



Next Ord. No. 4421
Next Reso. No. 24032

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

July 8, 2024

7:00 PM

Village President Nick Cuzzone
Village Clerk Hosanna Korynecky

Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

Public participation is invited. When called upon, please approach the microphone and state your name. Kindly limit your remarks to 3 minutes.

- 1. Call to Order - Roll Call**
- 2. Pledge of Allegiance**
- 3. Amendments to the Agenda**
- 4. Public Comments on Agenda Items**
- 5. Public Comments on Non-Agenda Items**
- 6. Proclamations**
- 7. Presentation**
- 8. Appointment to Commission**
- 9. Consent Agenda**
 - a. Bill Listings for the Weeks of June 24, 2024 and July 1, 2024 in the amount of \$961,655.67
 - b. Approval of the Minutes of June 24, 2024 Village Board of Trustees Meeting.
- 10. Ordinance for First Reading**
 - a. Amending Section 3-313(a) of the Municipal Code To Increase the Maximum Number of Licenses Permitted under the Class D1 Liquor License

Approval of this ordinance will add a Class D1 license, increasing the total to 6 Class D1 licenses.
- 11. Ordinance for Second Reading**
- 12. Ordinances**

- a. An Ordinance Approving a Variation for Minimum Side Yard Setback for the Property Located at 1116 N. Princeton Avenue

This Ordinance approves Petition PZ-24-10 for a Variation to allow an addition into the minimum 6.0-foot interior side yard setback by 1.0-foot for a 5.0-foot side yard setback located at 1116 N. Princeton Avenue per Exhibit B. Planning and Zoning Commission recommended approval by a vote of 7-0.

- b. An Ordinance Approving a Special Use for a Cannabis Facility at 310-330 E. North Avenue

This Ordinance approves Petition PZ-24-09 for a Special Use for a Cannabis Facility as shown in Exhibit A located at 310-330 E. North Avenue. Planning and Zoning Commission recommended approval by a vote of 6-1.

- c. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Approving a Plat of Easement for a Naturalized Area at 951 North Harvard Avenue.

This Ordinance approves the Plat of Easement for a natural area at 951 North Harvard Avenue allowing rights to access a portion of the property at 951 N. Harvard Ave. to ensure the establishment and maintenance of native plants along the property line required by the DuPage County Stormwater and Floodplain Ordinance. Staff recommends approval.

- d. An Ordinance of the Village of Villa Park, DuPage County, Illinois Approving a Second Amendment to the Development Agreement between the Village of Villa Park and Hawthorne Development Corporation

Direction from the Board Authorizing an Ordinance Approving a Second Amendment to the Development Agreement Between the Village of Villa Park and Hawthorne Development

13. Resolutions

- a. A Resolution Authorizing and Approving the Rules of Order and Procedures for the Village Board of Trustees.

This Resolution formally adopts the proposed Rules of Order and Procedures of the Board of Trustees of the Village of Villa Park. The Rules allow for amendments and provide for the ratification of those amendments every two years after each election and the installation of the new Board. Staff recommends approval of the Resolution.

- b. A Resolution Authorizing an MOU with the Tri Town YMCA For a Social Worker

This resolution authorizes the Village President to sign a Memorandum of Understanding with the Tri-Town Young Men's Christian Association (Tri-Town YMCA) to provide mental health support for the community in cooperation with the Northeast DuPage Family and Youth Services (NEDFYS), .

14. Unfinished Business

15. New Business

- a. Fire Department Staffing

Staff seeks the direction of the Board of Trustees by consensus vote to support the creation of a second Deputy Fire Chief position in the Fire Department.

- b. Discussion about adding Junior members to additional Commissions.

Members of the Board and members of the Environmental Concerns Commission have inquired about adding Junior Members to Commissions. This will require amending the Village Code. Currently, only the Community F.U.N. Commission is authorized by the Code to have Junior Members who cannot vote and do not count toward a quorum. It may not be appropriate to appoint junior members to any statutory board or commission, but an amendment could be prepared for Article XIV that deals generally with Commissions allowing for specific Commissions to have youth participation. The Board may wish to adopt a motion directing staff to develop such an ordinance.

16. Village Commission Reports

17. Village Clerk's Report

18. Village Trustees' Report

19. Village President's Report

20. Village Manager's Report

21. Executive Session

- a. Pursuant to 5ILCS 120/2
(c) (11) regarding litigation, when action against, affecting or on behalf of the Village has been filed and is pending before a court or when the Village finds that an action is probable or imminent.

22. Adjournment

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.



VILLAGE OF VILLA PARK

List of Bills Presented to the Board of Trustees at its Meeting on July 8, 2024

Covering weekly check runs dated for:

June 24, 2024/CY24..... \$629,958.68

1 of 1

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice.Batch = "WF0624","0612 INT","0614 INT","0617 INT","0618 INT","0619 INT"

Invoice Detail.Type = {<>} "Adjustment"

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.130204 GROUP INSURANCE REC							
13906	BESTCO BENEFIT PLANS LLC	07012024	0	MEDICARE SUPPLEMENTAL - JULY 2024	1,943.75 ✓	.00	
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	632.46 ✓	632.46	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	654.75 ✓	654.75	06/19/2024
Total 10.130204 GROUP INSURANCE REC:					3,230.96	1,287.21	
10.190515 DUE TO/FROM LIBRARY (BENEFITS)							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	499.98 ✓	499.98	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	136.36 ✓	136.36	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	146.73 ✓	146.73	06/19/2024
Total 10.190515 DUE TO/FROM LIBRARY (BENEFITS):					783.07	783.07	
10.210037 VOLUNTARY ADDITIONAL BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	VOLUNTARY INSURANCE; JAN 2024	4,358.75 ✓	4,358.75	06/17/2024
Total 10.210037 VOLUNTARY ADDITIONAL BENEFITS:					4,358.75	4,358.75	
10.210516 VISION SERVICE PLAN RESERVE							
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	1,001.28 ✓	1,001.28	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	1,001.28 ✓	1,001.28	06/19/2024
Total 10.210516 VISION SERVICE PLAN RESERVE:					2,002.56	2,002.56	
10.43100 BUILDING PERMITS							
6676	B & F CONSTRUCTION CODE SERVIC	64882	0	PLAN REVIEW 15 W PARK	770.00 ✓	.00	
6259	MIDLAND PLUMBING & SEWER	PRSR202102273 &	0	REFUND-PERMITS VOIDED	590.00 ✓	.00	
13981	WHITE, CHARSWAN S	PRSG202400634	0	PERMIT REFUND PRSG202400634	250.00 ✓	.00	
Total 10.43100 BUILDING PERMITS:					1,610.00	.00	
Total :					11,985.34	8,431.59	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.511.00.202 TRAINING & CONFERENCES							
1219	ROTARY CLUB OF VILLA PARK	27	0	ROTARY DUES AND LUNCHESES S MCVEY	575.00 ✓	.00	
Total 10.511.00.202 TRAINING & CONFERENCES:					575.00	.00	
10.511.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	90.44 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	92.64 ✓	.00	
Total 10.511.00.210 TELEPHONE:					183.08	.00	
10.511.00.211 LEGAL SERVICES							
8151	GARDINER KOCH WEISBERG	19396	0	LEGAL SERVICES - WAWAK - APRIL 2024	6,513.18 ✓	.00	
Total 10.511.00.211 LEGAL SERVICES:					6,513.18	.00	
10.511.00.299 OTHER CONTRACTUAL SERVICES							
8205	POSITIVE IMPRESSIONS	PPJ-6651	0	NO MOW YARD SIGNAGE	799.00 ✓	.00	
13968	STRATEGIC GOVERNMENT RESOUR	2024-108122	0	LOCAL GOVERNMENT LEADERSHIP ACADEMY - A	1,800.00 ✓	.00	
12965	SUNCOM.TV	3986	0	BOARD MEETING PRODUCTIONS-MAY 2024	1,875.00 ✓	.00	
Total 10.511.00.299 OTHER CONTRACTUAL SERVICES:					4,474.00	.00	
10.511.00.653 SENIOR CITIZENS COMMISSION							
7832	DILEO'S CATERING	982370	0	S.A.L.T. MEETING LUNCH JUNE 2024	250.00 ✓	250.00	06/14/2024
Total 10.511.00.653 SENIOR CITIZENS COMMISSION:					250.00	250.00	
Total PUBLIC AFFAIRS:					11,995.26	250.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.512.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	45.22 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	92.64 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	EQUIPMENT	90.00 ✓	.00	
Total 10.512.00.210 TELEPHONE:					227.86	.00	
10.512.00.299 OTHER CONTRACTUAL SERVICES							
12951	COMCAST	204813824 6/24	0	INTERNET SERVICE; 6/15-7/14/24	3,720.74 ✓	.00	
Total 10.512.00.299 OTHER CONTRACTUAL SERVICES:					3,720.74	.00	
10.512.01.299 OTHER CONTRACTUAL SERVICES							
13820	COMMEG SYSTEMS INC	24061094	0	TIMECLOCK SOFTWARE	757.00 ✓	.00	
13809	NETWORK CONSULTING GROUP LLC	VP007	0	CONSULTING-IT SUPPORT	1,440.00 ✓	.00	
Total 10.512.01.299 OTHER CONTRACTUAL SERVICES:					2,197.00	.00	
Total MANAGER:					6,145.60	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.514.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	316.54 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	75.58 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	324.24 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	75.58 ✓	.00	
Total 10.514.00.210 TELEPHONE:					791.94	.00	
10.514.00.303 DUES & PUBLICATIONS							
1219	ROTARY CLUB OF VILLA PARK	20	0	ROTARY DUES AND LUNCHES	575.00 ✓	.00	
Total 10.514.00.303 DUES & PUBLICATIONS:					575.00	.00	
Total COMMUNITY DEVELOPMENT:					1,366.94	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.515.00.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	137.02 ✓	137.02	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	208.95 ✓	208.95	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	186.66 ✓	186.66	06/19/2024
Total 10.515.00.250 EMPLOYEE BENEFITS:					532.63	532.63	
10.515.00.261 INSURANCE CLAIM LOSSES							
12905	SERVICEMASTER DSI	01-20131.003	0	PD FLOOD RESTORATION CLAIM - REIMBURSED	77,284.58 ✓	.00	
Total 10.515.00.261 INSURANCE CLAIM LOSSES:					77,284.58	.00	
10.515.00.270 MAINT OF OFFICE EQUIPMENT							
5067	GFC LEASING	100927540	0	COPIERS/PRINTERS LEASE; 7/5-8/4/24	2,605.81 ✓	.00	
Total 10.515.00.270 MAINT OF OFFICE EQUIPMENT:					2,605.81	.00	
Total CENTRAL SERVICES:					80,423.02	532.63	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.516.00.220 UTILITY - GAS							
765	NICOR GAS	00-93-47-2022 8 5/2	0	100 S VILLA ;5/3-6/4/24	43.05 ✓	.00	
765	NICOR GAS	39-44-49-5900 9 5/2	0	MUSEUM;5/3-6/4/24	61.33 ✓	.00	
765	NICOR GAS	70-22-77-0234 0 5/2	0	POLICE STN;5/3-6/4/24	452.94 ✓	.00	
Total 10.516.00.220 UTILITY - GAS:					557.32	.00	
10.516.00.222 HEATING & A/C MAINT SERV							
1544	ACITELLI HEATING & PIPING	38089	0	STATION 81 - FILTERS AND GASKETS	290.00 ✓	.00	
Total 10.516.00.222 HEATING & A/C MAINT SERV:					290.00	.00	
10.516.00.223 WATER & SEWER SERVICE							
905	SALT CREEK SANITARY DISTRICT	5140380 6/2024	0	110 S. VILLA AVE.; 2/15-5/15/24	9.68 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150060 6/2024	0	MUSEUM; 2/15-5/15/24	161.49 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150065 6/2024	0	100 S. VILLA AVE.; 2/15-5/15/24	15.87 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150070 6/2024	0	FIRE #81; 2/15-5/15/24	247.76 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150150 6/2024	0	FIRE #82; 2/15-5/15/24	141.48 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150180 6/2024	0	PW STORAGE BLDG; 2/15-5/15/24	10.17 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150190 6/2024	0	VILLAGE HALL; 2/15-5/15/24	65.48 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150200 6/2024	0	PARKS GARAGE; 2/15-5/15/24	77.50 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150210 6/2024	0	PW GARAGE; 2/15-5/15/24	25.00 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150230 6/2024	0	VEH MAINT; 2/15-5/15/24	40.00 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150240 6/2024	0	WTR/SWR; 2/15-5/15/24	35.39 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150245 6/2024	0	CENTRAL PUMP STATION; 2/15-5/15/24	67.33 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150250 6/2024	0	PUBLIC WORKS; 2/15-5/15/24	115.00 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150260 6/2024	0	POLICE STATION; 2/15-5/15/24	159.48 ✓	.00	
Total 10.516.00.223 WATER & SEWER SERVICE:					1,171.63	.00	
10.516.00.299 OTHER CONTRACTUAL SERVICES							
6334	STATE INDUSTRIAL PRODUCTS	903379147	0	PW AIR HANDLER	216.00 ✓	.00	
Total 10.516.00.299 OTHER CONTRACTUAL SERVICES:					216.00	.00	
10.516.00.315 BUILDING MAINT SUPPLIES							
13241	ROGERS SUPPLY	LM025299	0	UV LIGHTS FOR STA 81	2,007.27 ✓	.00	
Total 10.516.00.315 BUILDING MAINT SUPPLIES:					2,007.27	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total BUILDINGS & GROUNDS:					4,242.22	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.517.00.220 UTILITY - GAS							
765	NICOR GAS	10-44-81-1000 6 5/2	0	METRA STATION;5/3-6/4/24	44.37 ✓	.00	
Total 10.517.00.220 UTILITY - GAS:					44.37	.00	
10.517.00.223 WATER & SEWER SERVICE							
905	SALT CREEK SANITARY DISTRICT	5150170 6/2024	0	METRA STN; 2/15-5/15/24	62.76 ✓	.00	
Total 10.517.00.223 WATER & SEWER SERVICE:					62.76	.00	
Total COMMUTER PARKING LOT:					107.13	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.518.00.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	45.22 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	46.32 ✓	.00	
Total 10.518.00.210 TELEPHONE:					91.54	.00	
10.518.00.215 SHOP SERVICES							
6430	CINTAS CORPORATION	4195077886	0	FLT UNIFORMS MATS TOWELS	67.87 ✓	.00	
6430	CINTAS CORPORATION	4195799328	0	FLT UNIFORM & TOWELS	54.07 ✓	.00	
Total 10.518.00.215 SHOP SERVICES:					121.94	.00	
10.518.00.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	31.64 ✓	31.64	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	31.11 ✓	31.11	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	31.11 ✓	31.11	06/19/2024
Total 10.518.00.250 EMPLOYEE BENEFITS:					93.86	93.86	
10.518.00.310 MOTOR VEHICLE PARTS & ACCESS							
13147	MACQUEEN EMERGENCY	P28739	0	FIRE E80 LADDER AIR SWITCH, LIGHT, AND BUTTO	1,476.23 ✓	.00	
1099	WENTWORTH TIRE SERVICE	40078357	0	PW 23 TIRE REPAIRS	78.00 ✓	.00	
1099	WENTWORTH TIRE SERVICE	40078926	0	PW 17 TIRE REPAIR O RING	367.49 ✓	.00	
Total 10.518.00.310 MOTOR VEHICLE PARTS & ACCESS:					1,921.72	.00	
10.518.00.315 INSPECTIONS AND SAFETY TESTS							
985	SUBURBAN DRIVELINE INC	69742	0	PW 1 SAFETY INSPECTION	67.00 ✓	.00	
985	SUBURBAN DRIVELINE INC	69756	0	FIRE M82 SAFETY INSPECTION	45.00 ✓	.00	
Total 10.518.00.315 INSPECTIONS AND SAFETY TESTS:					112.00	.00	
Total GARAGE:					2,341.06	93.86	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.519.00.303 DUES & PUBLICATIONS							
1219	ROTARY CLUB OF VILLA PARK	34	0	ROTARY DUES JAN TO JUNE 2024	575.00	.00	
Total 10.519.00.303 DUES & PUBLICATIONS:					575.00	.00	
Total ENGINEERING:					575.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.520.01.202 TRAINING & CONFERENCES							
12674	AXON ENTERPRISE INC	INUS255711	0	TASER INSTRUCTOR TRAINING	495.00 ✓	.00	
4161	BORYK, RICHARD	6-18-24	0	TRAINING MEAL REIMBURSEMENT	37.52 ✓	.00	
10002	HAIMANN, ERIC	6-6-24	0	TRNG-MEAL REIMBURSEMENT CQC TRAINING	39.35 ✓	.00	
13380	NORTHERN MICHIGAN K9	1052	0	POLICE K9 RECERT-K9 LUKE&OFC ROL VEL RUL	300.00 ✓	.00	
13529	POLICE LAW INSTITUTE	24059	0	ANNUAL OSHA TRAINING 2024	690.00 ✓	.00	
10392	ROL VEL RUL, MATEUSZ	4-18-24	0	REIM, MEAL, DEFENSIVE TACTICS TRAINING	37.22 ✓	.00	
10392	ROL VEL RUL, MATEUSZ	5-14-24	0	REIM, MEAL, K-9 TRAINING	22.40 ✓	.00	
10392	ROL VEL RUL, MATEUSZ	6-10-24	0	REIMB, MEALS, CQC TRAINING	43.56 ✓	.00	
Total 10.520.01.202 TRAINING & CONFERENCES:					1,665.05	.00	
10.520.01.210 TELEPHONE							
6298	VERIZON WIRELESS	9964571343	0	EMPL & SQUAD CELL SVC APRIL - MAY 2024	1,213.32 ✓	.00	
6298	VERIZON WIRELESS	9965568572	0	POLE CAMS, EMPL&SQUAD CELL SVC	1,849.94 ✓	.00	
Total 10.520.01.210 TELEPHONE:					3,063.26	.00	
10.520.01.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	674.55 ✓	674.55	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	518.50 ✓	518.50	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	497.76 ✓	497.76	06/19/2024
Total 10.520.01.250 EMPLOYEE BENEFITS:					1,690.81	1,690.81	
10.520.01.263 POST RETIREMENT BENEFITS							
1877	BREGMAN, MARC	JUN 2024	0	POST RETIREMENT BENEFIT; JUN 2024	125.00 ✓	.00	
676	MCNAMARA, JAMES J	JUN 2024	0	POST RETIREMENT BENEFIT; JUN 2024	125.00 ✓	.00	
1713	SUBJECT, DAVID	JUN 2024	0	POST RETIREMENT BENEFIT; JUN 2024	125.00 ✓	.00	
1134	ZORICH, EDWARD	JUN 2024	0	POST RETIREMENT BENEFIT; JUN 2024	125.00 ✓	.00	
Total 10.520.01.263 POST RETIREMENT BENEFITS:					500.00	.00	
10.520.01.299 OTHER CONTRACTUAL SERVICES							
10577	SHAUGHNESSY, KEVIN W	20240050	0	POLYGRAPH TESTING SVCS FOR J. WILKINS	250.00 ✓	.00	
10577	SHAUGHNESSY, KEVIN W	20240102	0	POLYGRAPH TESTING SVCS S. PETRI	250.00 ✓	.00	
Total 10.520.01.299 OTHER CONTRACTUAL SERVICES:					500.00	.00	
10.520.01.303 DUES & PUBLICATIONS							
530	ILLINOIS MUNICIPAL LEAGUE	6/3/24	0	IL MUNICIPAL REVIEW SUBSCRIPTION RENEWAL	30.00 ✓	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total 10.520.01.303 DUES & PUBLICATIONS:					30.00	.00	
10.520.09.299 OTHER CONTRACTUAL SERVICES							
11922	VETERAN'S TOWING & RECOVERY IN	27120	0	TOW CHARGES FOR SEIZED HONDA	251.00 ✓	.00	
Total 10.520.09.299 OTHER CONTRACTUAL SERVICES:					251.00	.00	
10.520.09.333 RANGE SUPPLIES							
782	O'HERRON CO INC, RAY	2348313	0	RANGE SUPPLIES	1,340.00 ✓	.00	
Total 10.520.09.333 RANGE SUPPLIES:					1,340.00	.00	
10.520.09.399 OTHER SUPPLIES							
9448	LANDA, JESUS	6-13-24	0	MEAL REIMBURSEMENT FOR CERT MEETING	69.26 ✓	.00	
Total 10.520.09.399 OTHER SUPPLIES:					69.26	.00	
Total POLICE:					9,109.38	1,690.81	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.521.01.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	135.66 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	37.40 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	138.96 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	37.40 ✓	.00	
Total 10.521.01.210 TELEPHONE:					349.42	.00	
10.521.01.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	25.26 ✓	25.26	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	31.11 ✓	31.11	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	31.11 ✓	31.11	06/19/2024
Total 10.521.01.250 EMPLOYEE BENEFITS:					87.48	87.48	
10.521.01.263 POST RETIREMENT BENEFITS							
6520	BLASKOVICH, ERIC	JUN 2024	0	POST RETIREMENT BENEFIT; JUN 2024	125.00 ✓	.00	
6085	SPARGER, JEFFREY	JUN 2024	0	POST RETIREMENT BENEFIT; JUN 2024	125.00 ✓	.00	
4899	VICELLI, LOUIS	JUN 2024	0	POST RETIREMENT BENEFIT; JUN 2024	125.00 ✓	.00	
Total 10.521.01.263 POST RETIREMENT BENEFITS:					375.00	.00	
Total FIRE:					811.90	87.48	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.523.02.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	37.40 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	37.40 ✓	.00	
Total 10.523.02.210 TELEPHONE:					74.80	.00	
10.523.02.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	192.68 ✓	192.68	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	248.88 ✓	248.88	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	238.51 ✓	238.51	06/19/2024
Total 10.523.02.250 EMPLOYEE BENEFITS:					680.07	680.07	
Total AMBULANCE/PARAMEDIC:					754.87	680.07	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.525.01.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	18.70 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	17.57 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	18.70 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	17.57 ✓	.00	
Total 10.525.01.210 TELEPHONE:					72.54	.00	
10.525.01.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	130.64 ✓	130.64	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	124.44 ✓	124.44	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	124.44 ✓	124.44	06/19/2024
Total 10.525.01.250 EMPLOYEE BENEFITS:					379.52	379.52	
10.525.01.270 MAINT OF OFFICE EQUIPMENT							
5067	GFC LEASING	100927540	0	COPIERS/PRINTERS LEASE; 7/5-8/4/24	178.48 ✓	.00	
Total 10.525.01.270 MAINT OF OFFICE EQUIPMENT:					178.48	.00	
10.525.25.395 STREET SIGN MATERIALS							
8906	TRAFFIC CONTROL & PROTECTION	5752	0	50 TELSPAR POSTS, 50 TELSPAR ANCHOR, 50 ST	5,092.50 ✓	.00	
Total 10.525.25.395 STREET SIGN MATERIALS:					5,092.50	.00	
10.525.25.399 OTHER SUPPLIES							
10449	MICHAEL TODD & COMPANY	214700	0	24" HEAVY DUTY RED FLAGS	40.69 ✓	.00	
Total 10.525.25.399 OTHER SUPPLIES:					40.69	.00	
10.525.27.342 ASPHALT MIX							
326	DUPAGE MATERIALS COMPANY LLC.	25468	0	HIGH PERFORMANCE COLD	320.00 ✓	.00	
326	DUPAGE MATERIALS COMPANY LLC.	25532	0	HIGH PERFORMANCE COLD	320.00 ✓	.00	
Total 10.525.27.342 ASPHALT MIX:					640.00	.00	
10.525.27.399 OTHER SUPPLIES							
12630	MIDWEST PAVING EQUIPMENT, INC	2800	0	ASPHALT RELEASE AGENT	1,180.00 ✓	.00	
Total 10.525.27.399 OTHER SUPPLIES:					1,180.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total STREET:					7,583.73	379.52	
Total CORPORATE FUND:					137,441.45	12,145.96	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
19.520.01.212	LEGAL SERVICES - POLICE DUI						
434	SMITH & FULLER	6924	0	LEGAL SERVICES-MAY 2024	2,349.45	.00	
Total 19.520.01.212 LEGAL SERVICES - POLICE DUI:					2,349.45	.00	
Total POLICE:					2,349.45	.00	
Total DUI TECHNOLOGY FUND:					2,349.45	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
35.502.01.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	271.32 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	277.92 ✓	.00	
Total 35.502.01.210 TELEPHONE:					549.24	.00	
35.502.01.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	72.72 ✓	72.72	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	93.33 ✓	93.33	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	93.33 ✓	93.33	06/19/2024
Total 35.502.01.250 EMPLOYEE BENEFITS:					259.38	259.38	
35.502.01.270 MAINT OF OFFICE EQUIPMENT							
5067	GFC LEASING	100927540	0	COPIERS/PRINTERS LEASE; 7/5-8/4/24	285.57 ✓	.00	
5067	GFC LEASING	100927540	0	COPIERS/PRINTERS LEASE; 7/5-8/4/24	307.16 ✓	.00	
Total 35.502.01.270 MAINT OF OFFICE EQUIPMENT:					592.73	.00	
35.502.01.295 SUMMER FESTIVAL							
13781	BOUNCE HOUSES R US LLC	062224	10024	SUMMER FESTIVAL INFLATABLES BALANCE	11,034.71	11,034.71 ✓	06/17/2024
12923	BRUCCOLERI, MICHAEL	062224	0	CONTRACTED BAND FOR SUMMERFEST	600.00	600.00 ✓	06/17/2024
13018	CONBOY, RICH	062224	0	CONTRACTED BAND FOR SUMMERFEST	1,000.00	1,000.00 ✓	06/17/2024
12274	DESIGNSPRING GROUP INC.	3071	10024	SUMMER FESTIVAL BANNERS	81.25 ✓	.00	
13587	GOLDBERG, GARY	062224	0	CONTRACTED BAND FOR SUMMERFEST	500.00	500.00 ✓	06/18/2024
13976	ITALIA, MICHAEL C	062224	0	CONTRACTED BAND FOR SUMMERFEST	500.00	500.00 ✓	06/17/2024
6877	KANTOR, GARY	062224	10024	SUMMER FESTIVAL 2024	495.00	495.00 ✓	06/17/2024
10369	KESSLER, STEVE	062224	0	CONTRACTED BAND FOR SUMMERFEST	1,200.00	1,200.00 ✓	06/17/2024
13979	MEISTER, JEFF	062224	0	CONTRACTED BAND - SUMMERFEST	300.00	300.00 ✓	06/17/2024
13406	SPARKLES ENTERTAINMENT INC.	240622VP	10024	SUMMERFEST FACE PAINTER	525.00	525.00 ✓	06/17/2024
3059	WIERSUM, BENJAMIN R	062224	0	SOUND ENGINEER - SUMMER FEST	1,595.00	1,595.00 ✓	06/17/2024
13978	WILKES, ERIC	062224	0	CONTRACTED DUO-BAND	200.00	200.00 ✓	06/17/2024
Total 35.502.01.295 SUMMER FESTIVAL:					18,030.96	17,949.71	
35.502.01.317 OFFICE SUPPLIES							
1818	GARVEY'S OFFICE PRODUCTS	PINV2576837	0	ICC OFFICE SUPPLIES	45.02 ✓	.00	
1818	GARVEY'S OFFICE PRODUCTS	PINV2579759	0	OFFICE SUPPLIES	14.76 ✓	.00	
Total 35.502.01.317 OFFICE SUPPLIES:					59.78	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
35.502.16.220 UTILITY - GAS							
765	NICOR GAS	47-30-07-8760 4 5/2	0	ICC;5/3-6/4/24	163.89 ✓	.00	
Total 35.502.16.220 UTILITY - GAS:					163.89	.00	
35.502.16.223 WATER & SEWER SERVICE							
905	SALT CREEK SANITARY DISTRICT	5150030 6/2024	0	ROTARY PK RESTROOMS; 2/15-5/15/24	10.57 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150120 6/2024	0	ICC; 2/15-5/15/24	233.09 ✓	.00	
Total 35.502.16.223 WATER & SEWER SERVICE:					243.66	.00	
35.502.35.299 OTHER CONTRACTUAL SERVICES							
12274	DESIGNSPRING GROUP INC.	3060	0	LAYOUT & DESIGNS OF SUMMER PROGRAM GUID	2,650.00 ✓	.00	
12274	DESIGNSPRING GROUP INC.	3071A	0	SUMMER BANNERS	325.00 ✓	.00	
13727	PSYHOGIOS, NICHOLAS ✓	06202024	0	SUMMER CONCERT SERIES	1,500.00 ✓	1,500.00	06/19/2024
13936	SMITH, BRADLEY	062724	0	SUMMER CONCERT SERIES	1,500.00 ✓	1,500.00	06/18/2024
Total 35.502.35.299 OTHER CONTRACTUAL SERVICES:					5,975.00	3,000.00	
35.502.35.311 PROGRAM SUPPLIES							
5568	HOLY COW SPORTS INC	240950	0	CAMP SHIRTS	1,715.00 ✓	.00	
6682	MICHAEL ANTHONY'S PIZZA	139768	0	PRESCHOOL GRAD PICNIC	240.75 ✓	.00	
6682	MICHAEL ANTHONY'S PIZZA	139782	0	CAMP STAFF LUNCH	45.00 ✓	.00	
Total 35.502.35.311 PROGRAM SUPPLIES:					2,000.75	.00	
35.502.36.299 OTHER CONTRACTUAL SERVICES							
5967	EAGLE ACADEMY OF MARTIAL ARTS	20240609	0	CY24 CONTRACTUAL INSTRUCTIONAL MARTIAL A	2,772.00 ✓	.00	
6431	OAK BROOK PARK DISTRICT	81830	0	SENIOR CO-OP TRIP	1,147.00 ✓	.00	
6431	OAK BROOK PARK DISTRICT	81831	0	SENIOR CO-OP TRIP	862.00 ✓	.00	
9719	ROBERTSON, JOHN	2024-01	0	ADULT CONTRACTUAL TAI CHI PROG.	620.90 ✓	.00	
6763	SMITH, VIOLET R	13-4284904	0	YOGA WINTER/SPRING	495.00 ✓	.00	
11877	TUMBLING TIMES INC	27-2024	0	CY24 SPRING CONTRACTUAL YOUTH GYMNASTIC	4,165.70 ✓	.00	
Total 35.502.36.299 OTHER CONTRACTUAL SERVICES:					10,062.60	.00	
35.502.36.311 PROGRAM SUPPLIES							
6682	MICHAEL ANTHONY'S PIZZA	139765	0	FEBRUARY BIRTHDAY BINGO LUNCH	229.00 ✓	.00	
13977	ORLAND PARK FEC LLC	061924	0	CAMP FIELD TRIP	973.50 ✓	973.50	06/17/2024

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total 35.502.36.311 PROGRAM SUPPLIES:					1,202.50	973.50	
Total GENERAL:					39,140.49	22,182.59	
Total RECREATION FUND:					39,140.49	22,182.59	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
36.502.01.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	226.10 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	231.60 ✓	.00	
Total 36.502.01.210 TELEPHONE:					457.70	.00	
36.502.01.220 UTILITY - GAS							
765	NICOR GAS	45-95-90-7159 3 5/2	0	MAINT BLDG;5/6-6/7/24	44.56 ✓	.00	
765	NICOR GAS	86-94-36-5332 8 5/2	0	N TERR PARK;5/6-6/5/24	47.71 ✓	.00	
Total 36.502.01.220 UTILITY - GAS:					92.27	.00	
36.502.01.223 WATER & SEWER SERVICE							
905	SALT CREEK SANITARY DISTRICT	5150010 6/2024	0	THE DEPOT; 2/15-5/15/24	16.58 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150110 6/2024	0	N TERR PARK; 2/15-5/15/24	17.50 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150165 6/2024	0	TWIN LAKES; 2/15-5/15/24	16.11 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150220 6/2024	0	PK GARAGE #2; 2/15-5/15/24	37.31 ✓	.00	
Total 36.502.01.223 WATER & SEWER SERVICE:					87.50	.00	
36.502.01.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	73.74 ✓	73.74	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	60.67 ✓	60.67	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	82.96 ✓	82.96	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	82.96 ✓	82.96	06/19/2024
Total 36.502.01.250 EMPLOYEE BENEFITS:					300.33	300.33	
36.502.01.270 MAINT OF OFFICE EQUIPMENT							
5067	GFC LEASING	100927540	0	COPIERS/PRINTERS LEASE; 7/5-8/4/24	142.78 ✓	.00	
Total 36.502.01.270 MAINT OF OFFICE EQUIPMENT:					142.78	.00	
36.502.02.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	56.10 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	5.02 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	56.10 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	5.02 ✓	.00	
Total 36.502.02.210 TELEPHONE:					122.24	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
36.502.02.299 OTHER CONTRACTUAL SERVICES							
1008	TERRACE SUPPLY COMPANY	1059771	0	PKS TOOL RENTAL	19.53 ✓	.00	
1008	TERRACE SUPPLY COMPANY	1059772	0	PKS TOOL RENTAL	13.02 ✓	.00	
13831	UPLAND DESIGN LTD	24-1263-02	35012	LIONS PARK DESIGN DEVELOPMENT	25,617.86 ✓	.00	
Total 36.502.02.299 OTHER CONTRACTUAL SERVICES:					25,650.41	.00	
36.502.02.304 GROUNDS SUPPLIES							
6775	KEYSTONE HATCHERIES	49420	0	FISH FOR FISHING DERBY	1,410.00 ✓	.00	
1197	LOMBARD ACE HARDWARE (GENERA	257542	0	FERTILIZER SPIKE	14.99 ✓	.00	
Total 36.502.02.304 GROUNDS SUPPLIES:					1,424.99	.00	
Total GENERAL:					28,278.22	300.33	
Total PARKS FUND:					28,278.22	300.33	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
41.502.01.220 UTILITY - GAS							
765	NICOR GAS	00-31-93-8763 5 5/2	0	JEFF POOL ;5/3-6/4/24	760.03 ✓	.00	
765	NICOR GAS	32-27-30-1000 2 5/2	0	JEFF POOL FLTR;5/3-6/4/24	315.84 ✓	.00	
Total 41.502.01.220 UTILITY - GAS:					1,075.87	.00	
41.502.01.223 WATER & SEWER SERVICE							
905	SALT CREEK SANITARY DISTRICT	5150130 6/2024	0	JEFF POOL; 2/15-5/15/24	30.10 ✓	.00	
905	SALT CREEK SANITARY DISTRICT	5150140 6/2024	0	JEFF POOL FLTR; 2/15-5/15/24	10.00 ✓	.00	
Total 41.502.01.223 WATER & SEWER SERVICE:					40.10	.00	
41.502.02.311 PROGRAM SUPPLIES							
6682	MICHAEL ANTHONY'S PIZZA	139781	0	CY24 PRESEASON PIZZA	245.75 ✓	.00	
Total 41.502.02.311 PROGRAM SUPPLIES:					245.75	.00	
Total GENERAL:					1,361.72	.00	
Total SWIMMING POOL FUND:					1,361.72	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
60.502.02.210 TELEPHONE							
6990	MANTELS, KEVIN	PHONEKM2024030	0	REIMBURSEMENT FOR PERSONAL PHONE; 2024-0	24.99 ✓	.00	
6990	MANTELS, KEVIN	PHONEKM2024030	0	REIMBURSEMENT FOR PERSONAL PHONE; 2024-0	24.99 ✓	.00	
6990	MANTELS, KEVIN	PHONEKM2024030	0	REIMBURSEMENT FOR PHONE USAGE; 2024-03 M	24.99 ✓	.00	
6990	MANTELS, KEVIN	PHONEKM2024030	0	REIMBURSEMENT FOR PHONE USAGE; 2024-04 A	24.99 ✓	.00	
Total 60.502.02.210 TELEPHONE:					99.96	.00	
60.502.02.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	15.82 ✓	15.82	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	20.74 ✓	20.74	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	20.74 ✓	20.74	06/19/2024
Total 60.502.02.250 EMPLOYEE BENEFITS:					57.30	57.30	
60.502.02.299 OTHER CONTRACTUAL SERVICES							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	37.79 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	37.79 ✓	.00	
Total 60.502.02.299 OTHER CONTRACTUAL SERVICES:					75.58	.00	
Total GENERAL:					232.84	57.30	
Total STREET IMPROVEMENT FUND:					232.84	57.30	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
65.502.02.401 CAPITAL OUTLAY							
13702	BMO HARRIS EQUIPMENT FINANCE	923045	0	VACTOR, DUMP TRUCK, AMBULANCE LEASE PAY	105,631.05 ✓	.00	
4395	CAR REFLECTIONS	24-108	0	PARTY TRAILER #2 - WRAP	3,975.00 ✓	.00	
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 DODGE RAM 1500 2778P4 LEASE	775.69 ✓	775.69	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 DODGE RAM 2500 2778XN LEASE	959.79 ✓	959.79	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 DODGE DURANGO 278T82 LEASE	854.03 ✓	854.03	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 DODGE DURANGO 278VZK LEASE	838.77 ✓	838.77	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 DODGE DURANGO 278W2B LEASE	916.56 ✓	916.56	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 DODGE DURANGO 279DQQ LEASE	949.31 ✓	949.31	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 JEEF COMPASS 27H9VX LEASE	467.29 ✓	467.29	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 JEEF COMPASS 27H9W3 LEASE	468.48 ✓	468.48	06/12/2024
13939	ENTERPRISE FM TRUST	426638A-060524	0	2024 JEEF COMPASS 27H9W8 LEASE	468.48 ✓	468.48	06/12/2024
Total 65.502.02.401 CAPITAL OUTLAY:					116,304.45	6,698.40	
Total GENERAL:					116,304.45	6,698.40	
Total EQUIPMENT REPLACEMENT FUND:					116,304.45	6,698.40	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
67.502.02.401 CAPITAL OUTLAY							
13602	ECS MIDWEST LLC	1176150	35011	REC CENTER THROUGH 06/01/24	3,461.25 ✓	.00	
11835	LRS LLC	PS604108	0	LIONS REC CENTER CONSTRUCTION PORTABLE	700.00 ✓	.00	
Total 67.502.02.401 CAPITAL OUTLAY:					4,161.25	.00	
67.502.02.402 NON-CAPITAL OUTLAY							
13834	KLUBER INC	8943	0	FULL FACILITY SPACE MANAGEMENT PLANNING	4,900.00 ✓	4,900.00	06/19/2024
Total 67.502.02.402 NON-CAPITAL OUTLAY:					4,900.00	4,900.00	
Total GENERAL:					9,061.25	4,900.00	
Total BUILDING IMPROVEMENTS FUND:					9,061.25	4,900.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
68.502.02.299 OTHER CONTRACTUAL SERVICES							
8965	V3 COMPANIES OF ILLINOIS	0424172	0	TERRACE-DOUGLAS DETENTION FACILITY 2024 P	1,540.00 ✓	.00	
8965	V3 COMPANIES OF ILLINOIS	0524204	0	TERRACE-DOUGLAS DETENTION FACILITY 2024 P	1,540.00 ✓	.00	
8965	V3 COMPANIES OF ILLINOIS	324146	0	SOUTH MONTEREY AVENUE GREEN INFRASTRUC	1,335.00 ✓	.00	
Total 68.502.02.299 OTHER CONTRACTUAL SERVICES:					4,415.00	.00	
Total GENERAL:					4,415.00	.00	
Total STORMWATER BUYOUT FUND:					4,415.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
82.502.01.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	2.33 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	90.44 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	151.16 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	2.41 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	92.64 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	151.16 ✓	.00	
Total 82.502.01.210 TELEPHONE:					490.14	.00	
82.502.01.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	57.92 ✓	57.92	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	72.59 ✓	72.59	06/19/2024
Total 82.502.01.250 EMPLOYEE BENEFITS:					130.51	130.51	
82.502.01.270 MAINT OF OFFICE EQUIPMENT							
5067	GFC LEASING	100927540	0	COPIERS/PRINTERS LEASE; 7/5-8/4/24	178.48 ✓	.00	
Total 82.502.01.270 MAINT OF OFFICE EQUIPMENT:					178.48	.00	
82.502.01.299 OTHER CONTRACTUAL SERVICES							
12951	COMCAST	204813824 6/24	0	INTERNET SERVICE; 6/15-7/14/24	97.91 ✓	.00	
Total 82.502.01.299 OTHER CONTRACTUAL SERVICES:					97.91	.00	
82.502.01.321 PURCHASE OF WATER							
330	DUPAGE WATER COMMISSION	May 2024 Pumpage	0	MAY WATER PUMPAGE 2024	270,373.32 ✓	.00	
Total 82.502.01.321 PURCHASE OF WATER:					270,373.32	.00	
82.502.02.220 UTILITY - GAS							
765	NICOR GAS	00-94-81-1000 2 5/2	0	WTR/SWR;5/3-6/4/24	112.89 ✓	.00	
765	NICOR GAS	28-55-16-5989-0 5/2	0	CENTRAL STN;5/3-6/4/24	46.99 ✓	.00	
765	NICOR GAS	35-02-64-0936 3 5/2	0	1260 S CORNELL;5/8-6/7/24	141.96 ✓	.00	
Total 82.502.02.220 UTILITY - GAS:					301.84	.00	
82.502.02.299 OTHER CONTRACTUAL SERVICES							
13002	PRECISE MRM LLC	200-1049149	0	AUTOMATIC VEHICLE LOCATION (AVL) MONTHLY	560.00 ✓	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
Total 82.502.02.299 OTHER CONTRACTUAL SERVICES:					560.00	.00	
82.502.02.399 OTHER SUPPLIES							
12532	EH WACHS	INV226410	0	REPLACE 1" KEY ASSEMBLY	605.30	.00	
Total 82.502.02.399 OTHER SUPPLIES:					605.30	.00	
Total GENERAL:					272,737.50	130.51	
Total WATER SUPPLY FUND:					272,737.50	130.51	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
83.502.01.210 TELEPHONE							
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	5.02 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	75.58 ✓	.00	
13410	VERIZON WIRELESS PW	9962711975	0	WIRELESS SERVICE FROM 03/27/24 TO 04/26/24	90.44 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	5.02 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	75.58 ✓	.00	
13410	VERIZON WIRELESS PW	9965221185	0	WIRELESS SERVICE FROM 04/27/24 TO 05/26/24	92.64 ✓	.00	
Total 83.502.01.210 TELEPHONE:					344.28	.00	
83.502.01.250 EMPLOYEE BENEFITS							
7044	DEARBORN NATIONAL LIFE INSURAN	03012024	0	LIFE INSURANCE MARCH 2024	14.80 ✓	14.80	06/17/2024
5319	VISION SERVICE PLAN	820416153	0	VISION PREMIUMS 5.2024	20.74 ✓	20.74	06/17/2024
5319	VISION SERVICE PLAN	820598262	0	VISION PREMIUMS 6.2024	10.37 ✓	10.37	06/19/2024
Total 83.502.01.250 EMPLOYEE BENEFITS:					45.91	45.91	
83.502.01.270 MAINT OF OFFICE EQUIPMENT							
5067	GFC LEASING	100927540	0	COPIERS/PRINTERS LEASE; 7/5-8/4/24	178.48 ✓	.00	
Total 83.502.01.270 MAINT OF OFFICE EQUIPMENT:					178.48	.00	
83.502.01.299 OTHER CONTRACTUAL SERVICES							
12951	COMCAST	204813824 6/24	0	INTERNET SERVICE; 6/15-7/14/24	97.91 ✓	.00	
Total 83.502.01.299 OTHER CONTRACTUAL SERVICES:					97.91	.00	
83.502.01.303 DUES & PUBLICATIONS							
6980	DUPAGE RIVER\SALT CREEK	619	0	AGENCY MEMBERSHIP DUES	2,759.00 ✓	.00	
Total 83.502.01.303 DUES & PUBLICATIONS:					2,759.00	.00	
83.502.01.694 IEPA LOAN REPAYMENTS							
4003	ILLINOIS ENVIRONMENTAL	L17-2788 -30th	0	L17-2788 30TH INSTALLMENT NORTH VILLA LIFT S	13,175.25 ✓	.00	
Total 83.502.01.694 IEPA LOAN REPAYMENTS:					13,175.25	.00	
83.502.02.220 UTILITY - GAS							
765	NICOR GAS	03-36-92-1882 5 5/2	0	GENERATOR STN;5/3-6/4/24	49.58 ✓	.00	
765	NICOR GAS	27-37-06-3955 4 5/2	0	NORTH & YALE LFT;5/3-6/4/24	45.02 ✓	.00	
765	NICOR GAS	29-10-59-0000 4 5/2	0	WET WEATHER;5/3-6/4/24	402.85 ✓	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
765	NICOR GAS	52-91-90-1082 8 5/2	0	NATH LIFT STN;5/6-6/5/24	43.96 ✓	.00	
Total 83.502.02.220 UTILITY - GAS:					541.41	.00	
83.502.02.293 LABORATORY TESTING							
367	ETP LABS INC	24-53019	0	WASTE WATER SAMPLES	470.00 ✓	.00	
Total 83.502.02.293 LABORATORY TESTING:					470.00	.00	
83.502.02.299 OTHER CONTRACTUAL SERVICES							
13002	PRECISE MRM LLC	200-1049149	0	AUTOMATIC VEHICLE LOCATION (AVL) MONTHLY	560.00 ✓	.00	
Total 83.502.02.299 OTHER CONTRACTUAL SERVICES:					560.00	.00	
83.502.02.302 CHEMICALS							
33	ALEXANDER CHEMICAL CORP	81829	0	WWFTF CHLORINE RENTAL FEES	60.00 ✓	.00	
Total 83.502.02.302 CHEMICALS:					60.00	.00	
83.502.02.399 OTHER SUPPLIES							
4124	BRISTOL COMPANIES	3547518	0	REPAIR FLUSHER HOSE	87.56 ✓	.00	
7230	USA BLUEBOOK	00382709	0	SUPPLIES FOR WWFTF	207.69 ✓	.00	
7230	USA BLUEBOOK	0380696	0	WWFTF MATERIALS	108.82 ✓	.00	
Total 83.502.02.399 OTHER SUPPLIES:					404.07	.00	
Total GENERAL:					18,636.31	45.91	
Total WASTEWATER FUND:					18,636.31	45.91	
Grand Totals:					629,958.68	46,461.00	

	<u>Amount Paid</u>
CORPORATE FUND	
Total CORPORATE FUND:	<u>137,441.45</u>
DUI TECHNOLOGY FUND	
Total DUI TECHNOLOGY FUND:	<u>2,349.45</u>
RECREATION FUND	
Total RECREATION FUND:	<u>39,140.49</u>
PARKS FUND	
Total PARKS FUND:	<u>28,278.22</u>
SWIMMING POOL FUND	
Total SWIMMING POOL FUND:	<u>1,361.72</u>
STREET IMPROVEMENT FUND	
Total STREET IMPROVEMENT FUND:	<u>232.84</u>
EQUIPMENT REPLACEMENT FUND	
Total EQUIPMENT REPLACEMENT FUND:	<u>116,304.45</u>
BUILDING IMPROVEMENTS FUND	
Total BUILDING IMPROVEMENTS FUND:	<u>9,061.25</u>
STORMWATER BUYOUT FUND	
Total STORMWATER BUYOUT FUND:	<u>4,415.00</u>
WATER SUPPLY FUND	
Total WATER SUPPLY FUND:	<u>272,737.50</u>
WASTEWATER FUND	
Total WASTEWATER FUND:	<u>18,636.31</u>

	<u>Amount Paid</u>
Grand Totals:	<u>629,958.68</u>

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE 6/20/24 APPROVED BY 


Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Adjustmentid = {IS NULL}

Invoice.Batch = "WF0624","0612 INT","0614 INT","0617 INT","0618 INT","0619 INT"



VILLAGE OF VILLA PARK

List of Bills Presented to the Board of Trustees at its Meeting on July 8, 2024

Covering weekly check runs dated for:

July 1, 2024/CY24..... \$331,696.99

1 of 1

Report Criteria:
Invoices with totals above \$0 included.
Paid and unpaid invoices included.
Invoice.Batch = "WF0701","0620 INT","0626 INT"
Invoice Detail.Type = {<>} "Adjustment"

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.210508 ESCROW: P. W. PROJECTS							
13982	BUTZINE, SUZAN	712 W TERRACE -	0	712 W TERRACE - BND RELEASE PRDW202400304	600.00	.00	
Total 10.210508 ESCROW: P. W. PROJECTS:					600.00	.00	
Total :					600.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.511.00.202 TRAINING & CONFERENCES							
325	DUPAGE MAYORS & MANAGERS CON	12139A	0	2024 ANNUAL DINNER RECOGNITION CEREMONY	180.00 ✓	.00	
Total 10.511.00.202 TRAINING & CONFERENCES:					180.00	.00	
10.511.00.211 LEGAL SERVICES							
12541	ROBBINS SCHWARTZ	982370	0	LEGAL SERVICES MAY 2024 DREAMLAND-HUANG	268.75 ✓	.00	
7835	STORINO RAMELLO & DURKIN	91526	0	LEGAL SERVICES ST CHARLES TIF MAY 2024	4,237.09 ✓	.00	
7835	STORINO RAMELLO & DURKIN	91536	0	LEGAL SERVICE - GENERAL MATTERS MAY 2024	4,939.09 ✓	.00	
Total 10.511.00.211 LEGAL SERVICES:					9,444.93	.00	
10.511.00.399 OTHER SUPPLIES							
13607	CLARK, YOLANDA	JEWEL- 04.12.24	0	COMMISSIONER APPRECIATION DINNER	143.87 ✓	.00	
Total 10.511.00.399 OTHER SUPPLIES:					143.87	.00	
10.511.00.671 PARKS & REC ADVISORY COMMISSI							
13607	CLARK, YOLANDA	06.20.24	0	PRAC MTG SECRETARIAL SVC 03/24-06/24	300.00 ✓	.00	
Total 10.511.00.671 PARKS & REC ADVISORY COMMISSI:					300.00	.00	
Total PUBLIC AFFAIRS:					10,068.80	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.512.00.202 TRAINING & CONFERENCES							
5770	ILLINOIS TAX INCREMENT ASSOC	675355	0	MEMBERSHIP DUES 2024-2025	650.00 ✓	.00	
Total 10.512.00.202 TRAINING & CONFERENCES:					650.00	.00	
Total MANAGER:					650.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.514.00.202 TRAINING & CONFERENCES							
13722	MCLAUGHLIN, MARC	ICSC 2024	0	ICSC CONFERENCE 2024	1,743.20	.00	
Total 10.514.00.202 TRAINING & CONFERENCES:					1,743.20	.00	
10.514.00.289 INSPECTORS FEES							
4659	ELEVATOR INSPECTION SVC CO INC	124191	0	ANNUAL ELEVATOR INSPECTIONS	441.00	.00	
Total 10.514.00.289 INSPECTORS FEES:					441.00	.00	
Total COMMUNITY DEVELOPMENT:					2,184.20	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.515.00.261 INSURANCE CLAIM LOSSES							
4855	WRECK ROOM INC, THE	29665	0	PD 189 REPAIR LOWER BUMPER	1,201.77	.00	
Total 10.515.00.261 INSURANCE CLAIM LOSSES:					1,201.77	.00	
Total CENTRAL SERVICES:					1,201.77	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.516.00.222 HEATING & A/C MAINT SERV							
1544	ACITELLI HEATING & PIPING	0000038026	0	VH RADIATOR REPAIRS - BASEMENT	4,047.48 ✓	.00	
Total 10.516.00.222 HEATING & A/C MAINT SERV:					4,047.48	.00	
10.516.00.299 OTHER CONTRACTUAL SERVICES							
40	ALLIED GARAGE DOOR INC	000223229	0	20 W HOME OHD REPAIR	357.00 ✓	.00	
8501	JOHNSON CONTROLS SECURITY SOL	40151413	0	11 W HOME AVE WIRELESS MONITORING	164.36 ✓	.00	
8501	JOHNSON CONTROLS SECURITY SOL	40259624	0	FD82- FIRE ALARM WIRELESS MONITOR	108.00 ✓	.00	
8501	JOHNSON CONTROLS SECURITY SOL	40259659	0	FD81- FIRE ALARM WIRELESS MONITOR	173.35 ✓	.00	
13941	RACEWAY ELECTRIC COMPANY INC	3500	0	SERVICE CALL PW	1,792.50 ✓	.00	
4932	SMG SECURITY SYSTEMS INC	179392	0	FIRE SYSTEM INSTALLATION	1,965.00 ✓	.00	
4641	TK ELEVATOR CORPORATION	307915228	0	QTR MAINT,VH ELEVATOR	1,670.07 ✓	.00	
Total 10.516.00.299 OTHER CONTRACTUAL SERVICES:					6,230.28	.00	
10.516.00.315 BUILDING MAINT SUPPLIES							
4976	ROYAL PIPE & SUPPLY COMPANY	S1597076.001	0	KOHLER URINAL INLET	183.86 ✓	.00	
Total 10.516.00.315 BUILDING MAINT SUPPLIES:					183.86	.00	
Total BUILDINGS & GROUNDS:					10,461.62	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.517.00.299 OTHER CONTRACTUAL SERVICES							
13965	LANGTON GROUP	59366	0	METRA	2,131.00	2,131.00	06/26/2024
Total 10.517.00.299 OTHER CONTRACTUAL SERVICES:					2,131.00	2,131.00	
Total COMMUTER PARKING LOT:					2,131.00	2,131.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.518.00.215 SHOP SERVICES							
6430	CINTAS CORPORATION	4196484464	0	FLT UNIFORMS MATS TOWELS	67.87 ✓	.00	
Total 10.518.00.215 SHOP SERVICES:					67.87	.00	
10.518.00.310 MOTOR VEHICLE PARTS & ACCESS							
13651	BRAD MANNING FORD INC	251817	0	FIRE M80 REAR BRAKES	477.02 ✓	.00	
13651	BRAD MANNING FORD INC	252087	0	PD 198 COOLING FAN ASSEMBLY	376.73 ✓	.00	
13651	BRAD MANNING FORD INC	252122	0	PD 198 COOLANT HOSE	63.14 ✓	.00	
13651	BRAD MANNING FORD INC	252237	0	FIRE C81 MOTOR MOUNT	110.00 ✓	.00	
13651	BRAD MANNING FORD INC	252413	0	PD 195 2 TIRE PRESSURE SENSORS	117.06 ✓	.00	
5465	SEWER EQUIPMENT CO OF AMERICA	0000220756	0	PW 62 HOSE REEL SWIVEL	248.35 ✓	.00	
Total 10.518.00.310 MOTOR VEHICLE PARTS & ACCESS:					1,392.30	.00	
Total GARAGE:					1,460.17	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.520.01.202 TRAINING & CONFERENCES							
8061	BANASZEWSKI, BART	6-19-24	0	MEALS REIMBURSE DET BANASZEWSKI-ATLANTA,	160.85 ✓	.00	
12826	HALL, BRITTANY	6-20-24	0	CAR SEAT CERT MEAL REIMB	19.80 ✓	.00	
Total 10.520.01.202 TRAINING & CONFERENCES:					180.65	.00	
10.520.08.299 OTHER CONTRACTUAL SERVICES							
13472	FLOCK SAFETY	41047	0	2 FLOCK CAMERAS	6,000.00 ✓	.00	
13472	FLOCK SAFETY	INV-41741	0	2 FLOCK CAMERAS	6,000.00 ✓	.00	
Total 10.520.08.299 OTHER CONTRACTUAL SERVICES:					12,000.00	.00	
Total POLICE:					12,180.65	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.524.02.299 OTHER CONTRACTUAL SERVICES							
13356	LAKESHORE RECYCLING SYSTEMS	4980663	0	TRASH & BRUSH REMOVAL MAY, 2024	147,406.60	.00	
Total 10.524.02.299 OTHER CONTRACTUAL SERVICES:					147,406.60	.00	
Total GARBAGE:					147,406.60	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
10.525.27.342 ASPHALT MIX							
326	DUPAGE MATERIALS COMPANY LLC.	25608	0	HMA SC N50 D 9.5	381.78 ✓	.00	
Total 10.525.27.342 ASPHALT MIX:					381.78	.00	
Total STREET:					381.78	.00	
Total CORPORATE FUND:					188,726.59	2,131.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
19.520.01.401 DUI TECHNOLOGY CAPITAL OUTLAY							
12674	AXON ENTERPRISE INC	INUS257539	0	CAR EQUIPMENT/CAMERAS	289.00 ✓	.00	
Total 19.520.01.401 DUI TECHNOLOGY CAPITAL OUTLAY:					289.00	.00	
Total POLICE:					289.00	.00	
Total DUI TECHNOLOGY FUND:					289.00	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
26.502.01.299 OTHER CONTRACTUAL SERVICES							
13965	LANGTON GROUP	59366	0	ARDMORE AVE BEDS & BRIDGE	840.00	840.00	06/26/2024
Total 26.502.01.299 OTHER CONTRACTUAL SERVICES:					840.00	840.00	
Total GENERAL:					840.00	840.00	
Total TIF 6 FUND-NO ARDMORE/VERMONT:					840.00	840.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
35.502.01.317 OFFICE SUPPLIES							
1818	GARVEY'S OFFICE PRODUCTS	PINV2579528	0	OFFICE SUPPLIES	37.88 ✓	.00	
Total 35.502.01.317 OFFICE SUPPLIES:					37.88	.00	
35.502.35.311 PROGRAM SUPPLIES							
7681	BMI	53956935	0	VILLAGE MUSIC LICENSE FEE	435.00 ✓	.00	
13459	GOLD MEDAL CHICAGO ML30	414325	0	SUMMER CONCERT ICE CREAM	427.09 ✓	.00	
13459	GOLD MEDAL CHICAGO ML30	414325	0	SALES TAX REIMB CREDIT	7.14- ✓	.00	
13459	GOLD MEDAL CHICAGO ML30	415041	0	ICE CREAM- SUMMER CONCERTS	407.30 ✓	.00	
Total 35.502.35.311 PROGRAM SUPPLIES:					1,262.25	.00	
35.502.36.299 OTHER CONTRACTUAL SERVICES							
6594	DUPAGE COUNTY HEALTH DEPT	JU17801	0	PRESCHOOL SCREENING	240.00 ✓	.00	
Total 35.502.36.299 OTHER CONTRACTUAL SERVICES:					240.00	.00	
Total GENERAL:					1,540.13	.00	
Total RECREATION FUND:					1,540.13	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
36.502.02.299 OTHER CONTRACTUAL SERVICES							
13965	LANGTON GROUP	59366	0	NORTH AVE, FD 81, FD 82, GW TRAIL BEDS	1,140.00	1,140.00 ✓	06/26/2024
12815	SOLITUDE LAKE MANAGEMENT LLC	PSI069137	0	NORTH TERRACE POND MAINTENANCE	300.56 ✓	.00	
12815	SOLITUDE LAKE MANAGEMENT LLC	PSI074472	0	NORTH TERRACE FOUNTAIN TIMER REPAIR	277.20 ✓	.00	
Total 36.502.02.299 OTHER CONTRACTUAL SERVICES:					1,717.76	1,140.00	
36.502.02.318 PLAYGROUND EQUIPMENT PARTS							
773	NUTOYS LEISURE PRODUCTS	55724	0	SWING CHAIN, HANGER,SLASH	1,255.00 ✓	.00	
Total 36.502.02.318 PLAYGROUND EQUIPMENT PARTS:					1,255.00	.00	
36.502.02.319 ATHLETIC FIELD MATERIALS							
1197	LOMBARD ACE HARDWARE (GENERA	D72445	0	ATHLETIC FLD STRIPPER	21.98 ✓	.00	
Total 36.502.02.319 ATHLETIC FIELD MATERIALS:					21.98	.00	
Total GENERAL:					2,994.74	1,140.00	
Total PARKS FUND:					2,994.74	1,140.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
41.502.02.299 OTHER CONTRACTUAL SERVICES							
1156	KODIAK CONTRACTORS	06202024	0	PATRON APPRECIATION DAY 6/20/24	525.00 ✓	525.00	06/20/2024
Total 41.502.02.299 OTHER CONTRACTUAL SERVICES:					525.00	525.00	
41.502.03.325 GENERAL EQUIPMENT PARTS							
459	HALOGEN SUPPLY CO INC	00615465	0	BURNERS FOR HEATER,POOL	1,610.30 ✓	.00	
Total 41.502.03.325 GENERAL EQUIPMENT PARTS:					1,610.30	.00	
Total GENERAL:					2,135.30	525.00	
Total SWIMMING POOL FUND:					2,135.30	525.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
65.502.02.401 CAPITAL OUTLAY							
13147	MACQUEEN EMERGENCY	W03991	0	PERIMETER LIGHTS-PUMPER	524.34	.00	
Total 65.502.02.401 CAPITAL OUTLAY:					524.34	.00	
Total GENERAL:					524.34	.00	
Total EQUIPMENT REPLACEMENT FUND:					524.34	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
67.502.02.402 NON-CAPITAL OUTLAY							
13834	KLUBER INC	9050	0	FULL FACILITY SPACE MANAGEMENT PLANNING	12,250.00	.00	
Total 67.502.02.402 NON-CAPITAL OUTLAY:					12,250.00	.00	
Total GENERAL:					12,250.00	.00	
Total BUILDING IMPROVEMENTS FUND:					12,250.00	.00	

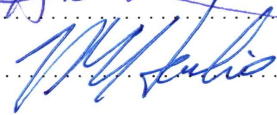
Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
82.502.01.210 TELEPHONE							
5176	JESSEN, DENNIS	MAY 2024 CELL PH	0	USAGE REIMBURSEMENT; MAY 2024	24.99 ✓	.00	
5176	JESSEN, DENNIS	MAY 2024 CELL PH	0	PERS DEVICE PHONE REIMB; MAY 2024	24.99 ✓	.00	
1055	VENCHUS, THOMAS	MAY 2024 CELL PH	0	USAGE REIMBURSEMENT; MAY 2024	24.99 ✓	.00	
1055	VENCHUS, THOMAS	MAY 2024 CELL PH	0	PERS DEVICE PHONE REIMB; MAY 2024	24.99 ✓	.00	
Total 82.502.01.210 TELEPHONE:					99.96	.00	
82.502.01.693 IEPA LOAN REPAYMENTS							
4003	ILLINOIS ENVIRONMENTAL	L17-3396 #26	0	L17-3396 26TH INSTALLMENT NORTH SIDE/SVILLA	32,819.59 ✓	.00	
Total 82.502.01.693 IEPA LOAN REPAYMENTS:					32,819.59	.00	
82.502.02.293 LABORATORY TESTING							
367	ETP LABS INC	24-137284	0	ROUTINE MONTHLY WATER SAMPLES / SERVICE L	486.00 ✓	.00	
Total 82.502.02.293 LABORATORY TESTING:					486.00	.00	
82.502.02.354 WATER METERS							
6618	CORE & MAIN	V021963	0	3/4S IPERL 1G 3-TS 7WHL SM & SMARTPOINTS	19,227.00 ✓	.00	
Total 82.502.02.354 WATER METERS:					19,227.00	.00	
Total GENERAL:					52,632.55	.00	
Total WATER SUPPLY FUND:					52,632.55	.00	

Vendor Number	Vendor Name	Invoice Number	Activity	Description	Invoice Amt	Amount Paid	Date Paid
83.502.01.694 IEPA LOAN REPAYMENTS							
4003	ILLINOIS ENVIRONMENTAL	L17-2987 #30	0	L17-2987 30TH INSTALLMENT SOUTH MYRTLE REL	23,960.63	.00	
4003	ILLINOIS ENVIRONMENTAL	L17-3049 #26	0	L17-3049 26TH LOAN REPAYMENT FOR SEWER RE	39,968.87	.00	
Total 83.502.01.694 IEPA LOAN REPAYMENTS:					63,929.50	.00	
83.502.02.224 PERMIT FEE REIMBURSEMENT							
13980	BORGER, WILLIAM	1225 S ORCHARD	0	PERMIT FEE REIMB	250.00	.00	
Total 83.502.02.224 PERMIT FEE REIMBURSEMENT:					250.00	.00	
83.502.02.399 OTHER SUPPLIES							
4915	STANDARD EQUIPMENT CO	P50548	0	NEW 500' FLUSHER HOSE REPLACEMENT	1,890.06	.00	
4915	STANDARD EQUIPMENT CO	P50602	0	TIGER TALE FOR FLUSHER TRUCK	194.78	.00	
Total 83.502.02.399 OTHER SUPPLIES:					2,084.84	.00	
83.502.02.401 CAPITAL OUTLAY							
13980	BORGER, WILLIAM	1225 S ORCHARD	0	1225 S ORCHARD HILL CT REIMB	3,500.00	.00	
Total 83.502.02.401 CAPITAL OUTLAY:					3,500.00	.00	
Total GENERAL:					69,764.34	.00	
Total WASTEWATER FUND:					69,764.34	.00	
Grand Totals:					331,696.99	4,636.00	

	<u>Amount Paid</u>
CORPORATE FUND	
Total CORPORATE FUND:	<u>188,726.59</u>
DUI TECHNOLOGY FUND	
Total DUI TECHNOLOGY FUND:	<u>289.00</u>
TIF 6 FUND-NO ARDMORE/VERMONT	
Total TIF 6 FUND-NO ARDMORE/VERMONT:	<u>840.00</u>
RECREATION FUND	
Total RECREATION FUND:	<u>1,540.13</u>
PARKS FUND	
Total PARKS FUND:	<u>2,994.74</u>
SWIMMING POOL FUND	
Total SWIMMING POOL FUND:	<u>2,135.30</u>
EQUIPMENT REPLACEMENT FUND	
Total EQUIPMENT REPLACEMENT FUND:	<u>524.34</u>
BUILDING IMPROVEMENTS FUND	
Total BUILDING IMPROVEMENTS FUND:	<u>12,250.00</u>
WATER SUPPLY FUND	
Total WATER SUPPLY FUND:	<u>52,632.55</u>
WASTEWATER FUND	
Total WASTEWATER FUND:	<u>69,764.34</u>
Grand Totals:	<u><u>331,696.99</u></u>

Amount Paid

THE PRECEDING LIST OF BILLS PAYABLE WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE 6/26 APPROVED BY 

.....

Report Criteria:

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

Invoice Detail.Adjustmentid = {IS NULL}

Invoice.Batch = "WF0701","0620 INT","0626 INT"



VILLAGE OF VILLA PARK

Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Village Board of Trustees

June 24, 2024

7:00 PM

Village President Nick Cuzzone
Village Clerk Hosanna Korynecky

Village Trustees Cari Alfano, Jorge Cordova, Jack Corkery, Jack Kozar, Deepa Kumar, Kevin Patrick

MINUTES OF THE FORMAL MEETING HELD IN VILLAGE HALL BY THE PRESIDENT AND THE BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK ON JUNE 24, 2024

1. Call to Order – Roll Call.

President Cuzzone called the meeting to order and Clerk Korynecky called the roll.

2. Pledge of Allegiance.

President Cuzzone led the Pledge of Allegiance.

3. Amendments to the Agenda.

4. Public Comments on Agenda Items.

There were no participants.

5. Public Comments on Non-Agenda Items

Resident Tom Birch referred to the new band shell at Lufkin Park and expressed his concerns about spending more money on enlarging it and losing green space. Parks and Recreation Director Gola responded to questions from Tom Birch and provided more information.

6. Proclamation.

7. Presentation.

8. Appointment to Commission.

9. Consent Agenda.

9.a. Bill Listing from the Weeks of June 10 and June 17, 2024 in the Amount of \$2,946,581.01.

9.b. Approval of the Minutes of June 10, 2024 Committee of the Whole and Village Board of Trustees Meetings.

9.c. Acceptance of the Minutes of the June 1, 2024 Coffee with the Board Meeting.

Motion to approve Consent Agenda was made by Trustee Corkery and seconded by Trustee Alfano. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Patrick, Kumar, Cordova, Kozar, Alfano, Corkery and President Cuzzone. There were no nays. Motion carried.

10. Ordinance for First Reading.

11. Ordinance for Second Reading.

12. Ordinances.

12.a. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Approving Annexation for the Property Located Adjacent to 600 N. Villa Avenue.

This ordinance approves Petition PZ-24-02 for annexation of four (4) properties adjacent to 600 N. Villa Avenue on Manor Lane as shown in Exhibit A. The Planning and Zoning Commission recommended approval by a vote of 7-0. Staff recommends approval of this ordinance.

Motion to approve the ordinance was made by Trustee Corkery and seconded by Trustee Kumar. Economic and Community Development Director McLaughlin provided additional information on the annexation request. Roll call vote tallied seven (7) ayes made by Trustees Cordova, Alfano, Kozar, Kumar, Patrick, Corkery and President Cuzzone. There were no nays. Motion carried.

12.b. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Approving a Zoning Map Amendment for the Property Located Adjacent to 600 N. Villa Avenue.

This ordinance approves Petition PZ-24-02 for a Zoning Map Amendment from Residential Single-Dwelling District – 10,000 Sq. Ft. (RS-10) to Light Industrial District (M-1). Planning and Zoning recommended approval by a vote of 7-0. Staff recommends approval of this ordinance.

Motion to approve the ordinance was made by Trustee Corkery and seconded by Trustee Cordova. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kozar, Kumar, Alfano, Patrick, Corkery, Cordova and President Cuzzone. There were no nays. Motion carried.

12.c. An Ordinance of the Village of Villa Park, DuPage County, Illinois, Approving a Plat of Subdivision, Special Use and Variation for the Property Located at 600 N. Villa Avenue.

This ordinance approves Petition PZ-24-02 for a Plat of Subdivision per Exhibit B, a Special Use for Outdoor Equipment and Material Storage, and a Variation from Section 7.6.1 to allow parking in a street yard, both per Exhibit C. Planning and Zoning recommended approval by a vote of 7-0. Staff recommends approval of this ordinance.

Motion to approve the ordinance was made by Trustee Cordova and seconded by Trustee Kozar. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Patrick, Alfano, Kozar, Cordova, Kumar and President Cuzzone. There were no nays. Motion carried.

13. Resolutions.

13.a. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving and Adopting the 2024-2028 Strategic Plan for the Village of Villa Park.

The Village has conducted a process to develop a Strategic Plan and has the Plan ready for adoption if the Board is satisfied. The Board asked for updated information about when baseline data would be available and had some questions about the vision, mission and value statements. Staff recommends approval of the Plan with the changes proposed.

Motion to approve the resolution was made by Trustee Kumar and seconded by Trustee Corkery. Discussion ensued on suggestions from the Board that were not included in the Strategic Plan. Motion to amend the language was made by Trustee Kozar and seconded by Trustee Alfano. Discussion ensued on Board members requesting additional time to review the Strategic Plan.

Motion to postpone the resolution to the July 22, 2024 Board meeting was made by Trustee Patrick and seconded by Trustee Kozar. Discussion ensued on updating the photos in the Strategic Plan. Manager Harline provided clarification on the work being done by staff on the Plan. Roll call vote tallied seven (7) ayes made by Trustees Cordova, Kumar, Alfano, Patrick, Corkery, Kozar and President Cuzzone. There were no nays. Motion carried.

13.b. A Resolution of the Village of Villa Park, DuPage County, Illinois, Approving an Engineering Agreement with Edwin Hancock Engineering Company of Westchester, Illinois, for the Phase II and Phase III Engineering for the North Wisconsin Avenue Improvement Project in the Amount Not to Exceed \$138,665.00.

This is a resolution to approve the Village President entering into a professional engineering agreement with Edwin Hancock Engineering Company for the Phase II (design) and Phase III (construction oversight) engineering services for the North Wisconsin Avenue Improvement Project in the amount not to exceed \$138,665.00. The North Wisconsin Avenue Improvement Project is a proposed rehabilitation of the roadway from Vermont Road to Ridge Avenue with anticipated construction in late fall of 2024 or early spring of 2025. Staff recommends approval.

Motion to approve the resolution was made by Trustee Patrick and seconded by Trustee Alfano. Trustees Cordova and Kumar commented on the need for the proposed construction. Roll call vote tallied seven (7) ayes made by Trustees Corkery, Patrick, Kumar, Kozar, Cordova, Alfano and President Cuzzone. There were no nays. Motion carried.

14. Unfinished Business.

14.a. Comprehensive Plan Presentation and Discussion About Vision, Goals, Policies and Preliminary Land Use Memo.

Director McLaughlin introduced Josh Koonce from Houseal Lavigne Associates who gave a PowerPoint presentation on the planning process that included the vision statement and goals that are achievable and actionable. He also responded to questions from the Board. Director McLaughlin provided additional information and responded to questions from the Board.

14.b. Update on Enforcement at Strat's Restaurant.

Police Chief Rivas provided an update on the citations issued to Strat's and the administrative hearings. He also provided information on recent traffic enforcements.

14.c. Discussion and Update on Eco Terra.

Attorney Nick Standiford with Schain Banks provided a PowerPoint update on Hawthorne Development regarding their financing and their request for an amendment to the redevelopment agreement. Developer Dr. Vish also spoke about his commitment to the project. Trustee Patrick asked about project overview signs at the site. Some discussion ensued. Attorney Standiford agreed to the suggestions from the Board on behalf of the developer.

15. New Business.

15.a. Police Staffing Issues.

The Police Department is requesting to hire a new candidate off of the Police Eligibility list in anticipation of the four impending openings in 2025.

Chief Rivas explained the changes expected in 2025 due to retirements and the time required to train new police officers. Chief Rivas also responded to questions from the Board. Consensus of the Board was to approve the request from the Police and Fire Commission to hire a new candidate.

16. Village Commission Reports.

16.a. Environmental Concerns Commission's Bike, Pedestrian and Transit Subcommittee

Acceptance of the Minutes from the April 25, 2025 Meeting.

16.b. Community F.U.N. Commission

Acceptance of the Minutes from the April 23, 2024 Meeting.

16.c. Community F.U. N. Commission

Acceptance of the Minutes from the May 1, 2024 Special Meeting.

16.d. Parks and Recreation Advisory Commission

Acceptance of the Minutes from the May 14, 2024 Meeting.

17. Village Clerk's Report.

Clerk Korynecky had no report or recommendations.

18. Village Trustees' Report.

Trustee Patrick referred to the recent Summer Festival and recommended the event be planned a year ahead. He thanked the Islamic Foundation for their event. He mentioned some changes to the 4th of July parade route that is hosted by VFW Post 2801 and the Village.

Trustee Cordova had no report or recommendations.

Trustee Kozar had no report or recommendations.

Trustee Alfano said she enjoyed the Summer Festival and the Islamic Foundation event. She said residents can call 211 for services available in DuPage County. She said the Community F.U.N. Commission will meet at Village Hall tomorrow at 5:30 p.m. She also announced the annual Ice Cream Social at the Historical Museum on July 3.

Trustee Kumar said she attended Summer Festival and agreed it should be planned a year ahead. She thanked Tom Birch for his comments on Lufkin Park. She also commented on 4th of July fireworks and using them safely.

Trustee Corkery had no report or recommendations.

19. Village President's Report.

President Cuzzone referred to the 4th of July parade and reminded residents that most fireworks are illegal. He said Coffee with the Board on July 6 is cancelled. The next Coffee with the Board will be on August 3 at 9 a.m.

20. Village Manager's Report.

Manager Harline said the parking studies for Ardmore and Villa were sent to the Board and asked that questions or comments on the studies be sent to him or Director McLaughlin. He referred to the tours scheduled at the recreation center for the Trustees and said there are some time slots still open. He also asked the Trustees about walking in the 4th of July parade.

21. Executive Session.**21.a.** Pursuant to 5ILCS 120/2:

(c)(11) regarding litigation, when action against, affecting or on behalf of the Village has been filed and is pending before a court or when the Village finds that an action is probable or imminent.

21.b. Pursuant to 5ILCS 120/2:

(c)(1) the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Motion to approve Executive Session was made by Trustee Patrick and seconded by Trustee Alfano. There were no questions, comments or discussion. Roll call vote tallied seven (7) ayes made by Trustees Kumar, Corkery, Cordova, Kozar, Alfano, Patrick and President Cuzzone. There were no nays. Motion carried.

13. Adjournment.

Motion to adjourn was made by Trustee Corkery and seconded by Trustee Alfano. Voice vote passed with all ayes. Motion carried. Meeting adjourned at 10:10 p.m.

Respectfully submitted,

Hosanna Korynecky
Village Clerk



MEMORANDUM

TO: Village Board of Trustees

FROM: Julie Settles

DATE: July 2, 2024

SUBJECT: Amending Section 3-313(a) of the Municipal Code To Increase the Maximum Number of Licenses Permitted under the Class D1 Liquor License (Bharat Krupa, LLC – Villa Park BP)

RECOMMENDED ACTION:

Approving this ordinance will add a Class D1 license increasing the total to 6 Class D1 licenses.

BACKGROUND:

The business, Villa Park BP, at 350 E North Ave. is requesting a Class D1 license to sell alcoholic liquor in original packages for consumption off the premises. There are currently no available Class D1 liquor licenses, so the Village will need to adopt the attached ordinance to allow for this liquor license. The background check has been approved by the Liquor Commissioner.

DISCUSSION:

This ordinance will add a Class D1 increasing the total to 6 Class D1 licenses. Applicants Hemin Patel, Amar Patel and Hansa Patel have passed the background checks and completed necessary permit application.

The Liquor Commission has approved the issuance of this license. Should you have any questions regarding the issuance of this license, please contact Julie Settles at jsettles@invillapark.com

Ordinance No: _____

Ordinance No. _____

**An Ordinance Amending Section 3-313(a) of the Municipal Code of the
Village of Villa Park To Increase the Maximum Number of Licenses
Permitted under the Class D1 Liquor License**

WHEREAS, the Village of Villa Park (the “*Village*”) is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, pursuant to Section 5/4-1 of the Liquor Control Act of 1934, as amended, (235 ILCS 5/4-1 et seq.) the corporate authorities of the Village have the power to determine the number, kind and classification of liquor licenses; and

WHEREAS, Chapter 3 of the Municipal Code of the Village of Villa Park, as amended, provides for the issuance of a Class D1 liquor license for the retail sale of alcoholic liquors on the premises specified in their original package and not for consumption on the premises of a retail establishment commonly known as a convenience store described in the license; and

WHEREAS, Bharat Krupa LLC, DBA Villa Park BP (“Applicant”) is tenant of the establishment located at 350 E. North Ave., Villa Park, which currently operates as Villa Park BP; and

WHEREAS, Applicants seek to operate Villa Park BP, and has applied for a Class D1 liquor license; and

WHEREAS, the Village President, as the Local Liquor Control Commissioner, has approved the Applicants’ application for a Class D1 liquor license in order to operate the establishment of Villa Park BP at 350 E. North Ave., Villa Park; and

WHEREAS, the corporate authorities of the Village of Villa Park deem it to be in the best interests of the Village and its residents to increase the maximum number of Class D1 liquor licenses by one (1) in order to accommodate the Applicants license application.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2: That Section 3-313(a) of the Municipal Code of the Village of Villa Park, as amended, be and is hereby amended, with respect to the Class D1 license, to read as follows:

Ordinance No: _____

Class
D1

Maximum Number
6

Section 3: This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

Passed this _____ day of _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2024.

Village President

Attest:

Village Clerk

Published in pamphlet form:

_____, 2024



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: July 8, 2024

SUBJECT: An Ordinance Approving a Variation for Minimum Side Yard Setback for the Property Located at 1116 N. Princeton Avenue

RECOMMENDED ACTION:

This Ordinance approves Petition PZ-24-10 for a Variation to allow an addition into the minimum 6.0-foot interior side yard setback by 1.0-foot for a 5.0-foot side yard setback located at 1116 N. Princeton Avenue per Exhibit B. Planning and Zoning Commission recommended approval by a vote of 7-0.

BACKGROUND:

The Petitioner, Mohamed Yacub, is requesting approval of a Variation from Table 2-3 of Article 2, Section 2.3. – Lot and Building Regulations of the Zoning Ordinance to reduce the required minimum side yard (south) setback from 6.0 feet to 5.0 feet to allow the enclosure of an existing stairwell to the basement of the existing home. Staff recommends approval of the ordinance granting Petition PZ-24-10 for a variation for interior side yard setback located at 1116 N. Princeton Avenue.

DISCUSSION:

The existing home has an open stairway which is permitted by right in the interior side yard setback. The Petitioner proposes to enclose the open stairwell which may not be constructed by right as it would create a nonconforming interior side yard setback of 5.0 feet. No change in footprint is proposed to the stairwell, only the enclosure of the stairwell.

The Planning and Zoning Commission held a public hearing on June 13, 2024 where they recommended approval of the request by a vote of 7-0.

Ordinance No. _____

**AN ORDINANCE OF THE VILLAGE OF VILLA PARK, ILLINOIS,
GRANTING A VARIATION FROM THE INTERIOR SIDE YARD SETBACK
REQUIREMENT FOR THE PROPERTY COMMONLY KNOWN AS
1116 N. PRINCETON AVENUE, VILLA PARK, ILLINOIS**

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the “Village”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, pursuant to the Illinois Municipal Code (65 ILCS 5/1-1-1 *et seq.*) the President and Board of Trustees of the Village (the “Corporate Authorities”) may provide for zoning to regulate the development and use of real estate within its borders; and

WHEREAS, the Village has heretofore adopted an ordinance, entitled the “Zoning Ordinance of the Village of Villa Park, Illinois” (the “Zoning Ordinance”); and

WHEREAS, pursuant to the Illinois Municipal Code (65 ILCS 5/11-13-5) the Corporate Authorities may determine and vary the regulations relating to its zoning ordinances; and

WHEREAS, Section 11.5, entitled “Variations,” of Article 11, entitled “Review and Approval Procedures,” of the Zoning Ordinance sets forth the authority and standards of the granting of variations to the Zoning Ordinance; and

WHEREAS, Mohamed Yacub, owner of the Subject Property described below (“Petitioner”), submitted an application to request a variation from the RS-7.5 District interior side yard setback requirement of six (6) feet to five (5) feet, for the purpose of enclosing an existing stairwell to the basement of the existing home, on the property legally described as follows:

LOT 120 IN VOLK BROTHERS’ ARDMORE AVENUE ADDITION TO
VILLA PARK, A SUBDIVISION IN SECTIONS 33 AND 34,
TOWNSHIP 40 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL
MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED
DECEMBER 21, 1927 AS DOCUMENT NUMBER 248899, IN DUPAGE
COUNTY, ILLINOIS.

P.I.N. 03-33-405-019

Commonly known as 1116 N. Princeton Avenue, Villa Park, Illinois 60181 (the “Subject Property”); and

Ordinance No: _____

WHEREAS, the Subject Property is located within the RS-7.5 Residential Single-Dwelling District-7,500 sq. ft. of the Village of Villa Park; and

WHEREAS, on June 13, 2024, the Zoning and Planning Commission conducted a public hearing at the Villa Park Village Hall, 20 S. Ardmore Street, Villa Park, Illinois 60181, in connection with the aforesaid application, after proper notice of said hearing was duly given; and

WHEREAS, after taking into consideration all evidence and testimony presented at the public hearing, the Planning and Zoning Commission reviewed the standards set forth in Section 11.5 of the Villa Park Zoning Ordinance and on June 13, 2024, voted with seven (7) in favor and none opposed, and recommended approval of the requested variation to the Corporate Authorities of the Village of Villa Park; and

WHEREAS, the Corporate Authorities of the Village of Villa Park have received and considered the recommendations of the Planning and Zoning Commission; and

WHEREAS, all applicable requirements of Section 11.5, entitled “Variations,” of Article 11, entitled “Review and Approval Procedures,” of the Zoning Ordinance have been met related to the granting of the variation requested for the Subject Property.

NOW, THEREFORE, BE IT ORDAINED by the Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: The facts and statements contained in the preamble clauses to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2: The Corporate Authorities adopt the following findings of facts with respect to the requested variation for the Subject Property:

- Unique or special characteristic of the property itself or strict compliance with the Zoning Ordinance creates a practical difficulty or hardship which warrants site specific relief, per Section 11.5.1 of the Zoning Ordinance.

The existing home has an open stairway which is permitted by right in the interior side yard setback. The existing open external staircase to the basement entrance is extremely unsafe and is a serious safety issue, specifically during the cold fall/winter months. The open staircase is the only wet weather entrance to the basement of the residence and the main entrance to most of the mechanical support systems (HVAC, Water, Electrical Panels & Gas).

Section 3: A variation from Section 2.3, as set forth in Table 2-3, of the Zoning Ordinance of the Village of Villa Park is hereby granted to permit an interior side yard setback variation from

Ordinance No: _____

six (6) feet to five (5) feet for the purpose of enclosing an existing stairwell to the basement of the single-family residence on the Subject Property.

Section 4: All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

Section 5: That this Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

Passed this _____ day of _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2024.

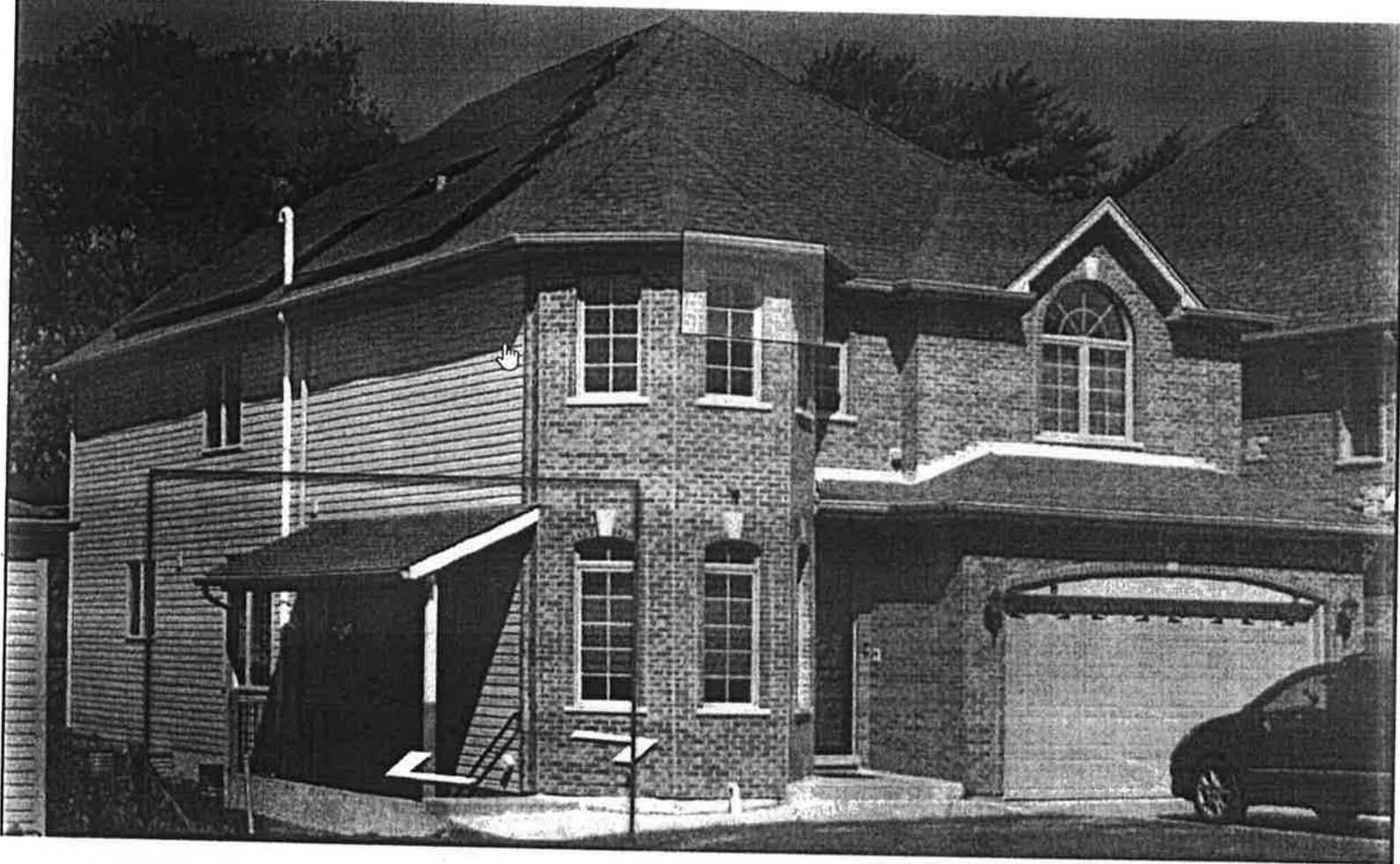
Nick Cuzzone, Village President

Attest:

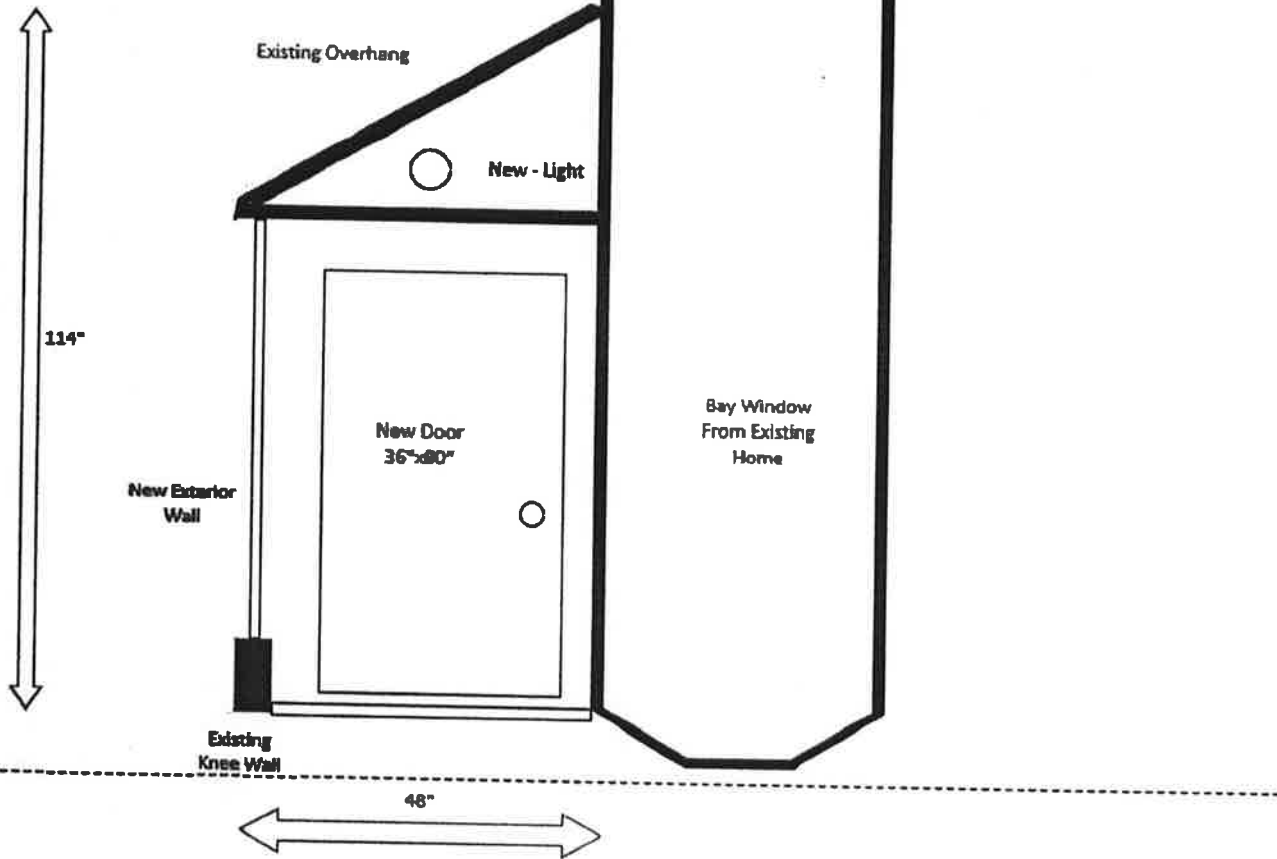
Hosanna Korynecky, Village Clerk

Published in pamphlet form:

_____, 2024



Front View



Side View

Existing Overhang

New Window
36"x58"

New Window
36"x58"

New Window
36"x58"

Back

Front

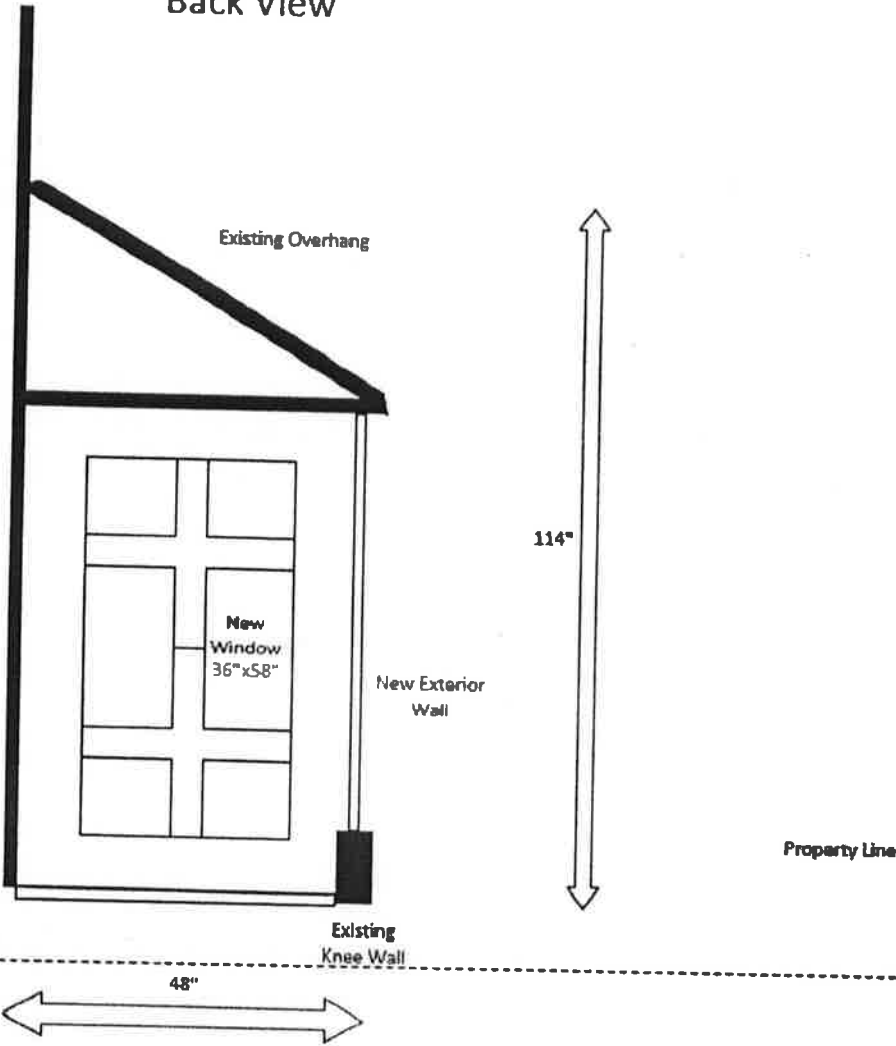
Existing Riser

Existing Riser

Existing Kneewall = 200"

Property Line

Back View



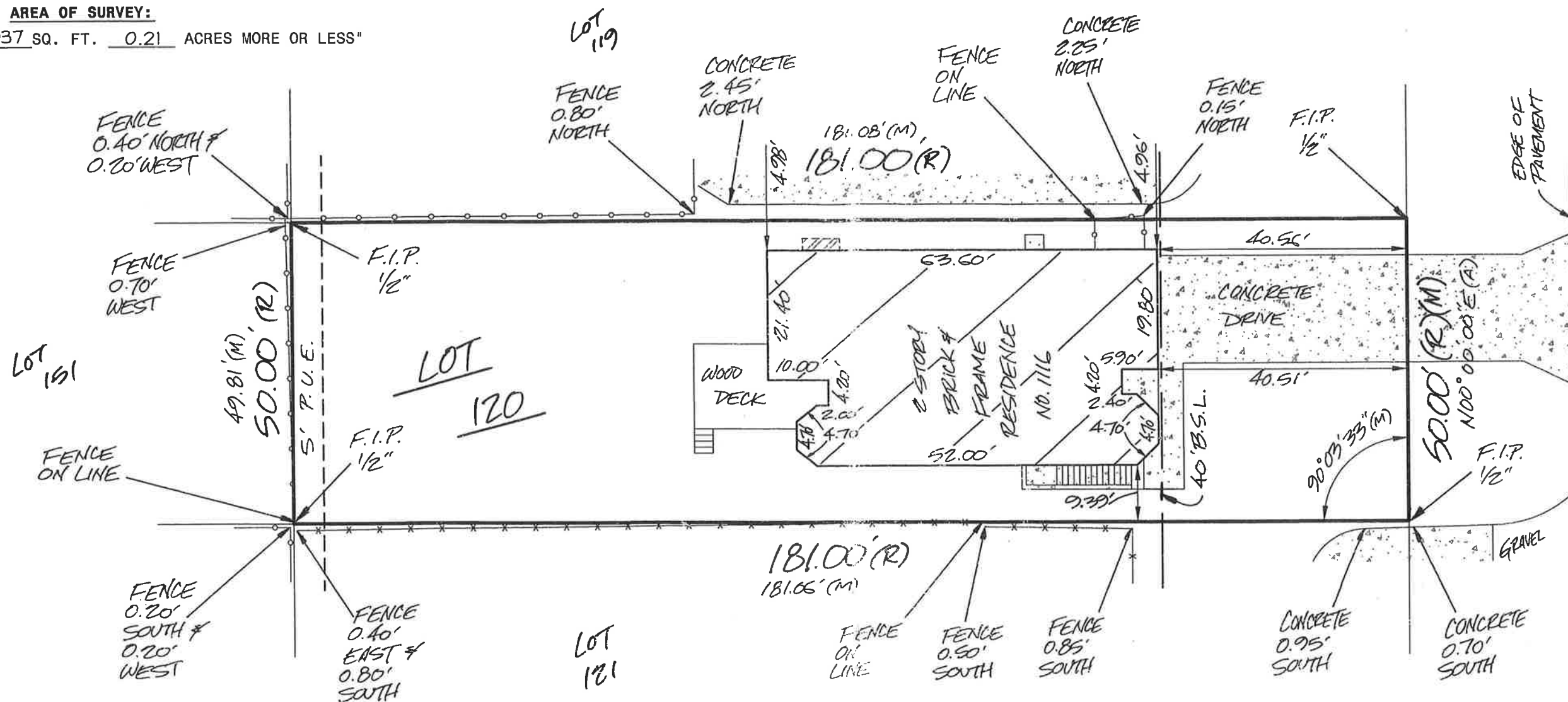
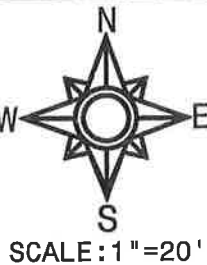
AREA OF SURVEY:

"CONTAINING 9,037 SQ. FT. 0.21 ACRES MORE OR LESS"



LOT 120 IN VOLK BROTHERS' ARDMORE AVENUE ADDITION TO VILLA PARK, A SUBDIVISION IN SECTIONS 33 AND 34, TOWNSHIP 40 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 21, 1927 AS DOCUMENT NUMBER 248899, IN DUPAGE COUNTY, ILLINOIS.

BASIS OF BEARING:
WEST LINE OF PRINCETON AVENUE AS MONUMENTED AND
OCCUPIED PER RECORDED SUBDIVISION PLAT.
N 0°00'00" E (A)



STATE OF ILLINOIS } SS
COUNTY OF WILL

I, THE UNDERSIGNED, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO HEREBY CERTIFY THAT "THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY," AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.

DATED, THIS 14TH DAY OF JUNE, A.D., 2013, AT ROMEOVILLE, ILLINOIS.

Mark A. Lindstrom
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-3482

CLIENT YACUB/KALSI

JOB NO. 16492-13

ILLINOIS PROFESSIONAL DESIGN FIRM NO. 184-2961

FIELDWORK DATE. 6-14-13

LEGEND		
(R) = RECORD	(NW) = NORTHWESTERLY	— x — x — x — x — = CHAIN LINK FENCE
(M) = MEASURED	(NE) = NORTHEASTERLY	— x — x — x — x — = WIRE FENCE
(D) = DEED	(SW) = SOUTHWESTERLY	— — — — — = SPLIT RAIL FENCE
(C) = CALCULATED	(SE) = SOUTHEASTERLY	— o — o — o — o — = WOOD FENCE
(L) = ARC LENGTH	(RAD) = RADIUS	— □ — □ — □ — □ — = METAL FENCE
(CH) = CHORD	(A) = ASSUMED	P.U. & D.E. = PUBLIC UTILITY & DRAINAGE EASEMENT
(R.O.W.) = RIGHT OF WAY	(F.I.P.) = FOUND IRON PIPE	B.S.L. = BUILDING SETBACK LINE
	(F.I.R.) = FOUND IRON ROD	



LICENSE EXPIRES ON NOVEMBER 30, 2014

6/17/2013 9:14:28 AM, Mark



Village of Villa Park

Community & Economic Development

11 W Home Avenue, Villa Park, IL 60181

TO: Planning & Zoning Commission
FROM: Community & Economic Development Department
DATE: June 13, 2024
RE: **Petition PZ-24-10 | 1116 N Princeton Avenue | Variation**

PETITIONER	OWNER
Mohamed Yacub 1116 N. Princeton Avenue Villa Park, IL 60181	Mohamed Yacub 1116 N. Princeton Avenue Villa Park, IL 60181

Request Summary

The Petitioner is requesting a Public Hearing to consider approval of a Variation for an interior side yard setback reduction.

Background

The Subject Property is an interior residential lot with an exterior stairwell to the basement. The Petitioner wishes to enclose an existing stairwell within an interior side yard setback of less than 6.0 feet.

Site Information

Present Zoning: Residential Single-Dwelling District - 7,500 Sq. Ft. - RS-7.5
Present Land Use: Single Dwelling Residential
Property Size: 9,023 sq. ft. / 0.21 acres
PINs: 03-33-405-019

Surrounding Zoning

North: Residential Single-Dwelling District - 7,500 Sq. Ft. - RS-7.5
West: Residential Single-Dwelling District - 7,500 Sq. Ft. - RS-7.5
East: Residential Single-Dwelling District - 7,500 Sq. Ft. - RS-7.5
South: Residential Single-Dwelling District - 7,500 Sq. Ft. - RS-7.5

Surrounding Land Use

Single Dwelling Residential
Single Dwelling Residential
Single Dwelling Residential
Single Dwelling Residential

Comprehensive Plan Designation – Single-Family Residential

This land use category is intended for detached single-family residential dwellings of generally one to two stories in height. This classification encompasses most of the Village's established residential neighborhoods.

Zoning Request

The Petitioner is requesting approval of a Variation from Table 2-3 of Article 2, Section 2.3. – Lot and Building Regulations of the Zoning Ordinance to reduce the required minimum side yard (south) setback from 6.0 feet to 5.0 feet to allow the enclosure of an existing stairwell to the basement of the existing home.

Internal Staff Review

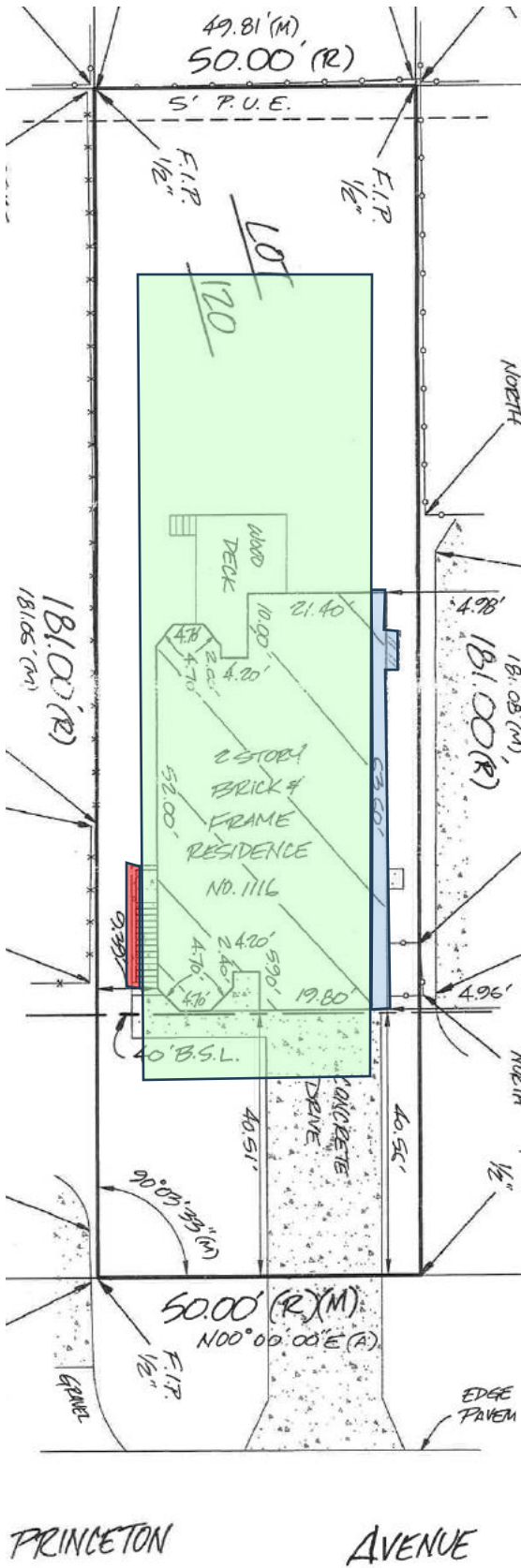
Variation

The Zoning Ordinance specifically allows for Variation petitions in order to grant relief to a property owner from strict compliance with the regulations of the Zoning Ordinance. Variations are intended to help alleviate a practical difficulty or particular hardship that would be caused by the literal enforcement of the subject ordinance requirements and are site specific.

The existing open stairway is permitted by right in the interior side yard setback as exists today. The proposed enclosure of the stairwell may not be constructed by right as it would create a nonconforming interior side yard (south) setback of 5.0 feet. Sheet 2 of Exhibit A provides the dimensions of the width of the stairwell. The Plat of Survey is provided as Exhibit B which shows the existing conditions including the open stairwell. No change in footprint is proposed to the stairwell, only the enclosure of the stairwell.

Site Plan Review

1. Building and Structure Location - The following comments relate to the issue of building and structure location in regard to the proposed development plans:
 - a. The open stairwell structure is conforming.
 - b. The enclosure of the stairwell would make the structure nonconforming by encroaching into the interior side yard setback by 1.0 foot on the east elevation.
 - c. No other changes are proposed to the residence.
2. Building scale - The following comments relate to the issue of building scale in regard to the proposed development plans:
 - a. The height of the stairwell will not change in height as there are no changes to the roof structure.
 - b. The highest point on the roof of the stairwell is 9.5 feet.
3. Lot Coverage - The following comments relate to the issue of lot coverage in regard to the proposed development plans:
 - a. No change in lot coverage is proposed.
4. Completeness - If the Planning and Zoning Commission requires additional information to determine whether the applicant's development requests comply with the applicable standards of the Code, they may direct the Petitioner to furnish additional information and evidence that may provide clarity regarding their concerns.



Permitted Principal Building Envelope:	
Variation Required:	
Legal Nonconforming Setback:	

Findings

Per Sec. 11.5.6.8. The Planning and Zoning Commission's recommendation must be accompanied by specific findings of fact regarding whether practical difficulties or particular hardships would result if a Variation is not granted. *The Petitioner has submitted the following justification for a Variation from Article 2, Section 2.3, Table 2-3 of the Zoning Ordinance:*

1. State the particular hardship and/or practical difficulty created for you in carrying out the strict letter of the zoning regulations to wit:

The open external staircase to the basement entrance is causing a serious safety issue during the cold fall/winter months.

There have been at least four incidents resulting in injury on these stairs because of the slippery conditions in the open staircase during the fall and winter months due to snow and ice accumulations, some of which have required ongoing medical treatment.

This is the only wet weather entrance to the basement and the main entrance to most of the mechanical support systems (HVAC, Water, Electrical Panels & Gas) In fact, there was a close call with a contractor recently who almost slipped on these stairs and would have resulted in legal ramifications.

All residents of the property are in their mid-fifties with on-going/chronic medical condition that is preventing them from maintaining this open staircase. We also have a current contract to clean the property (Snow cleaning) and they have refused to clean the open staircase as they feel it is extremely unsafe.

2. A reasonable return or use of your property is not possible under the existing regulations because:

There have been multiple incidents resulting on these stairs because of the slippery conditions in the open staircase due to snow and ice accumulations. This is the only wet weather entrance to the basement and the main entrance to most of the mechanical support systems (HVAC, Water, Electrical Panels & Gas). All residents of the property are in their mid-fifties with on-going/chronic medical condition that is preventing them from maintaining this open staircase or using it during the fall/winter.

Without remediation these dangerous conditions preclude both current residents and any contractor that need access to the basement from effectively being able to use this entrance for the significant portion of the year.

3. Your situation is unique (not applicable in other properties in the area or zoning classification) in the following respect:

None of the other residences in the area that I have observed have this type of side open entrance to the basement and they have only the inside entrance to the basement.

4. The variation will not alter the essential character of the locality, impair an adequate supply of light and air to adjacent property; not increase hazard from fire; not impair property values in the neighborhood; not unduly increase congestion in the streets, or otherwise impair public safety; health and convenience because:

This project does not horizontally or vertically extend the existing structure in any way. The knee wall was in place, and it simply builds vertically from the existing knee-wall and connects to the existing entrance top. It has the addition of a single light at the front.

The basement staircase entrance closure is located on the south side of the house and will not change the supply of natural light to the adjacent property.

The basement staircase entrance closure will not change the supply of air to the adjacent property because it does not extend horizontally/vertically from the existing structure.

The basement staircase entrance closure will not increase hazard from fire, but in fact ensure fire evacuation safety for the residents.

The basement staircase entrance closure does not unduly increase congestion in the streets or otherwise impair public safety; health and convenience because it is not adjacent to the street.

The basement staircase entrance closure should not impair property values in the neighborhood in my opinion because it does not necessarily affect the look and feel of the property and may increase the property value.

Notification

Legal Notice was published in the Daily Herald on May 27, 2024, a sign placed on the subject property, and notifications sent to property owners within a 250.0 foot radius of the subject property in advance of the Public Hearing.

Staff Recommendation

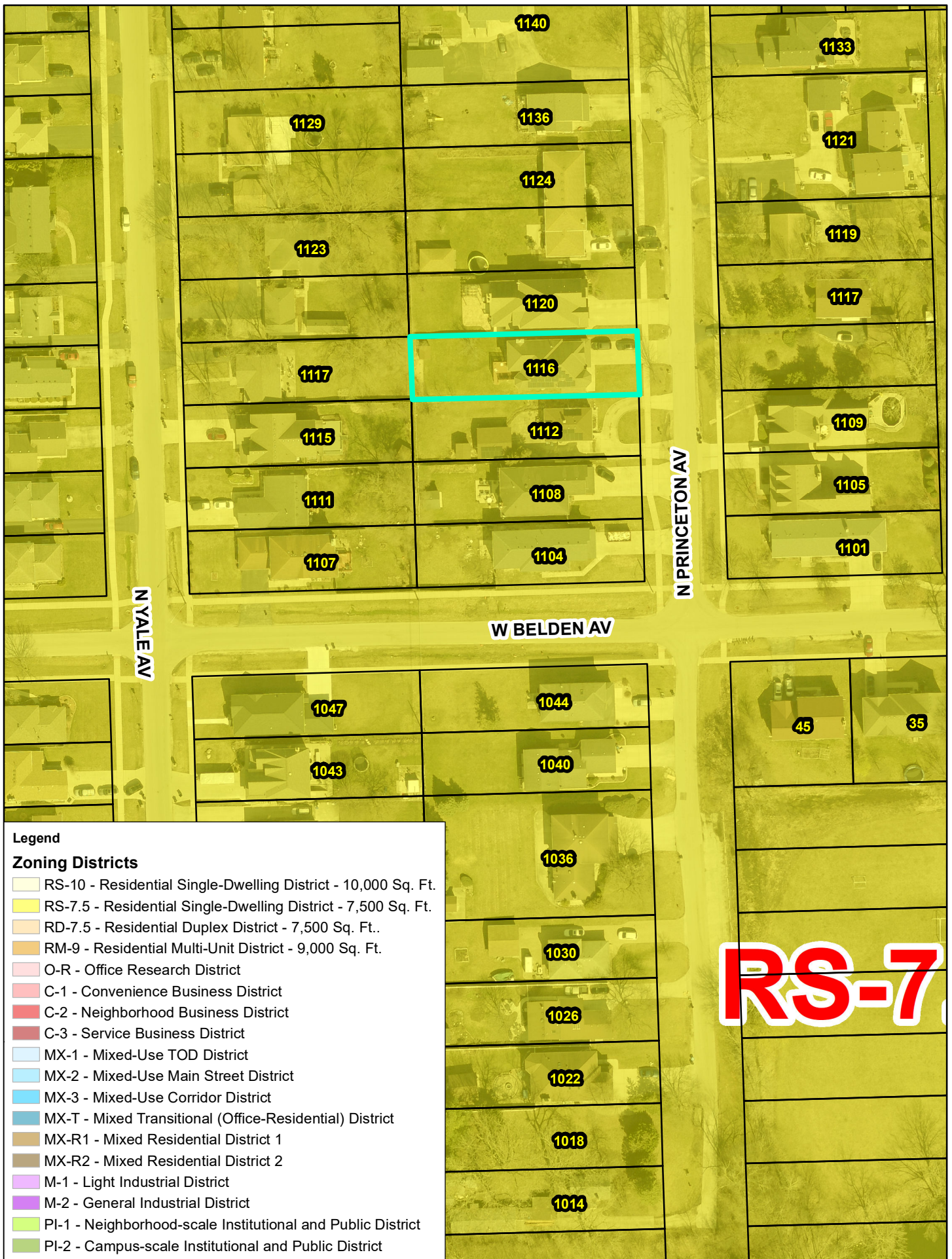
Village staff has reviewed the petition and is supportive of the request.

Recommended Action

To recommend approval of PZ-24-10 for a Variation from Table 2-3 of Article 2 Section 2.3. – Lot and Building Regulations of the Zoning Ordinance to reduce the minimum interior side yard setback requirement to 5.0 feet along the south property line as depicted on Exhibit B for 1116 N. Princeton Avenue.

Exhibit List

- A. Site Plan and Architectural Plans
- B. Plat of Survey



1 inch = 100 feet



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: July 8, 2024

SUBJECT: An Ordinance Approving a Special Use for a Cannabis Facility at 310-330 E. North Avenue

RECOMMENDED ACTION:

This Ordinance approves Petition PZ-24-09 for a Special Use for a Cannabis Facility as shown in Exhibit A located at 310-330 E. North Avenue. Planning and Zoning Commission recommended approval by a vote of 6-1.

BACKGROUND:

The Petitioner, Omar Fakhouri, is seeking approval of a Special Use for a Cannabis Dispensary within the C-3 Service Business District. Staff recommends approval of the Ordinance granting Petition PZ-24-09 for a Special Use for a Cannabis Facility at 310-330 E. North Avenue.

DISCUSSION:

The Petitioner, Omar Fakhouri, is looking to establish cannabis dispensary. The proposed cannabis dispensary will occupy a portion of the retail space within the building. Another tenant space would be available for a future tenant as part of the interior modifications planned. The building would be readdressed to assign addresses to each of the retail tenant spaces.

The Planning and Zoning Commission held a public hearing on June 13, 2024 where they recommended approval of the request by a vote of 6-1.

Ordinance No. _____

AN ORDINANCE OF THE VILLAGE OF VILLA PARK, ILLINOIS, GRANTING THE APPROVAL OF A SPECIAL USE FOR A CANNABIS FACILITY AT THE PROPERTY COMMONLY KNOWN AS 310-330 EAST NORTH AVENUE, VILLA PARK, ILLINOIS

WHEREAS, the Village of Villa Park, DuPage County, Illinois (the “Village”) is a duly organized and validly existing non home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and

WHEREAS, pursuant to the Illinois Municipal Code (65 ILCS 5/1-1-1 *et seq.*), the President and Board of Trustees of the Village (the “Corporate Authorities”) may provide for zoning to regulate the development and use of real estate within its borders; and

WHEREAS, the Village has heretofore adopted an ordinance, entitled the “Zoning Ordinance of the Village of Villa Park, Illinois” (the “Zoning Ordinance”); and

WHEREAS, Section 11.4, entitled “Special Uses,” of Article 11, entitled “Review and Approval Procedures,” of the Zoning Ordinance specifically allows for the right to request for a Special Use; and

WHEREAS, Omar Fakhouri (“Petitioner”), on behalf of OTIS North Avenue Enterprises, LLC, the owner of the Subject Property described below, submitted an application to request an approval of Special Use for a Cannabis Facility for C-3 Commercial Service Business District (“C-3 District”), for the purpose of operating a dispensary business at the property legally described as follows

LOT 2 (EXCEPT THE NORTH 100.0 FEET MEASURED AT RIGHT ANGLES TO THE NORTH LINE THEREOF AND EXCEPT THE WEST 200.0 FEET THEREOF), IN NORTH-VILLA ASSESSMENT PLAT, BEING A SUBDIVISION OF THAT PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 34, LYING WEST OF THE CENTER LINE OF VILLA ROAD IN SECTION 34, TOWNSHIP 40 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 23, 1958 AS DOCUMENT NO. 884301, IN DUPAGE COUNTY, ILLINOIS

Ordinance No: _____

Commonly known as 310-330 East North Avenue, Villa Park, Illinois 60181; Property Index Number 03-34-303-028 (the “Subject Property”); and

WHEREAS, the Subject Property is located within the C-3 Commercial Service Business District of the Village of Villa Park, and in accordance with Table 6-1 of Article 6 of the Zoning Ordinance, the operation of a dispensary business within the C-3 District requires the review and approval of a Special Use; and

WHEREAS, Petitioners are requesting the approval for a Special Use for a Cannabis Facility to operate a dispensary business; and

WHEREAS, on June 13, 2024, the Zoning and Planning Commission conducted a public hearing at the Villa Park Village Hall, 20 S. Ardmore Street, Villa Park, Illinois 60181, in connection with the aforesaid application, after proper notice of said hearing was duly given; and

WHEREAS, after taking into consideration all evidence and testimony presented at the public hearing, the Planning and Zoning Commission reviewed the standards set forth in Section 11.4, entitled “Special Uses,” of Article 11, entitled “Review and Approval Procedures,” of the Zoning Ordinance, and on June 13, 2024, voted with six (6) in favor and one (1) opposed, to recommend approval of the requested Special Use; and

WHEREAS, the Corporate Authorities of the Village of Villa Park have considered the recommendations of the Planning and Zoning Commission; and

WHEREAS, the Subject Property has met all applicable requirements of Section 11.4, entitled “Special Uses,” of Article 11, entitled “Review and Approval Procedures,” of the Zoning Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Ordinance No: _____

Section 1: The facts and statements contained in the preamble clauses to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance.

Section 2: The Corporate Authorities determine that the requested Special Use for the Subject Property is consistent with and in substantial compliance with all Village Board policies and plans and that the Petitioner has presented evidence to support each of the following conclusions:

- A. That the proposed use for the operation of a cannabis facility is expressly authorized as a Special Use;
- B. That the proposed use at the proposed location is necessary or desirable to provide a service or a facility that is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;
- C. That the proposed use will not, in the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or be injurious to property values or improvements in the vicinity;
- D. That approval of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
- E. That the proposed Special Use will be served by adequate utilities, access roads, parking, drainage and other important and necessary facilities, infrastructure and community services; and
- F. That the proposed Special Use complies with all applicable regulations of the Zoning Ordinance except as expressly approved in accordance with the procedures of this Zoning Ordinance.

Section 3: A special use request per Section 11.4, as set forth in Table 6-1, of the Zoning Ordinance of the Village of Villa Park is hereby granted with respect to the Subject Property for the approval of a Special Use for a Cannabis Facility to operate a dispensary business.

Section 4: All ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

Ordinance No: _____

Section 5: That this Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

Passed this _____ day of _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2024.

Nick Cuzzone, Village President

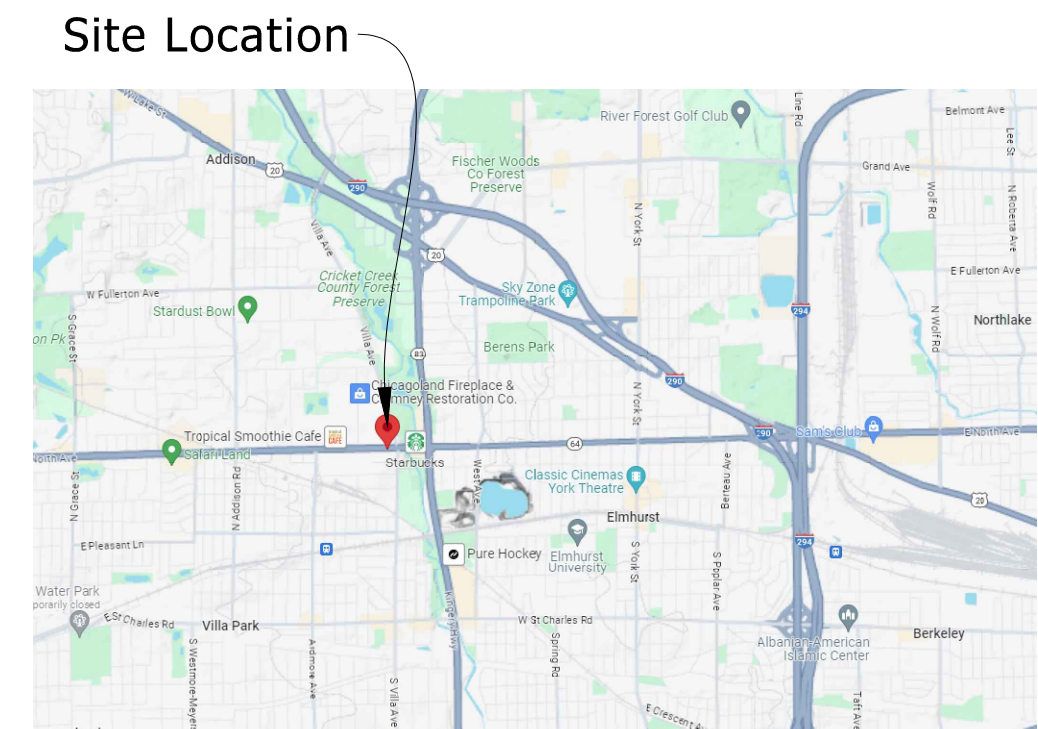
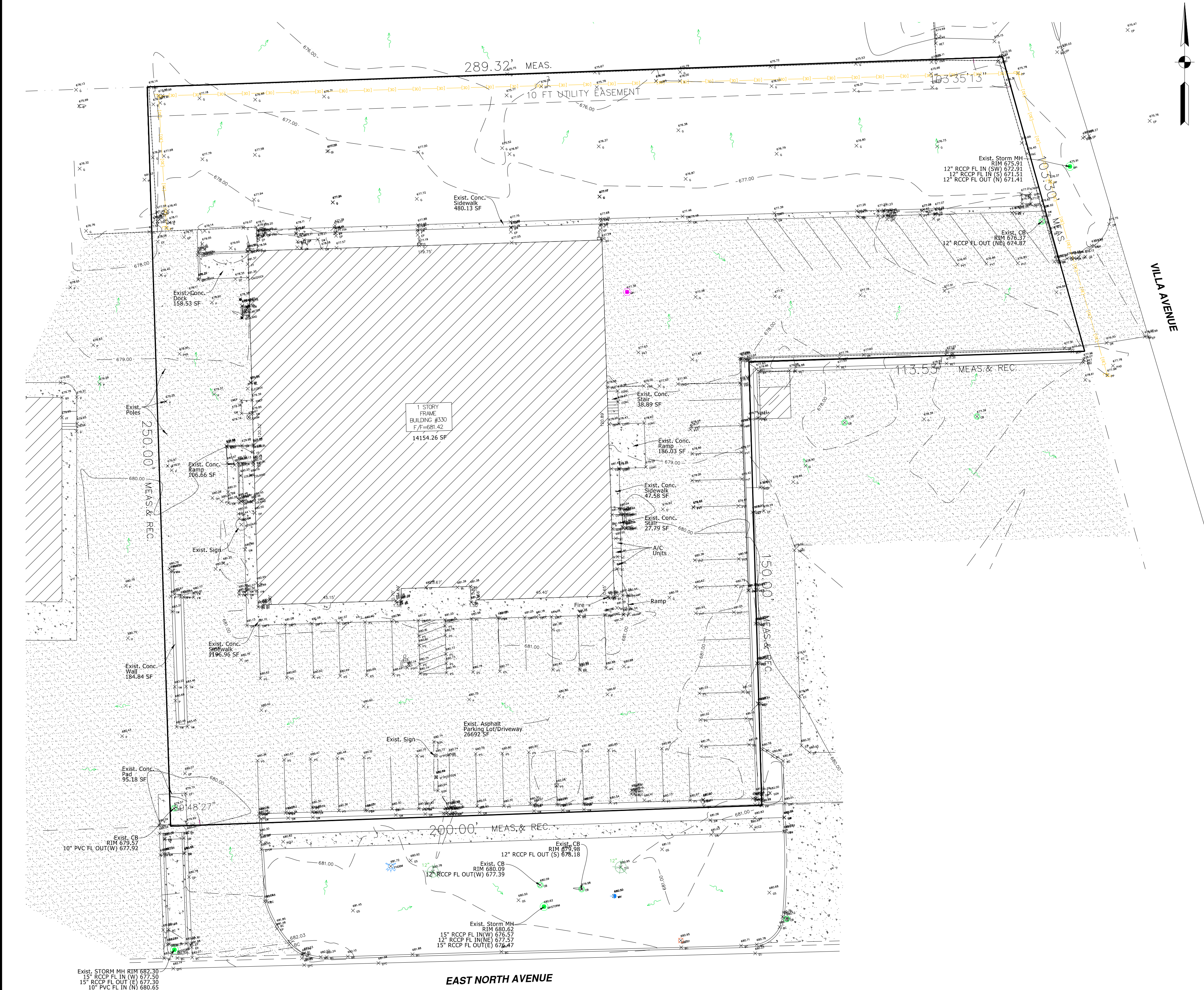
Attest:

Hosanna Korynecky, Village Clerk

Published in pamphlet form:

_____, 2024

Date: Apr 18, 2024, 7:53am User ID: RBD
File: C:\Users\rdabo\OneDrive\Documents\2024 Jobs\4. 330 East North Ave Villa Park Dispensary\1 Existing 02062024.dwg



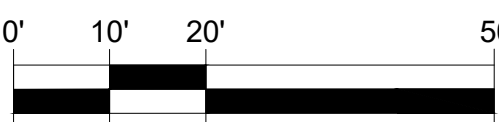
SURVEY INFORMATION:

- ADDRESS: 330 E North Ave, Villa Park, IL 60181
1. LOT DIMENSIONS TAKEN FROM ORIGINAL SURVEY. ALL LOT LINES, SETBACK LINES, UTILITY EASEMENT, ARE TO BE LOCATED ON THE SITE BEFORE WORK STARTS.
 2. CONTRACTOR IS SOLE RESPONSIBLE FOR COMPLIANCE WITH SETBACKS AND EASEMENTS.
 3. CONTRACTOR AGREES TO COMPLY WITH THIS DIRECTIVE AND FURTHER AGREES TO HOLD ENGINEER HARMLESS FOR REMEDIAL ACTION DUE TO HIS FAILURE TO COMPLY.
 4. THE ENGINEER SHALL NOT HAVE CONTROL OVER OR CHARGE OF AND SHALL NOT BE RESPONSIBLE FOR DEMOLITION OR CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES, OR FOR SAFETY PRECAUTIONS AND PROGRAMS IN CONNECTION WITH THE WORK, SINCE THESE ARE SOLELY THE CONTRACTOR'S RESPONSIBILITY UNDER THE CONTRACT FOR CONSTRUCTION.
 5. THE ENGINEER SHALL NOT BE RESPONSIBLE FOR THE CONTRACTOR'S SCHEDULES OR FAILURE TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.
 6. THE ENGINEER SHALL NOT HAVE CONTROL OVER OR CHARGE OF ACTS OR OMISSIONS OF THE CONTRACTOR, SUBCONTRACTORS, OR THEIR AGENTS OR EMPLOYEES, OR OF ANY OTHER PERSONS PERFORMING PORTIONS OF THE WORK.
 7. FIELD WORK COMPLETED ON 01-28-2024.

LEGEND AND SYMBOLS:

- N. = NORTH
S. = SOUTH
W. = WEST
E. = EAST
T/F = TOP OF FOUNDATION
B/S = BOTTOM OF SIDING
F.F.L. = FINISH FLOOR
G/S = GARAGE SLAB
TC = TOP OF CURB
G = GUTTER
TW = TOP OF WALL
T/P = TOP OF PIPE
CONC. = CONCRETE
- TREE BUSH
- WOOD FENCE CHAIN LINK FENCE IRON FENCE
- FIRE HYDRANT
WATER VALVE
B-BOX
WATER MANHOLE
STORM MANHOLE
CATCH BASIN
STORM INLET
CURB INLET
SANITARY MANHOLE
CLEAN-OUT
CULVERT HEADWALL
STORM SEWER MAIN
STORM SEWER LATERAL
SANITARY SEWER
COMBINED SEWER
WATER MAIN
OVERHEAD WIRES
UNDERGROUND ELEC.
CABLE / PHONE
GAS MAIN
WOOD POWER POLE
DOWN SPOUT
LIGHT FIXTURE
OVERLAND FLOW
MONUMENT
ELECTRICAL HH
GAS HH
EXISTING SPOT GRADE EL.
PROPOSED SPOT GRADE EL.
CUT SWALE
MAILBOX

FULL SIZE PLANS HAVE BEEN PREPARED USING STANDARD ENGINEERING SCALES. REDUCED SIZED PLANS WILL NOT CONFORM TO STANDARD SCALES. USE THE SCALE BELOW TO MAKE MEASUREMENTS ON REDUCED PLANS.



C-1 EXISTING CONDITIONS

DESIGNED BY: RBD
PROJECT NO.: 24-330
DATE: 02/06/2024
SCALE: 1:20 (FULL), 1:40 (HALF)
SHEET 1 OF 3

ENGINEERING PLANS PREPARED BY:

RBD Associates, Inc.
Design Firm License Number: 184.008755
GLENVIEW, IL
Ramiz@rbdengineering.com
224.425.0009

Signed: 02/06/2024
Expires: 11/30/2025

PLANS PREPARED FOR:
Brian Gould
br@brdesignarchitecture.com
708-508-7281

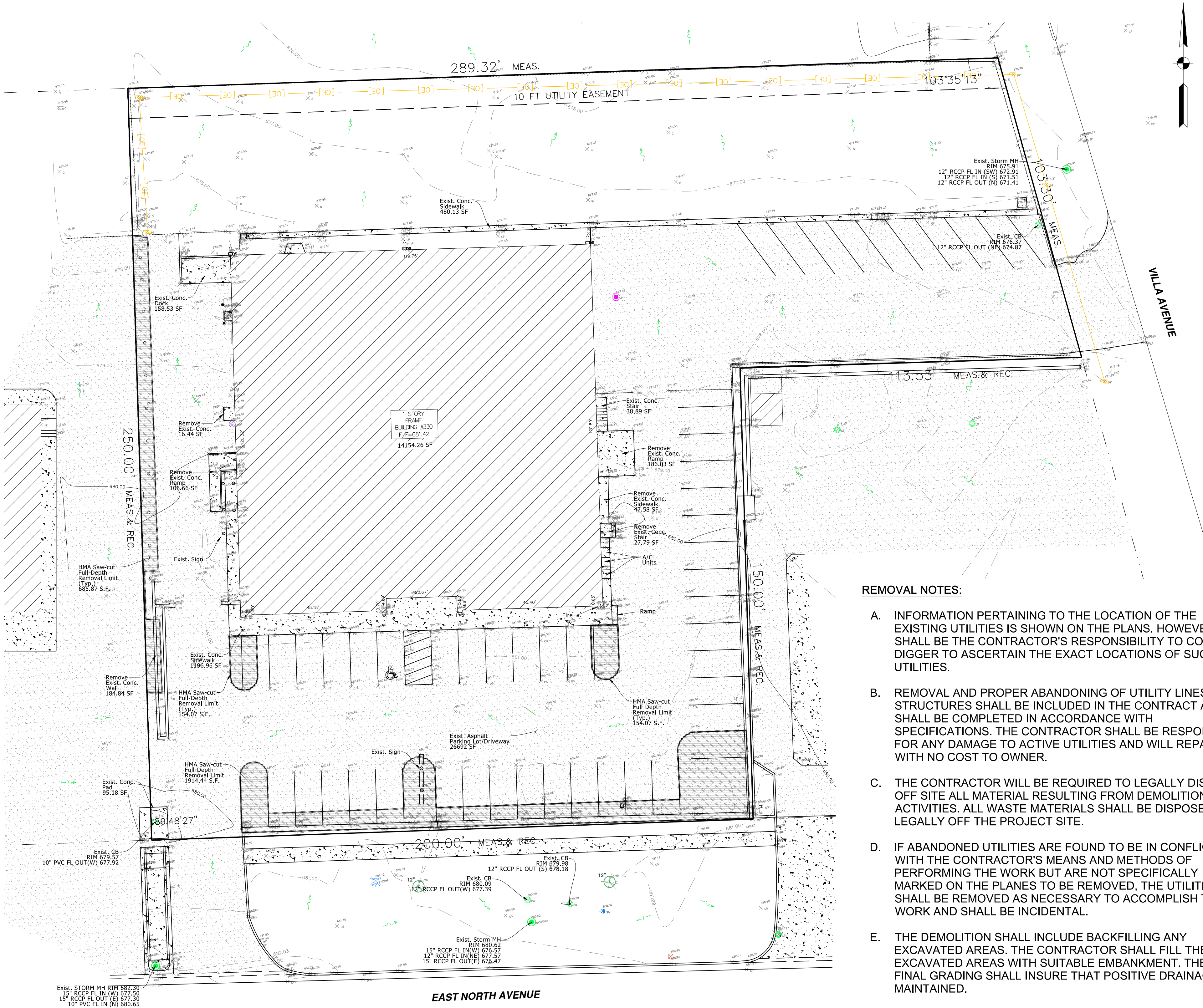
Survey Monument #YK03001
STATION IS AT THE SOUTHWEST CORNER OF THE INTERSECTION OF NORTH AVENUE AND VILLA AVENUE. STATION IS 58.6 FT SOUTH OF THE CENTERLINE OF NORTH AVENUE, 59.3 FT WEST OF THE CENTERLINE OF VILLA AVENUE, AND 26.5 FT NORTHWEST OF A FIRE HYDRANT. MONUMENT IS 1.2 FT ABOVE ROAD SURFACE ON A 2.5 FT DIAMETER CONCRETE TRAFFIC SIGNAL BASE AND IS FERROMAGNETIC.
ELEV=679.61 (NAVD-88)
TBM:
CROSS CUT ON SIDEWALK, AT SOUTHEAST CORNER OF PROPERTY, AS SHOWN
ELEV=680.93 (NAVD-88)

SUBMITTALS

DATE	REMARKS
04/18/2024	ISSUED FOR REVIEW 1
02/06/2024	ISSUED FOR DESIGN COORDINATION

MINT CANNABIS DISPENSARY
330 E North Ave,
Villa Park, IL, 60181

Date: May 17, 2024, 9:59pm User ID: RBD
File: C:\Users\rdabo\OneDrive\Documents\2024 Jobs\4. 330 East Villa Park Dispensary\1 Existing and Removal 05.17.24.dwg



CALL JULIE

CALL 48 HOURS BEFORE YOU DIG
(EXCLUDING SAT., SUN. & HOLIDAYS)

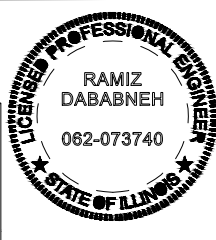
1-800-892-0123

Flexible Pavement Removal (Full Depth)
 Flexible Pavement Mill (2") (Maintenance Area)

ENGINEERING PLANS PREPARED BY:

RBD Associates, Inc.
Design Firm License Number: 184.008755
GLENVIEW, IL
Ramiz@rbdengineering.com
224.425.0009

Signed: 02/06/2024
Expires: 11/30/2025



PLANS PREPARED FOR:

Brian Gould
br@brdesignarchitecture.com
708-508-7281

Survey Monument #YK03001
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ELEV=680.93 (NAVD--88)

SUBMITTALS

DATE	REMARKS
05/17/2024	ISSUED FOR REVIEW 3
05/11/2024	ISSUED FOR REVIEW 2
04/18/2024	ISSUED FOR REVIEW 1
02/06/2024	ISSUED FOR DESIGN COORDINATION

MINT CANNABIS DISPENSARY
330 E North Ave,
Villa Park, IL, 60181

DESIGNED BY: RBD
PROJECT NO.: 24-330
DATE: 02/06/2024
SCALE: 1:20 (FULL), 1:40 (HALF)
SHEET 2 OF 3

Notes:

- PLACE EROSION CONTROL MEASURES, NO STOCKPILES TO REMAIN ON-SITE. USE CONCRETE WASHOUT AREA ON-SITE. CONCRETE CANNOT BE WASHED OUT INTO THE PUBLIC RIGHT-OF-WAY OR STORM SEWER SYSTEM.
- CALL J.U.L.I.E. LOCATES.
- ALL FENCING AND EROSION CONTROL SHALL BE IN PLACE PRIOR TO CONSTRUCTION. PROVIDE DUMPSTER AND PORTABLE TOILET. ALL DUMPSTERS MUST BE COVERED AND ENCLOSED.
- CONTRACTOR TO VERIFY ALL LOCATIONS AND ELEVATIONS PRIOR TO CONSTRUCTION.
- THE SEDIMENT AND EROSION CONTROL MEASURES SHALL BE MAINTAINED UNTIL THE SITE IS STABILIZED. ALL STORM SEWERS, CATCH BASINS, INLETS, SUMPS AND/OR DETENTION BASINS ARE TO BE CLEANED AT THE END OF CONSTRUCTION OF THE PROJECT AND AS MAY BE REQUESTED UNTIL FINAL ACCEPTANCE OF ALL PUBLIC IMPROVEMENTS BY THE VILLAGE. CLEANING WILL ALSO BE REQUIRED DURING THE COURSE OF CONSTRUCTION IF IT IS DETERMINED THAT SILT AND DEBRIS TRAPS ARE NOT PROPERLY FUNCTIONING AND THEIR PERFORMANCE IS IMPAIRED
- PUMPING SEDIMENT-LADEN WATER INTO ANY STORMWATER FACILITY NOT DESIGNATED TO BE A SEDIMENT TRAP, DRAINAGEWAY, OR OFFSITE AREA EITHER DIRECTLY OR INDIRECTLY WITHOUT FILTRATION IS PROHIBITED.
- ALL CONSTRUCTION WORK PERFORMED WITHIN THE VILLAGE OF VILLA PARK SHOULD FOLLOW RESTRICTED HOURS.
- GRADING SHALL BE LIMITED TO THE OWNERSHIP PARCEL ONLY. THE PROPOSED GRADES SHALL TIE INTO EXISTING GRADES AT THE PROPERTY LINES.
- SIDEWALKS AND OTHER PUBLIC PROPERTY MUST BE KEPT SAFE AND FREE FROM MUD, DIRT, AND DEBRIS.
- ALL EXCAVATION WILL BE IN ACCORDANCE WITH OSHA REGULATIONS AND SHALL PROVIDE CONTINUOUS SUPPORT TO ALL ADJACENT FOUNDATIONS.
- CONTRACTOR IS RESPONSIBLE FOR KEEPING STREET REASONABLY FREE OF SOIL AND DEBRIS.
- DUST CONTROL METHODS SHOULD BE USED
- REMOVE AND REPLACE CURB AND GUTTER THAT IS DAMAGED DURING CONSTRUCTION.
- IMPLEMENT TRAFFIC CONTROL MEASURES TO SAFEGUARD MOTORISTS DURING THE RESURFACING PROCESS.
- ASPHALT - 2" HOT-MIX ASPHALT SURFACE COURSE, MIX "D", N50, OVER A 4" HOT-MIX ASPHALT BINDER COURSE, N50, OR TO VILLAGE ENGINEER'S SPECIFICATIONS.
- ALL PARKWAYS DISTURBED DURING CONSTRUCTION WILL BE RESTORED WITH FOUR INCHES (4") OF TOPSOIL AND SALT-TOLERANT SOD.
- ALL CONCRETE CURBS, SIDEWALK AND DRIVEWAY APRONS REQUIRE PRE-INSPECTION.
- PROPOSED GRADE CHANGES WILL NOT CAUSE SURFACE WATER RUNOFF TO BE DIVERTED ONTO OR DETAINED ON ABUTTING OR NEARBY PROPERTY. WILL NOT SIGNIFICANTLY ALTER EXISTING DRAINAGE PATTERNS AND WILL NOT INCREASE OR CONCENTRATE STORM WATER RUNOFF ONTO ABUTTING OR NEARBY PROPERTY.

GENERAL NOTES FOR WORK:

- Erosion control practices identified will be constructed in accordance with the Illinois Urban Manual, 2012
- Silt fence shall be installed around the perimeter of the property where berms, stockpile or other earthwork will take place and around any existing storm structures, prior to the start of any construction activities.
- Streets and alleys adjacent to the site shall be kept free of dirt, mud or other debris. the contractor shall immediately remove any dirt, mud or other debris that may become deposited upon the streets.
- Hauling will not be allowed when the work site is too wet to maintain acceptable conditions of the adjacent streets.
- No sediment shall be allowed to enter the storm sewer system.
- All storm sewer structures shall be protected with inlet filter fabrics and maintained until vegetation is established and / or construction is completed.
- Use of a temporary concrete washout container is required.
- Soil stockpiles shall be located to avoid erosion onto off site areas.

REMOVAL NOTES:

- INFORMATION PERTAINING TO THE LOCATION OF THE EXISTING UTILITIES IS SHOWN ON THE PLANS. HOWEVER, IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO CONTACT DIGGER TO ASCERTAIN THE EXACT LOCATIONS OF SUCH UTILITIES.
- REMOVAL AND PROPER ABANDONING OF UTILITY LINES AND STRUCTURES SHALL BE INCLUDED IN THE CONTRACT AND SHALL BE COMPLETED IN ACCORDANCE WITH SPECIFICATIONS. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE TO ACTIVE UTILITIES AND WILL REPAIR WITH NO COST TO OWNER.
- THE CONTRACTOR WILL BE REQUIRED TO LEGALLY DISPOSE OFF SITE ALL MATERIAL RESULTING FROM DEMOLITION ACTIVITIES. ALL WASTE MATERIALS SHALL BE DISPOSED OF LEGALLY OFF THE PROJECT SITE.
- IF ABANDONED UTILITIES ARE FOUND TO BE IN CONFLICT WITH THE CONTRACTOR'S MEANS AND METHODS OF PERFORMING THE WORK BUT ARE NOT SPECIFICALLY MARKED ON THE PLANES TO BE REMOVED, THE UTILITIES SHALL BE REMOVED AS NECESSARY TO ACCOMPLISH THE WORK AND SHALL BE INCIDENTAL.
- THE DEMOLITION SHALL INCLUDE BACKFILLING ANY EXCAVATED AREAS. THE CONTRACTOR SHALL FILL THE EXCAVATED AREAS WITH SUITABLE EMBANKMENT. THE FINAL GRADING SHALL INSURE THAT POSITIVE DRAINAGE IS MAINTAINED.

RBD NOTES:

- ALL WORK AND MATERIALS SHALL COMPLY WITH ALL VILLAGE/COUNTY REGULATIONS AND CODES AS WELL AS STANDARDS.
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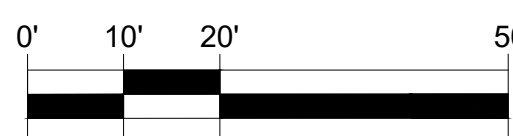
SURVEY INFORMATION:

- ADDRESS: 330 E North Ave, Villa Park, IL 60181
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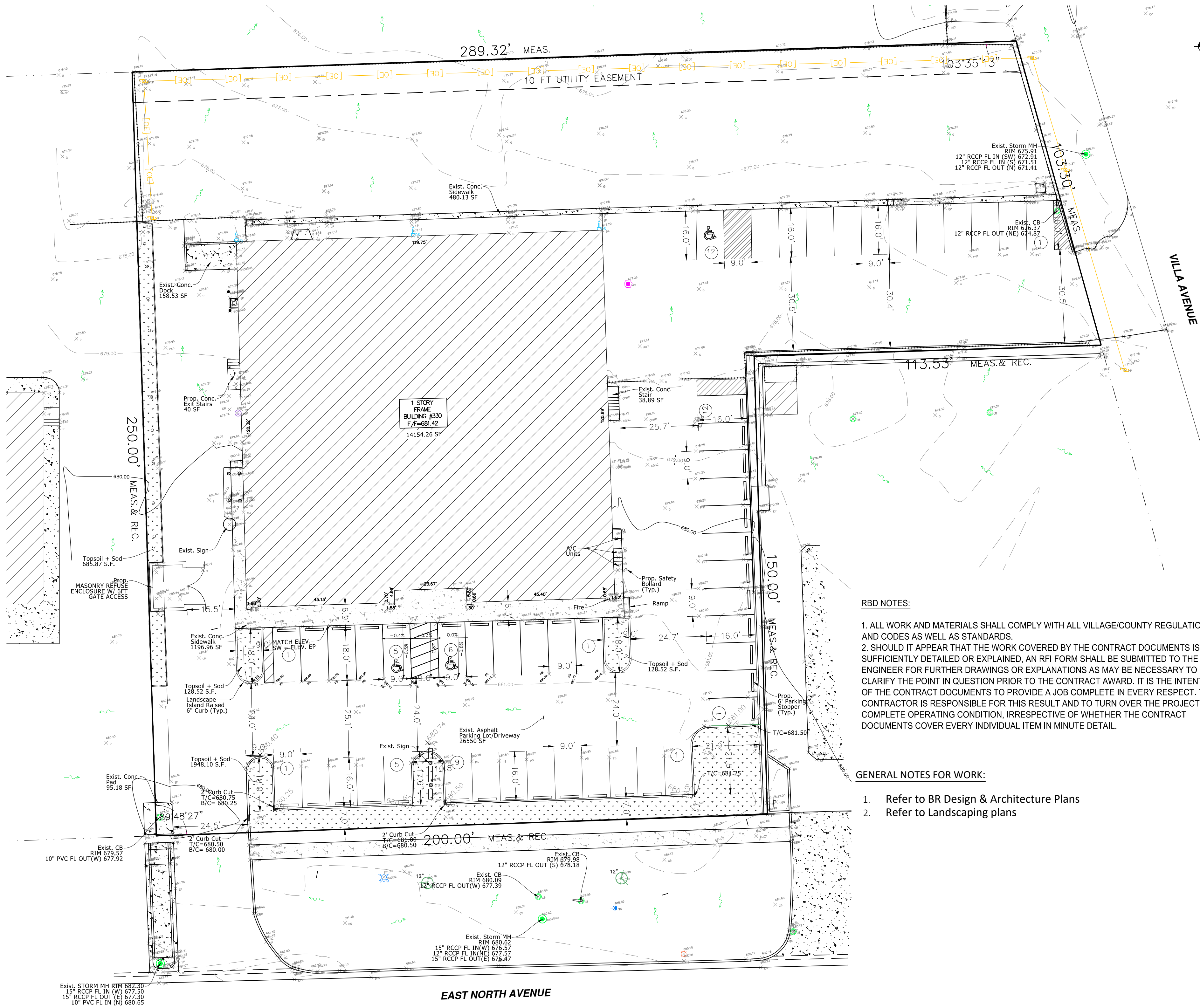
LEGEND AND SYMBOLS:

- N. = NORTH
S. = SOUTH
W. = WEST
E. = EAST
T/F = TOP OF FOUNDATION
B/S = BOTTOM OF SIDING
F.FL = FINISH FLOOR
G/S = GARAGE SLAB
TC = TOP OF CURB
G = GUTTER
TW = TOP OF WALL
T/P = TOP OF PIPE
CONC. = CONCRETE
- TREE BUSH
- WOOD FENCE CHAIN LINK FENCE IRON FENCE
- FIRE HYDRANT
 WATER VALVE
 B-BOX
 WATER MANHOLE
 STORM MANHOLE
 CATCH BASIN
 STORM INLET
 CURB INLET
 SANITARY MANHOLE
 CLEAN-OUT
 CULVERT HEADWALL
- STORM SEWER MAIN
 STORM SEWER LATERAL
 SANITARY SEWER
 COMBINED SEWER
 WATER MAIN
 OVERHEAD WIRES
 UNDERGROUND ELEC.
 CABLE / PHONE
 GAS MAIN
- WOOD POWER POLE
 DOWN SPOUT
 LIGHT FIXTURE
 OVERLAND FLOW
 MONUMENT
 ELECTRICAL HH
 GAS HH
 EXISTING SPOT GRADE EL.
 PROPOSED SPOT GRADE EL.
 CUT SWALE
 MAILBOX

FULL SIZE PLANS HAVE BEEN PREPARED USING STANDARD ENGINEERING SCALES. REDUCED SIZED PLANS WILL NOT CONFORM TO STANDARD SCALES. USE THE SCALE BELOW TO MAKE MEASUREMENTS ON REDUCED PLANS.



**C-2
REMOVALS**



CALL JULIE

CALL 48 HOURS BEFORE YOU DIG
(EXCLUDING SAT., SUN. & HOLIDAYS)

1-800-892-0123

IDOT'S "Standard Specifications for Road and Bridge Construction", latest edition and "Supplemental Specifications and Recurring Special Provisions" and "Standard Specifications for Water and Sewer Main Construction in Illinois", Standard Specifications Committee, TO BE USED WITH THESE PLANS.

ENGINEERING PLANS PREPARED BY:

RBD Associates, Inc.
Design Firm License Number: 184.008755
GLENVIEW, IL
Ramiz@bdenengineering.com
224.425.0009

[Signature]

Signed: 02/06/2024
Expires: 11/30/2025



PLANS PREPARED FOR:

Brian Gould
br@brdesignarchitecture.com
708-508-7281

Survey Monument #YK03001

STATION IS AT THE SOUTHWEST CORNER OF THE INTERSECTION OF NORTH AVENUE AND VILLA AVENUE. STATION IS 58.6 FT SOUTH OF THE CENTERLINE OF NORTH AVENUE, 59.3 FT WEST OF THE CENTERLINE OF VILLA AVENUE, AND 26.5 FT NORTHWEST OF A FIRE HYDRANT. MONUMENT IS 1.2 FT ABOVE ROAD SURFACE ON A 2.5 FT DIAMETER CONCRETE TRAFFIC SIGNAL BASE AND IS FERROMAGNETIC.
ELEV=679.61 (NAVD--88)
TBM:
CROSS CUT ON SIDEWALK, AT SOUTHEAST CORNER OF PROPERTY, AS SHOWN
ELEV=680.93 (NAVD--88)

SUBMITTALS

DATE	REMARKS
06/02/2024	ISSUED FOR REVIEW 4
05/17/2024	ISSUED FOR REVIEW 3
05/11/2024	ISSUED FOR REVIEW 2
04/18/2024	ISSUED FOR REVIEW 1
02/06/2024	ISSUED FOR DESIGN COORDINATION

MINT CANNABIS DISPENSARY
330 E North Ave,
Villa Park, IL, 60181

DESIGNED BY: RBD

PROJECT NO.: 24-330

DATE: 02/06/2024

SCALE: 1:20 (FULL), 1:40 (HALF)

SHEET 3 OF 3

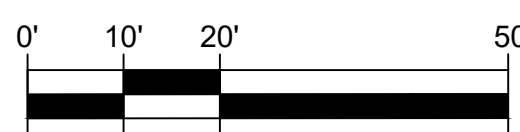
SURVEY INFORMATION:

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 7. FIELD WORK COMPLETED ON 01-28-2024.

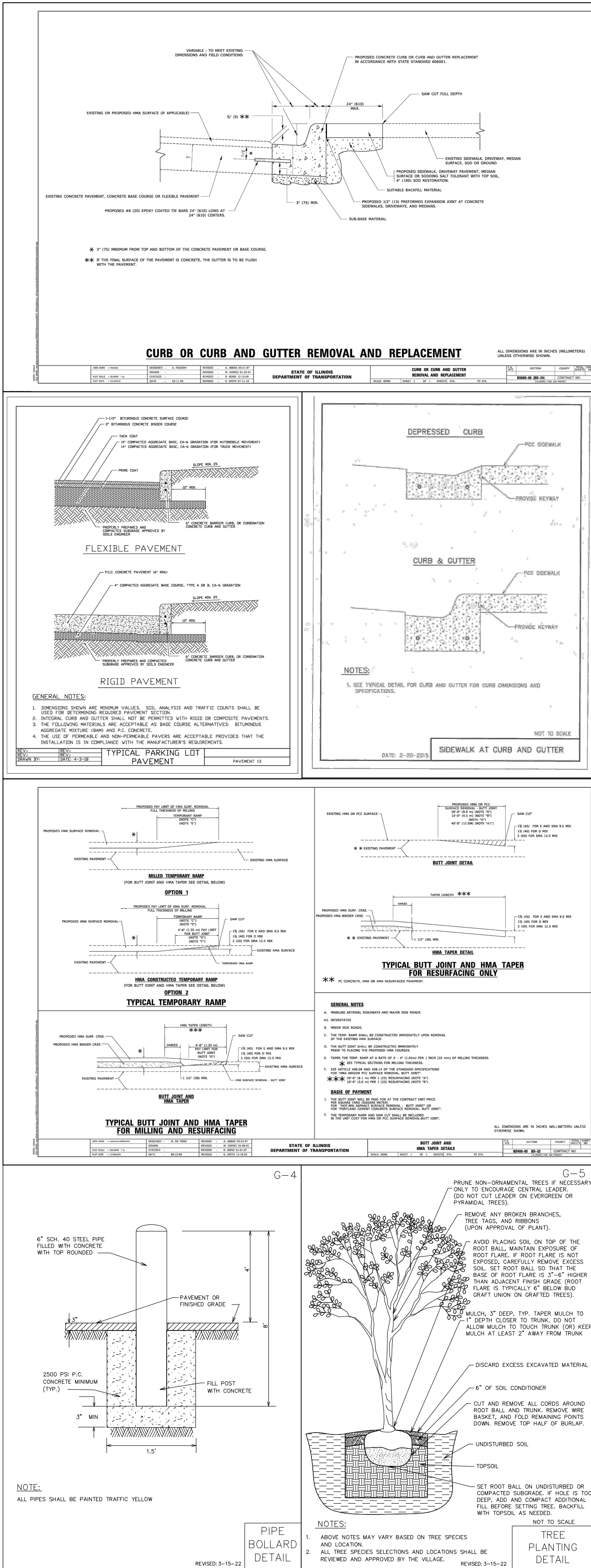
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C-3
PROPOSED CONDITIONS

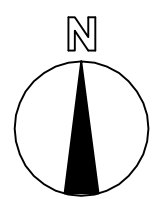
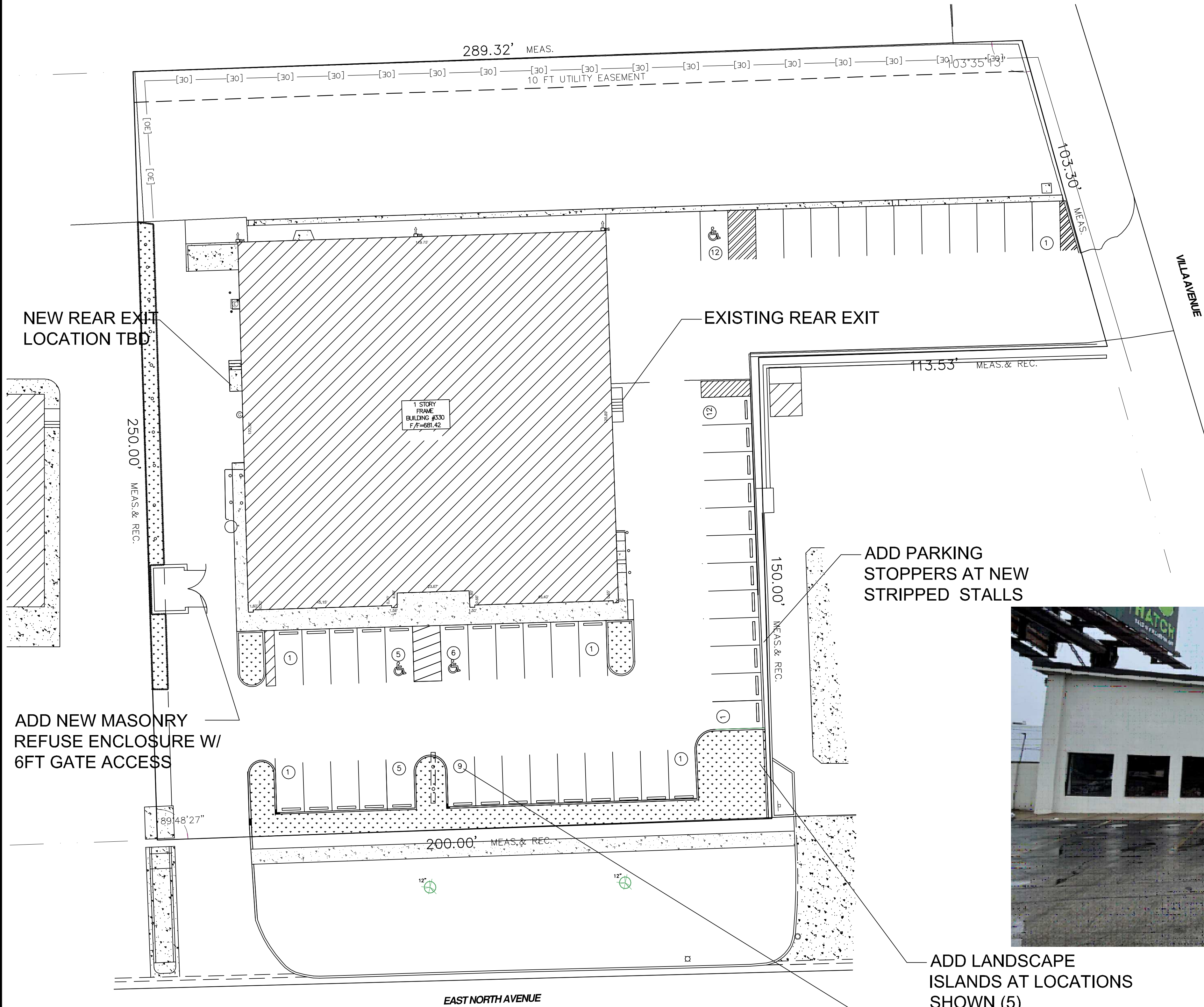


RBD NOTES:

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GENERAL NOTES FOR WORK:

1. Refer to BR Design & Architecture Plans
2. Refer to Landscaping plans



1

SITEPLAN
1" = 20' - 0"

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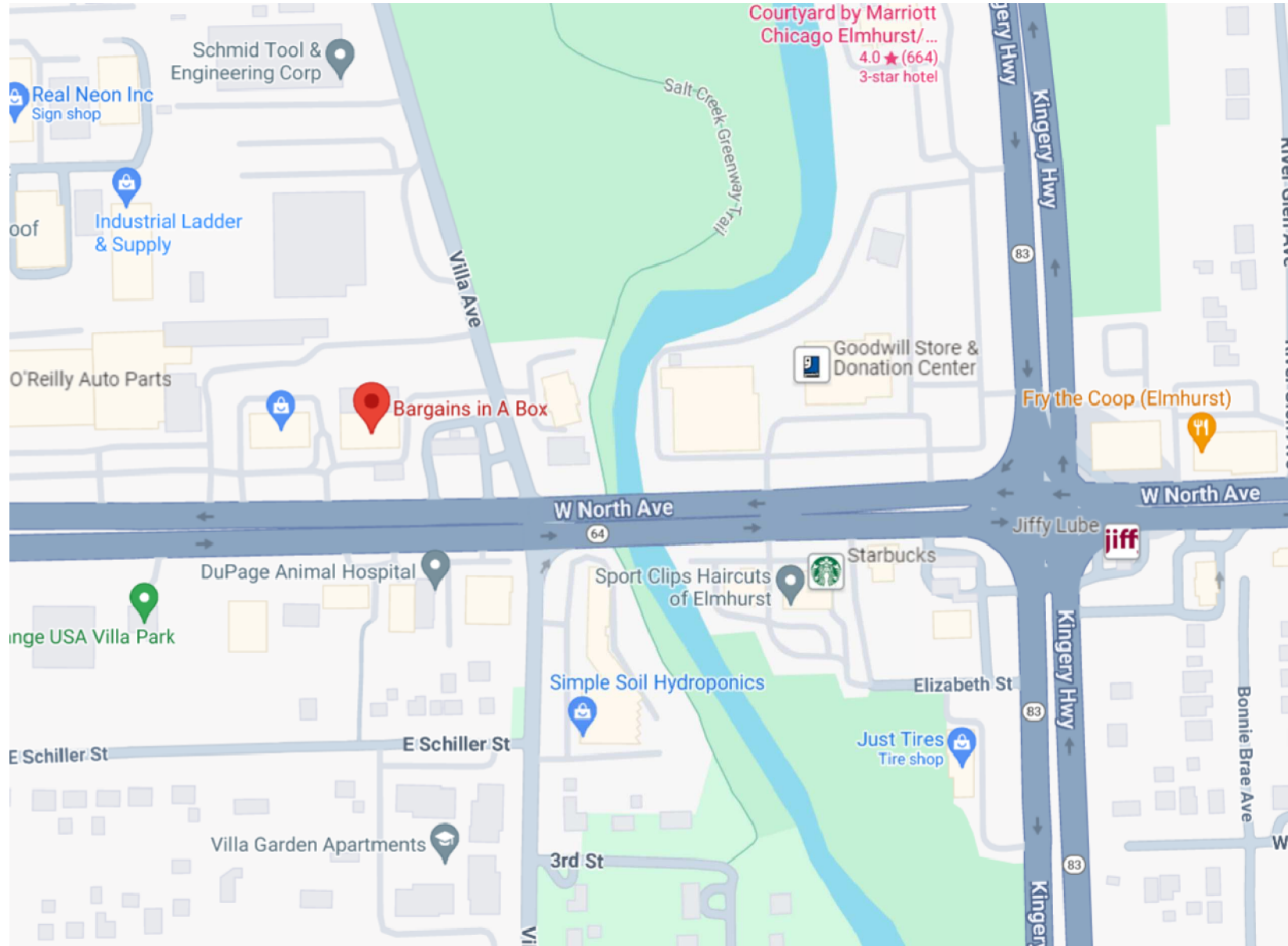
PARKING CALCS

CANNABIS DISPENSING
4 CARS PER 1000 SF
5,580 SF/1000 X 4 = 22

VACANT UNIT -
5 CARS PER 1000 SF MAX POSSIBLE
3,050 SF /1000 X 5 = 15

PERSONAL VEHICLE REPAIR-
2 CARS PER SERVICE BAY
3 SERVICE BAYS X 2 = 6 CARS

SEE CIVIL DRAWINGS
FOR ALL DIMENSIONS,
SITE PLANNING, AND
ENGINEERING. SITEPLAN
FOR GENERAL
REFERENCE ONLY



ISSUES AND REVISIONS:

NO.	BY:	DATE:	DESCRIPTION:
1	BG	3-6-24	APPEARANCE REVIEW
2	BG	5-13-24	APPEARANCE REVIEW
2	BG	6-3-24	APPEARANCE REVIEW

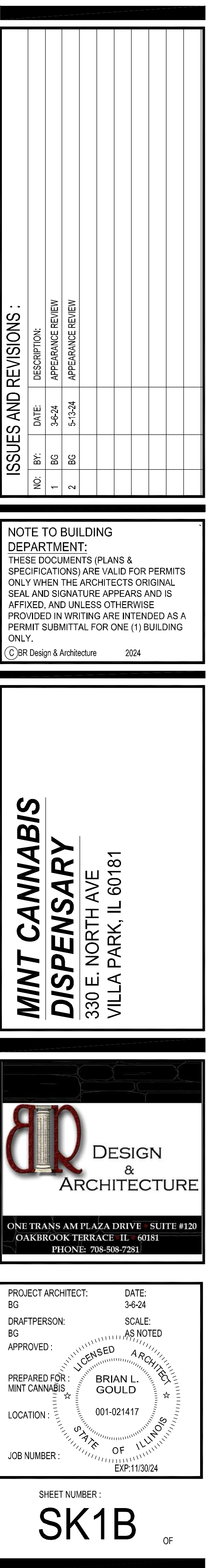
**MINT CANNABIS
DISPENSARY**
330 E. NORTH AVE
VILLA PARK, IL 60181

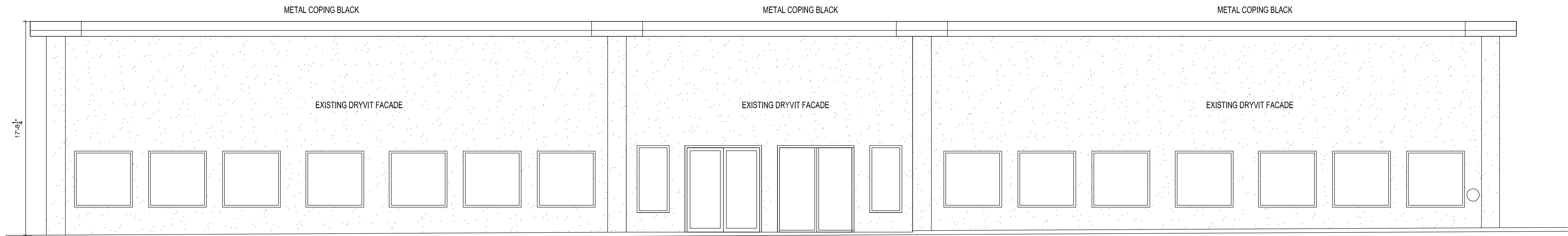


PROJECT ARCHITECT:	DATE:
BG	6-3-24
DRAFTPERSON:	SCALE:
BG	AS NOTED
APPROVED:	
PREPARED FOR:	
MINT CANNABIS	
LOCATION:	001-021417
JOB NUMBER:	
	EXP-11/30/24

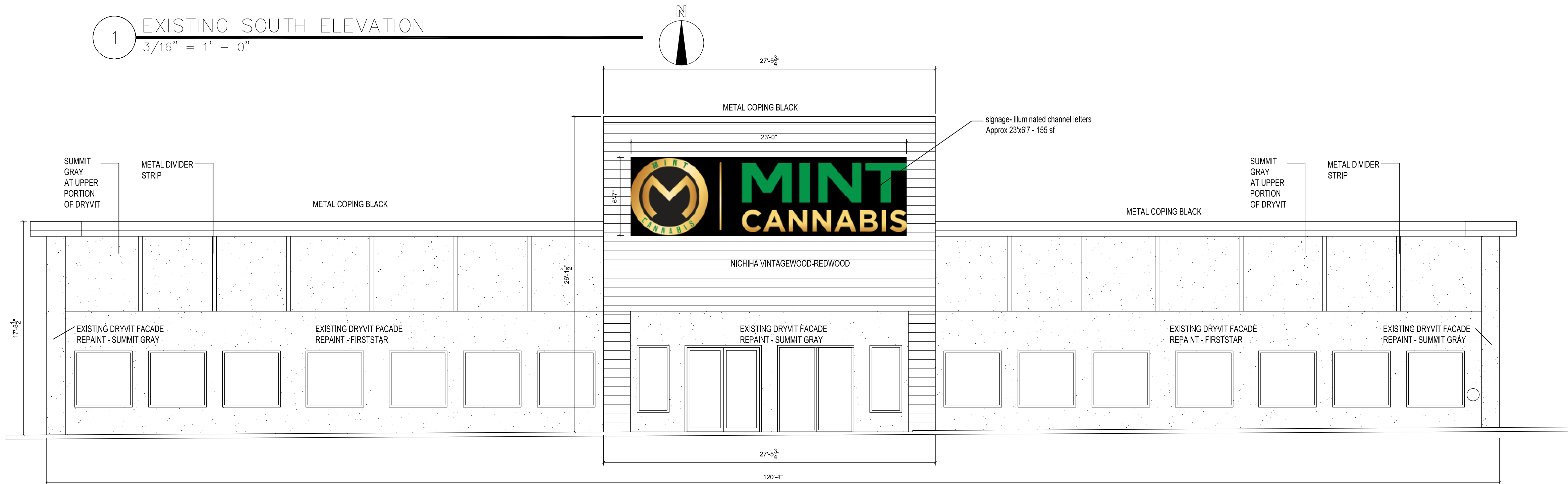
SHEET NUMBER:

SK1A OF





1 EXISTING SOUTH ELEVATION
3/16" = 1' - 0"



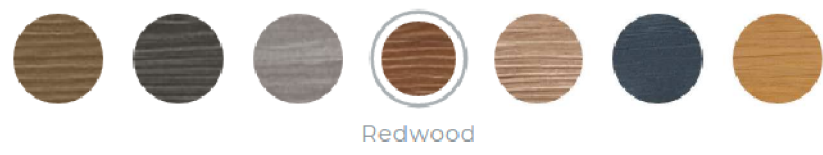
1 PROPOSED SOUTH ELEVATION
3/16" = 1' - 0"

VINTAGEWOOD

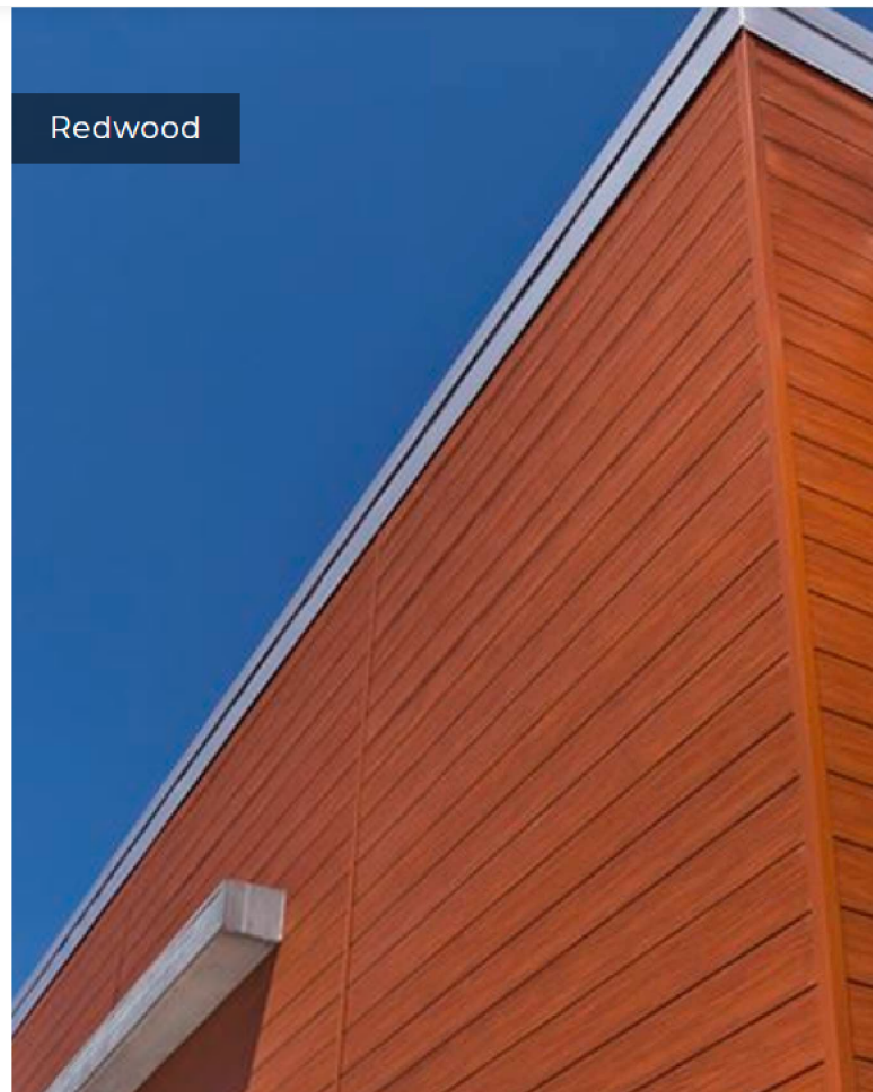
WOOD SERIES

- Achieve the refined look of wood
- Add warmth to cool materials like glass, metal and block panels
- Versatile **corner options** available
- Engineered with an **integrated rainscreen**
- Approved for soffit & angled wall installation
- [Compare our wood panel products](#)

AVAILABLE COLORS



Redwood



Redwood

SW 7669
Summit Gray

SW 7646
First Star

ISSUES AND REVISIONS :

NO.	DATE	DESCRIPTION
1	3-6-24	APPEARANCE REVIEW
2	5-13-24	APPEARANCE REVIEW

NOTE TO BUILDING

DEPARTMENT:
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MINT CANNABIS
DISPENSARY

330 E. NORTH AVE
VILLA PARK, IL 60181

BR DESIGN
&
ARCHITECTURE

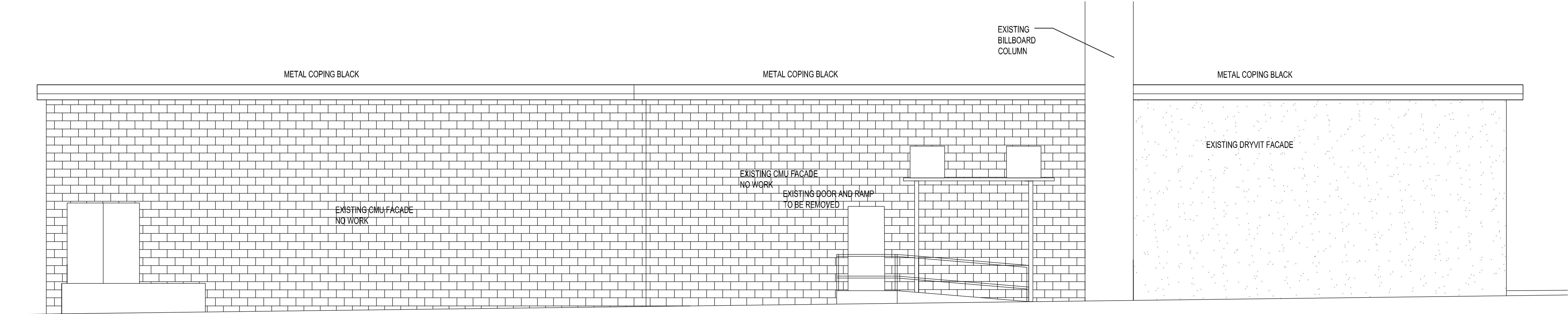
ONE TRANS AM PLAZA DRIVE - SUITE #120
OAKBROOK TERRACE, IL 60181
PHONE: 708-508-7281

PROJECT ARCHITECT: BG	DATE: 3-6-24
DRAFTPERSON: BG	SCALE: AS NOTED
APPROVED:	
PREPARED FOR: MINT CANNABIS	BRIAN L. GOULD
LOCATION:	001-021417
JOB NUMBER:	EXP:11/30/24

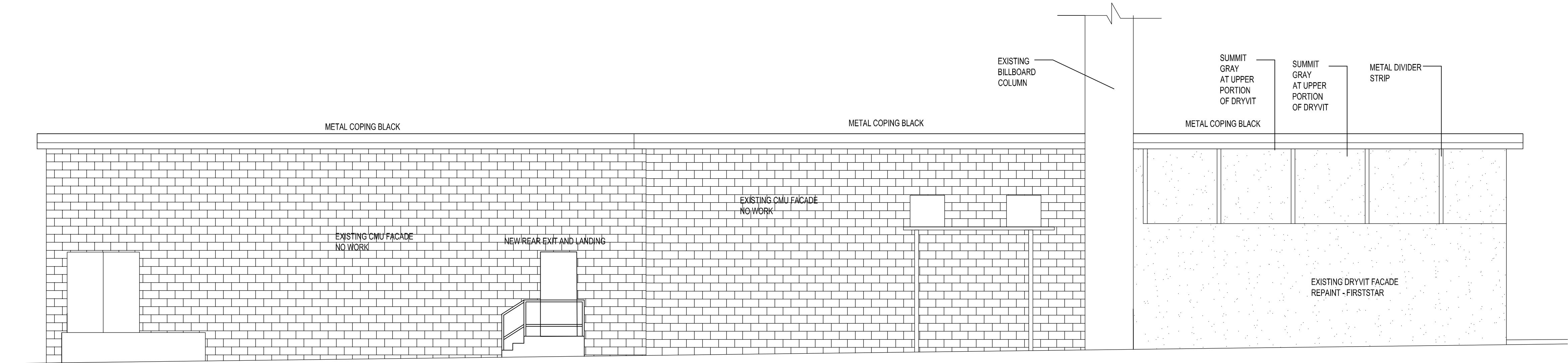
SHEET NUMBER :

SK1C

OF



1 EXISTING WEST ELEVATION
3/16" = 1' - 0"



1 PROPOSED WEST ELEVATION
3/16" = 1' - 0"

SW 7669
Summit Gray

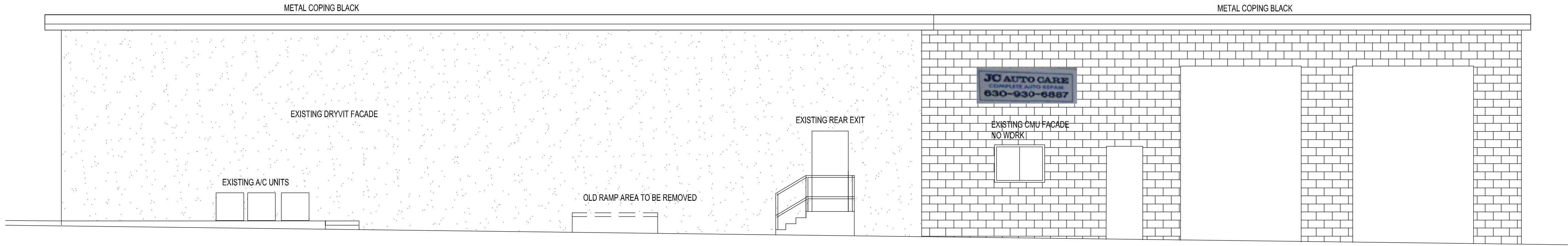
SW 7646
First Star

MINT CANNABIS
DISPENSARY
330 E. NORTH AVE
VILLA PARK, IL 60181

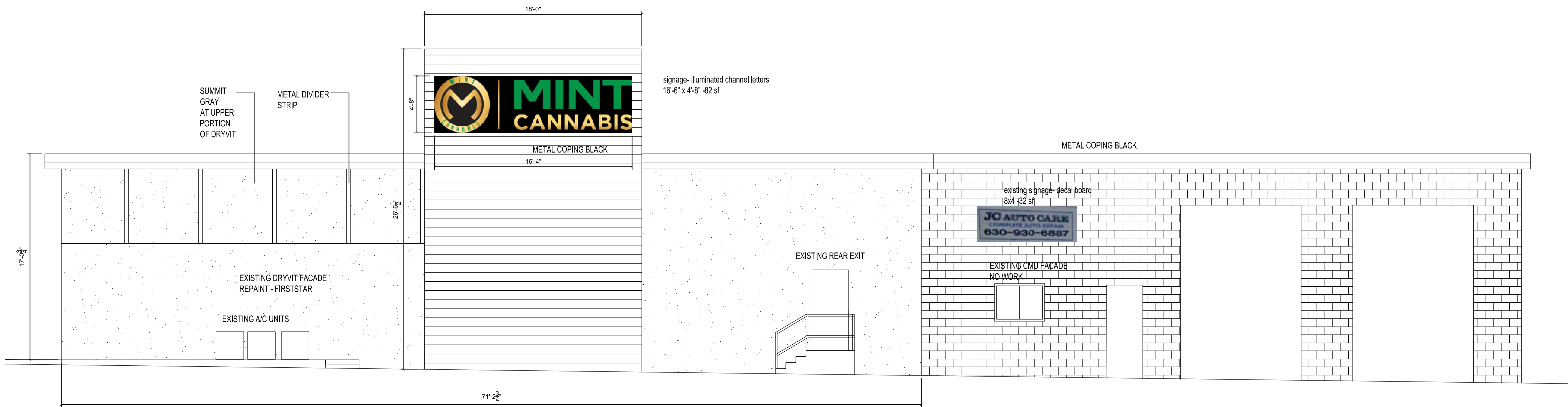
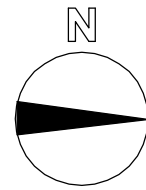
BR DESIGN & ARCHITECTURE
ONE TRANS AM PLAZA DRIVE SUITE #120
OAKBROOK TERRACE IL 60181
PHONE: 708-508-7281

PROJECT ARCHITECT: BG DATE: 3-6-24
DRAFTPERSON: BG SCALE: AS NOTED
APPROVED:
PREPARED FOR: MINT CANNABIS
LOCATION: 001-021417
JOB NUMBER: EXP:11/30/24

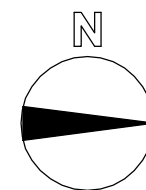
SHEET NUMBER:
SK1D OF



1 EXISTING EAST ELEVATION
3/16" = 1' - 0"



1 PROPOSED EAST ELEVATION
3/16" = 1' - 0"



SW 7669
Summit Gray

SW 7646
First Star



Barajas, Stephanie
to me, Marco, Omar, Eivan

Good afternoon,

Please see below for wall sign regulations. Because this property has two street frontages, you qualify for the extra sign area per the Corner Lots subsection.

A. Sign Area

1. Interior Lots

The maximum area of all wall signs on a building occupying an interior lot may not exceed 1.5 square feet per linear foot of the building's street-facing building frontage, except that if the street-facing building wall is located more than two hundred (200) feet from the street right-of-way, up to two (2) square feet of wall sign area is allowed per linear foot of street-facing building frontage.

2. Corner Lots

The maximum area of all wall signs on a building occupying a corner lot may not exceed the wall sign area allowed for interior lots, plus an additional 0.75 square feet of sign area per linear foot of side street-facing building frontage.

I did a quick calculation based on the Plat that you sent and calculated a maximum wall sign area allowance of 271.3 sq. ft. You can divide this however you want between tenants/ walls.

Please let me know if you have any questions.

Best,



Stephanie Barajas
Planner
Village of Villa Park
11 W. Home Avenue
Villa Park, Illinois
630-433-4300 ext. 4302
sbarajas@invillapark.com

Wed, Mar 6, 12:50 PM (8 days ago)

ISSUES AND REVISIONS :

NO.	BY:	DATE:	DESCRIPTION:
1	BG	3-6-24	APPEARANCE REVIEW
2	BG	5-13-24	APPEARANCE REVIEW

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MINT CANNABIS
DISPENSARY
320-332 E. NORTH AVE
VILLA PARK, IL 60181



ONE TRANS AM PLAZA DRIVE SUITE #120
OAKBROOK TERRACE IL 60181
PHONE: 708-508-7281

PROJECT ARCHITECT:	DATE:
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PREPARED FOR:	
MINT CANNABIS	
LOCATION:	
JOB NUMBER:	

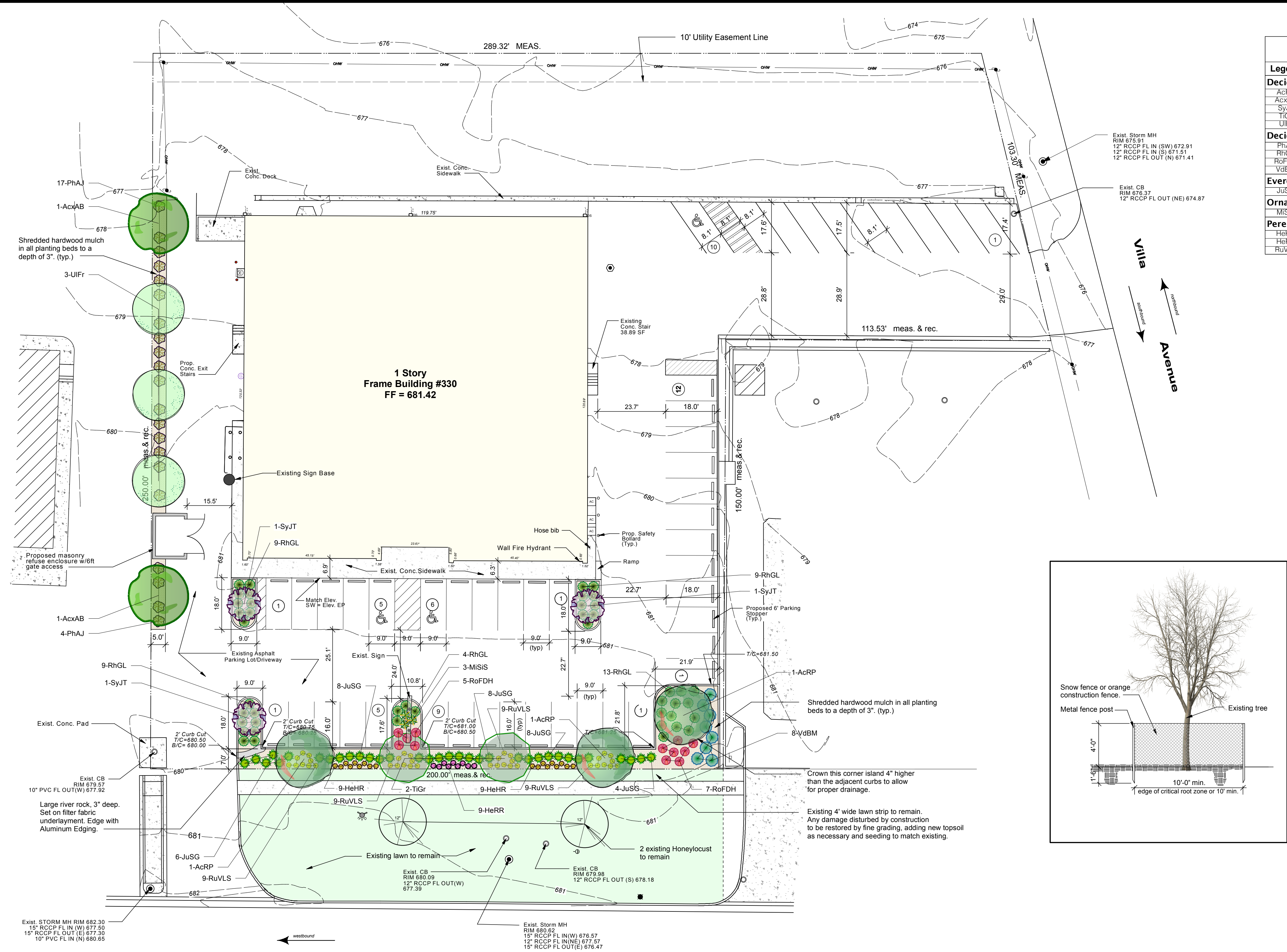
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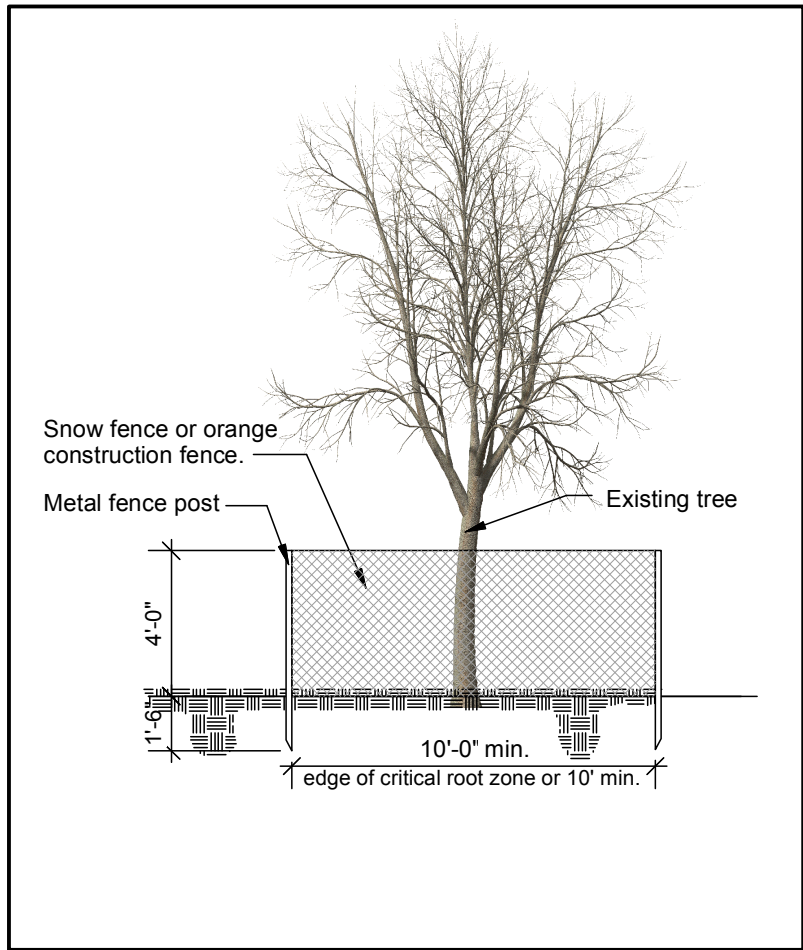
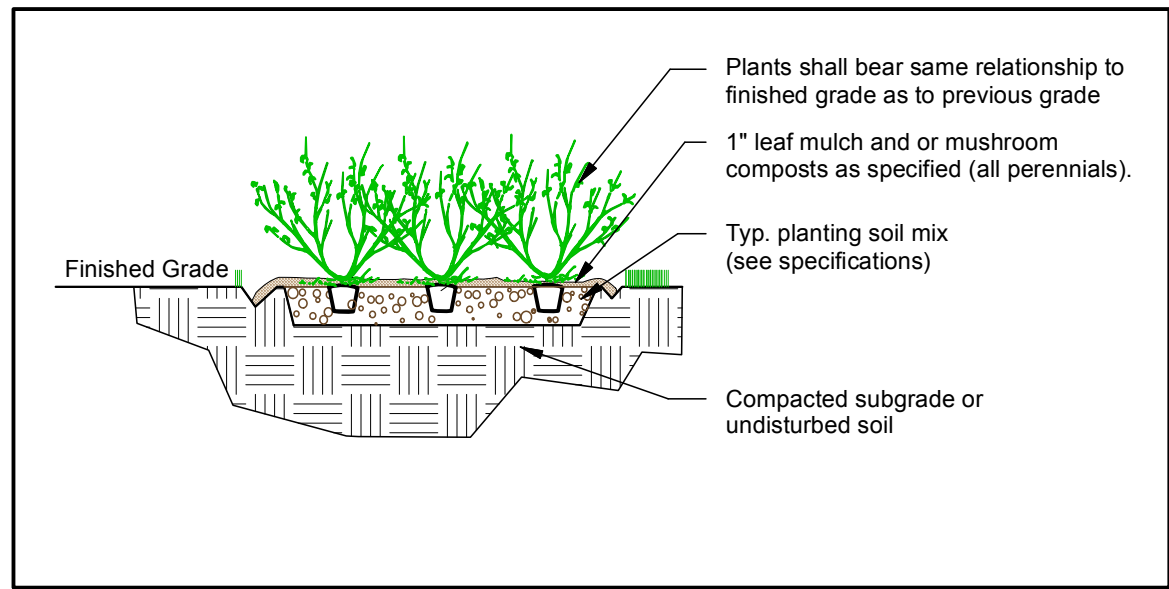
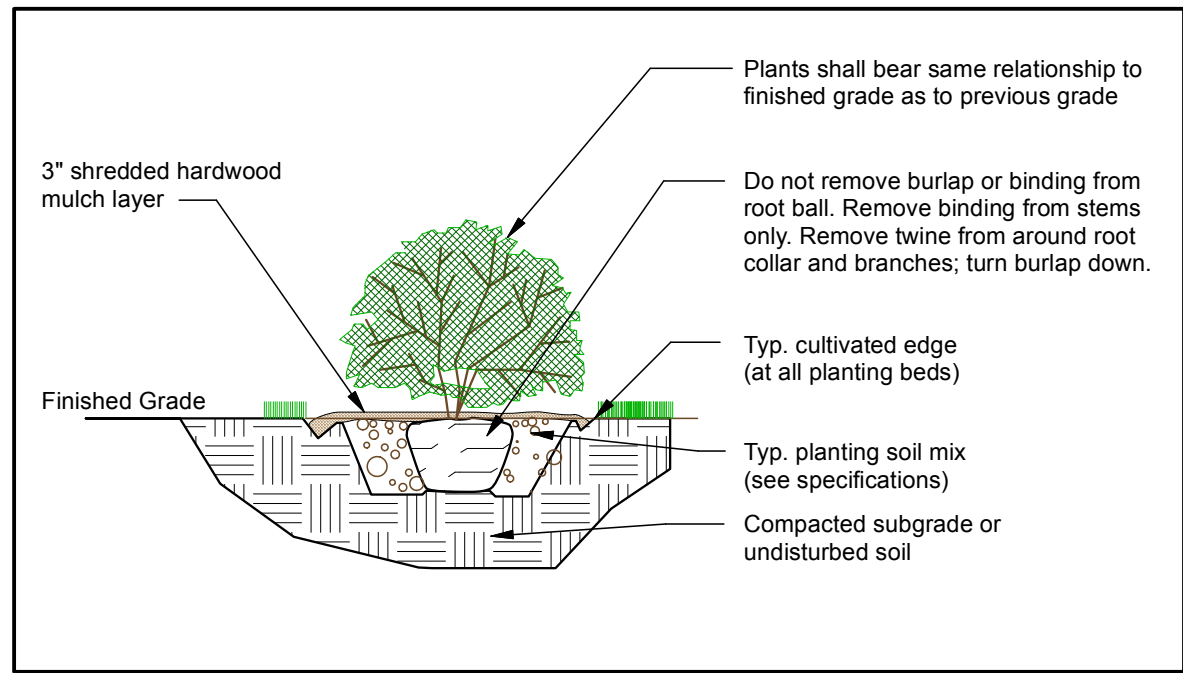
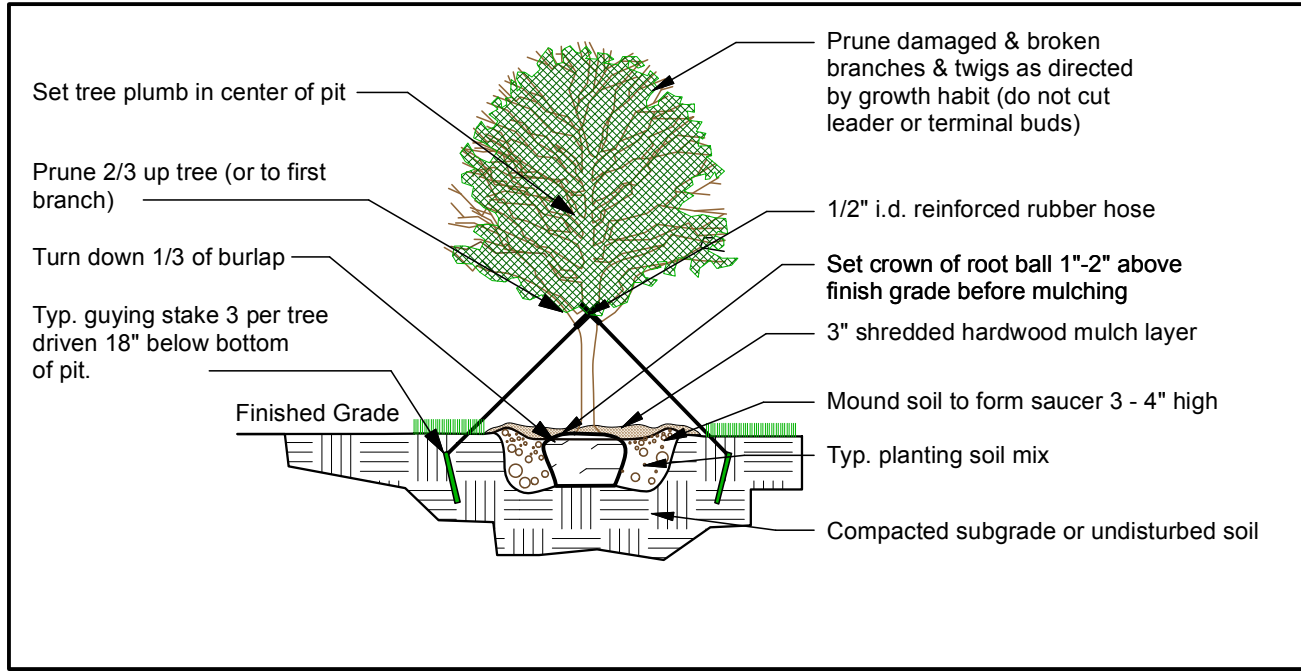
OF

Landscape Plan

Scale: 1" = 20' - 0"

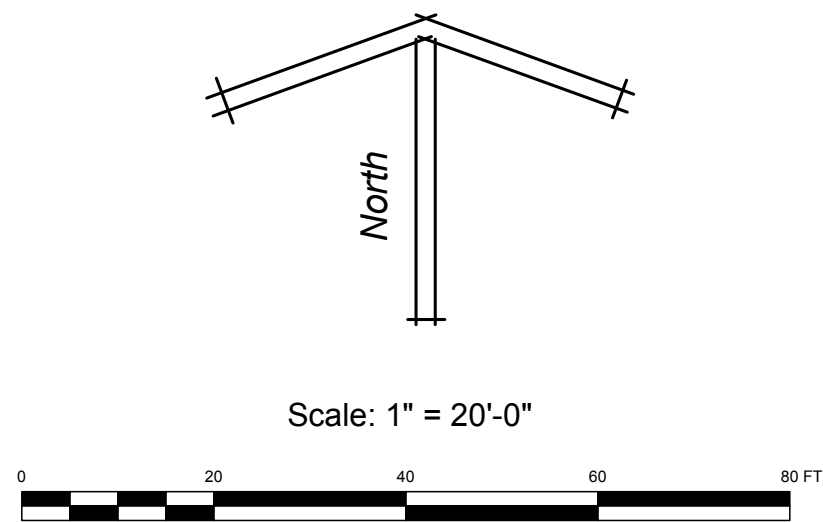


Plant List				
Legend	QTY	BOTANICAL NAME	COMMON NAME	SIZE
Deciduous Trees				
ACRP	3	Acer rubrum 'Frank Jr.'	Redpointe Red Maple	2 1/2' cal.
AcxAB	2	Acer x freemanii 'Jeffersred'	Autumn Blaze® Maple	2 1/2' cal.
SyJT	3	Syringa reticulata 'Ivory Silk'	Ivory Silk Japanese Tree Lilac	2 1/2' cal.
TiGr	2	Viburnum dentatum 'Christom'	Blue Mullin® Arrowwood Viburnum	2 1/2' cal.
UJFr	3	Ulmus x 'Frontier'	Frontier Elm	2 1/2' cal.
Deciduous Shrubs				
PhAJ	21	Physocarpus opulifolius 'Jefam'	Amber Jubilee™ Ninebark	5 gal
RhGL	44	Rhus aromatica 'Gro-Low'	Gro-Low Fragrant Sumac	5 gal
RoPDH	12	Rosa rugosa 'Frau Dagmar Hastrup'	Frau Dagmar Hastrup Rose	5 gal
VJBM	8	Viburnum dentatum 'Christom'	Blue Mullin® Arrowwood Viburnum	36"
Evergreen Shrubs				
JUSG	34	Juniperus chinensis 'Sea Green'	Sea Green Juniper	24"
Ornamental Grasses				
MISIS	3	Miscanthus sinensis 'Strictus'	Porcupine Grass	3 gal
Perennials				
HgHR	18	Hemerocallis 'Happy Returns'	Happy Returns Daylily	1 gal
HeRR	9	Hemerocallis 'Rosy Returns'	Rosy Returns Daylily	1 gal
RuVLS	36	Rudbeckia fulgida 'Vitte's Little Suzy'	Little Suzy Black-Eyed Susan	1 gal



Landscape Notes

- Parking Area Island Planters: All parking area island planters should be overexcavated to an eighteen inch depth for their entire width and length, backfilled with an appropriate mix of topsoil, peat moss and nutrients to replace the excavated material, and shall be compacted, leaving a crowned or rounded top.
- In landscape areas where the existing surface is asphalt, concrete or other paving material, excavate to depth of at least 18 inches. New topsoil is to be brought in, compacted and graded. Additional topsoil required for all tree and shrub plantings.
- All existing trees shall be protected during construction with fences and other barriers to prevent damage as necessary.
- All off site restoration work shall be restored with 6" of topsoil, fine graded and either seeded or sodded.
- All areas disturbed by construction shall be fine graded and seeded. Blend into existing grade. Use erosion control blanket in all areas greater than 5:1.
- All plant material shall be nursery grown and be either balled and burlapped (B&B) or container grown according to the plant material list provided.
- Mulch all tree, shrub and evergreen planting beds with a shredded hardwood bark mulch to a depth of 3" unless otherwise noted.
- Mulch rings shall be a minimum 3' diameter for newly planted individual trees, large evergreens and ornamental trees. Use a shredded hardwood bark mulch to a depth of 3". The mulch rings around existing trees will vary in size with the minimum size of 4' diameter.
- Ground cover, ornamental grass, and perennial plant beds shall be mulched with a leaf mulch not less than 2" thick. No shredded bark mulch is to be used in these beds.
- Mulched beds shall encompass all groups of plant material and be generous enough to permit ease of landscape maintenance.
- Where mulch beds meet lawn areas, provide a sharp vertical spade edge.
- Deliver plant material after preparations for planting have been completed and plant immediately. If planting is delayed more than 6 hours after delivery, set trees, evergreens and shrubs in shade, protect from weather and mechanical damage, and keep roots moist by covering with mulch, burlap or other acceptable means of retaining moisture.
- Dig holes large enough to allow for root ball and backfill with planting soil. Work soil around ball to eliminate air pockets and leave a slight saucer indentation around plants to hold water. Water thoroughly after planting, taking care not to cover crowns of plants with wet soils.
- Do not remove container grown stock from containers until planting time.
- Plant trees and shrubs after final grades, are established and prior to planting of lawns. If planting of trees and shrubs occurs after lawn work, protect lawn areas and promptly repair damage to lawns resulting from planting operations.
- Plant handling and installation shall conform to accepted landscape practices. Protect all plants in leaf with acceptable coverings during transportation.
- Provide freshly dug trees, evergreens and shrubs. Do not prune prior to delivery unless otherwise approved by Architect. Do not bend or bind-tie trees or shrubs in such manner as to damage bark, break branches, or destroy natural shape. Do not drop balled and burlapped stock during deliveries.
- Provide healthy, vigorous nursery stock grown in recognized nursery in accordance with good horticultural practice and free of disease, insects, eggs, larvae, and defects.
- Prune broken or cross branching before planting. Do not remove tree leader, but prune out double leaders.
- All planting areas will require a topsoil mixture consisting of 1/4 topsoil, 1/2 mushroom compost and 1/4 sand. The groundcover beds shall have a 4" minimum of this mixture. Existing soil shall be removed.
- During landscape work, keep pavements clean and work area in an orderly condition.
- Protect landscape work and materials from damage due to landscape operations, operations by other contractors and trades, and trespassers. Maintain protection during installation and maintenance periods. Treat, repair, or replace damaged landscape work as directed.



Landscape Plan

Mint Cannabis

330 E. North Avenue

Villa Park, IL

H ph-
W ph-
Mobile ph-

Date: May 19, 2024
Drawn By: C. M. Patten
Project No.:

REVISIONS	
DATE	DESCRIPTION

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Craig M. Patten
Landscape Architecture

1375 Meyer Road
Hoffman Estates, IL 60169
630-649-3067
cmplandarch@icglobal.net

Sheet No.

1

1

PROOF PRESENTED BY:



PREPARED FOR:



Planning & Consultation

Design & Fabrication

Installation & Removal

Maintenance & Repair

OFFICE:



746 N. Harrisville Rd.

Ogden, UT 84401

801-823-3100

www.DavisSignsUtah.com

License - Bonded - Insured

OUT TEAM:



SALES:

Blake Davis

480-636-6223

Blake@davissignsutah.com

DESIGN:

design@davis-signs.com

LOCATION:



320 E. North Ave
Villa Park, IL 60181

CONTACT:



Client Name Here

NOTES:



Customer is responsible for providing a dedicated electrical circuit within 6 feet of each sign location and any desired electrical timing devices.

DRAWING NUMBER

249999-01

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FILE PATH:



P:\job_name\LAYOUTS\PROOFS



■ CLIENT

Mint Dispensary

■ LOCATION

320 E. North Ave
Villa Park, IL 60181

■ REVISIONS

- 01 05.14.24
- 02
- 03
- 04
- 05
- 06

■ APPROVAL

SIGN HERE

CUSTOMER APPROVAL

SIGN HERE

LANDLORD APPROVAL

■ RECITALS



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746 N. Harrisville Rd., Ogden, UT 84404

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DRAWING NUMBER

249999-01 01 OF 05

Page 99 of 155





A | FACE INSERT & GRAPHICS | Scale: 1/4" = 1'-0"

NOTE:

- Remove existing face(s) & dispose.
- Manufacture TWO (2) sets of acrylic/lexan face(s)
- Produce & Apply set of vinyl graphics on new faces as illustrated.
- Install NEW faces in existing D/F pole display.

VINYL COLORS

- 8800-091 METALLIC GOLD
- 8800-068 GRASS GREEN
- BLACK-070

CLIENT

Mint Dispensary

LOCATION

320 E. North Ave
Villa Park, IL 60181

REVISIONS

- | | |
|----|----------|
| 01 | 05.14.24 |
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APPROVAL

SIGN HERE

CUSTOMER APPROVAL

SIGN HERE

LANDLORD APPROVAL

RECITALS



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DRAWING NUMBER

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B | ILLUMINATED PAN CHANNEL DISPLAY | Scale: 3/8" = 1'-0"

NOTE:

Fabricate and install ONE (1) Set of Illuminated PC logo/letters as illustrated.

FACE: 1/8" White Acrylic

TRIM CAP: 3/4" Black

RETURN: 5" Deep - .063 Aluminum

BACKS: 3mm ACM

ILLUMINATION: White LEDs

INSTALL: Flush To Wall

VINYL COLORS

- 8800-091 METALLIC GOLD
- 8800-068 GRASS GREEN
- Black perf vinyl Day/Night

TRIM CAP COLORS | PERIM: 82'(58' COIN)

BLACK

RETURN COLORS | PERIM: 40'

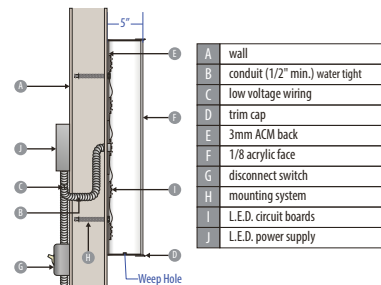
BLACK

ILLUMINATION

WHITE

CROSS SECTION DETAILS

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN. UL LISTED



PROPOSED SIGNAGE

SQUARE FOOTAGE: 71.12 sf

SIGN HEIGHT: 26'-0"

FRONTAGE: 120'-00"



CLIENT

Mint Dispensary

LOCATION

320 E. North Ave
Villa Park, IL 60181

REVISIONS

- | | |
|----|----------|
| 01 | 05.14.24 |
| 02 | |
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APPROVAL

SIGN HERE

CUSTOMER APPROVAL

SIGN HERE

LANDLORD APPROVAL

RECITALS



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746 N. Harrisville Rd., Ogden, UT 84404

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DRAWING NUMBER

249999-01 | 01 OF 05

Page 101 of 155



C | ILLUMINATED PAN CHANNEL DISPLAY | Scale: 1/4" = 1'-0"

NOTE:
Fabricate and install ONE (1) Set of Illuminated PC logo/letters as illustrated.

FACE: 1/8" White Acrylic
TRIM CAP: 3/4" Black
RETURN: 5" Deep - .063 Aluminum
BACKS: 3mm ACM

ILLUMINATION: White LEDs
INSTALL: Flush To Wall

PROPOSED SIGNAGE

SQUARE FOOTAGE: 141.83 sf
SIGN HEIGHT: 19'-0"
FRONTAGE: 120'-4"

VINYL COLORS

- 8800-091 METALLIC GOLD
- 8800-068 GRASS GREEN
- Black perf vinyl Day/Night

TRIM CAP COLORS | PERIM: 82'(58' COIN)

BLACK

RETURN COLORS | PERIM: 40'

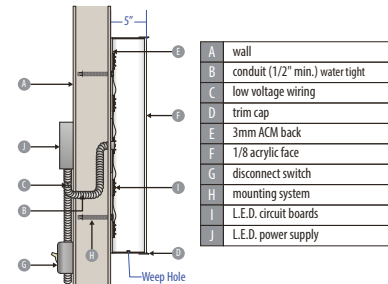
BLACK

ILLUMINATION

WHITE

CROSS SECTION DETAILS

THIS SIGN IS INTENDED TO BE INSTALLED IN ACCORDANCE WITH THE REQUIREMENTS OF ARTICLE 600 OF THE NATIONAL ELECTRICAL CODE AND/OR OTHER APPLICABLE LOCAL CODES. THIS INCLUDES PROPER GROUNDING AND BONDING OF THE SIGN, U.L. LISTED



CLIENT

Mint Dispensary

LOCATION

320 E. North Ave
Villa Park, IL 60181

REVISIONS

- | | |
|----|----------|
| 01 | 05.14.24 |
| 02 | |
| 03 | |
| 04 | |
| 05 | |
| 06 | |

APPROVAL

SIGN HERE

CUSTOMER APPROVAL

SIGN HERE

LANDLORD APPROVAL

RECITALS



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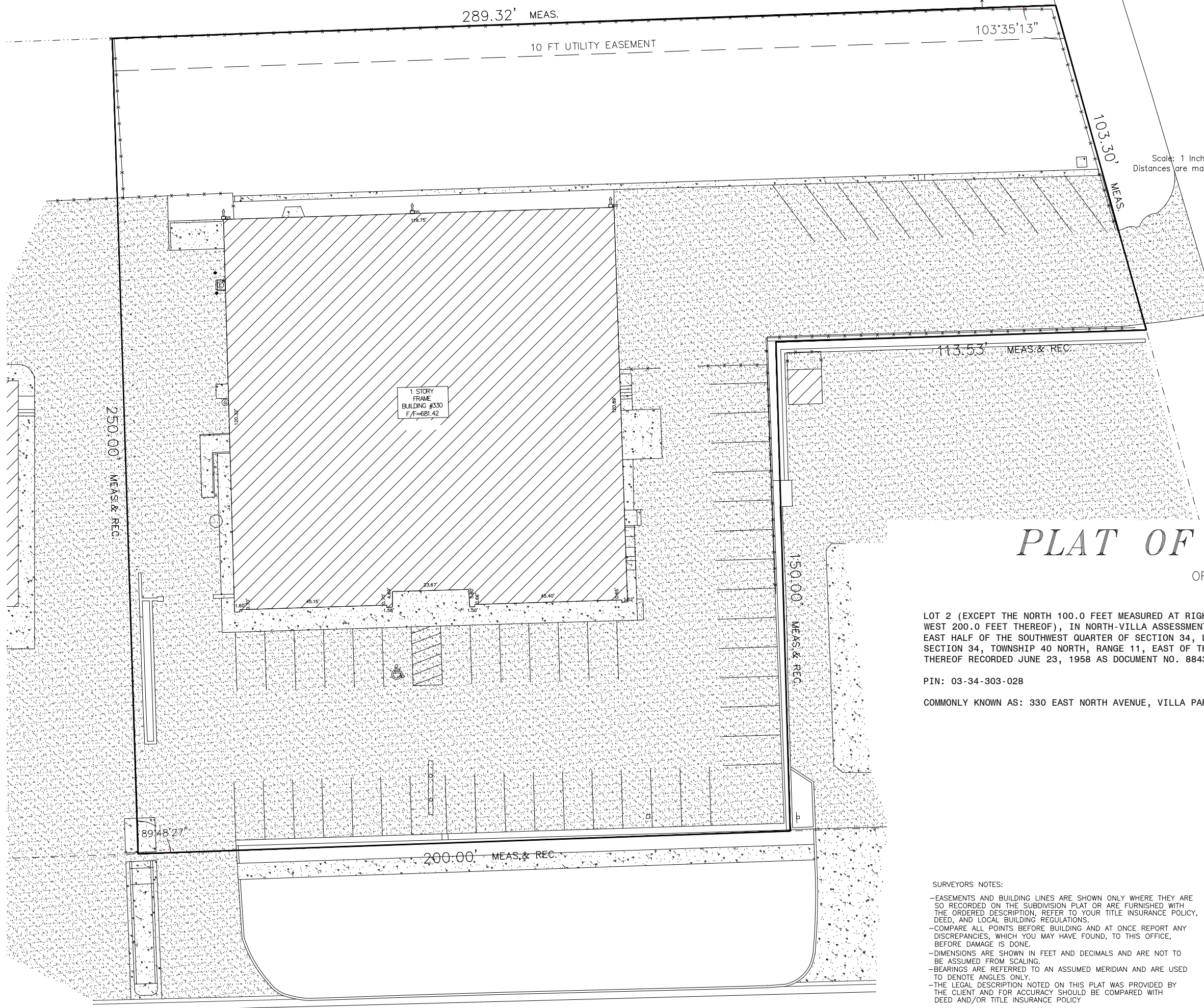
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DRAWING NUMBER

249999-01 | 01 OF 05
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- LEGEND:
- (R) = Record
 - (M) = Measured
 - (D) = Deed
 - N. = North
 - S. = South
 - W. = West
 - E. = East
 - NW'ly = Northwestern
 - NE'ly = Northeast
 - SW'ly = Southwestern
 - SE'ly = Southeast
 - Conc. = Concrete
 - Single-Arm Light Pole
 - Traffic Light
 - Ameritech/ATT Manhole
 - COMED Manhole
 - Unclassified Manhole
 - CDWM Manhole
 - Bumper Post
 - Gas Valve
 - Handicapped parking sign
 - Traffic Sign
 - Stop Sign
 - Parking Sign
 - Parking Meter
 - Fire Hydrant
 - Water Valve
 - B-Box
 - Water Manhole
 - Manhole
 - Catch Basin
 - Inlet
 - Combined Manhole
 - Wood Power Pole
 - Tree
 - Wood Fence
 - Wire Fence
 - Iron Fence
 - Water Main
 - Overhead Wires
 - Gas Line
 - Telephone Line
 - ATT Line
 - Cable Line

PLAT OF SURVEY

OF

LOT 2 (EXCEPT THE NORTH 100.0 FEET MEASURED AT RIGHT ANGLES TO THE NORTH LINE THEREOF AND EXCEPT THE WEST 200.0 FEET THEREOF), IN NORTH-VILLA ASSESSMENT PLAT, BEING A SUBDIVISION OF THAT PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 34, LYING WEST OF THE CENTER LINE OF VILLA ROAD IN SECTION 34, TOWNSHIP 40 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 23, 1958 AS DOCUMENT NO. 884301, IN DUPAGE COUNTY, ILLINOIS.

PIN: 03-34-303-028

COMMONLY KNOWN AS: 330 EAST NORTH AVENUE, VILLA PARK IL 60181



SURVEYORS NOTES:

- EASEMENTS AND BUILDING LINES ARE SHOWN ONLY WHERE THEY ARE SO RECORDED ON THE SUBDIVISION PLAT OR ARE FURNISHED WITH THE ORDERED DESCRIPTION, REFER TO YOUR TITLE INSURANCE POLICY, DEED, AND LOCAL BUILDING REGULATIONS.
- COMPARE ALL POINTS BEFORE BUILDING AND AT ONCE REPORT ANY DISCREPANCIES, WHICH YOU MAY HAVE FOUND, TO THIS OFFICE, BEFORE DAMAGE IS DONE.
- DIMENSIONS ARE SHOWN IN FEET AND DECIMALS AND ARE NOT TO BE ASSUMED FROM SCALING.
- BEARINGS ARE REFERRED TO AN ASSUMED MERIDIAN AND ARE USED TO DENOTE ANGLES ONLY.
- THE LEGAL DESCRIPTION NOTED ON THIS PLAT WAS PROVIDED BY THE CLIENT AND FOR ACCURACY SHOULD BE COMPARED WITH DEED AND/OR TITLE INSURANCE POLICY

STATE OF ILLINOIS) s.s.
COUNTY OF COOK)

I, RICHARD R. KANTHAPHIXAY, a Illinois Professional land Surveyor, hereby certify that a survey has been made, at and under my direction, of the property described above, and that the survey hereon drawn is a correct representation of said survey and conforms to the current Illinois minimum standards for a boundary survey.

Streamwood, Illinois, FEBRUARY 06, A.D. 2024

By  Illinois Professional Land Surveyor
Certificate No. 3807
Expiration date: 11-30-2024

ISSUED FOR DESIGN COORDINATION

1	02/06/2024						
2							
3							
4							
5							
6							

PLAT OF SURVEY
330 E NORTH AVE.
VILLA PARK, ILLINOIS

KANTHAPHIXAY
Land Surveying
17 N. Ridge Court, IL 60107
Phone: (630) 736-5633
Cell: (630) 973-7491

Ordered By: RBD Associates, Inc.
Field work done on 01-26-2024
Drawn By: RD

Page 103 of 155



Village of Villa Park

Community & Economic Development

11 W Home Avenue, Villa Park, IL 60181

TO: Planning & Zoning Commission
FROM: Community & Economic Development Department
DATE: June 13, 2024
RE: **Petition PZ-24-09 | 330 E. North Avenue | Special Use for a Cannabis Facility**

PETITIONER	OWNER
Omar Fakhouri 321 S. Sangamon Street, Unit 807 Chicago, IL 60607	OTIS North Avenue Enterprises, LLC 1900 N. 5 th Avenue River Grove, IL 60171

Request Summary

The Petitioner is requesting a Public Hearing to consider approval of a Special Use for Cannabis Dispensary within the C-3 Service Business District.

Background

The Subject Property includes a multi-tenant building with two frontages, one on E. North Avenue which is IDOT jurisdiction and on Villa Avenue. An automotive repair business currently occupies a portion of the existing building which is accessed off of Villa Avenue.

Site Information

Present Zoning: Commercial Service Business District – C-3
Present Land Use: Personal Vehicle Repair and Maintenance and Consumer Shopping Goods
Property Size: 1.38 acres
PINs: 03-34-303-028

Surrounding Zoning

North: Commercial Service Business District – C-3
West: Commercial Service Business District – C-3
East: Commercial Service Business District – C-3 & Office
Research District – O-R
South: Commercial Service Business District – C-3

Surrounding Land Use

Commercial
Commercial
Commercial & Office
Commercial

Comprehensive Plan Designation – Corridor Mixed-Use

This land use category is intended for a mixture of multi-family residential, corridor commercial and institutional uses along major transportation, auto-oriented corridors. This classification encompasses the Village's main transportation corridors.

Zoning Request

The Petitioner is proposing to open a cannabis dispensary within the existing multi-tenant building. The Petitioner requests approval of site alterations as part of the Special Use request from the Zoning Ordinance.

Internal Staff Review

Special Use

The Zoning Ordinance specifically allows for a right to request a Special Use for Cannabis Facility in the C-3 zoning district per Table 6-1: Use Table. The Commission should consider whether the proposed use is

appropriate and whether any conditions of operation may be necessary to mitigate any otherwise potential negative impacts. Section 11.4.11. of the Zoning Ordinance requires that any expansion of uses or facilities that qualifies as a major amendment must be reviewed through the Special Use process.

Site Plan Review

1. Building and Structure Location - The following comments relate to the issue of building and structure location in regard to the proposed development plans:
 - a. The proposed business would be within the existing building.
 - b. The Petitioner would construct a trash enclosure would be located along the west property line.
 - c. The existing building is currently addressed 330 E. North Avenue for the retail space and 332 E. North Avenue for the automotive repair use. New addresses for the proposed cannabis facility and vacant retail space would be created. The proposed cannabis facility would be addressed 310 E. North Avenue. The vacant retail space would be addressed 320 E. North Avenue. The existing automotive repair business would keep the existing 332 E. North Avenue address.
2. Building Scale - The following comments relate to the issue of building scale in regard to the proposed development plans:
 - a. The existing building is a 14,280.0 square foot one-story masonry and dryvit building.
 - b. No changes to the building scale are proposed as part of the special use application.
3. Building Architecture - The following comments relate to the issue of architecture in regard to the proposed development plans:
 - a. The Petitioner would propose a façade renovation to the existing building which would include installation of Nichiha surrounding the main building entrance on the south elevation and painting of the existing dryvit.
 - b. A secondary tenant identification feature would be included on the east façade.
 - c. No changes would be made to the existing portion of the building housing the automotive service tenant.
4. Lot Coverage - The following comments relate to the issue of lot coverage in regard to the proposed development plans:
 - a. Maximum allowed lot coverage = N/A; Proposed lot coverage = 68%; Existing lot coverage = approximately 72%.
5. Site Circulation - The following comments relate to the issue of site circulation in regard to the proposed development plans:
 - a. The proposal would include the addition of parking lot islands at the end of parking rows.
 - b. The dimensions of the parking stalls would be made compliant with revisions to striping.
 - c. The dimensions of the drive aisles would also be made compliant with all drive aisles a minimum of 24.0 feet wide for two-way traffic.
6. Parking Lots - The following comments relate to the issue of parking lots in regard to the proposed development plans:
 - a. The proposed site plan would include 47 parking stalls where only 39 parking stalls are required per Code for the related uses.
 - b. The Petitioner's proposed design includes all required parking lot islands.
7. Landscaping - The following comments relate to the issue of landscaping in regard to the proposed development plans:
 - a. As part of the site modifications, a wall near the western property line would be removed and a landscape buffer added along the western property line that would feature deciduous trees and shrubs.
 - b. Additional landscaping would be added in the new parking lot islands and along the southern property line.

8. Signage - The following comments relate to the issue of signage in regard to the proposed development plans:
 - a. The Petitioner's permitted wall signage for all tenants within the building is 271.2 square feet.
 - b. Currently, the Petitioner has included a total of 267.4 square feet of signage. Future tenants would be permitted very limited signage unless the proposed signage for Mint Cannabis and/or existing signage for JC Auto Care is reduced.
 - c. Window signage area would be included in the maximum signage area permitted for the site. The applicant is not currently proposing any window signage and would be limited in future installations based on the current proposed wall signage area. The petitioner could consider reducing the proposed wall signage area to permit window signage should they choose.
 - d. The property has two (2) existing pylon ground signs. One sign is used for the existing tenant JC Auto Care. The other pylon sign would feature two (2) sets of panel replacements for Mint Cannabis.
9. Site Illumination - The following comments relate to the issue of site illumination in regard to the proposed development plans:
 - a. No changes are proposed to the existing site illumination.
10. Completeness - If the Planning and Zoning Commission requires additional information to determine whether the applicant's development requests comply with the applicable standards of the Code, they may direct the applicant to furnish additional information and evidence that may provide clarity regarding their concerns.

Parking and Loading

Parking and loading berth requirements of the Code are summarized in the following table:

Parking Requirements	Formula	Quantity	Required/Total	Total Proposed	Compliance
Personal Vehicle Repair & Maintenance Use	2.0 parking stalls per service bay	2 service bays	4 stalls	39 stalls	Yes
Retail Sales Use	4.0 parking stalls per 1,000 sq. ft.	8,630 sq. ft.	34.5 stalls (35 stalls required)		
			39 stalls	47 stalls	Yes

Findings

Per Section 11.4.8. – Review and Approval Criteria: No Special Use may be recommended for approval or approved unless the respective review or decision-making body determines that the proposed Special Use is consistent with and in substantial compliance with all village board policies and plans and that the applicant has presented evidence to support each of the following conclusions for both Special Uses that they are requesting:

- A. That the proposed use or activity is expressly authorized as a special use;
Petitioner's Response: *Correct.*
- B. That the proposed use at the proposed location is necessary or desirable to provide a service or a facility that is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;
Petitioner's Response: *Yes, a cannabis dispensary provides benefits for all stakeholders of the Village, including residents, the Village and business community. There are a limited number of dispensaries in*

the State of Illinois and providing a store will provide residents/customers with more options and we believe competitive pricing for cannabis wellness products. Lastly, the business community will benefit as it will attract customers to their facilities as we believe our use will be a positive draw to the area.

- C. That the proposed use will not, in the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or be injurious to property values or improvements in the vicinity.

Petitioner's Response: *Correct. We view cannabis as a wellness product and our store will provide customers with a variety of products for their personal wellness, including creams, ointments in addition to other traditional cannabis products. We find no evidence of a reduction in property values, in fact, we believe that this could increase property values.*

- D. That approval of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

Petitioner's Response: *Correct. This is an existing commercial building and no material site work is being proposed. We intend on improving the parking lot and façade of the building as well to make quite appealing to the neighborhood.*

- E. That the proposed special use will be served by adequate utilities, access roads, parking, drainage and other important and necessary facilities, infrastructure, and community services; and

Petitioner's Response: *Correct. This is an existing site that is adequate as described.*

- F. That the proposed special use complies with all applicable regulations of this zoning ordinance except as expressly approved in accordance with the procedures of this zoning ordinance.

Petitioner's Response: *Correct.*

Notification

Legal Notice was published in the Daily Herald on May 27, 2024, a sign placed on the subject property, and notifications sent to property owners within a 250.0 foot radius of the subject property in advance of the Public Hearing.

Staff Recommendation

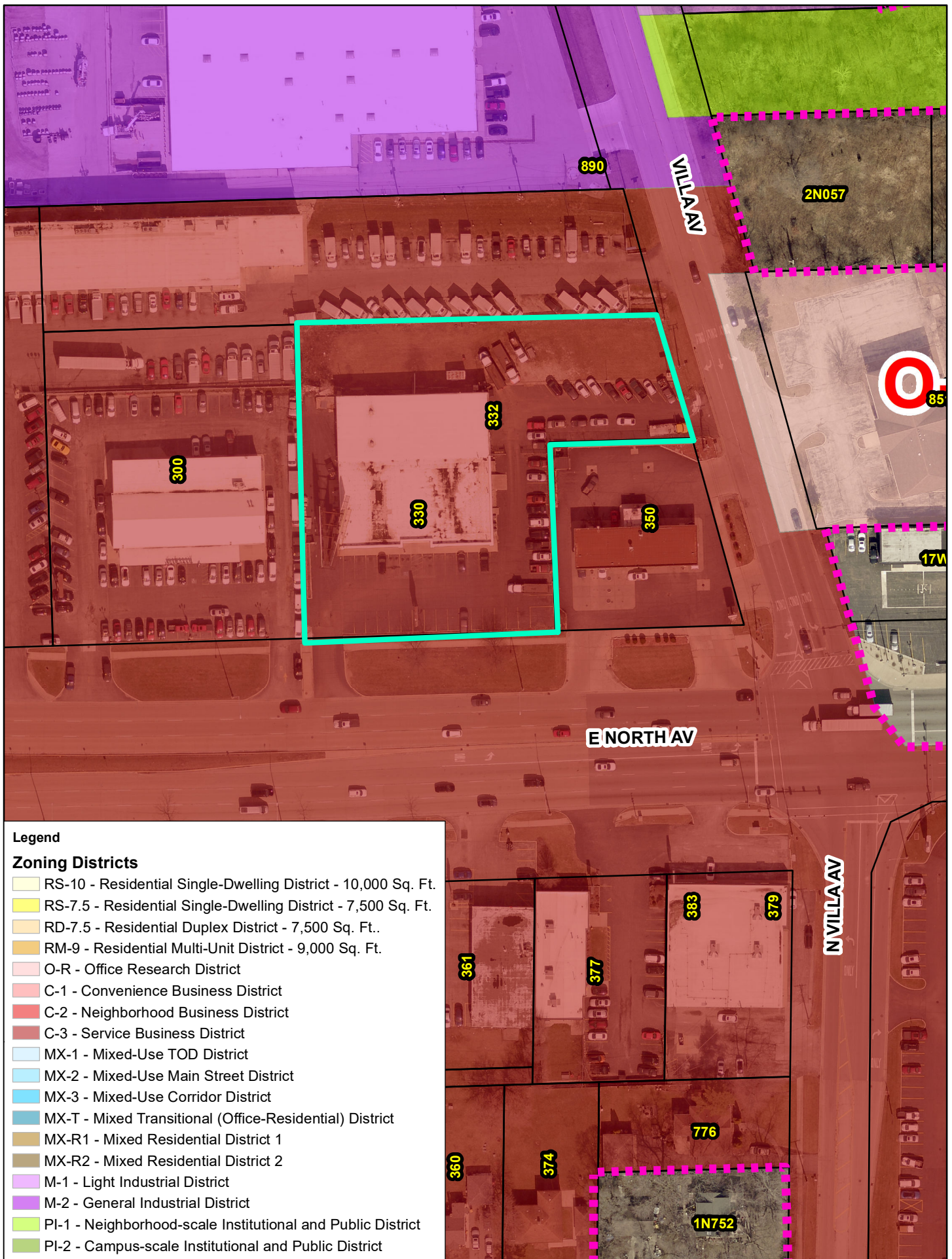
Village staff has reviewed the petition and is supportive of the request.

Recommended Action

To recommend approval of PZ-24-09 for a Special Use for Cannabis Facility as shown in Exhibit A located at 310-320 E. North Avenue.

Exhibit List

- A. Site Plan, Preliminary Engineering, Landscape, and Signage Plans
- B. Plat of Survey



1 inch = 100 feet



MEMORANDUM

TO: Village Board of Trustees

FROM: Vassili Voskresenski, Engineer

DATE: July 8, 2024

SUBJECT: An Ordinance of the Village of Villa Park, DuPage County, Illinois, Approving a Plat of Easement for a Naturalized Area at 951 North Harvard Avenue.

RECOMMENDED ACTION:

This Ordinance approves the Plat of Easement for a natural area at 951 North Harvard Avenue allowing rights to access a portion of the property at 951 N. Harvard Ave. to ensure the establishment and maintenance of native plants along the property line required by the DuPage County Stormwater and Floodplain Ordinance. Staff recommends approval.

BACKGROUND:

As part of the new single-family house construction at 951 North Harvard Avenue several native shrubs were planted along the north property line. A natural area easement is needed to ensure native plants' establishment and to make sure the plants are not removed in the future.

DISCUSSION:

The parcel in question is located near a mapped wetland area. A wetland buffer enhancement was required as part of the new house construction. The developer was responsible for native plant installation and three-year Maintenance and Monitoring (M&M) as required by the DuPage County Stormwater and Floodplain Ordinance. A natural area easement will give the developer rights to access the area during the M&M period and give the Village rights to access the area afterward, if necessary.

A formal approval of the Plat of Easement is needed before it can be recorded.

Ordinance No. _____

**AN ORDINANCE OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY,
ILLINOIS, APPROVING A PLAT OF EASEMENT FOR A NATURALIZED AREA AT 951
NORTH HARVARD AVENUE**

WHEREAS, the Village of Villa Park (the “Village”) is a duly organized and validly existing nonhome-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the President and Board of Trustees have reviewed the attached Plat of Easement and find that its acceptance is in the best interest of the Village; and,

WHEREAS, the Village has the authority to accept statutory dedications of property pursuant to the Plat Act (765 ILCS 205/0.01 et seq.).

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1. The above recitals are incorporated and made a part of this Ordinance.

Section 2. That it is hereby determined that it is advisable, necessary, and in the public interest that the Village of Villa Park approve the Plat of Easement, a copy of which is attached hereto as Exhibit A and made a part hereof by reference and that said Plat of Easement be and is hereby approved and the Village President and Village Clerk are hereby authorized to execute said plat of behalf of the Village.

Section 3. That the Village Clerk shall record this Ordinance and the attached Plat of Easement in the Office of the DuPage County Recorder.

Section 4. This Ordinance shall be in full force and effect upon its passage, approval, and publication as provided by law.

Passed this _____ day of _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2024.

Village President

Attest:

Village Clerk

Published in pamphlet form:
_____, 2024

EXHIBIT A

PN NO: 03-014-02

SCALE: 1" = 100'

LEGEND

EXISTING
NATURAL AREA EASEMENT
P.O.B. NATURAL AREAS EASEMENT

PLAT OF EASEMENT

LEGAL DESCRIPTION-NATURAL AREAS EASEMENT

PART OF LOT 32 IN BLOCK 1 IN ADLER'S ELM-HURST PLAINS ADDITION, BEING A SUBDIVISION IN THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 43 NORTH, RANGE 15 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 11, 1988 AS DOCUMENT 1988A, BEING UNDEVELOPED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 32 THENCE SOUTH BY COURSE 48 DEGREES 45 MINUTES 28 SECONDS EAST ALONG THE EAST LINE OF SAID LOT 32 100 FEET TO A LINE PARALLEL WITH SAID NORTH LINE, THENCE SOUTH BY COURSE 10 DEGREES 15 MINUTES 15 SECONDS WEST ALONG SAID PARALLEL LINE 100 FEET TO THE WEST LINE OF SAID LOT 32 THENCE NORTHWESTERLY ALONG A CURVE TO THE WEST LINE OF SAID LOT 32, THE CHORD OF SAID CURVE BEING 100 FEET, THE CENTER OF SAID CURVE BEING 11.8 FEET TO THE WEST LINE OF SAID LOT 32, THENCE NORTH BY COURSE 10 DEGREES 15 MINUTES 15 SECONDS EAST ALONG SAID NORTH LINE 100 FEET TO THE POINT OF BEGINNING, VILLAGE OF ELKHORN, ILLINOIS.

P.O.B. NATURAL AREAS EASEMENT

CHS = 100.00 FEET
CHS = 100.00 FEET
RADIUS = 100.00 FEET
ARC = 1.57

LOT 32
ADLER'S ELM-HURST PLAINS ADDITION

CHS = 100.00 FEET
CHS = 100.00 FEET
RADIUS = 100.00 FEET
ARC = 1.57

P.O.B. NATURAL AREAS EASEMENT

NATURAL AREAS EASEMENT PROVISIONS

THE AREA SHOWN HEREON AS NATURAL AREAS EASEMENT IS HEREBY SUBMITTED TO THE FOLLOWING:

- THE U.S. ARMY CORPS OF ENGINEERS AND THE VILLAGE OF VILLA PARK EASEMENT OR HEREINAFTER THE "VILLAGE" WILL HAVE THE RIGHT TO ENTER THE EASEMENT PREMISES AT ALL REASONABLE TIMES AND TO ENFORCE BY PROCEEDINGS IN LAW OR EQUITY THE COVENANTS AND RESTRICTIONS HEREON.
- THE FOLLOWING ACTIONS ARE NOT PERMITTED EXCEPT BY PRIOR WRITTEN CONSENT FROM THE VILLAGE:
 - PLACING OR ERECTING OR HILL, NATURAL, PLANTING, MINING, OR REMOVAL, OF TOPSOIL, OR OTHER MATERIALS.
 - CONSTRUCTION OF BUILDINGS, STRUCTURES, OR DEVELOPMENTS.
 - REMOVAL OR DESTRUCTION OF WILDLIFE, TREES OR PLANTS, MINING, OR EXCAVATION OF PROPERTIES OR UNDERGROUNDS, OR REMOVAL OF FLORA OR FAUNA PROPERTY AS REQUIRED FOR THE MAINTENANCE OF THE PROPERTY AS A NATURAL AREA.
 - OPERATION OF WATERCRAFT, CARS, TRUCKS, BICYCLES, MOTORCYCLES, OR ANY OTHER TYPES OF MOTORIZED VEHICLES.
 - HUNTING, TRAPPING, BOWHUNTING OR KEEPING OF LIVESTOCK.
 - NEW OR ADDITIONAL UTILITIES PLACES OVERHEAD OR UNDERGROUND.
- MODIFICATIONS TO THE PHYSICAL BODY OF THE EASEMENT, EITHER DIRECTLY OR INDIRECTLY, THAT WOULD ALLOW MORE WATER, OIL, OR GAS THAT WOULD DRAIN WATER AWAY FROM THE EASEMENT UNLESS CONSISTENT WITH THE MAINTENANCE OF THE PROPERTY AS A NATURAL AREA.
- THESE RESTRICTIONS AND COVENANTS SHALL RUN WITH THE LAND AND BE BINDING ON THE OWNER AND ITS ASSIGNS FOREVER.

OWNER'S CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DUPAGE

I, THE UNDERSIGNED, OWNER OF THE PROPERTY DESCRIBED UNDER GRANTOR'S PROPERTY, HEREBY CERTIFY THAT THE FOREGOING SUBDIVISION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE IS PERSONALLY KNOWN TO ME TO BE THE TRUE AND CORRECT REPRESENTATION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE, AND THAT THE INDIVIDUAL APPROVED AND SIGNED THE FOREGOING CERTIFICATE AS A PERSONAL VOLUNTARY ACT AND THAT SAID INDIVIDUAL IS NOT UNDER ANY LEGAL OBLIGATION TO DO SO IN CONNECTION WITH THE FOREGOING CERTIFICATE, AND AS SUCH, THE FOREGOING CERTIFICATE IS NOT VALID FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED.

SIGNED UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, A.D. 2004.

NOTARY PUBLIC

MY COMMISSION EXPIRES _____

NOTARY CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DUPAGE

I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE FOREGOING COUNTY AND STATE, DO HEREBY CERTIFY THAT THE FOREGOING SUBDIVISION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE IS PERSONALLY KNOWN TO ME TO BE THE TRUE AND CORRECT REPRESENTATION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE, AND THAT THE INDIVIDUAL APPROVED AND SIGNED THE FOREGOING CERTIFICATE AS A PERSONAL VOLUNTARY ACT AND THAT SAID INDIVIDUAL IS NOT UNDER ANY LEGAL OBLIGATION TO DO SO IN CONNECTION WITH THE FOREGOING CERTIFICATE, AND AS SUCH, THE FOREGOING CERTIFICATE IS NOT VALID FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED.

SIGNED UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, A.D. 2004.

NOTARY PUBLIC

MY COMMISSION EXPIRES _____

VILLAGE BOARD CERTIFICATE

STATE OF ILLINOIS
COUNTY OF DUPAGE

I, THE PRESIDENT, DO HEREBY CERTIFY THAT THE FOREGOING SUBDIVISION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE IS PERSONALLY KNOWN TO ME TO BE THE TRUE AND CORRECT REPRESENTATION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE, AND THAT THE INDIVIDUAL APPROVED AND SIGNED THE FOREGOING CERTIFICATE AS A PERSONAL VOLUNTARY ACT AND THAT SAID INDIVIDUAL IS NOT UNDER ANY LEGAL OBLIGATION TO DO SO IN CONNECTION WITH THE FOREGOING CERTIFICATE, AND AS SUCH, THE FOREGOING CERTIFICATE IS NOT VALID FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED.

SIGNED UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, A.D. 2004.

VILLAGE PRESIDENT

MY COMMISSION EXPIRES _____

SURVEYOR'S CERTIFICATE

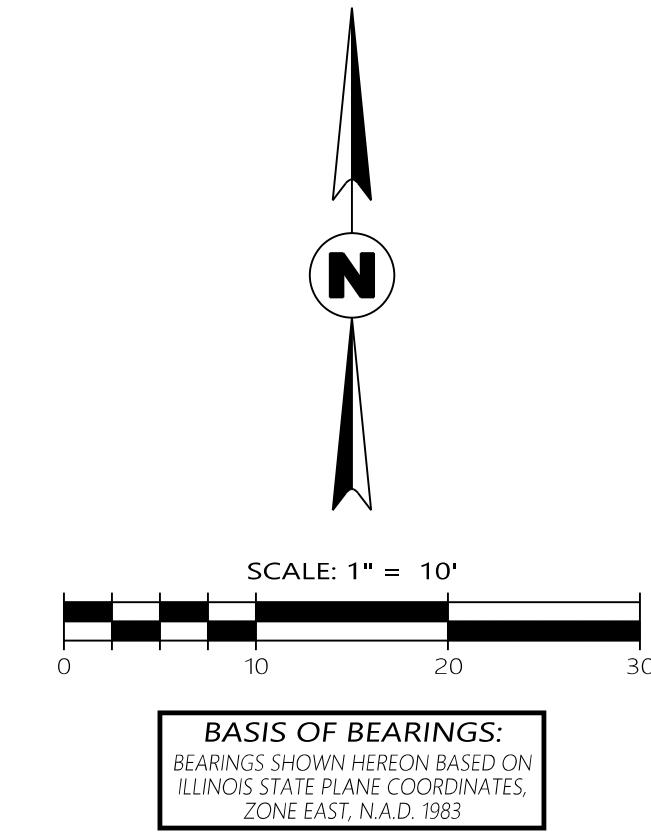
STATE OF ILLINOIS
COUNTY OF DUPAGE

I, THE SURVEYOR, DO HEREBY CERTIFY THAT THE FOREGOING SUBDIVISION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE IS PERSONALLY KNOWN TO ME TO BE THE TRUE AND CORRECT REPRESENTATION OF THE PROPERTY DESCRIBED IN THE FOREGOING CERTIFICATE, AND THAT THE INDIVIDUAL APPROVED AND SIGNED THE FOREGOING CERTIFICATE AS A PERSONAL VOLUNTARY ACT AND THAT SAID INDIVIDUAL IS NOT UNDER ANY LEGAL OBLIGATION TO DO SO IN CONNECTION WITH THE FOREGOING CERTIFICATE, AND AS SUCH, THE FOREGOING CERTIFICATE IS NOT VALID FOR ANY PURPOSES OTHER THAN THAT FOR WHICH IT WAS PREPARED.

SIGNED UNDER MY HAND AND SEAL OF OFFICE, THIS _____ DAY OF _____, A.D. 2004.

SURVEYOR

MY COMMISSION EXPIRES _____



NATURAL AREAS EASEMENT PROVISIONS

THE AREA SHOWN HEREON AS "NATURAL AREAS EASEMENT" IS HEREBY SUBJECT TO THE FOLLOWING:

- THE U.S. ARMY CORPS OF ENGINEERS AND THE VILLAGE OF VILLA PARK EASEMENT (HEREINAFTER THE "VILLAGE") WILL EACH HAVE THE RIGHT TO ENTER THE EASEMENT PREMISES AT ALL REASONABLE TIMES AND TO ENFORCE BY PROCEEDINGS IN LAW OR EQUITY THE COVENANTS AND RESTRICTIONS HEREIN.
- THE FOLLOWING ACTIONS ARE NOT PERMITTED EXCEPT BY PRIOR WRITTEN CONSENT FROM THE VILLAGE:
 - PLACING DREDGED OR FILL MATERIAL, PLOWING, MINING, OR REMOVAL OF TOPSOIL OR OTHER MATERIALS.
 - CONSTRUCTION OF BUILDINGS, STRUCTURES, OR DEVELOPMENTS.
 - REMOVAL OR DESTRUCTION OF WILDLIFE, TREES OR PLANTS, MOWING, APPLICATION OF PESTICIDES OR HERBICIDES, OR REMOVAL OF FLORA OR FAUNA EXCEPT AS REQUIRED FOR THE MAINTENANCE OF THE PROPERTY AS A NATURAL AREA.
 - OPERATION OF WATERCRAFT, CARS, TRUCKS, SNOWMOBILES, MOTORCYCLES, OR ANY OTHER TYPES OF MOTORIZED VEHICLES.
 - HUNTING, TRAPPING, GRAZING OR KEEPING OF LIVESTOCK.
 - NEW OR ADDITIONAL UTILITIES PLACED OVERHEAD OR UNDERGROUND.
 - MODIFICATIONS TO THE HYDROLOGY OF THE EASEMENT, EITHER DIRECTLY OR INDIRECTLY, THAT WOULD ALLOW MORE WATER ONTO, OR THAT WOULD DRAIN WATER AWAY FROM THE EASEMENT UNLESS CONSISTENT WITH THE MAINTENANCE OF THE PROPERTY AS A NATURAL AREA.
- THESE RESTRICTIONS AND COVENANTS SHALL RUN WITH THE LAND AND BE BINDING ON THE OWNER AND ITS ASSIGNS FOREVER.

OWNERS CERTIFICATE

STATE OF ILLINOIS)

COUNTY OF DUPAGE) SS

THE UNDERSIGNED, OWNERS OF THE PROPERTY DESCRIBED UNDER GRANTOR'S PROPERTY, HEREBY GRANTED TO THE VILLAGE OF VILLA PARK, ILLINOIS, THEIR RESPECTIVE LICENSEES, SUCCESSORS AND ASSIGNS, JOINTLY AND SEVERALLY, THE EASEMENTS DESCRIBED HEREON, TO OPERATE, MAINTAIN, RENEW, RELOCATED AND REMOVE, FROM TIME TO TIME, NATURAL AREAS EASEMENT TOGETHER WITH RIGHT OF ACCESS TO THE SAME AND RIGHT FROM TIME TO TIME TO TRIM OR REMOVE TREES, BUSHES AND SAPPLINGS AND TO CLEAR OBSTRUCTIONS FROM THE SURFACE AND SUBSURFACE AS MAY BE REASONABLY REQUIRED INCIDENT TO THE GRANT HEREIN GIVEN, UNDER, ACROSS ALONG AND UPON THE SURFACE OF PROPERTY DESCRIBED UNDER THE NATURAL LAND AREAS EASEMENT PROVISIONS.

DATED THIS _____ DAY OF _____, A.D., 2024

NOTARY CERTIFICATE

STATE OF ILLINOIS)

COUNTY OF DUPAGE) SS

I, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE AFORESAID COUNTY AND STATE, DO HEREBY CERTIFY THAT THE FOREGOING SIGNATORY OF THE OWNERS' CERTIFICATE IS PERSONALLY KNOWN TO ME TO BE THE SAME PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND THAT THE INDIVIDUAL APPEARED AND DELIVERED SAID INSTRUMENT AS A FREE AND VOLUNTARY ACT AND THAT SAID INDIVIDUAL DID ALSO THEN AND THERE ACKNOWLEDGE THAT HE OR SHE IS A CUSTODIAN OF THE CORPORATE SEAL OF SAID CORPORATION TO SAID INSTRUMENT AS HIS OR HER OWN FREE AND VOLUNTARY ACT AND AS THE FREE AND VOLUNTARY ACT OF SAID CORPORATION, AS OWNER, FOR THE USES AND PURPOSES THEREIN SET FORTH IN THE AFORESAID INSTRUMENT.

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS _____ DAY OF _____, A.D., 2024

NOTARY PUBLIC

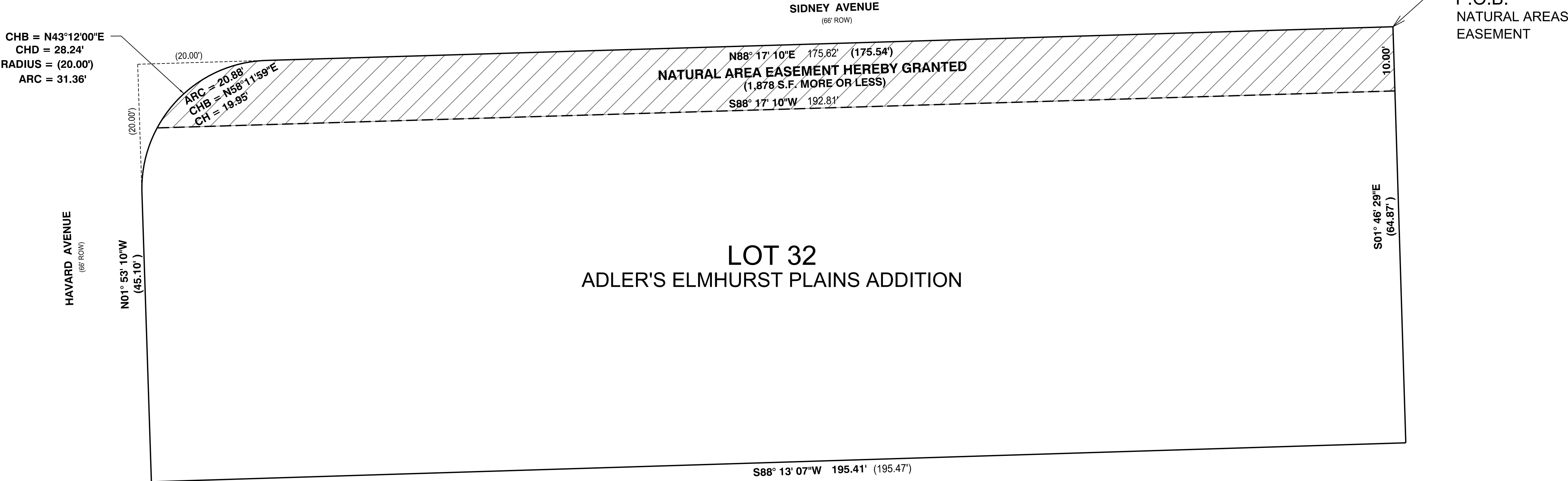
MY COMMISSION EXPIRES: _____

PLAT OF EASEMENT

LEGAL DESCRIPTION-NATURAL AREAS EASEMENT

PART OF LOT 32 IN BLOCK 3 IN ADLER'S ELMHURST PLAINS ADDITION, BEING A SUBDIVISION IN THE SOUTHEAST QUARTER OF SECTION 33, TOWNSHIP 40 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 10, 1925 AS DOCUMENT 194384, BEING DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 32; THENCE SOUTH 01 DEGREES 46 MINUTES 29 SECONDS EAST ALONG THE EAST LINE OF SAID LOT 32, 10.00 FEET TO A LINE PARALLEL WITH SAID NORTH LINE; THENCE SOUTH 88 DEGREES 17 MINUTES 10 SECONDS WEST ALONG SAID PARALLEL LINE, 192.81 FEET TO THE WEST LINE OF SAID LOT 32; THENCE NORTHEASTERLY 20.88 FEET ON A CURVE TO THE RIGHT ALONG SAID WEST LINE, HAVING A RADIUS OF 20.00 FEET, THE CHORD OF SAID CURVE BEARS NORTH 58 DEGREES 11 MINUTES 59 SECONDS EAST, 19.95 FEET TO SAID NORTH LINE, THENCE NORTH 88 DEGREES 17 MINUTES 10 SECONDS EAST ALONG SAID NORTH LINE, 175.62 FEET TO THE POINT OF BEGINNING, IN DUPAGE COUNTY, ILLINOIS.



VILLAGE BOARD CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF KANE) SS

APPROVED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS

THIS _____ DAY OF _____, A.D., 2024.

VILLAGE PRESIDENT

VILLAGE CLERK

SURVEYORS CERTIFICATE

STATE OF ILLINOIS)
COUNTY OF OGLE) SS

I, RUDY P. DIXON, AN ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 035-003832, DO HEREBY CERTIFY THAT I HAVE PREPARED THIS GRANT OF EASEMENT AS SHOWN BY THE ANNEXED PLAT WHICH IS A TRUE AND CORRECT REPRESENTATION OF SAID PROPERTY, FOR THE USES AND PURPOSES DESCRIBED HEREIN. ALL DISTANCES SHOWN ARE IN FEET AND DECIMALS THEREOF.

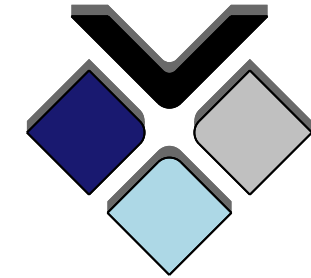
GIVEN UNDER MY HAND AND SEAL AT ROCHELLE, ILLINOIS,

THIS _____ DAY OF _____, A.D., 2024.

BY: _____
PROFESSIONAL LAND SURVEYOR #035-003832
LICENSE EXPIRES NOVEMBER 30, 2024



REGIONAL LAND SERVICES
9512 FOWLER ROAD
ROCHELLE, ILLINOIS 61068
PHONE: (618) 559-2260



PROJECT NUMBER: 230146
DATE: 04/18/2024
SHEET: 1 OF 1
DRAWING NUMBER: PLAT



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: July 8, 2024

SUBJECT: An Ordinance of the Village of Villa Park, DuPage County, Illinois Approving a Second Amendment to the Development Agreement between the Village of Villa Park and Hawthorne Development Corporation

RECOMMENDED ACTION:

Direction from the Board Authorizing an Ordinance Approving a Second Amendment to the Development Agreement Between the Village of Villa Park and Hawthorne Development

BACKGROUND:

After extensive discussion, we have a draft Redevelopment Agreement (RDA) that is close to ready to approve. Staff make need to minor edits before the meeting on Monday.

DISCUSSION:

ORDINANCE NO. _____

**AN ORDINANCE OF THE VILLAGE OF VILLA PARK, DUPAGE COUNTY,
ILLINOIS APPROVING A SECOND AMENDMENT TO THE DEVELOPMENT
AGREEMENT BETWEEN THE VILLAGE OF VILLA PARK AND HAWTHORNE
DEVELOPMENT CORPORATION**

WHEREAS, the Village of Villa Park, DuPage County, Illinois, an Illinois Municipal Corporation (the “Village”), is a non-home rule unit of local government organized under the Constitution of the State of Illinois of 1970 and the laws of this State and as such has authority to promote the health, safety and welfare of the Village and its citizens; authority to encourage private investment in industry, business, and housing in order to enhance the tax base of the Village; authority to ameliorate blight; and, authority to enter into contractual agreements with third persons to achieve these purposes; and,

WHEREAS, the Village and Developer have entered into that certain Redevelopment Agreement dated August 23, 2021 and First Amendment to Redevelopment Agreement dated January 24, 2022, relative to the sale and redevelopment of certain property consisting of approximately 2.91 acres bordered by Vermont to the north, Beverly to the east, Ardmore to the west and Terrace Street to the south, approximately 150 feet north of the Union Pacific railroad tracks in Villa Park, Illinois, and as legally described in the Agreement (the “*Redevelopment Property*”) for a mixed-use market rate residential project with approximately 348 dwelling units, 8,653 square feet of commercial space, 440 parking spaces, a swimming pool, sundeck and other amenities to be known as Garden Station Development (the “*Project*”); and

WHEREAS, the Village and Developer desire to further amend the Agreement to modify and amend certain completion dates and obligations regarding Developer financing, the payment of permit fees, conveyance of the Village parking area, and Project completion.

NOW, THEREFORE, BE IT ORDAINED by the Village President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: That the preambles of this Ordinance are hereby incorporated into this Section as if set out herein in full.

Section 2: That the *Second Amendment to the Redevelopment Agreement by and between the Village of Villa Park and Hawthorne Development Corporation*, is hereby approved conditioned upon the review and opinion of bond counsel and in substantially the form attached hereto as Exhibit “A”, and, by this reference, incorporated herein, with such changes as are approved by the Village President and Village Attorney, and the Village President and Village

Ordinance No. _____

Clerk are hereby authorized to execute and attest, respectively, said Second Amendment on behalf of the Village, subject to the conditions stated herein.

Section 3: That all ordinances and resolutions, or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed..

Section 4: That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed this _____ day of _____, 2024.

AYES: _____

NAYS: _____

ABSENT: _____

Approved this _____ day of _____, 2024.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Published in pamphlet form:
_____, 2024

Ordinance No. _____

EXHIBIT A

*Second Amendment to the Redevelopment Agreement by and between
the Village of Villa Park and Hawthorne Development Corporation*

**SECOND AMENDMENT TO THE REDEVELOPMENT AGREEMENT BY AND BETWEEN
THE VILLAGE OF VILLA PARK AND HAWTHORNE DEVELOPMENT CORPORATION**

THIS SECOND AMENDMENT TO THE REDEVELOPMENT AGREEMENT (the "*Second Amendment*"), is entered into as of the 8th day of July, 2024 ("*Effective Date*") by and between the Village of Villa Park, DuPage County, Illinois, an Illinois municipal corporation ("*Village*"), and Hawthorne Development Corporation, an Illinois corporation (the "*Developer*").

In consideration of the mutual covenants and agreements set forth in this Second Amendment, the Village and Developer hereby agree as follows:

RECITALS

A. WHEREAS, the Village is a duly organized and validly existing non-home rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State of Illinois.

B. WHEREAS, pursuant to the Tax Increment Allocation Redevelopment Act (the "*TIF Act*"), 65 ILCS 5/11-74.4-1 et seq., as from time to time amended, on August 23, 2021, the Village entered into a Redevelopment Agreement with the Developer (the "*Original Agreement*") providing for the redevelopment of 2.91 acres legally described on Exhibit A and Exhibit B to the Original Agreement (the "*Development Site*") providing for the demolition of existing structures and the construction of 348 residential units; 8,653 square feet of commercial space, 440 parking spaces and certain amenities for use by residents of the Development Site (the "*Project*").

C. WHEREAS, in order to make the Project economically feasible, the Village agreed to reimburse the Developer for certain "redevelopment project costs", as defined in the Agreement upon certain terms and conditions, as set forth therein.

D. WHEREAS, on March 1, 2022, the Parties modified the Original Agreement through a First Amendment ("First Amendment").

E. WHEREAS, on March 3, 2022, the Developer paid permit fees for the Project to the Village in the amount of \$350,000.

F. WHEREAS, on March 10, 2022, the Village issued demolition permits for the Project.

G. WHEREAS, on July 6, 2023, the Parties executed a Parking Easement Agreement for the Village Parking Area. The Parking Easement Agreement was recorded with the DuPage County Recorder of Deeds, Document Number R2023-045298.

H. WHEREAS, due to unforeseen difficulties arising since the execution of the Original Agreement and the First Amendment, the Developer has requested certain amendments to the terms hereof to extend certain completion dates and to defer payment of building permit fees which request the Village accepts as hereinafter provided.

I. WHEREAS, the Village and Developer desire to further amend the Agreement to modify and amend certain completion dates and obligations regarding Developer financing, the payment of permit fees, conveyance of Village parking area, and project completion, each as provided for below.

J. WHEREAS, this Second Amendment shall amend the Original Agreement and shall repeal and replace the First Amendment to the Original Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained in this Second Amendment, and for other good and valuable consideration, the receipt and sufficiency of which are mutually acknowledged, the Parties agree as follows:

1. INCORPORATION OF RECITALS AND EXHIBITS. The statements, representations, covenants and recitations set forth in the foregoing recitals are material to this Second Amendment and are incorporated into and made a part of this Second Amendment as though they were fully set forth in this Section 1.

2. DEFINITIONS. Any capitalized term used, but not defined, herein shall have its respective meaning as set forth in the Agreement.

3. PROOF OF FINANCING – SECTION 2.1. That Section 2.1 of Article 2 of the Original Agreement is amended by replacing said Section 2.1 with the following:

2.1 The Developer covenants and agrees to acquire fee simple title of the Development Site and the Village Parcel from the current owners, on the date on which the Bonds are issued (the “Bond Closing Date”) but no later than September 30, 2021. The Developer hereby represents and warrants that it has sufficient financial and economic resources to implement and complete the Developer's obligations contained in this Agreement. The Developer will provide the Village with proof of secured financing in an amount equal to the total cost to complete the Project by no later than October 7, 2024. For purposes of this Second Amendment “proof of secured financing means” [PACE financing, closing on construction loan and developer equity]. If Developer needs additional time beyond October 7, 2024, to provide proof of secured financing for the Project, the Village will allow Developer until January 6, 2025 to provide the Village proof of secured financing for the Project, but only if, in the Village Manager’s sole determination, the Developer provides the Village Manager proof of firm commitments from financial institutions providing all monies needed to support Developer’s financing of the Project. If Developer fails to provide proof of secured financing in accordance with this Section as determined by the Village Manager in his sole and absolute discretion, this Agreement shall automatically terminate on the date of written notice provided by the Village Manager to the Developer and the Village shall be relieved of all of its obligations under this Agreement other than the obligation to pay debt service on the Bonds from 70% of the Incremental Taxes deposited into the Garden Station Subaccount of the STAF as provided in the Indenture.

4. CONVEYANCE OF PARKING AREA TO VILLAGE – SECTION 2.2. That Section 2.2 of Article 2 of the Original Agreement is replaced and amended to read as follows:

2.2 It is understood and agreed that the Village is prepared to convey the Village Parcel (a portion of which is currently used to provide 55 parking spaces and and-light accessible spaces for commuters of Metra) upon proof of the acquisition by the Developer of the properties commonly known as 403-405 North Beverly and 407-409 North Beverly, and legally described on Exhibit D (the “Parking Area”); receipt by the Village of a performance bond for the purposes as hereinafter provided; and proof of acquisition of the Development Site. For and in consideration of the conveyance of the Village Parcel, the Developer covenants and agrees to the following:

(a) To submit to the Village; an application for demolition of all structures currently on the Parking Area on or before the Bond Closing Date ; and,

(b) To provide the Village with a performance bond guaranteeing that the Developer shall complete the construction of improvements to the Parking Area, as provided in Section 2.4 including permeable pavers, eight (8) foot privacy fence, parking lot storm inlets, landscaping, and, lighting as depicted on Exhibit F and striping of no less than 53 parking spaces, not including accessible spaces, in accordance with the requirements of Village Code. The Developer shall convey clean title, free of any liens or encumbrances subject only to the existing Parking Easement Agreement, of the Parking Area to the Village with all required improvements as provided in Section 2.4 on or before January 6, 2025. If Developer fails to convey clean title of the Parking Area to the Village with all required improvements provided in Section 2.4 on or before January 6, 2025, this Agreement shall automatically terminate without further notice and the Village shall be relieved of all of its obligations under this Agreement other than the obligation to pay debt service on the Bonds from 70% of the Incremental Taxes deposited into the Garden Station Subaccount of the STAF as provided in the Indenture.

5. PERMIT REQUIREMENTS – SECTION 2.3. That Section 2.3 of Article 2 of the Original Agreement is replaced and amended to read as follows:

2.3 Project Permits and Construction Commencement.

(a) The Developer shall have received all required permits and shall have commenced construction of the Project on or before January 6, 2025. If Developer fails to have received all required permits for and commence construction of the Project on or before January 6, 2025, this Agreement shall automatically terminate without further notice and the Village shall be relieved of all of its obligations under this Agreement other than the obligation to pay debt service on the Bonds from 70% of the Incremental Taxes deposited into the Garden Station Subaccount of the STAF as provided in the Indenture. In addition, the zoning authorizations provided for in Ordinance No. 4229 shall be rescinded by action of the Village Board after January 6, 2025, in the event of Developer’s failure to receive all required permits for and commence construction of the Project by January 6, 2025.

(b) It is estimated that the total cost of permit fees for the Project is \$850,000. The Parties acknowledge that as of July 8, 2024, the Developer has paid to the Village permit fees for the Project in the amount of \$350,000. Payment of all remaining permit fees for the Project, estimated at \$500,000, will be paid at the time of building permit issuance. The Developer shall apply for, diligently pursue, and secure all required permits and approvals in order to commence construction of the Project by no later than January 6, 2025. If Developer fails to diligently pursue or secure all required permits by January 6, 2025, or fails to pay all required permits fees for the Project in accordance with this paragraph, this Agreement shall automatically terminate without further notice and the Village shall be relieved of all of its obligations under this Agreement other than the obligation to pay debt service on the Bonds from 70% of the Incremental Taxes deposited into the Garden Station Subaccount of the STAF as provided in the Indenture.

6. PARKING AREA REQUIREMENTS – SECTION 2.4. That Section 2.4 of Article 2 of the Original Agreement is replaced and amended to read as follows:

2.4 The Developer shall have completed the demolition of all structures on the Parking Area in accordance with all applicable ordinances and, thereafter, constructed a parking lot, in substantial compliance with the plans prepared by Jones & Jones dated May 6, 2021 and submitted to the Village, in addition to the components in Section 2.2, with no less than 61 parking spaces, including spaces along the Beverly right-of-way, resulting in 53 net new spaces, after changes are made to the existing Metra lot to the south, not including accessible spaces, as shown on Exhibit F. The Village hereby authorizes the Developer to modify the lot to the south of the Parking Area, as shown on Exhibit F. The Developer shall convey the Parking Area to the Village by the deadline established in Section 2.2.

7. PARKING AREA REQUIREMENTS – SECTION 2.5. That Section 2.5 of Article 2 of the Original Agreement is replaced and amended to read as follows:

2.5 The Developer covenants and agrees to complete construction of the Project substantially in accordance with Exhibit C on or before two (2) years from the date of the issuance of all required permits for the Project or January 6, 2027, whichever is earlier, and shall have received certificates of occupancy by such date for all Components of the Development, to the extent required by applicable law. The building code to be applied to the construction of the Project shall be the building code in effect at the time of the effective date of the Original Agreement of August 24, 2021 (which is the International Building Code of 2015, with local amendments). All current state laws and regulations shall remain applicable to the construction of the Project.

8. CONDITION OF PROPERTY DURING CONSTRUCTION – NEW SECTION 2.6. That Article 2 of the Original Agreement is amended by adding thereto a new Section 2.6 to read as follows:

2.6 At all during the construction of the Project, Developer shall:

(a) post and maintain a sign upon the Subject Property that contains a QR code that provides public information regarding the overview and an up-to-date status of the Project.

(b) maintain the Subject Property in a reasonably good and clean condition, as determined by the Village Manager, Developer's obligations shall include promptly removing all mud, dirt and debris that is deposited on any street, sidewalk or other public property in or adjacent to the Subject Property by the Developer or any agent of or contractor hired by, or on behalf of the Developer, and repair any damage to any public property that may be caused by the activities of the Developer or any agent of or contractor hired by, or on behalf of the Developer.

9. ENFORCEMENT AND REMEDIES – SECTION 6.2. That Section 6.2 of Article 6 of the Original Agreement is replaced and amended to read as follows:

6.2 In the event of a breach of this Agreement, the parties agree that the party alleged to be in breach shall have, unless specifically provided otherwise by any other provision of this Agreement, 30 days after notice of any breach delivered in accordance with Article 9 to correct the same prior to the non-breaching party's pursuit of any remedy provided for in Section 6.4 and 6.7 provided, however, that the 30-day period shall be extended, but only (i) if the alleged breach is not reasonably susceptible to being cured within the 30-day period, and (ii) if the defaulting party has promptly initiated the cure of the breach, and (iii) if the defaulting party diligently and continuously pursues the cure of the breach until its completion. If any party shall fail to perform any of its obligations under this Agreement, and if the party affected by the default shall have given written notice of the default to the defaulting party, and if the defaulting party shall have failed to cure the default as provided in this Section 6.2, then, except as specifically provided otherwise in the following sections of this Article 6 and in addition to any and all other remedies that may be available either in law or equity, a party affected by the default shall have the right (but not the obligation) to take any action as in its discretion and judgment shall be necessary to cure the default. In any event, the defaulting party hereby agrees to pay and reimburse the party affected by the default for all costs and expenses reasonably incurred by it in connection with action taken to cure the default, including reasonable attorney's fees and court costs.

10. NOTICE RECIPIENTS – ARTICLE 9. That Article 9 of the Original Agreement is amended to update the recipients of the notices to the parties as follows, with all other provisions of Article 9 to remain intact:

Notices and communications to Developer shall be addressed to, and delivered at, the following addresses:

Hawthorne Development Corporation
100 Tower Drive, #238
Burr Ridge, IL 60527
Attn: Ganesan Visvabharathy
visva@hawthorneworld.com

with a copy to:
Nicholas D. Standiford
Schain Banks
70 W. Madison Street, Suite 5400
Chicago, IL 60602
nstandiford@schainbanks.com

Notices and communications to the Village shall be addressed to and delivered at these addresses:

Village of Villa Park
20 South Ardmore
Villa Park, IL 60181
Attn: Village Manager

with a copy to:
Melissa M. Wolf
Storino, Ramello & Durkin
9501 Technology Drive, Suite 4200
Rosemont, IL 60118

11. CONFIRMATION OF ALL OF THE TERMS AND CONDITIONS. The Village and the Developer hereby agree and confirm that, except for the foregoing Amendments subject to the conditions set forth in Section 2.2 hereinabove approved by the Village, all other terms and conditions as set forth in the Original Agreement are, and remain, in full force and effect.

12. AMENDMENTS AND WAIVER. No modification, addition, deletion, revision, alteration, or other change to this Second Amendment shall be effective unless and until the change is reduced to writing and executed and delivered by the Village and the Developer. No term or condition of this Second Amendment shall be deemed waived by any party unless the term or condition to be waived, the circumstances giving rise to the waiver and, where applicable, the conditions and limitations on the waiver are set forth specifically in a duly authorized and written waiver of such party. No waiver by any party of any term or condition of this Second Amendment shall be deemed or construed as a waiver of any other term or condition of this Second Amendment, nor shall waiver of any breach be deemed to constitute a waiver of any subsequent breach whether of the same or different provisions of this Second Amendment.

13. ENTIRE AGREEMENT. This Second Amendment shall constitute the entire Amendment of the Parties to the Original Agreement.

14. COUNTERPARTS. This Second Amendment is to be executed in two or more counterparts, each of which shall be deemed an original but all of which shall constitute the same instrument.

15. CONFLICTS. This Second Amendment shall amend the Original Agreement and shall repeal and replace the First Amendment to the Original Agreement. If there are any conflicts between the terms of this Second Amendment and the terms of the Original Agreement, this Second Amendment shall control.

IN WITNESS WHEREOF, the Parties have executed this Second Amendment of the dates set forth below their respective signatures, to be effective as of the July 8, 2024.

Village of Villa Park, an Illinois municipal corporation

Attest:

By: _____
Village President

By: _____
Village Clerk

Date: _____, 2024

Hawthorne Development Corporation

Attest:

By _____
President

By: _____
Secretary

ACKNOWLEDGEMENTS

STATE OF ILLINOIS)
)
COUNTY OF DUPAGE)

I, the undersigned, a Notary Public in and for the County and State aforesaid, do hereby certify that Nick Cuzzzone, personally known to me to be the President of the Village of Villa Park, DuPage County, Illinois, and Hosanna Korynecky, personally known to me to be the Village Clerk of said municipal corporation, and personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person and severally acknowledged that as such President and Village Clerk, they signed and delivered the said instrument and caused the corporate seal of said municipal corporation to be affixed thereto, pursuant to authority given by the President and Village Board of said municipal corporation, as their free and voluntary act, and as the free and voluntary act and deed of said municipal corporation, for the uses and purposes therein set forth.

Given under my hand and official seal, this _____ day of _____, 2024.

Notary Public

STATE OF ILLINOIS)
)
COUNTY OF DUPAGE)

I, the undersigned, a Notary Public in and for the County and State aforesaid, do hereby certify that _____, personally known to me to be the _____ of HAWTHORNE DEVELOPMENT CORPORATION, and personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person and acknowledged that as such _____, signed and delivered the said instrument, pursuant to his/her authority as _____ of said Illinois corporation, as his/her free and voluntary act, and as the free and voluntary act and deed of said Illinois corporation, for the uses and purposes therein set forth.

Given under my hand and official seal, this _____ day of _____, 2024.

Notary Public



MEMORANDUM

TO: Village Board of Trustees
FROM: Matthew Harline, Village Manager
DATE: July 8, 2024
SUBJECT: A Resolution Authorizing and Approving the Rules of Order and Procedures for the Village Board of Trustees.

RECOMMENDED ACTION:

This Resolution formally adopts the proposed Rules of Order and Procedures of the Board of Trustees of the Village of Villa Park. The Rules allow for amendments and provide for the ratification of those amendments every two years after each election and the installation of the new Board. Staff recommends approval of the Resolution.

BACKGROUND: This Village Code specifies under Article IV, Section 2-410 that the Board will operate under Robert's Rules of Order unless otherwise specified. The Illinois Municipal Code provides that municipalities may set their own rules of order under 65 ILCS 5/3.1-40-15. The Board directed staff to develop a set of rules and procedures for Villa Park for adoption. A draft was presented at the Committee of the Whole Meeting on March 11, 2024, and the edited version of the Rules was further reviewed at the Board Meeting on June 10th. A further amended version is proposed here based on feedback from the Board.

- A section is added to clarify how notice may be given for Special Meetings (Paragraph I.F).
- Further explanation of extending time limits has been included under Section II. A. 2. (a).
- A Section II. A. 2 (b) has been added to correspond to the Code.
- Section II.C. is added to specify how to challenge decisions of the Chair.
- Section II. D. 3. has been relaxed to allow Commissions to have more flexibility.
- No change was made in Section II. D. 4. to allow for any delays in getting audio recordings posted to the public. The goal is 24-hours for video and one week or less for audio recordings.
- A very basic outline of the agenda for Commissions is included.
- No change is recommended in Section II. B. 3. The two-hour limit only specifies what has to be brought to the Board for a motion. The Manager *may* direct staff to complete the request for information even if it exceeds two hours. If the Manager would choose not to act on the request at all, the Board member would still be able to ask for action under New Business.

DISCUSSION:

As requested by the Board, the Rules have been drafted in such a way that amendments can be made to the Rules and become the official procedure at the next meeting. There is also a provision to readopt the Rules by resolution at the first meeting after a change in the Board after each election. A copy of a "cheat sheet" on Robert's Rules of Order is also attached.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND ADOPTING NEW RULES OF
ORDER AND PROCEDURES FOR THE BOARD OF TRUSTEES OF THE
VILLAGE OF VILLA PARK, DUPAGE COUNTY, ILLINOIS**

WHEREAS, the Village of Villa Park (the “*Village*”) is a duly organized and validly existing non-home-rule municipality created in accordance with the Constitution of the State of Illinois of 1970 and the laws of the State; and,

WHEREAS, the President and Board of Trustees desire to approve and adopt new rules of order and procedures for the Village of Villa Park Board of Trustees.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Villa Park, DuPage County, Illinois, as follows:

Section 1: That the *Rules of Order & Procedures for the Board of Trustees of the Village of Villa Park, Illinois* attached hereto and made a part hereof as Exhibit A is hereby approved and adopted.

Section 2: That this Resolution shall be in full force and effect from and after its passage and approval according to law.

PASSED this _____ day of _____, 2024, pursuant to a roll call vote as follows:

AYES:

NAYS:

ABSENT:

APPROVED this _____ day of _____, 2024.

Nick Cuzzone, Village President

Attest:

Hosanna Korynecky, Village Clerk

Published in pamphlet form:

_____, 2024

Exhibit A

**Rules of Order & Procedures for the Board of Trustees of the
Village of Villa Park, Illinois**

RULES OF ORDER & PROCEDURES FOR THE BOARD OF TRUSTEES OF THE VILLAGE OF VILLA PARK, ILLINOIS

The following Rules of Order and Procedures were adopted by the Board of Trustees of Villa Park Illinois by Resolution _____ for the period starting _____ and ending on May 12, 2025.

I. Preparation of Village Board Agenda

A. The official order of business for agenda items is established by Section 2-406 of the Municipal Code of Village Park (referred to for the rest of this policy as “the Code” or the Municipal Code.”)

1. The Board shall adopt an agenda as part of any regular or special meeting.
2. The Board may adopt an agenda at a workshop or work session where no formal business will be conducted.

B. Placing items on the agenda of the Board of Trustees (referred to for the rest of this policy as “the Board”), one of the following procedures shall be followed:

1. The Village Manager with the input from President of the Board of Trustees creates the agenda and may add items as needed for the agenda of the Board of Trustees. [See Municipal Code 2-503(5)].
2. If a Trustee believes an item needs consideration by the Board, that Trustee may contact the Village President or Village Manager and request that the item be placed on the next available agenda. The Village President and Village Manager shall determine if the urgency of the item is such that it needs to be added to the next agenda in which case, they shall add the item to the agenda as an ordinance, resolution or they may place the topic under New Business for discussion.
3. During the New Business section of the agenda any member of the Board of Trustees may make a motion to add an item to the agenda of the next regular meeting of the Board. If the motion is given a second and there is an affirmative vote of the Board of Trustees, the item will be included on the next agenda.
4. Items may be brought back to the floor under Unfinished Business at the request of a Trustee and with the permission of the Chair if it continues a topic discussed previously, and there was no resolution of the topic. No resolution or ordinance may be passed, but a consensus of the topic may be taken.
5. If two or more Trustees submit in writing to the Village Manager, Village Clerk and Village President a request for a specific item to be placed on the agenda in a timely fashion, it shall be added to the next agenda. An item for New Business must be submitted at least five days prior to the meeting to be

included in New Business or two weeks prior to the meeting if the request includes direction to Staff for a Resolution or an Ordinance to be prepared. An email sent from their Village email address shall serve as adequate written notice. The time stamp of the email shall serve as the time stamp to determine if the notice was sent in a timely fashion.

C. Placing items on the Agenda for Committee of the whole.

The process for placing items on the agenda is detailed in agenda items established by Section 2-403 of the Code of ordinances, *"The agenda for the committee of the whole will be prepared by the village manager in consultation with the village president. The village board, by motion and majority vote at a prior village board meeting, may add an item to the agenda of an upcoming committee of the whole meeting. An agenda for each committee of the whole meeting shall be posted at village hall and at the location of the meeting at least forty-eight (48) hours in advance of the holding of the meeting."*

D. New Business

1. New Business is the only part of the Board agenda when new items may be brought up for discussion that were not on the printed agenda and were not officially added by an amendment of the agenda at the beginning of the meeting. The Board may discuss new items for the purpose of deciding if they should be placed on a future agenda as an action items. Items may be placed on the agenda for discussion or action where a resolution or an ordinance is not required
2. While no ordinance, resolution or policy may be adopted under New Business, the Board may take consensus vote on items to be placed on future agendas, requests for reports from the staff, and interpretation of previous direction from the Board.

E. Unfinished Business.

Items that are postponed from previous meetings, but do not require an ordinance or resolution shall be placed under Unfinished Business and taken up at the next meeting unless a different meeting is specified. Items placed on the agenda under Unfinished Business shall be committed to writing as part of the agenda and may be voted on or a consensus taken. Items discussed previously, but not postponed are not eligible for unfinished business unless specifically requested in time to include them on the agenda.

II. Conducting Business at Meetings of the Board of Trustees

A. Robert's Rules of Order (Robert's) shall be used at meetings of the Board of

Trustees (Board) except where special rules are adopted by a Resolution that was published on the official Agenda and passed by a vote of the Board. The adopted rules shall be followed except that the Board may suspend the rules for a particular motion by a 2/3 vote for suspension [Code 2-410, or majority with 24-hour notice], or specific exceptions noted below.

1. **Speaking Privileges.** *"The President presides and decides points of order, preserves decorum, keeps the discussion on the item under discussion, clears persons creating a disturbance."* [Code 2-421(b)]

- a) Trustees may speak on any issue in front of the Board but must be recognized by the President. The President shall recognize each Trustee who requests to speak at least once on each agenda item and motion if they request the floor, unless there is a cause for recusal.
- b) Trustees may speak more than once provided that every Trustee has had a chance to speak. If a Trustee has not spoken on an issue, they will have priority over other Trustees who have already spoken once.
- c) The Village Manager of his/her designee may be recognized to speak on agenda items to the Board. After an agenda item is introduced, the Manager may be recognized to answer questions or to discuss items on the agenda after Board members have had a chance to be recognized or when requested to speak by the President.

2. Public Comments.

a) Members of the public may speak for up to three (3) minutes [Code 2-408(d)] during periods allotted for Public Comment. The time for Public Comment shall be thirty (30) minutes for each of the two comment periods on the agenda of Board of Trustees Meetings and one comment period for Committee of the Whole meetings. **All of the time limits in this section may be extended by a majority vote of two-thirds of the Board after a motion is made and seconded. Staff will provide inobtrusive warnings of time limits.**

b) **Speakers who are residents shall be allowed to speak before nonresidents [Code 2-408(d)].**

- c) Speakers from the audience must be recognized by the President and give their legal name for the record.
- d) Speakers must identify the agenda item(s) that they wish to address during "Public Comments on Agenda Items,"

e) Speakers during "Comments on Non-Agenda Items" must refrain from speaking on agenda items unless permitted by the President.

2. The President may allow public comment on other agenda items but shall rule speakers out of order if their comments are not relevant to the topic under discussion.

B. Actions by the Board shall be at Board meetings and may not be acted upon unless on the agenda. [Code 2-406(d)]

"At the time of consideration of approval of the agenda, upon passage of a motion by a majority of the quorum present, the agenda may be amended to add or delete specific items. If new items are added, only discussion of such items may occur during the meeting, and no action on the new items may take place until a subsequent meeting."

1. Motions. Robert's Rules shall apply for motions before the Board except that motions of one or two sentences do not need to be submitted in writing to the Village Clerk (the Clerk). The Clerk, however, shall read each motion before a vote or consensus is taken.
2. Requests of staff. If a request of staff for information, or a specific single act requires Board action, it may be made under New Business and approved by a consensus without a specific item on the agenda.
3. Voting. The President may vote on ordinances and resolutions if a majority has already voted in favor of an ordinance, resolution, or motion; in the event of a tie vote; or if a vote greater than a majority is required [Code 2-422]. All Trustees are expected to vote on each resolution, ordinance and motion unless they state a reason to abstain or recuse from voting on the issue before discussion begins.
4. Recusal. An elected official shall recuse himself from an agenda item if he has an actual conflict of interest under Section 3.1-55-10 (a) of the Illinois Municipal Code or may recuse themselves if there is a common law conflict of if there is such an appearance of a conflict, where the elected official may appear to have a direct benefit in the outcome of a vote of the Board. The President may deny the recusal if the Village Attorney does not agree that sufficient reason exists. Trustees shall recuse themselves before an issue is debated.
5. Abstention. A Trustee may abstain from a vote, but the President may ask the Trustee to state the reason for the abstention and the Board may by a motion second and vote require the Trustee to vote. Any abstention counts toward the negative side on a vote and does not reduce the number needed

to approve any item. Therefore, if the vote is three affirmative, and three negative, the abstention with count as a fourth negative vote.

C. Challenging Actions of the Chair.

The decision of the Chair may be challenged by any member of the Board by a motion with a second. The motion shall be, "shall the decision of the Chair stand." A 2/3 majority voting in the negative shall be required to overturn the decision of the Chair.

D. Direction to Commissions

1. The Board is responsible for approving all administrative policies adopted by the Commissions by a Resolution passed by the Board and may override any policies established by the Commissions by a Resolution of the Board. The intent, purpose, powers, duties, and membership of the various Commissions shall be defined by ordinance and may not be expanded except by the Board.
2. The Board may direct Commissions ("Commissions" includes Boards that are created by and report to the Board of Trustees) to address issues within the purview of that Commission as defined in the Village Code and bring back recommendations to the Board.
3. Commission budgets are approved by the Board through the annual budget adoption process. The Village Manager is responsible for making any expenditures necessary to implement programs in a Commission's budget within parameters adopted by the Board and Village Manager. The Village Manager shall implement proper accounting and reimbursement procedures as necessary. The Village Manager has the authority to approve expenditures up to 10% above the total funds budgeted for any Commission, not to exceed \$2,500 total.
4. Recording. All Commission meetings shall be recorded either by digital audio recording or audio/visual recording and all such recordings shall be made available to the public on the Village website or other internet services available to the public. The meetings of the Zoning and Planning Commission, Traffic and Safety Commission and the Parks and Recreation Advisory

Commission shall be video recorded. All meetings of the Village, including meetings of Joint Review Boards staffed by the Village, that requires a 48-hour notice period under 5 ILCS 120/2.02 (a) shall be audio recorded, unless it is video recorded with audio. The Board may waive this policy for individual meetings. Recordings will be made available to the public on the Village website as soon as practicable but within two weeks at a maximum.

5. Commission Agendas. Each Commission agenda shall include the following items:
 - a. Roll Call and determination of a quorum
 - b. Adoption of the Agenda
 - c. Approval of Minutes (from previous meetings)
 - d. New Business
 - e. Comments from the Public
 - f. Comments from Liaison(s)

Aside from Roll Call, items may be in any order and additional agenda items may be added. All actions of the Commissions shall be made by an action at a meeting by motion, second and majority vote.

III. Board Directions to Staff.

- A. Direction to the staff. Directions to staff must be made through the Village Manager. [Code 2-303 (a)]

"The board of trustees shall act in all matters as a body and individual trustees shall not seek to influence the official acts of the village manager, or any other officer, or to interfere in any way with the performance by such officers of their duties..."

- B. Requests for Information

1. Requests for information must be informational or serve a legislative purpose. [Sec. 2-303 (a)]

Nothing contained herein shall prevent any trustee from requesting from the manager such information as may be proper and necessary to the performance of the trustees duties, whether the trustee acts as a trustee, or as a liaison, or as a member of any board, committee or commission."

2. Information and reports will typically be sent to all elected officials, even if only requested by one Trustee, unless it is routine or trivial in nature.
3. **If the Village Manager determines that a request for information will take more than two staff hours to complete, the Manager will seek direction to complete the task from the Board at the next Board Meeting, unless the Manager determines it is in the best interest of the Village to complete it anyway. Requests requiring Board action shall be placed on the agenda under New Business.**
4. Information provided to the Board that specifically states that it is confidential or privileged shall be treated as such by all staff and elected officials with whom it is shared. Employees who violate this provision are subject to disciplinary action up to dismissal by the Village Manager. Elected officials shall be governed by Section 3-323 of the Village Code. The Village Manager shall cite the proper exception to the 5 ILCS 140 et seq, if requested to do so. If there is a dispute the Village President, the Village Attorney and the Village Clerk shall meet, confer, and decide if they believe the record should be considered confidential or privileged.

C. Requests for action/service.

1. A request to address a service concern of a constituent may be sent to the Village Manager or a department head by letter or email if the Village Manager is copied on the email. Unsolicited direct contact by elected officials of staff by phone should be avoided. Elected Officials should only contact employees about Village business below the department head level if directed by the Village Manager or a department head.
2. Requests of staff to address concerns at an elected official's personal home or business shall be directed to the Village Manager or a department head by email with a copy sent to the Village Manager. Automated request systems may also be used when available.
3. Nothing in this policy should be construed to suggest that elected officials and Village employees may not have non-Village related conversations or meet casually for non-Village related business or converse at Village events.

- IV. Additional Policies of the Board (reserved)
- V. Amendments to the Rules and Procedures of the Board
 - A. Amendments to the Rules of Order and Procedures for the Board of Trustees for the Village of Villa Park (Rules) made be made by a motion, with a second and a majority vote. The changes will be in force at the start of the next meeting of the Board for which the change applies. (e.g. A change in the Rules for a Committee of the Whole Meeting will be in order at the next meeting of the Committee of the Whole.)
 - B. The Rules shall be ratified by Resolution at the First Meeting of the Board of Trustees after the new Board is reconvened (typically the second meeting in May in a Village election year).

ROBERTS RULES CHEAT SHEET

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Adjourn	"I move that we adjourn"	No	Yes	No	No	Majority
Recess	"I move that we recess until..."	No	Yes	No	Yes	Majority
Complain about noise, room temp., etc.	"Point of privilege"	Yes	No	No	No	Chair Decides
Suspend further consideration of something	"I move that we table it"	No	Yes	No	No	Majority
End debate	"I move the previous question"	No	Yes	No	No	2/3
Postpone consideration of something	"I move we postpone this matter until..."	No	Yes	Yes	Yes	Majority
Amend a motion	"I move that this motion be amended by..."	No	Yes	Yes	Yes	Majority
Introduce business (a primary motion)	"I move that..."	No	Yes	Yes	Yes	Majority

The above listed motions and points are listed in established order of precedence. When any one of them is pending, you may not introduce another that is listed below, but you may introduce another that is listed above it.

To:	You say:	Interrupt Speaker	Second Needed	Debatable	Amendable	Vote Needed
Object to procedure or personal affront	"Point of order"	Yes	No	No	No	Chair decides
Request information	"Point of information"	Yes	No	No	No	None
Ask for vote by actual count to verify voice vote	"I call for a division of the house"	Must be done before new motion	No	No	No	None unless someone objects
Object to considering some undiplomatic or improper matter	"I object to consideration of this question"	Yes	No	No	No	2/3
Take up matter previously tabled	"I move we take from the table..."	Yes	Yes	No	No	Majority
Reconsider something already disposed of	"I move we now (or later) reconsider our action relative to..."	Yes	Yes	Only if original motion was debatable	No	Majority
Consider something out of its scheduled order	"I move we suspend the rules and consider..."	No	Yes	No	No	2/3
Vote on a ruling by the Chair	"I appeal the Chair's decision"	Yes	Yes	Yes	No	Majority

The motions, points and proposals listed above have no established order of preference; any of them may be introduced at any time except when meeting is considering one of the top three matters listed from the first chart (Motion to Adjourn, Recess or Point of Privilege).

PROCEDURE FOR HANDLING A MAIN MOTION

Commissions are not expected to follow parliamentary procedure as provided herein and above. The information is meant to provide guidance on meeting procedures and is not meant to be all inclusive. If a commission member has a question regarding parliamentary procedure, they should consult their commission chair or staff liaison.

When acting on official items of a commission, the chair should call for a motion, second and roll call vote. This is required for meeting minutes

NOTE: Nothing goes to discussion without a motion being on the floor.

Obtaining and assigning the floor

A member raises hand when no one else has the floor

- The chair recognizes the member by name

How the Motion is Brought Before the Assembly

- The member makes the motion: *I move that (or "to") ...* and resumes his seat.
- Another member seconds the motion: *I second the motion or I second it or second.*
- The chair states the motion: *It is moved and seconded that ... Are you ready for the question?*

Consideration of the Motion

1. Members can debate the motion.
2. Before speaking in debate, members obtain the floor.
3. The maker of the motion has first right to the floor if he claims it properly
4. Debate must be confined to the merits of the motion.
5. Debate can be closed only by order of the assembly (2/3 vote) or by the chair if no one seeks the floor for further debate.

The chair puts the motion to a vote

1. The chair asks: *Are you ready for the question?* If no one rises to claim the floor, the chair proceeds to take the vote.
2. The chair says: *The question is on the adoption of the motion that ... As many as are in favor, say 'Aye'.* (Pause for response.) *Those opposed, say 'Nay'.* (Pause for response.) *Those abstained please say 'Aye'.*

The chair announces the result of the vote.

1. *The ayes have it, the motion carries, and ...* (indicating the effect of the vote) or
2. *The nays have it and the motion fails*

WHEN DEBATING YOUR MOTIONS

1. Listen to the other side

2. Focus on issues, not personalities
3. Avoid questioning motives
4. Be polite

HOW TO ACCOMPLISH WHAT YOU WANT TO DO IN MEETINGS

MAIN MOTION

You want to propose a new idea or action for the group.

- After recognition, make a main motion.
- Member: "Madame Chairman, I move that _____."

AMENDING A MOTION

You want to change some of the wording that is being discussed.

- After recognition, "I move that the motion be amended by adding the following words _____."
- After recognition, "I move that the motion be amended by striking out the following words _____."
- After recognition, "I move that the motion be amended by striking out the following words, _____, and adding in their place the following words _____."

REFER TO A COMMITTEE

You feel that an idea or proposal being discussed needs more study and investigation.

- After recognition, "I move that the question be referred to a committee made up of members Smith, Jones and Brown."

POSTPONE DEFINITELY

You want the membership to have more time to consider the question under discussion and you want to postpone it to a definite time or day, and have it come up for further consideration.

- After recognition, "I move to postpone the question until _____."

PREVIOUS QUESTION

You think discussion has gone on for too long and you want to stop discussion and vote.

- After recognition, "I move the previous question."

LIMIT DEBATE

You think discussion is getting long, but you want to give a reasonable length of time for consideration of the question.

- After recognition, "I move to limit discussion to two minutes per speaker."

ADJOURNMENT

You want the meeting to end.

- After recognition, "I move to adjourn."

PERMISSION TO WITHDRAW A MOTION

You have made a motion and after discussion, are sorry you made it.

- After recognition, "I ask permission to withdraw my motion."

POINT OF PERSONAL PRIVILEGE

The noise outside the meeting has become so great that you are having trouble hearing.

- Without recognition, "Point of personal privilege."
- Chairman: "State your point."
- Member: "There is too much noise, I can't hear."



MEMORANDUM

TO: Village Board of Trustees
FROM:
DATE: July 8, 2024
SUBJECT: A Resolution Authorizing an MOU with the Tri Town YMCA For a Social Worker

RECOMMENDED ACTION:

This resolution authorizes the Village President to sign a Memorandum of Understanding with the Tri-Town Young Men's Christian Association (Tri-Town YMCA) to provide mental health support for the community in cooperation with the Northeast DuPage Family and Youth Services (NEDFYS), .

BACKGROUND: Two years ago Tri-Town YMCA approached the Village about providing financial support to create a part-time social worker position that would work with the Villa Park Police Department. The program received financial support through a grant from the coLABoratory for Youth Mental Health project as part of the DuPage Community Transformational Partnership (DCTP) grant program. The program has been beneficial to the VPPD, especially by providing follow up on police calls where mental issues were involved.

To date, the Village has paid \$5,000 and pledged another \$20,000. To continue the program the Village would be required to dedicate

	Year VPPD	Grant
1	\$ 5,000.00	\$ 59,490.00
2	\$ 20,000.00	\$ 44,490.00
3	\$ 34,091.62	\$ 34,091.62
4	\$ 58,808.04	\$ 19,602.68

The following are key 2024 dates related to the Transformational grant application process:

- April 19 - LOI due by 5 p.m.*
- June 5 - Notification sent to applicants via email regarding the status of LOI
- July 19 - Applications due by 5 p.m.*
- September 20 - Notification sent via email to applicants regarding application status

DISCUSSION:

The social worker program has been advantageous to VPPD. As DuPage County continues to

develop its behavioral health response program, this grant has provided VPPD with a valuable resource for responding to calls for service where mental or behavioral health issues are involved.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A
MEMORANDUM OF UNDERSTANDING TO PROVIDE MENTAL HEALTH
SUPPORT FOR THE COMMUNITY**

WHEREAS, Tri-Town Young Men’s Christian Association (Tri-Town YMCA) and the Village of Villa Park (“Village”) previously submitted an application to the coLABoratory for Youth Mental Health project as part of the DuPage Community Transformational Partnership (DCTP) grant program; and

WHEREAS, the grant provided financial assistance to allow for coordinated activities collectively conducted by Tri-Town YMCA and the Village with the support of Northeast DuPage Family & Youth Services (NEDFYS) to provide mental health support for the community in particular partial funding of a social worker to assist the Villa Park Police Department; and

WHEREAS, the corporate authorities of the Village find it advisable, necessary and in the best interest of the public to enter into a Memorandum of Understanding to continue this program.

NOW, THEREFORE, BE IT RESOLVED, by the President and Board of Trustees of the Village of Villa Park, Cook County, Illinois as follows:

Section 1. The corporate authorities of the Village of Villa Park hereby approve the Memorandum of Understanding (“MOU”) between the Tri-Town Young Men’s Christian Association (Tri-Town YMCA) and the Village of Villa Park, a copy of which is attached hereto as Exhibit “A” and made a part hereof.

Section 2. The Village hereby authorizes and directs the Village President to execute the MOU, on behalf of the Village.

Section 3. This Resolution shall be in full force and effect upon its passage and approval in accordance with law.

ADOPTED this ____ day of _____, 2024.

AYES: _____
NAYS: _____
ABSENT: _____

VILLAGE PRESIDENT

ATTEST:

VILLAGE CLERK

EXHIBIT “A”

**MEMORANDUM OF UNDERSTANDING
TRI-TOWN YMCA
AND
VILLAGE OF VILLA PARK**

I. PARTIES TO THE MEMORANDUM

This Memorandum of Understanding (MOU) is intended to outline the coordination of interactions between the Tri-Town Young Men's Christian Association (Tri-Town YMCA) and the Village of Villa Park (VOVP). This memorandum applies to the coLABoratory for Youth Mental Health project as part of the DuPage Community Transformational Partnership (DCTP) grant program.

II. PURPOSE OF THE MEMORANDUM

To identify and describe coordinated activities collectively conducted by Tri-Town YMCA and VOVP with the support of Northeast DuPage Family & Youth Services (NEDFYS). The purpose of the project is to provide mental health support for the community. This project is in response to the increased social emotional needs directly related to the COVID-19 pandemic that are being experienced across the Villa Park community.

The goals for this project are:

- 1) to increase access to community-based behavioral health care and reduce need for emergency room transports and hospital police presence
- 2) Expedite response time for mental health calls and return patrol
- 3) Decrease arrests and jail admissions of persons with mental illness

In collaboration with Tri-Town YMCA, VOVP along with Northeast DuPage Family and Youth Services (NEDFYS), will implement a variety of strategies to improve access to mental health services as well as supportive education programs for the Villa Park community.

For the purposes of this project, Tri-Town YMCA (fiscal agent and lead applicant), VOVP, and NEDFYS will not sub grant to other recipients.

III. RESPONSIBILITIES OF TRI-TOWN YMCA

- a. Tri-Town YMCA will serve as the lead applicant and fiscal agent.
- b. Tri-Town YMCA will coordinate participation of each party, including but not limited to other responsibilities listed in this MOU.
- c. Tri-Town YMCA will be responsible for the management of the grant and reporting all project information in accordance with the grant conditions.
- d. Tri-Town YMCA will collaborate on the development, implementation, scope, and evaluation of the project with VOVP and NEDFYS.
- e. Tri-Town YMCA will provide performance, progress monitoring, and program data.
- f. Tri-Town YMCA agrees to indemnify VOVP for any injury or loss of property, personal injury, or death to the extent determined to have been caused by

negligent or wrongful act or omission of any employee of the agency while acting within the scope of the employee's office or employment under circumstances in which the board, if a private person, would be liable to the claimant. Tri-Town YMCA shall not be liable to pay a claim or a judgment by any one person with exceeds the sum of \$100,000 or any claim or judgment, or portions thereof, which when totaled with all other claims or judgments paid by the state or its agencies or subdivisions arising out of the same incident or occurrence, exceeds the sum of \$200,000, unless and except that portion of any judgment that exceeds these amounts may be reported to the Legislature, but may be paid in part or in whole only by further act of the Legislature.

IV. RESPONSIBILITIES OF VOVP

- a. VOVP will be responsible for providing ample space, equipment (desk, chair, wifi, etc.) and custodial services for a full-time police social worker provided by NEDFYS. In the event that a space is not available due to catastrophic event and/or construction, NEDFYS will provide a space for the police social worker.
- b. VOVP will provide annual support to Tri-Town YMCA on emergency action plans such as intruder training, active shooter training, and community safety.
- c. VOVP will be responsible for providing support to the supervision process with NEDFYS.
- d. VOVP and NEDFYS will execute a separate service agreement at the time of grant approval that will further detail scope of work and annual contribution.
- e. VOVP will be responsible for making an annual contribution (\$34,091.62 in year one and \$58,808.04 in year two) to NEDFYS for scope of services and providing proof of payment to Tri-Town YMCA for the purposes of grant reporting.
- f. VOVP will make available appropriate data related to police calls for the purposes of monitoring the program's progress and impact.
- g. VOVP will identify a staff member that can participate in periodic conversations and information sharing sessions for program improvement and progress tracking.
- h. VOVP agrees to defend, indemnify, and hold harmless Tri-Town YMCA, NEDFYS, and granting parties and their employees for any expense, cost, loss, damage, claim, judgment, or claims bill incurred or rendered against same, including attorneys' fees and investigation expenses (pre-suit, suit, trial, appeal, and post appeal proceedings) on account of any intentional or negligent acts or omissions of the school district or its employees, agents, or servants or the Superintendent arising out of the use of any facility under this agreement.
- i. VOVP shall provide a certificate of insurance evidencing general liability coverage under an occurrence basis policy, with minimum limits of one million (\$1,000,000) per occurrence and two million dollars (\$2,000,000) aggregate, combined single limit covering bodily injury, property damage, personal injury, premises operations, products, completed operations, independent contractors, and contractual liability. Coverage must be written by a carrier which has and maintains a rating of "A" or better and a financial size category of "VI" or better according to A.M. Best Company. Tri-Town YMCA shall be named as an additional insured for claims arising under this agreement.

V. RESPONSIBILITIES OF TRI-TOWN YMCA AND VOVP

- a. Tri-Town YMCA and VOVP will collaboratively establish routine meetings for reporting purposes.
- b. Tri-Town YMCA and VOVP will work collaboratively to promote the project with the community.
- c. Tri-Town YMCA and VOVP will provide a safe, healthy, and enriching environment for all community members to learn, develop skills, and grow.

VI. INTENT

The intent is that the MOU shall commence on the effective date of the grant award and remain in effect until the ending date of the grant program. Parties will review the MOU annually to determine if modifications need to be made.

VII. MODIFICATION

The MOU may be modified through the mutual consent of the parties involved by any party providing 30 days written notice to the other parties of the intent to modify. This notice must include a complete description of the portion or portions of the MOU to be modified and the proposed effective date of the modification. Said modification notice shall be signed by an authorized official of the requesting party, and delivered in writing to the other parties by certified mail, return receipt requested, or in person with proof of delivery. No modification, addition, or deletion of the MOU shall be valid unless in writing and signed by the parties hereto.

VIII. TERMINATION

The MOU may be terminated through the mutual consent of the parties involved by any party providing 30 days written notice to the other parties of the intent to terminate. This notice must include a complete proposed effective date of the end of services. If this clause is used by either party, Tri-Town YMCA will notify DCTP. Said termination notice shall be signed by an authorized official of the requesting party, and delivered in writing to the other parties by certified mail, return receipt requested, or in person with proof of delivery. A termination of the MOU is not valid unless in writing and signed by the parties hereto. Contracts awarded hereunder are subject to the appropriation and availability of funds as approved by Tri-Town YMCA.

IX. MOU LENGTH

- a. Unless modified or terminated by either party, this MOU will remain in effect until December 31, 2026.

X. SIGNATURES

TRI-TOWN YMCA

By: _____
Sarah O'Donnell, CEO

Date: _____

VILLAGE OF VILLA PARK

By: _____
Nick Cuzzone, Village President

Date: _____

**MEMORANDUM OF UNDERSTANDING
TRI-TOWN YMCA
AND
VILLAGE OF VILLA PARK**

I. PARTIES TO THE MEMORANDUM

This Memorandum of Understanding (MOU) is intended to outline the coordination of interactions between the Tri-Town Young Men's Christian Association (Tri-Town YMCA) and the Village of Villa Park (VOVP). This memorandum applies to the coLABoratory for Youth Mental Health project as part of the DuPage Community Transformational Partnership (DCTP) grant program.

II. PURPOSE OF THE MEMORANDUM

To identify and describe coordinated activities collectively conducted by Tri-Town YMCA and VOVP with the support of Northeast DuPage Family & Youth Services (NEDFYS). The purpose of the project is to provide mental health supports for the community. This project is in response to the increased social emotional needs directly related to the COVID-19 pandemic that are being experienced across the Villa Park community.

The goals for this project are:

- 1) to increase access to community-based behavioral health care and reduce need for emergency room transports and hospital police presence
- 2) Expedite response time for mental health calls and return patrol
- 3) Decrease arrests and jail admissions of persons with mental illness

In collaboration with Tri-Town YMCA, VOVP along with Northeast DuPage Family and Youth Services (NEDFYS), will implement a variety of strategies to improve access to mental health services as well as supportive education programs for the Villa Park community.

For the purposes of this project, Tri-Town YMCA (fiscal agent and lead applicant), VOVP, and NEDFYS will not sub grant to other recipients.

III. RESPONSIBILITIES OF TRI-TOWN YMCA

- a. Tri-Town YMCA will serve as the lead applicant and fiscal agent.
- b. Tri-Town YMA will coordinate participation of each party, including but not limited to other responsibilities listed in this MOU.
- c. Tri-Town YMCA will be responsible for the management of the grant and reporting all project information in accordance with the grant conditions.
- d. Tri-Town YMCA will collaborate on the development, implementation, scope, and evaluation of the project with VOVP and NEDFYS.
- e. Tri-Town YMCA will provide performance, progress monitoring, and program data.
- f. Tri-Town YMCA agrees to indemnify VOVP for any injury or loss of property, personal injury, or death to the extent determined to have been caused by

negligent or wrongful act or omission of any employee of the agency while acting within the scope of the employee's office or employment under circumstances in which the board, if a private person, would be liable to the claimant. Tri-Town YMCA shall not be liable to pay a claim or a judgment by any one person with exceeds the sum of \$100,000 or any claim or judgment, or portions thereof, which when totaled with all other claims or judgments paid by the state or its agencies or subdivisions arising out of the same incident or occurrence, exceeds the sum of \$200,000, unless and except that portion of any judgment that exceeds these amounts may be reported to the Legislature, but may be paid in part or in whole only by further act of the Legislature.

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TRI-TOWN YMCA

By: _____
Sarah O'Donnell, CEO

Date: _____

VILLAGE OF VILLA PARK

By: _____
Nick Cuzzone, Village President

Date: _____



MEMORANDUM

TO: Village Board of Trustees
FROM:
DATE: July 8, 2024
SUBJECT: Fire Department Staffing

RECOMMENDED ACTION:

Staff seeks the direction of the Board of Trustees by consensus vote to support the creation of a second Deputy Fire Chief position in the Fire Department.

BACKGROUND:

A detailed memo has been prepared by Fire Chief Steve Stapleton and is attached. Similar to the Police Department, the Fire Department has seen an increase in the requirements for training and the burden of the paperwork that goes with it. In addition, the increase in the number of calls has made it so the lieutenants are not able to spend sufficient time training the new staff. With the influx of new firefighters, this creates a serious deficit in time for skills training.

DISCUSSION:

The addition of an additional leadership position will be offset by the elimination of the part-time, single-role paramedic program. Currently, there is one person serving in the part-time role. It has been difficult to find and retain personnel, even with a greater effort on recruiting for those positions. This can be re-evaluated in the future, but a budgetary offset is needed to afford this going forward.



Villa Park Fire Department

Station 81 Headquarters
1440 S. Ardmore, Villa Park, IL 60181
Phone (630) 833-5350
Fax (630) 941-5978

Memorandum

To: **Matt Harline, Village Manager**

From: Steve Stapleton **Fire Chief**
Steve Stapleton

Date: **June 13, 2024**

Subject: **Justification for the Creation of a Second Deputy Fire Chief Position**

I am writing to propose the creation of a second Deputy Chief position within our Fire Department. This recommendation is driven by our need to ensure the safety of our personnel, enhance operational efficiency, and improve the training and development of our personnel.

Enhanced Safety

The safety and well-being of our personnel is paramount, particularly given the current composition and experience level of our department. When lieutenants are bogged down with administrative work, their ability to supervise and ensure the safety of their personnel is compromised. This can lead to unsafe practices and increased risk during emergency operations. The risk increases exponentially when you add the number of young and inexperienced personnel. By promoting a second Deputy Chief to alleviate the administrative burden on our lieutenants, we can mitigate these risks, providing lieutenants with the capacity to maintain a strong focus on safety protocols and the welfare of their firefighters.

Operational Efficiency

Administrative responsibilities currently consume a substantial portion of our lieutenants' time, diverting their attention away from the direct supervision and development of their personnel. This situation creates inefficiencies and potential oversights in critical areas. Two of the biggest areas at issue are Training and EMS. By alleviating the administrative burden on lieutenants, the second Deputy Chief position allows our department to concentrate on mission-critical priorities. This focus is essential for maintaining high standards of performance and service delivery to the community we serve. A second Deputy Chief dedicated to administrative duties will enable lieutenants to prioritize their supervisory roles, ensuring better oversight and cohesion amongst their shifts.

Training and Development Needs

Our Fire Department is composed of a significant number of young and inexperienced personnel, with almost one-third of our team having just over a year or less of service. Additionally, we are in the process of hiring 3 to 4 more firefighters. Continuous training and development are essential to ensuring these

firefighter-paramedics are well-prepared for their roles. To comply with the mandates set forth by the Office of the State Fire Marshal (OSFM), our Training Lieutenants must create and meticulously credential each training session with specific Job Performance Requirements (JPRs). Each fire department member must recertify for each respective certification they hold every four years, the first of which is due December 31, 2025. Each certification has a 'Recertification Task Book' containing all the JPRs that must be completed for successful recertification.

In recent years, the Good Samaritan Emergency Medical System has made it mandatory for paramedics to undergo more extensive training to maintain their standing within the system. Every month, our paramedics are mandated to meet all the requirements to keep their licenses up to date with both the Good Samaritan Emergency Medical Service System and the Illinois Department of Public Health. Our EMS Lieutenants are responsible for coordinating the monthly EMS continuing education, which includes the creation, implementation, and record keeping of all monthly EMS skills training. Each patient care report (PCR) undergoes two rounds of review to ensure accuracy and completeness. The crews are informed of any necessary changes or corrections and reviewed accordingly. In 2023 the Villa Park Fire Department generated 2,473 individual patient care reports.

The significance of firefighter and EMS training cannot be overstated, as it plays a crucial role in mitigating risks, improving effectiveness, and ensuring the safety of the firefighters and the community we serve. The training programs equip firefighters with the necessary skills, knowledge, and experience to handle emergency situations. By establishing a second Deputy Chief position, lieutenants can focus on effectively supervising and training their shift personnel without being overwhelmed by administrative responsibilities. This ensures that all personnel are well-prepared for emergencies. This focused approach is crucial for the skill development and confidence of our department.

Funding Source

By reallocating funding from the part-time program to the new Deputy Chief position, we can create a more stable and supportive environment for our full-time staff. This change will help prevent burnout and promote mental well-being, ensuring our personnel remain committed and effective in their roles.

Conclusion

As our department continues to grow and evolve, the presence of a second Deputy Chief will be instrumental in strategic planning and mentorship. This role will support the development of our young firefighters and lieutenants, fostering a culture of continuous improvement and servant leadership development. Furthermore, it will provide resilience in our leadership structure, ensuring continuity in operations and decision-making during critical times. I am confident that this investment will yield significant benefits for our department and the community we serve. I look forward to discussing this proposal further and am available to provide any additional information you may require.



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: July 8, 2024

SUBJECT: Discussion about adding Junior members to additional Commissions.

RECOMMENDED ACTION:

Members of the Board and members of the Environmental Concerns Commission have inquired about adding Junior Members to Commissions. This will require amending the Village Code. Currently, only the Community F.U.N. Commission is authorized by the Code to have Junior Members who cannot vote and do not count toward a quorum. It may not be appropriate to appoint junior members to any statutory board or commission, but an amendment could be prepared for Article XIV that deals generally with Commissions allowing for specific Commissions to have youth participation. The Board may wish to adopt a motion directing staff to develop such an ordinance.

BACKGROUND:

Section 2-2903.1 states "Two (2) junior members shall be appointed to the Community F.U.N. Commission by the Village President with the advice and consent of the board of trustees, to serve without compensation. Junior members may participate in the meetings and the programs of the commission but shall not vote on any matter that comes before the commission. Junior members shall be between the ages of thirteen (13) and seventeen (17) and residents of the Village. Junior members under the age of sixteen (16) shall serve only with the consent of parents or legal guardian. The term for junior members shall be one (1) year." Currently, there is one Junior Member serving actively on the FUN Commission.

DISCUSSION:

None.



MEMORANDUM

TO: Village Board of Trustees

FROM:

DATE: July 8, 2024

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

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION: