL 60123  
Phone: (847) 931-0333 / Fax: (847) 931-0110  
Repairer License #UDL12507 / Rebuilder License #UDL12508

**Written by:** Paul Kardaschow  
**Date Written:** 12/19/2016

**Department Name:** ROLLINGMEADOWS FD  
**Contact Name:** Chief Valentino  
**Street Address:** 2455 Plum Grove Road  
**Contact Cell #:**  
**City /State / Zip:** Rolling Meadows, IL 60008  
**Dept Phone:** 847.870.2992  
**Email:** valentinot@cityrm.org  
**Dept Fax:**

**Vehicle Description:** 2010 MedTech  
**Production Date:** 7/1/2010  
**Vehicle Build #:** 8659  
**Color Code:**  
**Truck #:** A624  
**Mileage:** 57,388

---

**Description of work to be performed**

<table>
<thead>
<tr>
<th>Description of work to be performed</th>
<th>Body Time</th>
<th>Paint Time</th>
<th>Materials</th>
<th>Parts</th>
</tr>
</thead>
<tbody>
<tr>
<td>REMOVE &amp; REINSTALL FIRST COMPARTMENT DOOR LEFT SIDE</td>
<td>1.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
<td>0.3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
<td>0.5</td>
<td>$25.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION LOWER HINGE AREA</td>
<td>1.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td>1.5</td>
<td></td>
<td>$82.50</td>
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</tr>
<tr>
<td>REMOVE &amp; REINSTALL SECOND COMPARTMENT DOOR LEFT SIDE</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
<td>0.3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
<td>0.5</td>
<td>$25.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION LOWER HINGE AREA</td>
<td>2.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td>1.5</td>
<td></td>
<td>$82.50</td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL THIRD COMPARTMENT DOOR LEFT SIDE</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
<td>0.3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
<td>0.5</td>
<td>$25.00</td>
<td></td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION LOWER HINGE AREA</td>
<td>2.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td>1.5</td>
<td></td>
<td>$82.50</td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL FORWARD RUB RAIL</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL REAR RUB RAIL</td>
<td>1.0</td>
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</tr>
<tr>
<td>REMOVE &amp; REINSTALL WHEEL HOUSE MOLDING</td>
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<tr>
<td>REMOVE &amp; REINSTALL EMERGENCY LIGHT</td>
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<td>$100.00</td>
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<tr>
<td>REPAIR CORROSION IN WHEEL HOUSE AREA</td>
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<td></td>
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</tr>
<tr>
<td><strong>NOTE:</strong> CORROSION IS FOUND FROM FORWARD DOOR POST, AROUND ENTIRE WHEELHOUSE &amp; REAR DOOR POST</td>
<td>4.0</td>
<td></td>
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<tr>
<td>REFINISH WHEEL HOUSE AREA INCLUDING UNDER RUB RAIL</td>
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<td>$220.00</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
<td>0.3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

---

Family owned and operated - dedicated to repairing and refinishing Emergency Vehicles.
We are pleased to submit the following cost estimate:

<table>
<thead>
<tr>
<th>Description of work to be performed</th>
<th>Body Time</th>
<th>Paint Time</th>
<th>Materials</th>
<th>Parts</th>
</tr>
</thead>
<tbody>
<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION LOWER HINGE AREA</td>
<td>1.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td></td>
<td>1.5</td>
<td>$82.50</td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL FIFTH COMPARTMENT DOOR LEFT SIDE</td>
<td>1.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
<td>0.3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION FROM STRIPE DOWN HINGE AREA</td>
<td>2.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td></td>
<td>1.5</td>
<td>$82.50</td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL REAR DIAMOND PLATE CORNER GUARD</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION ON REAR POST</td>
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<tr>
<td>POST WAS REFINISH WITH WHEEL HOUSE PAINT OPERATIONS</td>
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<tr>
<td>REMOVE &amp; REINSTALL REFLECTOR</td>
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<tr>
<td>NOTE: PIERCE TO SUPPLY</td>
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<tr>
<td>REMOVE &amp; REINSTALL LOWER LIGHTS (IN CHEVRON AREA) RIGHT &amp; LEFT SIDE</td>
<td>2.0</td>
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<tr>
<td>REMOVE CHEVRON</td>
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<td>REPAIR CORROSION</td>
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<tr>
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<tr>
<td>REMOVE &amp; REINSTALL LICENSE PLATE BRACKET</td>
<td>0.5</td>
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<tr>
<td>REMOVE &amp; REINSTALL TURN SIGNAL &amp; SCENE LIGHTS</td>
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<tr>
<td>REMOVE &amp; REPLACE &quot;STAR OF LIFE&quot; &amp; &quot;15&quot; DECALS</td>
<td>1.0</td>
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<tr>
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</tr>
<tr>
<td>REPAIR CORROSION AROUND DOOR STOP, LICENSE PLATE BRACKET AND ENTIRE DOOR HINGE AREA</td>
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<tr>
<td>REMOVE &amp; REINSTALL TURN SIGNAL &amp; SCENE LIGHTS</td>
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<tr>
<td>REMOVE &amp; REPLACE &quot;STAR OF LIFE&quot; &amp; &quot;15&quot; DECALS</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
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<td></td>
<td></td>
<td>$25.00</td>
</tr>
<tr>
<td>REPAIR CORROSION AROUND DOOR STOP, LICENSE PLATE BRACKET AND ENTIRE DOOR HINGE AREA</td>
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<tr>
<td>REFINISH RIGHT AND LEFT REAR BODY FROM UPPER BLACK DOWN</td>
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<td>4.0</td>
<td>$220.00</td>
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<td>REMOVE &amp; REINSTALL LEFT REAR LOAD DOOR</td>
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<td></td>
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</tr>
<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL HANDLE</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL WINDOW</td>
<td>1.0</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>REMOVE &amp; REINSTALL DOOR STOP</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
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<td></td>
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</table>
We are pleased to submit the following cost estimate:

<table>
<thead>
<tr>
<th>Description of work to be performed</th>
<th>Body Time</th>
<th>Paint Time</th>
<th>Materials</th>
<th>Parts</th>
</tr>
</thead>
<tbody>
<tr>
<td>REPAIR CORROSION ALONG ENTIRE HINGE AREA, AROUND WINDOW, HANDLE UPPER &amp; LOWER DOOR</td>
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<td></td>
<td></td>
<td></td>
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<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td></td>
<td>2.0</td>
<td>$110.00</td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL LEFTRIGHT REAR LOAD DOOR</td>
<td>1.5</td>
<td></td>
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</tr>
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<td>REMOVE &amp; REINSTALL HINGE</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL HANDLE</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL WINDOW</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL DOOR STOP</td>
<td>0.3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
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<td></td>
<td>$25.00</td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION ALONG ENTIRE HINGE AREA, AROUND WINDOW, HANDLE UPPER &amp; LOWER DOOR</td>
<td>2.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td></td>
<td>2.0</td>
<td>$110.00</td>
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<td>REMOVE &amp; REPLACE &quot;ROLLING MEADOWS FD&quot; DECAL ACROSS REAR DOORS</td>
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<td>REMOVE &amp; REINSTALL 5 ICE LIGHT UPPER REAR CROWN</td>
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<td>REFINISH BLACK FROM ABOVE LIGHT BAR TO ROOF SEAM</td>
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<td>1.5</td>
<td>$82.50</td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL FOURTH COMPARTMENT DOOR RIGHT SIDE</td>
<td>1.5</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
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<td></td>
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<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
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<td>$25.00</td>
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<tr>
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<td>REPAIR CORROSION LOWER HINGE AREA</td>
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<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td></td>
<td>1.5</td>
<td>$82.50</td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL FOURTH COMPARTMENT DOOR RIGHT SIDE</td>
<td>1.5</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
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<td>$10.00</td>
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</tr>
<tr>
<td>REPAIR CORROSION LOWER HINGE AREA</td>
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<td></td>
<td></td>
<td></td>
</tr>
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<tr>
<td>REMOVE &amp; REINSTALL FORWARD RUB RAIL</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL REAR RUB RAIL</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL WHEEL HOUSE MOLDING</td>
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</tr>
<tr>
<td>REMOVE &amp; REINSTALL EMERGENCY LIGHT</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
<td>1.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION IN WHEEL HOUSE AREA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NOTE: CORROSION IS FOUND FROM FORWARD DOOR POST, AROUND ENTIRE WHEELHOUSE &amp; REAR DOOR POST</td>
<td>4.0</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL RIGHT SIDE ENTRY DOOR</td>
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<tr>
<td>REPAIR CORROSION ON BODY POST BETWEEN 1ST &amp; 2ND DOORS</td>
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<td></td>
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<tr>
<td>REMOVE &amp; REINSTALL FIRST COMPARTMENT DOOR RIGHT SIDE</td>
<td>1.5</td>
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<td></td>
<td></td>
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</tbody>
</table>
We are pleased to submit the following cost estimate:

<table>
<thead>
<tr>
<th>Description of work to be performed</th>
<th>Body Time</th>
<th>Paint Time</th>
<th>Materials</th>
<th>Parts</th>
</tr>
</thead>
<tbody>
<tr>
<td>REMOVE &amp; REINSTALL HINGE</td>
<td>0.3</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REINSTALL D-RING HANDLE</td>
<td>0.5</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>REMOVE &amp; REPLACE REFLECTIVE STRIPE</td>
<td>0.5</td>
<td></td>
<td>$25.00</td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION LOWER HINGE AREA</td>
<td>1.5</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>REFINISH DOOR FROM STRIPE DOWN</td>
<td></td>
<td>1.5</td>
<td>$82.50</td>
<td></td>
</tr>
<tr>
<td>REPAIR CORROSION ON FRONT POST</td>
<td>1.0</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Vehicle Cover</td>
<td>1.0</td>
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<tr>
<td>Stainless Hardware</td>
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<td>$35.00</td>
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<tr>
<td>Body Materials</td>
<td></td>
<td></td>
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<tr>
<td>&quot;ECK&quot; Corrosion Protection</td>
<td>1.0</td>
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<td>$15.00</td>
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<tr>
<td>Hazardous Waste Removal</td>
<td>1.0</td>
<td></td>
<td>$3.00</td>
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<tr>
<td>Por-15</td>
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<td>$25.00</td>
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</table>

**Estimated Line Item Totals**

<p>| | | | | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Estimated Line Item Totals</td>
<td>105.0</td>
<td>27.5</td>
<td>$1,512.50</td>
<td>$1,543.00</td>
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**Estimated Line Totals**

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<tr>
<td>Estimated Line Totals</td>
<td>$8,925.00</td>
<td>$2,337.50</td>
<td>$1,512.50</td>
<td>$1,543.00</td>
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**Job Total**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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</thead>
<tbody>
<tr>
<td>Job Total</td>
<td>$14,318.00</td>
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</tbody>
</table>
Perform corrosion & paint evaluations on body module at FD.

1. Remove all LT/RT body module compt doors, lower body rub rails, fenderettes, warning lights above wheel wells, body module diamond plate trim corner caps, & reflectors. Disassemble doors, remove handles, & clean hinges. Repair corrosion along hinge side of doors, compt sill areas, hinge side of body jambs, & handles involved with corrosion.

   Line Total 3300.00

2. Remove rear body module entry doors, door checks, taillight w/bezel assby(s), license plate housing, rear body warning lights outboard of entry doors. Disassemble doors, remove handles, & clean hinges. Repair corrosion along hinge side of doors, hinge side of body jambs, windows & rear body plate kick riser.

   Line Total 2640.00

3. Mask off Unit & doors to protect from overspray. Refinish body & doors from the red belt line down. Wet sand & buff blend areas & all newly painted surfaces.

   Line Total 4810.00

4. Assembly unit after paint. Apply barrier tape to door hinge mating surfaces, assembly all fasteners with ECK.

   Line Total 2220.00

5. Remove & replace all stripes & graphics involved in corrosion repairs.

   Line Total 4333.45

SP

9545 N. Industrial Dr. | St. John, IN 46373
219-365-7157 | Fax 219-365-8572 | www.fireserviceinc.com

Estimates are an approximation of charges to you, and they are based on the anticipated details of the work to be done. It is possible for unexpected complications to cause some deviation from the estimate. If additional parts or labor are required you will be contacted immediately. Quotes valid for 30 days.
Job Description

<table>
<thead>
<tr>
<th>Part Number</th>
<th>Description</th>
<th>QTY</th>
<th>Each</th>
<th>Total</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Hazard Material</td>
<td></td>
<td>20.00</td>
<td>20.00</td>
</tr>
</tbody>
</table>

Hazardous waste removal fee

---

Estimates are an approximation of charges to you, and they are based on the anticipated details of the work to be done. It is possible for unexpected complications to cause some deviation from the estimate. If additional parts or labor are required you will be contacted immediately. Quotes valid for 30 days.
K) Resolution to Authorize the Purchase of the City’s Fuel from RelaDyne Fuel, for the Remainder of FY 2017, and through December of 2018

Attachments:
- Resolution
- RelaDyne Fuel Company Contract

Background:
The Public Works Department is requesting the Council approve a resolution that would award a one (1) year contract extension to enter into a fuel purchase agreement with RelaDyne Fuel Company (formerly Palatine Oil Company), Elk Grove Village, IL.

In 2002, the City entered into an agreement with RelaDyne Fuel Company (formerly Palatine Oil Company), which states that the City agrees to purchase fuel from RelaDyne, while the City utilizes the fuel tanks installed by Palatine Oil Company. Palatine Oil/RelaDyne purchased, installed and owns the tanks, pumps, card reader etc., located at 3900 Berdnick Street and will continue to maintain them, and will continue ownership of the equipment throughout its useful life, provided the City continue to purchase fuel from this company.

Reladyne Fuel has agreed to extend the same pricing to the City in this contract, as is being provided under the SPC contract offered through the Northwest Municipal Conference, with Gas Depot, with the exception of a .02/gallon charge for the use and maintenance of the fuel equipment. This contract will still allow the City to procure fuel on an as-needed basis, with pricing linked to the Oil Price Information Service (OPIS) low rack price for the day of delivery, plus applicable taxes, fees, along with the supplier’s profit and overhead. Saving potential varies depending on the performance of the OPIS index.

Prior to 2015, the City has purchased a percentage of fuel based on an open market method, and a percentage based on fixed contract pricing. However, due to the continued volatility of the fuel market, RelaDyne has indicated that (at this time) they are not offering fixed pricing on fuel contracts. During Staff’s limited investigation, it appears likely that other suppliers will not be offering “lock-in” contracts either.

The proposed contract with RelaDyne Fuel has been crafted to allow a similar opportunity, wherein, the City can choose to extend the contract annually for up to two (2) additional years.
The approximate fuel quantities and costs proposed under a RelaDyne contract are as follows:

<table>
<thead>
<tr>
<th>Fuel Type</th>
<th>Approximate Fuel Amount</th>
<th>Approximate Cost/Gallon</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Diesel</td>
<td>44,000</td>
<td>$2.39</td>
<td>$105,160</td>
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<tr>
<td>Gasoline</td>
<td>84,000</td>
<td>$2.26</td>
<td>$189,840</td>
</tr>
</tbody>
</table>

The prices summarized above are estimates based on current prices captured in time, and are rounded to the nearest hundredth. The prices established as part of the Oil Price Information Service (OPIS), which fluctuate daily, and as a result, the product/contract cost will fluctuate daily.

Previous Council Action:
- 11/22/16 Resolution No. 16-R-113 – Approval of the 2017 City Budget, which includes $105,750 for Diesel Fuel and $195,750 for Gasoline.
- 09/13/16 Resolution No. 16-R-88 – Approval of a Resolution to Award a Contract for Gasoline and Diesel Fuel Purchase (Annual contract, with two (2) one (1) year renewal options).

Recommendation: Staff recommends approval of the Resolution as presented.
A RESOLUTION TO APPROVE A CONTRACT FOR THE PURCHASE OF BULK GASOLINE & DIESEL FUEL FOR THE REMAINDER OF FY 2017 AND THROUGH DECEMBER OF 2018

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Rolling Meadows, Illinois, that the City Council Authorize the Purchase of the City’s Fuel Supply, through December 31, 2018, and that; the City Manager is hereby authorized to execute the necessary contracts and related documentation with RelaDyne Fuel Company, located at 2250 Arthur Avenue, Elk Grove Village, Illinois.

Funds are to be derived from Garage Fund (Fund 14), FY 2017 Budget.

YEAS:

NAYS:

ABSENT:

Passed and approved this 5th day of December, 2017.

__________________________________________
Len Prejna, Mayor

ATTEST:

__________________________________________
Ginny Cotugno, Deputy City Clerk
City of Rolling Meadows
Fuel Contract Pricing

In accordance with the Suburban Purchasing Cooperative Fuel Bid #159 of 2016, Reladyne will follow the delivery and pricing structure of this contract for the tanks at 3900 Berdnick St. The contract term shall be for one year from the date this document was signed. The parties involved, City of Rolling Meadows and Reladyne, reserves the right to extend the contract for (2) two additional (1) one-year periods under the same terms and conditions of the original contract.

The contractor is responsible to make deliveries Monday through Friday between the hours of 7:00 a.m. to 3:00 p.m. The contractor must make delivery not later than 24 hours after the receipt of an order from a municipality.

Under circumstances of extreme usage or if an emergency situation exists in the region, deliveries may be required within a 24-hour period. The contractor shall also agree to deliver on Saturdays, Sundays, and Legal Holidays, if an emergency situation exists in the region for a nominal agreed upon fee.

Taxes
Municipalities will pay the following taxes in the exact amount of the taxes:
Illinois Motor Fuel Tax (I.S.M.F.T):
Gasoline: $0.19/gallon
Diesel: $0.215/gallon

Multiply $0.19/gallon x percentage of petroleum base fuel
(i.e. Unleaded RFT at 90% Petroleum and 10% Ethanol = .90 x .0019 = .00171)

Illinois Underground Storage Tank Tax (UST):
Gasoline: $0.0030/gallon
Diesel: $0.0030/gallon

Environmental Income Fee (E.I.F):
Gasoline: $0.008/gallon
Diesel: $0.008/gallon

Oil Spill:
Gasoline: $0.00193/gallon
Diesel: $0.002138/gallon
Cook County Tax:
Gasoline: $.06/gallon
Diesel: $.06/gallon

Leaking Underground Storage Tax (LUST):
Gasoline $.0010/gallon
Diesel $.0010/gallon

Pricing

<table>
<thead>
<tr>
<th><strong>87 Octane-Deliveries &lt;6,000 gallons</strong></th>
<th><strong>Price per Gallon</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Opis Index Low Rack (11/13/2017)</td>
<td>$1.8905/gal</td>
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<tr>
<td>Profit/Overhead</td>
<td>$0.0835/gal</td>
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<tr>
<td>Equipment</td>
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</tr>
<tr>
<td>Total Cost/gallon (Net Taxes)</td>
<td>$2.2579/gal</td>
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</table>

<table>
<thead>
<tr>
<th><strong>#2 Diesel Fuel-Deliveries &lt;6,000 gallons</strong></th>
<th><strong>Price per Gallon</strong></th>
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</thead>
<tbody>
<tr>
<td>Opis Index Low Rack (11/13/2017)</td>
<td>$2.0000/gal</td>
</tr>
<tr>
<td>Profit/Overhead</td>
<td>$0.0835/gal</td>
</tr>
<tr>
<td>Equipment</td>
<td>$0.0200/gal</td>
</tr>
<tr>
<td>Total Cost/gallon (Net Taxes)</td>
<td>$2.3926/gal</td>
</tr>
</tbody>
</table>

City of Rolling Meadows

____________________________________________________
Print Name & Title

____________________________________________________
Authorized Signature    Date

Reladyne

____________________________________________________
Print Name & Title

____________________________________________________
Authorized Signature    Date
COUNCIL ACTION SUMMARY – December 5, 2017

Consent Agenda: Resolutions

L) Approving City Engineer Services and Compensation Rates - Two Year Contract (January 1, 2018 to December 31, 2019)

Attachments:
- Resolution
- Proposal from Christopher B. Burke Engineering, Ltd. dated November 27, 2017
- 2009 Billing Rates

Background: You are being asked to approve a Resolution that would approve the basis for compensating the appointed City Engineer, Christopher B. Burke Engineering, Ltd. for services to be provided to the City of Rolling Meadows for the next two years - January 1, 2018 to December 31, 2019. [The firm has served as the City Engineer since October 1, 1998.] Staff recommends a new two year contract with Christopher B. Burke Engineering, Ltd. of Rosemont, IL at terms nearly identical to the 2014-2015 contract period.

Under the terms of the proposal, Christopher Burke Engineering staff would:

- Receive a retainer of $2,500 per month for the performance of routine engineering assistance that includes:
  - Undertaking investigations of minor civil engineering and traffic engineering matters, with a cap of 4 hours per occurrence (based on an estimate of ten hours per month);
  - Attending weekly staff meetings with City Staff (based on an estimate of six hours per month);
  - Attending bi-weekly meetings with the Community Development Division and Public Works Department staff (based on an estimate of six hours per month);
  - Preparing a monthly status report (based on an estimate of two hours per month).

- Be paid on an hourly rate for projects outside the scope of routine engineering work; the hourly basis of compensation is set forth in the contract, depending on the type of employee providing the assistance.

- Receive compensation for review and inspection of development projects on the basis of a fixed fee (for plan review) or of a percentage of the value of the public improvements (for final plan review and inspection per City scale) associated with the development. Final determination is to be made by the Director of Public Works. These engineering services costs are generally chargeable and reimbursable from developers.
Utilize the CBBEL historical 2009-2010 billing rates for this contract, throughout 2018 and 2019. These rates are attached. Note that CBBEL has held their billing rates to the City to their 2006 rates for the past several years.

Compensation for engineering services that are associated with capital improvement projects for the City would be subject to negotiation with staff, separate contracts, and approved through the budgeting process. Any proposals for engineering work that is in excess of $10,000 in value shall be subject to separate City Council approval.

It is understood that Jason G. Souden, PE will continue to be designated as the Lead Municipal Contract for the City Engineering services, with Gary Rozwadowski the point person for daily service needs.

Previous Council Action:
- 11/17/15 Committee-of-the-Whole discussion.
- 11/12/13 Resolution #13-R-109 awarded a two year contract for City Engineering Services.
- 10/15/13 Committee-of-the-Whole discussion.
- 1/24/12 Resolution #12-R-02 approval of City Engineering Services contract, 2/1/12 to 1/31/14 (after solicitation of proposals, and interview/evaluation process).
- 12/13/11 Resolution #11-R-127 approval of 30 day extension of contract, through 1/30/12.
- 3/22/11 Resolution #11-R-43 approval of City Engineering Services contract, through 12/31/11
- 2/24/09 Resolution #09-R-16 approval of City Engineering Services contract, through 2/28/11.
- 10/24/06 Council approval of Engineering Agreement, from 10/1/06 to 9/30/08.
- 9/14/04 Council approval of Engineering Agreement, from 10/1/04 to 10/1/06.
- 10/8/02 Council approval of Engineering Agreement, from 10/1/02 to 10/1/04.
- 10/24/00 Council approval of Engineering Agreement, from 10/1/00 to 10/1/02.

Recommendation: To approve the Resolution as presented.
RESOLUTION NO. 17-R-141

A RESOLUTION APPROVING CITY ENGINEER SERVICES AND COMPENSATION RATES-JANUARY 1, 2018 THROUGH DECEMBER 31, 2019

WHEREAS, the position of City Engineer for the City of Rolling Meadows is an Executive Office of the City, and subject to appointment by the City Manager; and

WHEREAS, the City Manager has previously appointed Christopher B. Burke Engineering, Ltd. as the City Engineer; and

WHEREAS, the City Code for the City of Rolling Meadows provides that the City Council shall establish compensation for the City Engineer; and

WHEREAS, the City Manager has negotiated a compensation package with Christopher B. Burke Engineering Ltd., and

WHEREAS, THE City Engineer services are scheduled to expire December 31, 2017.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ROLLING MEADOWS as follows:

SECTION ONE: The Mayor is authorized to execute the proposal from Christopher B. Burke Engineering, Ltd., dated November 27, 2017 which is attached (Attachment A) and made a part of this resolution. The basis of compensation outlined in the attached proposal shall be in effect from the effective date of this resolution through December 31, 2019.

SECTION TWO: Any capital improvement relate engineering work with a value in excess of ten thousand dollars ($10,000) which has not been otherwise approved by the City Council through the provision of an appropriation shall be subject to separate City Council review and approval.

YEAS: 
NAYS: 
ABSENT:

Passed and approved this 5th day of December 2017.

______________________________
Len Prejna, Mayor

ATTEST:

______________________________
Ginny Cotugno, Deputy City Clerk
November 27, 2017

City of Rolling Meadows
3600 Kirchoff Road
Rolling Meadows, IL 60008

Attention: Mr. Barry Krumstok, City Manager

Subject: City Engineer Services 2018 - 2020

Dear Mr. Krumstok:

Christopher B. Burke Engineering, Ltd. (CBBEL) is pleased to submit this proposal to perform professional engineering services as the City Engineer for the City of Rolling Meadows from February 1, 2018 through January 31, 2020. CBBEL has served as the City Engineer since 1998.

CBBEL understands that we will be providing general engineering services; preliminary and final plan review and inspection for proposed developments; and preliminary, final, and construction engineering for many elements of the City's Capital Improvement Program.

GENERAL ENGINEERING

General engineering will be provided by CBBEL for a monthly retainer of $2,500. General engineering will include but not be limited to the following:

- Undertaking investigations of minor civil engineering, drainage issues, traffic engineering matters and public agency coordination. These investigations will be limited to four hours/occurrence. Tasks requiring more than four hours will be paid for on a time-and-materials or proposal basis.

- Attending weekly staff meetings with City Staff.

- Attending bimonthly status meetings with Building Department and Public Works Department staff.

CBBEL will attend Plan Commission Meetings, Council Meetings, and Committee of the Whole Meetings if requested by City Staff and this will be billed on a time-and-materials basis.
DEVELOPMENT PLAN REVIEW AND INSPECTION

CBBEL will provide preliminary plan review prior to Plan Commission meetings and provide plan review and inspections. CBBEL will bill the City in accordance with the latest edition of the City Code.

CAPITAL IMPROVEMENTS

In general, the portion of the City's Capital Improvement Program that CBBEL will be involved with will be:

- Yearly Street Maintenance Program
- Roadway Widening/Major Improvements
- Utility Replacements or Extensions
- Traffic Signals/Intersection Improvements
- Bike Paths
- Streambank Stabilization
- Bridge Inspections and Rehabilitation

Engineering for the City's Capital Improvement Program will consist of Phase I – Preliminary Engineering (if federal funds are involved), Phase II – Preparation of Contract Documents, and Phase III – Construction Observation or any combination thereof.

Due to the wide range of complexity and scope of these types of projects, each project will be negotiated separately based on the attached Schedule of Charges and the man-hours required to perform the scope of services. It should be noted that CBBEL will bill the City based on 2010 rates (which have not been increased since 2009) through 2020. This will result in savings to the City. For capital improvement projects, CBBEL will bill the City for actual "pass through" costs associated with reproduction and testing services.

We would like to establish our contract in accordance with the previously accepted General Terms and Conditions. These General Terms and Conditions are expressly incorporated into and are an integral part of this contract for professional services.

It is understood that this agreement may be terminated by either party upon 60 days written notice.
Please sign both copies of the agreement and return one to us as an indication of acceptance and notice to proceed.

Sincerely,

Christopher B. Burke, PhD, PE, D.WRE, Dist.M.ASCE
President

THIS PROPOSAL, GENERAL TERMS AND CONDITIONS, AND SCHEDULE OF CHARGES ACCEPTED FOR THE CITY OF ROLLING MEADOWS.

BY: ________________________________

TITLE: ______________________________

DATE: ______________________________

Encl: Schedule of Charges (2009 Rates)
      General Terms and Conditions
CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY, 2009

<table>
<thead>
<tr>
<th>Personnel</th>
<th>Charges* ($/Hr)</th>
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<tr>
<td>Principal</td>
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<tr>
<td>Engineer VI</td>
<td>210</td>
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<tr>
<td>Engineer V</td>
<td>173</td>
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<tr>
<td>Engineer IV</td>
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<td>Engineer I/II</td>
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<td>Survey V</td>
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<td>Survey IV</td>
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<td>Survey III</td>
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<tr>
<td>Resource Planner V</td>
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<tr>
<td>Resource Planner IV</td>
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<tr>
<td>Resource Planner III</td>
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<tr>
<td>Resource Planner I/II</td>
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<tr>
<td>Engineering Technician V</td>
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<tr>
<td>Engineering Technician IV</td>
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<tr>
<td>Engineering Technician III</td>
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<tr>
<td>Engineering Technician I/II</td>
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<tr>
<td>CAD Manager</td>
<td>138</td>
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<tr>
<td>Assistant CAD Manager</td>
<td>126</td>
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<tr>
<td>CAD II</td>
<td>125</td>
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<tr>
<td>CAD I</td>
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<tr>
<td>GIS Specialist III</td>
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<tr>
<td>Landscape Architect</td>
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<td>Environmental Resource Specialist V</td>
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<tr>
<td>Environmental Resource Specialist IV</td>
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<tr>
<td>Environmental Resource Specialist III</td>
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<td>Environmental Resource Technician</td>
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<tr>
<td>Survey Intern</td>
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<tr>
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</tr>
<tr>
<td>Information Technician I/II</td>
<td>62</td>
</tr>
</tbody>
</table>

Direct Costs
Outside Copies, Blueprints, Messenger, Delivery Services, Mileage Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2009.
SR1) TOPICS TO MENTION

December 5, 2017

1) The City will be conducting its annual Tree Lighting Event on Thursday, December 7th starting promptly at 6:00 pm. Santa will make his appearance at the tree outside of 3140 Kirchoff Road, just outside of the McDonald’s. Fireworks will follow the tree lighting. Then join the City for a spaghetti dinner, while supplies last, at the Fire Station (dinner starts at 6:30 pm). (Visit Santa’s Elves & Reindeer at the Fire Station too). Please come and enjoy the events.

2) Rolling Meadows has again partnered with the United States Marine Corps Reserve to collect toys for children in need through the Marines’ Toys for Tots program. Residents may deliver new, unwrapped toys to drop boxes at City Hall (3600 Kirchoff Road) or the Rolling Meadows Library (3110 Martin Lane). Toy donations will be accepted through Friday, December 8th.

3) On Saturday, December 9th, the Rolling Meadows Police Department will be conducting a Food Drive outside of the Jewel-Osco Foods located at 3000 Kirchoff Road from 10:00 am to 2:00 pm.

4) The next City Blood Drive will be conducted on Tuesday, December 19th at City Hall from 1:00 pm to 7:00 pm.

5) The City, SWANCC, and Elgin Recycling are conducting a holiday light, extension cord, and wire recycling program again. Collection boxes are located outside of City Hall. Items that are accepted include the following items: mini-lights (or Italian lights), c7 lights, C9 lights, rope lights, LED lights, extension cords, house wire, computer wire, etc….All colors and lengths will be accepted. The City cannot accept garland, live greens, wreaths, or other non-recyclables. The program runs through February 16, 2018.

6) Reminder that the Planning and Zoning Commission will be having a special meeting on Wednesday, December 20th at 7:30 pm in the City Council Chambers. There are three Public Hearings tentatively scheduled and they consist of 1) Preliminary approval of a three-lot
subdivision for property located at 2819-2915 Kirchoff Road, C-2 Commercial, Andrew Mouw, Ryan Homes, Inc., Petitioner; 2) Amendment to the City of Rolling Meadows Comprehensive Plan and rezoning request from C-2 Commercial to R-4 General Residential for the southern approximately nine acres of property located at 2819-2915 Kirchoff Road, Andrew Mouw, Ryan Homes, Inc., Petitioner; and 3) Preliminary approval of a Planned Development for property located at 2819-2915 Kirchoff Road, C-2 Commercial, Andrew Mouw, Ryan Homes, Inc., Petitioner.
AGENDA
COMMITTEE OF THE WHOLE
December 12, 2017 – 7:30pm

1) ComEd Annual Report
2) Restaurant Incentive
3) Committees
PUBLIC NOTICE

PUBLIC NOTICE IS HEREBY GIVEN THAT DURING 2018 THE CITY COUNCIL OF THE CITY OF ROLLING MEADOWS WILL CONDUCT ITS REGULARLY SCHEDULED COUNCIL MEETINGS ON THE 2nd AND 4th TUESDAYS OF EACH MONTH, AT THE HOUR OF 7:30 P.M., IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 3600 KIRCHOFF ROAD, ROLLING MEADOWS, ILLINOIS, AS FOLLOWS, WITH THE EXCEPTION OF DECEMBER WHICH WOULD BE THE 1st AND 3rd TUESDAY OF THE MONTH:

JANUARY 09, 2018                JULY 10, 2018
JANUARY 23, 2018                JULY 24, 2018
FEBRUARY 13, 2018               AUGUST 14, 2018
FEBRUARY 27, 2018               AUGUST 28, 2018
MARCH 13, 2018                  SEPTEMBER 11, 2018
MARCH 27, 2018                  SEPTEMBER 25, 2018
APRIL 10, 2018                  OCTOBER 09, 2018
APRIL 24, 2018                  OCTOBER 23, 2018
MAY 08, 2018                    NOVEMBER 13, 2018
MAY 22, 2018                    NOVEMBER 27, 2018
JUNE 12, 2018                   DECEMBER 04, 2018
JUNE 26, 2018                   DECEMBER 18, 2018

In addition to the regular Council Meetings held on the 2nd and 4th Tuesdays of the month, (7:30 p.m.), Committee of the Whole meetings are held on the 3rd Tuesday of each month, with the exception of December which would be the 2nd Tuesday of the month.

JANUARY 16, 2018                JULY 17, 2018
FEBRUARY 20, 2018               AUGUST 21, 2018
MARCH 20, 2018                  SEPTEMBER 18, 2018
APRIL 17, 2018                  OCTOBER 16, 2018
MAY 15, 2018                    NOVEMBER 20, 2018
JUNE 19, 2018                   DECEMBER 11, 2018

Len Prejna
Mayor
SR4) DOWNTOWN HOLIDAY CELEBRATION

On Thursday, December 7th, Rolling Meadows residents will be able to ring in the holidays with 3 downtown events in one evening!

At 6:00 pm, in front of the McDonald’s on Kirchoff Road, be a part of the downtown count-down to light up the holiday tree. The event will feature City officials, local music groups, goodies, hot chocolate, give-aways and a special appearance by Santa Claus.

Immediately after, from 6:30 – 8:30 pm, you are invited to walk over to enjoy a complimentary spaghetti dinner at the fire station on Meadow Drive (while supplies last). Say “Hi” to your favorite fireman and look for Santa’s elves and live reindeer on your way in!

Finally, at 7:00 pm, head over to Trinity Lutheran Church for an old-fashioned holiday radio play production, along with seasonal goodies.

Thank you very much to the following groups that have made this exciting evening possible:

McDonalds on Kirchoff Road, Costco, The Rolling Meadows High School Choir, our local Boy & Girl Scout Troops, the Stadium Sports Club, Meijer, the Rolling Meadows Fire Department, Trinity Lutheran Church, the City of Rolling Meadows and the Rolling Meadows Community Events Foundation!

We hope to see you there!
Summary of How The Contest Works:

The campaign will start on December 1st and run through December 26th.

The contest is only open to Rolling Meadows homes.

A picture of a cheery holiday house is submitted through the Police Officers on patrol and posted onto the Police Department Facebook page (after getting permission from the resident). A second way pictures are going to be submitted and placed on the Department’s Facebook page is to a generic Department Gmail account at rollingmeadowspolice@gmail.com (this is the email where residents would take their own pictures and submitting their houses by sending them in to be added to the page).

The top five (5) cheery holiday homes with the most “Likes” through a total of the post likes will be submitted to Police Department Personnel for final awards. The final selection committee will not know how many likes each house received. The Police Department will then announce the winners on Facebook before the New Year and display the top three houses that won thanking everyone for their participation in the Holliday House contest.

Sgt. Manfredi and Chief Nowacki are the administrators of this annual house decorating contest.