



MEETING AGENDA

REGULAR MEETING OF THE VILLAGE BOARD OF TRUSTEES

Tuesday, January 17, 2023

7:00 P.M.

MEMORIAL HALL – MEMORIAL BUILDING
19 East Chicago Avenue, Hinsdale, Illinois
(Tentative & Subject to Change)

1. CALL TO ORDER/ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

a) Regular meeting of January 3, 2023

4. VILLAGE PRESIDENT'S REPORT

5. CITIZENS' PETITIONS* (Pertaining to items appearing on this agenda)

6. FIRST READINGS – INTRODUCTION**

*Items included for First Reading - Introduction may be disposed of in any one of the following ways: (1) moved to Consent Agenda for the subsequent meeting of the Board of Trustees; (2) moved to Second Reading/Non-Consent Agenda for consideration at a future meeting of the Board of Trustees; or (3) referred to Committee of the Whole or appropriate Board or Commission. (Note that zoning matters will not be included on any Consent Agenda; all zoning matters will be afforded a First and a Second Reading. Zoning matters indicated below by **.)*

7. CONSENT AGENDA

*All items listed below have previously had a First Reading of the Board or are considered Routine*** and will be moved forward by one motion. There will be no separate discussion of these items unless a member of the Village Board or citizen so request, in which event the item will be removed from the Consent Agenda.*

Administration & Community Affairs (Chair Posthuma)

- a) Approve payment of the accounts payable for the period of December 30, 2022 through January 11, 2023 in the aggregate amount of \$1,007,532.56 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk***
- b) Approve a one-year contract to Sikich to provide Auditing Services for CY 2022

8. SECOND READINGS / NON-CONSENT AGENDA – ADOPTION

These items require action of the Board. Typically, items appearing for Second Reading have been referred for further discussion/clarification or are zoning cases that require two

*readings. In limited instances, items may be included as Non-Consent items and have not had the benefit of a First Reading due to emergency nature or time sensitivity, or when the item is a referral to another Board or Commission*****

Zoning & Public Safety (Chair Stifflear)

- a) Approve an Ordinance Designating 701 Taft Road as a Local Landmark – The Avedisian House – Case No. HPC-07-2022 (*First Read – January 3, 2023*)
- b) Approve an Ordinance Approving a Floor Area Ratio and Building Coverage Variation at 714 S. Madison Street, Hinsdale, Illinois – Case Number V-05-22 (*First Read – January 3, 2023*)

9. DISCUSSION ITEMS

10. DEPARTMENT AND STAFF REPORTS

- a) Community Development
- b) Fire

11. REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

12. CITIZENS' PETITIONS* (Pertaining to any Village issue)

13. TRUSTEE COMMENTS

14. CLOSED SESSION– 5 ILCS 120/2(c) (1)/(2)/(3)/(5)/(8)/(11)/(21)

15. ADJOURNMENT

*The opportunity to speak to the Village Board pursuant to the Citizens' Petitions portions of a Village Board meeting agenda is provided for those who wish to comment on an agenda item or Village of Hinsdale issue. The Village Board appreciates hearing from our residents and your thoughts and questions are valued. The Village Board strives to make the best decisions for the Village and public input is very helpful. Please use the podium as the proceedings are videotaped. Please announce your name and address before commenting.

*****The Village Board reserves the right to take final action on an Item listed as a First Reading if, pursuant to motion, the Board acts to waive the two reading policy.***

******Routine items appearing on the Consent Agenda may include those items that have previously had a First Reading, the Accounts Payable and previously budgeted items that fall within budgetary limitations, has been competitively bid or is part of a State Contract, and have a total dollar amount of less than \$100,000.***

*******Items included on the Non-Consent Agenda due to “emergency nature or time sensitivity” are intended to be critical business items rather than policy or procedural changes. Examples might include a bid that must be awarded prior to a significant price increase or documentation required by another government agency to complete essential infrastructure work.***

The Village of Hinsdale is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to promptly contact Brad Bloom, ADA Coordinator, at 630-789-7007 **or by TDD at 630-789-7022** to allow the Village of Hinsdale to make reasonable accommodations for those persons.

Website: www.villageofhinsdale.org

**VILLAGE OF HINSDALE
VILLAGE BOARD OF TRUSTEES
MINUTES OF THE REGULAR MEETING
January 3, 2023**

The regularly scheduled meeting of the Hinsdale Village Board of Trustees was called to order by Village President Tom Cauley in Memorial Hall of the Memorial Building on Tuesday, January 3, 2023 at 7:00 p.m. Roll call was taken.

Present: President Tom Cauley, Trustees Matthew Posthuma, Laurel Haarlow, Luke Stifflear, Michelle Fisher, Neale Byrnes and Scott Banke

Absent: None

Also Present: Village Manager Kathleen A. Gargano, Assistant Village Manager/Director of Public Safety Brad Bloom, Acting Village Clerk / Assistant Village Manager Andrianna Peterson, Police Chief Brian King, Director of Community Development Robb McGinnis, Finance Director Alison Brothen, and Village Planner Bethany Salmon

Present electronically: Director of Public Services George Peluso, HR Director Tracy McLaughlin, Parks and Recreation Superintendent Mike Hayes, and Fire Chief John Giannelli

PLEDGE OF ALLEGIANCE

President Cauley led those in attendance in the Pledge of Allegiance.

APPROVAL OF MINUTES

a) **Regular meeting of December 13, 2022**

Trustee Posthuma moved to **approve the minutes of the regular meeting of December 13, 2022, as amended.** Trustee Banke seconded the motion.

AYES: Trustees Posthuma, Haarlow, Stifflear, Fisher, Byrnes, Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

VILLAGE PRESIDENT'S REPORT

President Cauley reported that the Village is transitioning to an on-line parking permit purchasing system. The system will be available by the end of the week. Residents wishing to purchase parking permits online may go to the Village's website and follow the directions on the homepage. Additionally, by the end of this week, the Village will have the ability to pay by text or by QR code for shorter term parking in the Village commuter lots. The Village is also excited to offer limited student parking in the Robbins parking lot. Students may purchase these permits online and are first come, first served.

Premium one day parking is available on Burlington Drive, along the tracks in Burlington Park. This is also pay by text or QR code.

He also provided general tips to homeowners when managing snow and ice on their properties including keeping walkways safe and clear of snow. He also asked residents not to blow or shovel snow in the street as it is unsafe for motorists.

President Cauley provided an update regarding an order that came down from the Federal Court in the Trinity Sober Living case on December 19, 2022 that was favorable to the Village. Trinity Sober Living had sought to amend its complaint against the Village at the close of discovery to add a claim that the complaint that the Village had filed against Trinity was retaliation against Trinity in violation of the Fair Housing Act. The Village's State Court complaint against Trinity alleged that Trinity had violated Hinsdale's Zoning Code because Trinity planned to have more than three unrelated people living in the house Trinity had purchased on north Grant Street. Under the Village Code, you are not allowed to have more than three unrelated people living in a house in a residential district. Trinity was advised that they had to get relief from the Village, either in the form of a variance or a reasonable accommodation before they could have more than three unrelated people living in the house, but they never came to the Village Board. The Federal Court refused to allow Trinity to add a new claim of retaliation.

CITIZENS' PETITIONS

None.

FIRST READINGS – INTRODUCTION

Administration & Community Affairs (Chair Posthuma)

a) Approve a one-year contract to Sikich to provide Auditing Services for CY 2022

Trustee Posthuma introduced the item. The Village has used Sikich as our independent auditor for over 16 years. In 2017, the Village issued a request for proposal for audit services that resulted in the selection of Sikich of the recently completed engagement term. The fee of \$33,071 represents an increase of \$1,575 or 5% from the CY 2021 audit. A single audit at an additional fee of \$3,788 will also be required. It was noted that this item will be placed on the Consent Agenda at the next meeting for consideration.

Zoning & Public Safety (Chair Stifflear)

b) Approve an Ordinance Designating 701 Taft Road as a Local Landmark – The Avedisian House – Case No. HPC-07-2022

Trustee Stifflear introduced the item. The Village has received an application from Carl and Cynthia Curry, the property owners, requesting approval of Local Landmark Designation for the single-family home located at 701 Taft Road. The property is located in the R-1 Single Family Residential District. Built in 1958-59, the house was designed by architects George Fred Keck and William Keck, who are known for their passive solar house design and mid-century modern homes constructed throughout the Midwest. The house was recently purchased by the Currys, who have completed an extensive renovation project to restore and preserve the house. On December 7, 2022, the application was reviewed at a public hearing of the Historic Preservation Commission. No members provided comments at the

public hearing. Based on the findings, the Historic Preservation Commission, by a vote of six ayes and zero nays, with one absent, recommended to the President and Board of Trustees approval of Case HPC-07-2022 – 701 Taft Road – Application for Local Landmark Designation.

Cynthia Curry stated that she admired the home for many years and wanted to renovate it to provide an example to others.

It was noted that this item will be placed on the next meeting agenda for consideration.

c) Approve an Ordinance Approving Variations for Property Located at 714 S. Madison Street, Hinsdale, Illinois, Wolff – Case Number V-05-22

The applicant requests relief from the Maximum Floor Area Ratio (FAR) limitations set forth in 3-110(E)(1) and the Maximum Building Coverage limitations set forth in 3-110(F)(1) in order to construct a detached two car garage. The specific request is for 22.56 s.f. of FAR relief and 152.75 s.f. of Building Coverage relief. Following a public hearing held on September 21, 2022, the Zoning Board of Appeals recommended approval of the Requested Variation on a vote of six in favor and zero opposed, with one member absent. No one spoke against the application.

The attorney representing the applicant stated that the home was constructed prior to 1978 and that a garage was never built. The applicant is requesting the smallest two-car garage that can be built. President Cauley asked if the garage will load from the alley and if there is any flooding or water run-off. Director McGinnis responded that the garage will load from the alley and that as a part of the engineering review, stormwater management will be evaluated. Trustee Fisher asked if neighbors had garages. Director McGinnis said he will provide additional information regarding the condition of the alley and adjacent homes to the Village Board.

It was noted that this item will be placed on the next meeting agenda for consideration.

CONSENT AGENDA

Administration & Community Affairs (Chair Posthuma)

- a) Trustee Byrnes moved to **Approve payment of the accounts payable for the period of December 8, 2022 through December 29, 2022 in the aggregate amount of \$1,414,424.43 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.** Trustee Banke seconded the motion.

AYES: Trustees Posthuma, Haarlow, Stifflear, Fisher, Byrnes, Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

The following items were approved by omnibus vote:

- b) **Approve a Resolution Appointing a Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency (IRMA)**

Environment & Public Services (Chair Byrnes)

- c) **Award a Professional Services Contract to HR Green, Inc., for Design Engineering Services for Sixth Street Improvements**
d) **Award a Contract for Rehabilitation of the Standpipe to Era Valdivia Contractors, Inc. in the amount of \$1,212,800**

Trustee Byrnes moved to **approve the Consent Agenda, as presented.** Trustee Fisher seconded the motion.

AYES: Trustees Posthuma, Haarlow, Stifflear, Fisher, Byrnes, Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried

SECOND READINGS / NON-CONSENT AGENDA – ADOPTION

Zoning & Public Safety (Chair Stifflear)

- a) **Approve an Ordinance Approving a Major Adjustment to an Exterior Appearance and Site Plan for Changes to the Residential Subdivision Portion of the Kensington School Development at 527-541 Kensington Court; or Refer the Request for a Major Adjustment to the Exterior Appearance and Site Plan Review for Changes to the Residential Subdivision Portion of the Kensington School Development at 527-541 Kensington Court to the Plan Commission for further hearing and review**

Trustee Stifflear introduced the item which was previously discussed at the December 13, 2022 Village Board meeting. Trustee Stifflear noted that additional landscaping renderings have been provided. Trustee Banke stated that he liked the project but was opposed to the gate for three reasons: 1) that he believes the gated community concept is inconsistent with the traditional neighborhood standards which the Village has embraced for the past 150 years; 2) he believes the gated development creates a suggestion that we live in an unsafe community; and 3) his concerns that the development plays into a negative perception that Hinsdale is an elitist town. President Cauley noted that he agreed with Trustee Banke generally but believes that the property is unique given its location across from a parking lot and adjacent to commercial property. The property has also been vacant for many years and other potential projects could be more dense. Lots will also be code compliant. Trustee Haarlow asked if the subdivision will be age restricted. The developer, Julie Laux, stated that she does not want to age restrict as she believes it is a saleable property, and does not want to limit prospective buyers. Trustee Posthuma agreed that it is a unique location near Ogden Avenue and adjacent to commercial. He sees the gate as having a transitional purpose. Trustee Byrnes stated he is in favor of the project due to the commercial nature. He does not believe this is precedential. Trustee Fisher stated that she is not a big fan of the gate but the location provides different challenges. The gate provides additional comfort.

She asked about the proposed additional landscaping and maintenance. Julie Laux stated that she is committing to the additional landscaping and maintenance. She said that it will be a high end development with buyers with high expectations. Trustee Stifflear stated that he agreed with Trustee Banke but that the location matters and does not set a precedent. President Cauley asked when the project is expected to break ground. Julie Laux responded that permits are expected to be submitted soon – possibly as soon as early spring.

A motion was made by Trustee Stifflear to **Approve an Ordinance Approving a Major Adjustment to an Exterior Appearance and Site Plan for Changes to the Residential Subdivision Portion of the Kensington School Development at 527-541 Kensington Court**. Trustee Posthuma seconded the motion.

AYES: Trustees Posthuma, Haarlow, Stifflear, Fisher, Byrnes

NAYS: Trustee Banke

ABSTAIN: None

ABSENT: None

Motion carried

DISCUSSION ITEMS

DEPARTMENT AND STAFF REPORTS

None.

REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

No reports.

CITIZENS' PETITIONS

None.

TRUSTEE COMMENTS

None.

ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn the meeting. Trustee Banke moved to adjourn the meeting. Trustee Byrnes seconded the motion.

AYES: Trustees Posthuma, Haarlow, Stifflear, Fisher, Byrnes, Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Meeting adjourned at 7:47 p.m.

ATTEST: _____
Andrianna Peterson, Acting Village Clerk



REQUEST FOR BOARD ACTION
Finance

AGENDA SECTION: Consent – ACA

SUBJECT: Accounts Payable-Warrant #1771

MEETING DATE: January 17, 2023

FROM: Alison Brothen, Finance Director

Recommended Motion

Approve payment of the accounts payable for the period of December 30, 2022 through January 11, 2023 in the aggregate amount of \$1,007,532.56 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.

Background

At each Village Board meeting the Village Treasurer submits a warrant register that lists bills to be paid and to ratify any wire transfers that have been made since the last Village Board meeting. Supporting materials for all bills to be paid are reviewed by Village Treasurer and one Village Trustee prior to the Village Board meeting.

Discussion & Recommendation

After completion of the review by the Village Treasurer and Village Trustee approval of Warrant #1771 is recommended.

Budget Impact

N/A

Village Board and/or Committee Action

Village Board agenda policy provides that the Approval of the Accounts Payable should be listed on the Consent Agenda

Documents Attached

Warrant Register #1771

VILLAGE OF HINSDALE

ACCOUNTS PAYABLE WARRANT REGISTER #1771

FOR PERIOD December 30, 2022 through January 11, 2023

The attached Warrant Summary by Fund and Warrant Register listing TOTAL DISBURSEMENTS FOR ALL FUNDS of \$1,007,532.56 reviewed and approved by the below named officials.

APPROVED BY _____ DATE _____
FINANCE DIRECTOR

APPROVED BY _____ DATE _____
VILLAGE MANAGER

APPROVED BY _____ DATE _____
VILLAGE TRUSTEE

Village of Hinsdale
Schedule of Bank Wire Transfers and ACH Payments
1771

| Payee/ Date | Description | Vendor Invoice | Invoice Amount |
|--|------------------------------------|-------------------------------|-----------------------------|
| Electronic Federal Tax Payment Systems 1/6/2023 | Village Payroll #1 - Calendar 2023 | FWH/FICA/Medicare | \$ 99,658.15 |
| Illinois Department of Revenue 1/6/2023 | Village Payroll #1 - Calendar 2023 | State Tax Withholding | \$ 20,990.99 |
| ICMA - 457 Plans 1/6/2023 | Village Payroll #1 - Calendar 2023 | Employee Withholding | \$ 19,875.53 |
| HSA PLAN CONTRIBUTION 1/6/2023 | Village Payroll #1 - Calendar 2023 | Employer/Employee Withholding | \$ 5,308.34 |
| Intergovernmental Personnel Benefit Cooperative | | Employee Insurance | \$ 176,308.00 |
| Illinois Municipal Retirement Fund | | Employer/Employee | \$ 63,562.92 |
| Total Bank Wire Transfers and ACH Payments | | | <u><u>\$ 385,703.93</u></u> |

| | |
|----------------------|-------------------|
| ipbc-general | 176,308.00 |
| ACH - general | - |
| payroll | <u>209,395.93</u> |
| | 385,703.93 |

Village of Hinsdale
#1771
Summary By Fund

| Recap By Fund | Fund | Regular Checks | ACH/Wire Transfers | Total |
|--------------------------|-------------|-----------------------|---------------------------|---------------------|
| General Fund | 100 | 196,804.18 | 176,308.00 | 373,112.18 |
| Capital Project Fund | 400 | 77,320.62 | - | 77,320.62 |
| Water & Sewer Operations | 600 | 324,178.85 | - | 324,178.85 |
| Water & Sewer Capital | 620 | 11,641.50 | - | 11,641.50 |
| Escrow Funds | 720 | 5,700.00 | - | 5,700.00 |
| Payroll Revolving Fund | 740 | 6,183.48 | 209,395.93 | 215,579.41 |
| Total | | 621,828.63 | 385,703.93 | 1,007,532.56 |



Warrant Register 1771

| Invoice | Description | Invoice/Amount |
|----------------------------------|--|-----------------|
| AFLAC-FLEXONE | | |
| 22965 | Payroll Run 1 - Warrant PR2301 | 626.44 |
| | Check Date 1/6/2023 Total For Check # 114719 | 626.44 |
| ILLINOIS FRATERNAL ORDER | | |
| 22963 | Payroll Run 1 - Warrant PR2301 | 768.00 |
| | Check Date 1/6/2023 Total For Check # 114720 | 768.00 |
| NATIONWIDE RETIREMENT SOL | | |
| 22964 | Payroll Run 1 - Warrant PR2301 | 898.01 |
| | Check Date 1/6/2023 Total For Check # 114721 | 898.01 |
| NATIONWIDE TRUST CO FSB | | |
| 22966 | Payroll Run 1 - Warrant PR2301 | 3,468.26 |
| | Check Date 1/6/2023 Total For Check # 114722 | 3,468.26 |
| NCPERS GRP LIFE INS#3105 | | |
| 22962 | Payroll Run 1 - Warrant PR2301 | 192.00 |
| | Check Date 1/6/2023 Total For Check # 114723 | 192.00 |
| STATE DISBURSEMENT UNIT | | |
| 22967 | Payroll Run 1 - Warrant PR2301 | 230.77 |
| | Check Date 1/6/2023 Total For Check # 114724 | 230.77 |
| BULLSEYE TELECOM INC | | |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 722.13 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 76.29 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 72.18 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 288.72 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 57.63 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 653.89 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 380.28 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 76.29 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 72.18 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 148.48 |
| 45080652 | PHONE CHARGES 12/26/22-1/25/23 | 52.05 |
| | Check Date 1/10/2023 Total For Check # 114725 | 2,600.12 |
| COMCAST | | |
| 8771201110037136 | POOL 1/4-2/3/23 | 5.00 |
| | Check Date 1/10/2023 Total For Check # 114726 | 5.00 |



Warrant Register 1771

| Invoice | Description | Invoice/Amount |
|----------------------------------|--|-----------------|
| FEDEX | | |
| 7-991-07337 | COOK COUNTY CLERK-BROTHEN | 63.62 |
| | Check Date 1/10/2023 Total For Check # 114727 | 63.62 |
| GARRON, FERNANDO | | |
| 121922 | AUDIO/VIDEO SVC 12/13/22 MTG | 325.00 |
| 121422 | AUDIO/VIDEO SVC 12/14/22 MTG | 200.00 |
| | Check Date 1/10/2023 Total For Check # 114728 | 525.00 |
| INTERSTATE BILLING SERVIC | | |
| 3029789249 | EXHAUST PARTS #7 | 1,217.10 |
| | Check Date 1/10/2023 Total For Check # 114729 | 1,217.10 |
| PEERLESS NETWORK, INC | | |
| 582056 | PHONE CHARGES 12/15/22-1/14/23 | 50.55 |
| 582056 | PHONE CHARGES 12/15/22-1/14/23 | 254.14 |
| 582056 | PHONE CHARGES 12/15/22-1/14/23 | 318.59 |
| 582056 | PHONE CHARGES 12/15/22-1/14/23 | 199.60 |
| 582056 | PHONE CHARGES 12/15/22-1/14/23 | 232.80 |
| 582056 | PHONE CHARGES 12/15/22-1/14/23 | 199.25 |
| | Check Date 1/10/2023 Total For Check # 114730 | 1,254.93 |
| TOSHIBA FINANCIAL SERVICE | | |
| 490003241 | COPIER LEASE ADMIN 12/13/22-1/13/23 | 275.00 |
| 490483104 | COPIER LEASE PD 12/18/22-1/18/23 | 275.00 |
| 490481967 | COPIER LEASE FIRE/PUB WORKS 12/19/22-1/19/23 | 269.12 |
| 490481967 | COPIER LEASE FIRE/PUB WORKS 12/19/22-1/19/23 | 269.12 |
| 490829215 | COPIER LEASE FIN 12/23/22-1/23/22 | 275.00 |
| | Check Date 1/10/2023 Total For Check # 114731 | 1,363.24 |
| U S POSTAL SERVICE | | |
| PERMIT #19 JAN23 | BUSINESS REPLY PERMIT #19 | 500.00 |
| | Check Date 1/10/2023 Total For Check # 114732 | 500.00 |
| VERIZON WIRELESS | | |
| 9923652802 | IPADS/MODEMS/PD CAMERAS 11/24-12/23/22 | 1,272.01 |
| 9923652802 | IPADS/MODEMS/PD CAMERAS 11/24-12/23/22 | 380.56 |
| 9923652802 | IPADS/MODEMS/PD CAMERAS 11/24-12/23/22 | -0.46 |
| | Check Date 1/10/2023 Total For Check # 114733 | 1,652.11 |
| AEP ENERGY | | |
| 3014421204-DEC | 19 E CHGO TRANSFORMER 11/15-12/16/22 | 1,129.44 |
| 3013129848-DEC22 | 53 VILLAGE PL-11/14-12/15/22 | 387.67 |



Warrant Register 1771

| Invoice | Description | Invoice/Amount |
|------------------------------------|--|-------------------|
| 3013129837-DEC22 | 2 E N STOUGH/STREE LIGHTS 11/18-12/21/22 | 7,300.21 |
| | Check Date 1/11/2023 Total For Check # 114734 | 8,817.32 |
| AMERICAN LITHOGRAPHY | | |
| 258746-01 | WINTER/SPRING POSTCARDS | 1,410.00 |
| | Check Date 1/11/2023 Total For Check # 114735 | 1,410.00 |
| BRIDGEPAY NETWORK SOLUTIONS | | |
| 11532 | DEC22 TRANSACTIONS | 48.80 |
| | Check Date 1/11/2023 Total For Check # 114736 | 48.80 |
| BURKE LLC | | |
| 122222 | PD/FD ROOF REPLACEMENT VOB 4/26/22 | 59,220.69 |
| 122222 | PD/FD ROOF REPLACEMENT VOB 4/26/22 | 59,220.69 |
| | Check Date 1/11/2023 Total For Check # 114737 | 118,441.38 |
| DUPAGE CONVENTION & | | |
| 2023-601 | MEMBERSHIP DUES | 450.00 |
| | Check Date 1/11/2023 Total For Check # 114738 | 450.00 |
| DUPAGE WATER COMMISSION | | |
| 01-1200-00-DEC22 | WATER CHARGES 11/30-12/31/22 | 317,694.58 |
| | Check Date 1/11/2023 Total For Check # 114739 | 317,694.58 |
| ESSCOE LLC | | |
| 55653 | 30-PARK DECK SPRINKLER/INSPECT 12/1/22-11/30/23 | 2,838.84 |
| | Check Date 1/11/2023 Total For Check # 114740 | 2,838.84 |
| FCWRD | | |
| 008919-000-DEC22 | SEWER 10/27-12/28/22 | 453.84 |
| | Check Date 1/11/2023 Total For Check # 114741 | 453.84 |
| FIRST COMMUNICATIONS, LLC | | |
| 124767661 | PHONE CHARGES 12/22/22-1/21/23 | 320.75 |
| 124767661 | PHONE CHARGES 12/22/22-1/21/23 | 110.50 |
| 124767661 | PHONE CHARGES 12/22/22-1/21/23 | 231.21 |
| 124767661 | PHONE CHARGES 12/22/22-1/21/23 | 62.90 |
| 124767661 | PHONE CHARGES 12/22/22-1/21/23 | 482.49 |
| 124767661 | PHONE CHARGES 12/22/22-1/21/23 | 206.79 |
| 124767661 | PHONE CHARGES 12/22/22-1/21/23 | 809.06 |
| | Check Date 1/11/2023 Total For Check # 114742 | 2,223.70 |
| GAD GROUP TECHNOLOGY | | |
| 2022/1379 | NOV-DEC CONSULTING | 7,875.00 |
| | Check Date 1/11/2023 Total For Check # 114743 | 7,875.00 |



Warrant Register 1771

| Invoice | Description | Invoice/Amount |
|-----------------------------------|--|------------------|
| GARRON, FERNANDO | | |
| 010423 | AUDIO/VIDEO SVC 1/3/23 MTG | 200.00 |
| | Check Date 1/11/2023 Total For Check # 114744 | 200.00 |
| HR GREEN INC | | |
| 158344 | 2022 HINSDALE COM SVCS-RELOCATE ENG SUP | 2,042.00 |
| 158207 | ARPA DRAINAGE DESIGN ENGINEER-BOT 9/6/22 | 11,636.50 |
| 158191 | 2022 MAINT RESURFACING CONST OBSERV | 790.63 |
| | Check Date 1/11/2023 Total For Check # 114745 | 14,469.13 |
| IL DEPT OF TRANSPORTATION | | |
| 125254 | 2022 S GARFIELD RECONSTRUCT-BOT 9/21/21 | 74,487.99 |
| | Check Date 1/11/2023 Total For Check # 114746 | 74,487.99 |
| INDUSTRIAL ELECTRIC SUPPLY | | |
| S100018319.001 | WELL #10 & LIGHT FIXTURE KLM | 49.54 |
| S100018319.001 | WELL #10 & LIGHT FIXTURE KLM | 179.58 |
| S100018510.001 | 40-100W BULBS | 144.93 |
| S100018666.001 | 50-STREET LIGHT BALLAST | 127.92 |
| S100018566.001 | VH GLOVES & BULBS | 49.75 |
| S100018744.001 | CBO STREET LIGHT BULBS | 870.00 |
| S100018725.001 | CHESTNUT LOT LIGHT BULBS | 400.00 |
| | Check Date 1/11/2023 Total For Check # 114747 | 1,821.72 |
| JWC MEDIA | | |
| 2022ci-7759 | 2023 CHAMBER GUIDE ADS | 1,283.50 |
| | Check Date 1/11/2023 Total For Check # 114748 | 1,283.50 |
| KATHLEEN W BONO CSR | | |
| 9044 | #HPC-07-2022 & #HPC-08-2022 | 301.14 |
| 9044 | #HPC-07-2022 & #HPC-08-2022 | 383.56 |
| | Check Date 1/11/2023 Total For Check # 114749 | 684.70 |
| KROESCHELL SERVICE, INC | | |
| 69004 | BOILER SERVICE | 790.00 |
| 69004 | BOILER SERVICE | 1,570.00 |
| 69004 | BOILER SERVICE | 2,560.00 |
| 69004 | BOILER SERVICE | 1,570.00 |
| 69004 | BOILER SERVICE | 1,570.00 |
| | Check Date 1/11/2023 Total For Check # 114750 | 8,060.00 |



Warrant Register 1771

| Invoice | Description | Invoice/Amount |
|---|--|------------------|
| LINDE GAS & EQUIPMENT INC | | |
| 33127473 | CYLINDER RENTAL | 145.68 |
| | Check Date 1/11/2023 Total For Check # 114751 | 145.68 |
| MIDWEST TIME RECORDER | | |
| 188538 | PUB SVC TIME CLOCK DEC22 | 92.35 |
| | Check Date 1/11/2023 Total For Check # 114752 | 92.35 |
| NUCO2 INC | | |
| 71720466 | POOL CHEMICALS | 214.03 |
| | Check Date 1/11/2023 Total For Check # 114753 | 214.03 |
| OAKWOOD ELECTRIC & GENERATOR | | |
| 27103 | CONT BD-237 E HICKORY #27103 | 500.00 |
| | Check Date 1/11/2023 Total For Check # 114754 | 500.00 |
| CARLETON, STEVEN | | |
| 27371 | CONT BD-24 S MONROE #27371 | 500.00 |
| | Check Date 1/11/2023 Total For Check # 114755 | 500.00 |
| KELLEY, SARAH | | |
| 257459 | WITHDREW FROM PROGRAM | 90.00 |
| | Check Date 1/11/2023 Total For Check # 114756 | 90.00 |
| MALIK, ASIF F | | |
| 22968 | OVERPAID ACCOUNT | 498.34 |
| 22968 | OVERPAID ACCOUNT | 5.00 |
| | Check Date 1/11/2023 Total For Check # 114757 | 503.34 |
| MITRA, SABYASACHI | | |
| 26702 | CONT BD-228 PHILLIPPA #26702 | 3,400.00 |
| | Check Date 1/11/2023 Total For Check # 114758 | 3,400.00 |
| NOT JUST GRASS INC | | |
| 27380 | CONT BD-505 WEDGEWOOD CT #27380 | 500.00 |
| | Check Date 1/11/2023 Total For Check # 114759 | 500.00 |
| TRIANGLE CONSTRUCTION | | |
| 27087 | CONT BD-901 S BRUNER #27087 | 800.00 |
| | Check Date 1/11/2023 Total For Check # 114760 | 800.00 |
| ORBIS SOLUTIONS | | |
| 5574108 | IT SVC CONTRACT & CLOUD BACKUP 1/1-1/31/23 | 14,156.32 |
| 5574108 | IT SVC CONTRACT & CLOUD BACKUP 1/1-1/31/23 | 1,800.00 |
| | Check Date 1/11/2023 Total For Check # 114761 | 15,956.32 |



Warrant Register 1771

| Invoice | Description | Invoice/Amount |
|---|--|-----------------|
| POMPS TIRE SERVICE, INC. | | |
| 2120004045 | TIRE SETS FOR M84 & T84 | 1,230.81 |
| | Check Date 1/11/2023 Total For Check # 114762 | 1,230.81 |
| ROEHN, RICH | | |
| 121522 | 10-CDL RENEWAL | 65.00 |
| | Check Date 1/11/2023 Total For Check # 114763 | 65.00 |
| THE KNOT WORLDWIDE INC | | |
| INVUSD591928514 | LODGE ADVERTISING | 1,200.00 |
| | Check Date 1/11/2023 Total For Check # 114764 | 1,200.00 |
| THE LAW OFFICES OF AARON H. REINKE | | |
| H-12-22-2022 | ADMIN HEARINGS-TOWINGS | 200.00 |
| | Check Date 1/11/2023 Total For Check # 114765 | 200.00 |
| UNITED STATES POSTAL SVC | | |
| 77997582-JAN23 | MAIL MACHINE POSTAGE-JAN23 | 5,000.00 |
| | Check Date 1/11/2023 Total For Check # 114766 | 5,000.00 |
| VANNORSDEL, DAVID | | |
| DEC-22 | ERP PROJECT MANAGEMENT-VOB 12/14/21 | 5,112.00 |
| DEC-22 | ERP PROJECT MANAGEMENT-VOB 12/14/21 | 2,088.00 |
| | Check Date 1/11/2023 Total For Check # 114767 | 7,200.00 |
| VISOGRAPHIC INC | | |
| 235133 | AUDIT TABS/COVERS/SPINES | 207.95 |
| | Check Date 1/11/2023 Total For Check # 114768 | 207.95 |
| WAREHOUSE DIRECT INC | | |
| 5403574-0 | ADMIN OFFICE SUPPLIES | 12.23 |
| | Check Date 1/11/2023 Total For Check # 114769 | 12.23 |
| WEX BANK | | |
| 86037310 | UNLEADED FUEL DEC22 | 101.46 |
| 86037310 | UNLEADED FUEL DEC22 | 457.11 |
| 86037310 | UNLEADED FUEL DEC22 | 3,672.56 |
| 86037310 | UNLEADED FUEL DEC22 | 1,319.56 |
| 86037310 | UNLEADED FUEL DEC22 | 226.13 |
| 86037310 | UNLEADED FUEL DEC22 | 136.04 |
| 86037310 | UNLEADED FUEL DEC22 | 42.71 |
| 86037310 | UNLEADED FUEL DEC22 | 705.05 |
| 86037310 | UNLEADED FUEL DEC22 | 886.40 |



Warrant Register 1771

| Invoice | Description | Invoice/Amount |
|----------|---|-------------------|
| 86037310 | UNLEADED FUEL DEC22 | -161.20 |
| | Check Date 1/11/2023 Total For Check # 114770 | 7,385.82 |
| | Total For ALL Checks | 621,828.63 |



Warrant Summary by Fund:

| RECAP BY FUND | FUND NUMBER | FUND TOTAL |
|-------------------------------|----------------|------------|
| GENERAL FUND | 100 | 196,804.18 |
| CAPITAL PROJECTS FUND | 400 | 77,320.62 |
| WATER & SEWER OPERATIONS FUND | 600 | 324,178.85 |
| WATER & SEWER CAPITAL FUND | 620 | 11,641.50 |
| ESCROW FUND | 720 | 5,700.00 |
| PAYROLL REVOLVING FUND | 740 | 6,183.48 |
| | TOTALS: | 621,828.63 |

END OF REPORT



REQUEST FOR BOARD ACTION
Finance

AGENDA SECTION: Second Reading – ACA

SUBJECT: Auditing Services Proposal

MEETING DATE: January 17, 2023

FROM: Alison Brothen, Finance Director

Recommended Motion

Approve a one-year contract to Sikich to provide Auditing Services for CY 2022.

Background

The accounting firm of Sikich has been the Village's independent auditor for over 16 years. In 2017, the Village issued a request for proposal for audit services that resulted in the selection of Sikich for the recently completed engagement term.

Discussion & Recommendation

Staff requested a proposal from Sikich for an additional year. Typically, this would have been the year to issue a formal request for proposals (RFP) for audit services, but due to staffing demands, this did not occur in 2022 and a formal RFP for audit services will be issued for the CY 2023 audit engagement.

The fee of \$33,071 represents an increase of \$1,575 or 5% from the CY 2021 audit, and their fees historically have been very competitive when compared with other auditing firms. In addition, their proposal includes an additional fee of \$ 3,788 if a Single Audit is required. A single audit is required if the amount of federal grant revenue expended exceeds \$750,000. Due to the ARPA funds expected to be spent in 2023, the Village will require a single audit as it will have expended more than \$750,000.

Village staff has been satisfied with the performance of Sikich over the last several years.

Budget Impact

Sufficient funds have been budgeted in account number 1100-7207 to fund this expenditure.

Village Board and/or Committee Action

This item was discussed at the January 3, 2023 Village Board meeting.

Documents Attached

1. Sikich Service Proposal

November 17, 2022



SERVICE PROPOSAL

Audit Services 2022

PREPARED FOR:

VILLAGE OF HINSDALE, ILLINOIS



SUBMITTED BY:

Brian D. LeFevre, CPA, MBA
Partner

1415 West Diehl Rd., Suite 400
Naperville, IL 60563
630.566.8400
brian.lefevre@sikich.com

ACCOUNTING TECHNOLOGY ADVISORY

SIKICH.COM

TABLE OF CONTENTS

| | |
|--|-----------|
| Transmittal Letter | 3 |
| Executive Summary | 4 |
| Technical Proposal | 5 |
| Statement of Independence | 5 |
| License to Practice in Illinois..... | 5 |
| Partner, Supervisory and Staff Qualifications and Experience | 5 |
| Specific Audit Approach..... | 7 |
| Why Village of Hinsdale Should Select Sikich | 9 |
| Access..... | 9 |
| Experience..... | 10 |
| Initiative..... | 11 |
| Scope of Services for Village of Hinsdale..... | 12 |
| Additional Resources and Services | 16 |
| Fee Proposal | 17 |
| Proposal Cost Summary | 17 |
| Exhibits..... | 18 |
| Engagement Team Biographies | 18 |
| Sikich Resources | 18 |
| State & Local Government Services | 18 |
| Firm Profile..... | 18 |
| Peer Review | 18 |

TRANSMITTAL LETTER

November 17, 2022

President and Members of the Board of Trustees
C/O Ms. Alison Brothen
Finance Director
Village of Hinsdale
19 E. Chicago Ave.
Hinsdale, IL 60521

Dear Alison,

Sikich is pleased to be considered for the reappointment as independent auditors for Village of Hinsdale. We believe that our qualifications, experience and expertise are clearly distinguishable as indicated in the following proposal and demonstrated in the prior years. The expertise we possess in the state and local government industry is demonstrated by our clients' successes, our staff's involvement in the industry and our leadership roles in various government associations. Our clients receive the quality and timeliness only available from a firm of our caliber.

We have are prepared to continue to commit the resources necessary to provide services to Village of Hinsdale. We will not only perform the audit, but we will also provide governmental accounting and financial reporting expertise and technical assistance throughout the year. We understand the scope of the work to be performed and the timing requirements, and are committed to performing the specified services within that timeframe.

We appreciate the opportunity to present this proposal, which is a firm and irrevocable offer for 60 days, and look forward to the possibility of serving Village of Hinsdale.

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian D. LeFevre'.

Brian D. LeFevre, CPA, MBA
Partner

A handwritten signature in black ink, appearing to read 'Laura Babula'.

Laura Babula, CPA, MAS
Senior Manager

EXECUTIVE SUMMARY

We know what's challenging to Village of Hinsdale. Here are the strategies and solutions we recommend for you in order to face those challenges head-on and achieve success.

Thank you for considering Sikich. We appreciate the opportunity to propose for Village of Hinsdale.

Sikich is one of the country's top 30 Certified Public Accounting firms and a top 10 value-added reseller of technology products, with more than 1,000 employees serving clients in all 50 states. Clients turn to us for their professional service needs due to our deep industry knowledge working with organizations of their size and for the caliber of service and attention we provide—especially when it comes to dedicated, experienced service teams and partner access.

DEFINING YOUR CURRENT CHALLENGES

We recognize this is a time of constant change and ever increasing accountability. The task of the Village of Hinsdale finance office is no longer to report financial results by long-standing standards that are widely known and commonly understood. The task in today's environment is to keep up with the ever-changing standards from GASB and the Office of Management and Budget with the new Uniform Guidance. The task is also to keep up with new reporting and accountability requirements from the state, new automated processing systems, and fringe benefit tax laws.

DEFINING YOUR BEST POSSIBLE SOLUTIONS

These ever-changing standards and accountabilities require adjusting computer systems and internal processes to adapt to the changing standards and then to report in accordance with the new standards. This shift in the environment has caused a shift in the Village of Hinsdale thinking about an audit firm. We understand that the Village of Hinsdale requires a year-round partner, who will assist the Village of Hinsdale in keeping up to date with the standards and provide assistance, when needed, on specialty topics, as well as someone who can audit to the standards. Sikich is on the leading edge of the standards as they are being developed. We also have a strong commitment to current and effective technology as our firm has a solid core of technological abilities supported by a full technology division.

DEFINING YOUR FUTURE SUCCESS

Additional details around our audit-specific capabilities are included in the next section of this document. These capabilities, in combination with our timely completion and issuance of your reports, will not only fulfill your current needs, but will undoubtedly drive stability for Village of Hinsdale.

Throughout the following paragraphs, you will find summaries of each section within this proposal. We encourage you to review each section in its entirety to gain a detailed understanding of how we can help you build your bottom line and achieve success.

WHY VILLAGE OF HINSDALE SHOULD SELECT SIKICH

Clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Specifically, Sikich offers the access to resources, decades of experience and passion for action necessary to face your challenges head-on with you.

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

A crucial component to Village of Hinsdale's success is working with a team completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. Your engagement team is made up of senior professionals who will provide the expertise, insights and responsiveness your organization requires.

SPECIFIC AUDIT APPROACH

Our approach is always holistic, forward-thinking and customized for Village of Hinsdale's specific needs. We operate in a way that provides full attention to evaluating significant areas, including those that present the greatest risk and where new opportunities for financial and operational improvement may exist.

SCOPE OF SERVICES FOR VILLAGE OF HINSDALE

The scope of our work for Village of Hinsdale is outlined in the following proposal. We want to invest in what we hope will become a long-lasting relationship with the Village of Hinsdale, which is why we commit to delivering the results the Village of Hinsdale requires. The timeline of the engagement on which we are proposing is outlined in this section.

We would be honored to continue to call Village of Hinsdale our client and look forward to working with you.

TECHNICAL PROPOSAL

STATEMENT OF INDEPENDENCE

Sikich has evaluated its independence from Village of Hinsdale in accordance with generally accepted auditing standards, the Governmental Auditing Standards, 2018 revision, published by the U.S. Government Accountability Office, and the AICPA Code of Professional Conduct. Based upon our evaluation, Sikich is free of any personal and external impairment with respect to Village of Hinsdale, and is independent with respect to any non-attest services provided to Village of Hinsdale, both in fact and in appearance to any knowledgeable third party.

LICENSE TO PRACTICE IN ILLINOIS

Sikich is a licensed Public Accountant Limited Liability Partnership in Illinois (license #066-003284). All of the partners assigned to the engagement are registered and licensed Certified Public Accountants (CPAs) in Illinois. In addition, all of the professional staff assigned to the engagement are full time staff and are either registered Certified Public Accountants or are completing the exam.

PARTNER, SUPERVISORY AND STAFF QUALIFICATIONS AND EXPERIENCE

Sikich commits to providing a team of senior professionals, all of whom have unmatched expertise in the government industry.

A crucial component to Village of Hinsdale's success is working with a team that is completely dedicated to the government industry, ensuring that those individuals understand your challenges and what it takes to realize success. Village of Hinsdale will receive unparalleled levels of expertise, insights and responsiveness from a team of senior professionals who have significant experience working with government entities. Our firm offers several employee retention programs, including tuition reimbursement, CPA review and exam assistance, a computer purchase program, travel assistance and more. We have been named as a Best Place to Work for several years, both on a local and national level. We make every effort to recruit and retain quality staff. However, employee turnover is inevitable. In the event of staff turnover on the Village of Hinsdale engagement, we will seek the prior written approval of Village of Hinsdale.

Village of Hinsdale's key engagement team members will be supported by staff on the firm's government services team. Please refer to the Exhibits section on page 18 to read biographies of Village of Hinsdale's engagement team.

BRIAN D. LEFEVRE, CPA, MBA ENGAGEMENT PARTNER

As engagement partner, Brian will be responsible for the overall management of the audit. This includes developing and coordinating the overall audit plan, the in-depth review of all workpapers and the review of Village of Hinsdale's annual comprehensive financial report. Moreover, our firm's philosophy is to have the team leader on location during the completion of the majority of fieldwork. Therefore, Brian will be present at Village of Hinsdale's offices during both our preliminary and final fieldwork.

ANTHONY M. CERVINI, CPA, CFE RESOURCE PARTNER

The resource partner is responsible for providing overall technical support for the engagement as well as serving as a backup for the engagement partner.

JAMES R. SAVIO, CPA, MAS QUALITY CONTROL PARTNER

The quality control partner will provide a second partner review of the audit workpapers and Village of Hinsdale's annual comprehensive financial report.

LAURA R. BABULA, CPA, MAS
SENIOR AUDIT MANAGER

As the senior audit manager, Laura will be Village of Hinsdale's secondary contact for anything related to the successful audit of your organization. Laura will be responsible for leading the assurance team in the field and coordinating all assurance efforts.

ADDITIONAL PROFESSIONAL STAFF

Other professional staff assigned to the engagement will be full-time employees of the firm and have a minimum of one to three years of auditing experience. In addition, all professional staff assigned to government engagements meet and usually exceed the CPE requirements contained in the U.S. Government Accountability Office, Government Auditing Standards (2018). Moreover, our government staff possess a specific knowledge of local government accounting and reporting requirements and their application for local governments. This is achieved by attending at least 40 hours per year of a combination of external courses sponsored by the AICPA, ICPAS, GFOA and IGFOA, as well as internal courses.

This enables our firm to staff our governmental engagements with qualified professionals in the industry, providing valuable services to our governmental clients during the audit and throughout the year. We can assure you that our professional staff would not need any "on the job accounting or financial reporting training" by your staff. Moreover, we can assure Village of Hinsdale the quality of staffing for a multi-year engagement, even if a change in personnel is required, subject to your approval.

SPECIFIC AUDIT APPROACH

From identifying expectations to executing a plan to preparing for next year, our approach is holistic and always forward-thinking.

For Village of Hinsdale, our approach satisfies a number of requirements, including high-quality service, access to senior resources and specialization in the government industry. We strongly believe Sikich is the firm that can offer you all of these and more.

We will tailor this engagement to Village of Hinsdale's specific needs—always with a view toward identifying new opportunities for financial and operational improvement. Procedures are designed to give full attention to evaluating significant areas, including those that present the greatest risk. Sikich's holistic approach will address critical compliance and risk management needs.

Before embarking on this engagement, we will make certain to have a clear understanding of your mission and strategic direction. We do this by identifying and addressing risks and helping you ensure financial strength. We strongly believe there is no such thing as too much communication, not only during the engagement, but also throughout the year.



AUDIT STANDARDS

The objective of our audit is to issue an unmodified opinion on Village of Hinsdale's governmental activities, business-type activities, each major fund and the aggregate remaining fund information that collectively comprise Village of Hinsdale's basic financial statements. The audit will be conducted in accordance with generally accepted auditing standards as set forth by the American Institute of Certified Public Accountants, and, if necessary, generally accepted government auditing standards issued by the United States Government Accountability Office (GAO, 2018), the Single Audit Act of 1996 and the Uniform Guidance. Our firm will issue an opinion on the basic financial statements and will subject the combining and individual fund financial statements and schedules and any other supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole.

In addition, we will apply certain limited procedures to the Required Supplementary Information. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

We will not audit the statistical or introductory sections of the comprehensive annual financial report and accordingly, will not express an opinion on the information contained in these sections.

Wherever possible, we will utilize your schedules to maximize efficiencies and contain audit costs. We request that Village of Hinsdale provide us with the basic information required for our audit.

Sikich's audit approach includes, but is not limited to, the following procedures:

- Audit plan development
- Determination of materiality
- Audit risk evaluation
- Interviews with management to provide information for detailed documentation of the internal control structure
- Interviews and analysis of audit evidence to identify and assess risks that may result in material misstatement due to fraud
- Measurement of accounting presentation and compliance reporting by identifying and focusing on areas sensitive to organizations like Village of Hinsdale
- Performance of testing to evaluate your organization's internal control structure
- Confirmation of various accounts, performance of substantive testing and analytical procedures
- Performance of additional testing, as necessary

PRACTICAL AND CONSTRUCTIVE MANAGEMENT LETTER COMMENTS

We believe the management letter is an important part of the engagement, and we encourage all members of our engagement team to give thoughtful consideration toward developing constructive comments within the constraints of the overall engagement. Our policies regarding management letters adhere to the Professional Standards of the AICPA. If significant deficiencies and material weaknesses in internal controls are noted during the audit, they are required to be communicated in writing to those charged with governance. Items of an immaterial nature (i.e., clerical problems, minor procedures or reporting problems, etc.) are communicated to management. In both cases, we adhere to a strict firm policy that all comments and recommendations are discussed in preliminary form with appropriate personnel prior to their communication. This allows for clarification of misunderstandings, miscommunication or compensating controls or factors which may be in place.

QUALITY CONTROL

At Sikich, we are committed to providing the highest quality audits in the industry. Village of Hinsdale can be assured of receiving the highest level of quality and ethical professional services. Quality control is so important to us that our firm has been a member of the Private Companies Practice Section of the Division for CPA Firms of the AICPA since our formation in 1982. As such, we have voluntarily submitted our audit and accounting practice to quality control reviews of our compliance with professional standards as established by the AICPA and, more recently, by the United States Government Accountability Office, for more than 30 years. In 2020, we received our eleventh consecutive peer review unmodified ("pass") report. This is the highest level of recognition conferred upon a public accounting firm for its quality control systems. Also, we go beyond the external reviews and maintain strong internal reviews of procedures and processes with oversight by our Quality Assurance Committee and our Partner-in-Charge of Quality Assurance. Please refer to the Exhibits section for a copy of our most recent peer review which included a review of specific government engagements since this accounts for a significant segment of our practice.

In addition, our state and local government reports have been reviewed by numerous federal and state oversight bodies and professional organizations. These reports have been judged to meet and, in most instances, exceed industry standards and requirements. Sikich has not been the subject of any disciplinary action or inquiry during the past five years. Sikich is a member of the AICPA's Governmental Audit Quality Center (GAQC), which is a firm-based voluntary membership center designed to promote the importance of quality governmental audits and the value of these audits to purchasers of government audit services. As a member of the GAQC, Sikich has access to key information and comprehensive resources that we use to help ensure our compliance with appropriate professional standards and laws and regulations that affect our audits. Through our membership in the GAQC, we also adhere to membership requirements designed to enhance the quality of our audit practice.

WHY VILLAGE OF HINSDALE SHOULD SELECT SIKICH

Our team works devotedly with governmental entities just like yours, has the resources required to perform this engagement and is technically experienced and insightful.

As previously mentioned, clients turn to us because our professionals are uniquely qualified to provide the service and industry expertise necessary to drive their organizational success. Your challenges are our challenges, and chances are, we have successfully faced them many times before. Aside from this, here are a number of reasons how Village of Hinsdale can benefit from a relationship with Sikich.

ACCESS

With Sikich, you get access to a multitude of resources that will help your organization grow today and in the future.

ACCESS TO SENIOR RESOURCES

You will gain confidence in your operations by working with a team of articulate professionals who have received the highest recognitions in their fields. To demonstrate the importance of our relationship, we pledge to provide you with unparalleled involvement from our most senior resources. Our partners are on-site during audit fieldwork and are available year-round for direct consultation as issues occur.

ACCESS TO EDUCATION

Village of Hinsdale will remain abreast of regulatory changes and best organizational practices as Sikich's team receives ongoing continuing education they will directly apply to Village of Hinsdale's engagement. We accomplish this by anticipating your needs based on our experience with you and your industry, and using a variety of communication channels: timely responses to your questions; informal discussions; mailings on topics of interest to you; and relevant seminars, all of which are complimentary for our clients. Past topics of thought leadership have included:

- Governmental Accounting and Financial Reporting Update
- GASB Statement No. 84 Fiduciary Activities
- GASB Statement No. 87 Leases
- The New GASB Reporting Model
- Accounting & Report for Cash and Investments
- Preparing a Management's Discussion and Analysis
- Capital Assets including Asset Retirement Obligations and Impairments
- Long-Term Debt and Leases
- Economic Condition Reporting
- Financial Reporting Entity
- Accounting for Insurance and Employee Benefits
- Payroll Reporting for Government Entities
- Year-End Payroll Updates
- The New Look of HR: 2021
- Fraud and Internal Controls
- Fraud and Cybersecurity in the Remote Environment

ACCESS TO VALUE

Your organization will receive extraordinary value for Sikich's fee because we are dedicated to a customer-centric approach that includes open communication, respect and clear results. As a leader, the overall success of your organization should be the core of your focus. We're here to be your trusted advisor for those functions you can't focus on every moment, as well as for issues affecting the government industry, including new accounting pronouncements and employee benefit regulations. We understand that each client has its own unique set of needs, business practices and operating environment. Our services are tailored to the specific needs of your organization.

EXPERIENCE

Helping clients achieve long-term success is what we do. Our professionals will bring to your engagement the deep industry and service-level experience they have accumulated throughout the years.

EXPERIENCE IN YOUR INDUSTRY

Sikich's state and local government team provides services to more than 450 counties, cities, villages, towns and other local governments. Many of these have been long-standing clients and are evidence of our dedication to the state and local government industry and our ability to provide high quality, timely services within this specialized industry. These clients and related work have enabled our firm to develop an extensive nationally recognized expertise in governmental accounting, auditing and financial reporting procedures and practices.

Senior members of our government services team presently hold memberships and are actively involved in numerous governmental organizations, including:

- AICPA Government Audit Quality Center
- American Institute of Certified Public Accountants (AICPA)
- Central Association of College and University Business Officers (CACUBO)
- GFOA Special Review Committee (SRC)
- Government Finance Officers Association of Missouri (GFOA-MO)
- Government Finance Officers Association of the United States and Canada (GFOA)
- ICPAS Governmental Report Review Committees
- IGFOA Technical Accounting Review Committee
- Illinois Association of County Board Members and Commissioners (IACBMC)
- Illinois Association of Fire Protection Districts (IAFPD)
- Illinois Association of Park Districts (IAPD)
- Illinois Association of School Business Officials (IASBO)
- Illinois City/County Management Association (ILCMA)
- Illinois County Treasurers' Association (ICTA)
- Illinois CPA Society (ICPAS)
- Illinois Government Finance Officers Association (IGFOA)
- Illinois Library Association (ILA)
- Illinois Municipal Treasurers Association (IMTA)
- Illinois Parks and Recreation Association (IPRA)
- Illinois Tax Increment Association (ITIA)
- International City/County Manager's Association (ICMA)
- National Association of College and University Business Officers (NACUBO)

EXPERIENCE IN WHAT WE DO

Your Sikich engagement team is comprised of senior CPAs who have been working in the field for years. Providing high-quality audit services is second nature to each of them, which is proven through our impressive track record of helping clients succeed. This team will provide Village of Hinsdale with timely completion of professional services. Moreover, members of the Sikich government services team have served as expert speakers to organizations, state GFOAs and others for formal presentations at local meetings and annual conferences on a variety of governmental accounting, auditing and financial reporting topics. We have also developed governmental accounting, auditing and financial reporting training courses for various organizations with members of our firm serving as lead instructors for the courses.

EXPERIENCE IN GOVERNMENT OPERATIONS

Because of our large, diverse client base and our ability to attract talent from a variety of professional backgrounds, Sikich has an established reputation as one of the leading providers of professional services in the Midwest to governmental entities. Our team of professionals specializes in the management, operations and financing of general purpose state and local governments, park districts, intergovernmental organizations, municipal utilities and special districts. This focus and our exemplary reputation assure Village of Hinsdale the highest quality work and the most cost-effective delivery of services.

INITIATIVE

One of our strengths at Sikich is our need to be proactive. We find potential issues before you have to worry about them, because we're ready with a solution.

INITIATIVE FOR CUSTOMIZED SOLUTIONS

One-on-one, you will receive customized solutions based on your unique needs, and only your unique needs. You will find that achieving financial stability and growth, as well as uncovering new opportunities to improve performance, is possible through the strategies that Sikich experts will recommend and on which they will educate you.

After a more thorough review of your operations and audit-specific matters, we may uncover other opportunities. As part of our ongoing service and commitment to Village of Hinsdale, we keep you abreast of regulatory changes and best business practices to ensure we identify crucial opportunities that will benefit Village of Hinsdale.

INITIATIVE FOR YOUR SATISFACTION

Village of Hinsdale's success is built upon the quality services and value you feel you receive from Sikich, which is why we will continually gauge your satisfaction to enhance our relationship. At various checkpoints during the engagement, a Sikich representative will meet with you to discuss how satisfied you have been with our services, our team and the value we provide. Areas stressed during these meetings will include:

- What can we do to make our services more valuable to you?
- What specific part of our service exceeded your expectations?
- In which areas do you feel we need improvement?
- Do you feel like a valued client of the firm?
- What is your vision for Village of Hinsdale?

SCOPE OF SERVICES FOR VILLAGE OF HINSDALE

We will exceed your expectations by conducting and delivering on a high-quality engagement within your required timeline—all for a reasonable fee.

We are proposing to provide the following services to Village of Hinsdale consistent with the prior year:

- Audit of basic financial statements of Village of Hinsdale for the fiscal year ending December 31, 2022.
- Preparation of thirty (30) bound copies and an electronic copy (.pdf) of the annual comprehensive financial report (report covers, dividers, introductory section, MD&A and certain statistical data to be provided by Village of Hinsdale);
- Preparation of thirty (30) bound copies and an electronic copy (.pdf) of the management letter for Village of Hinsdale, communicating any material weaknesses and significant deficiencies found during the audit and our recommendations for improvement;
- Preparation of five (5) bound copies and an electronic copy (.pdf) of the IMRF Allocation Report, if applicable;
- Preparation of five (5) bound copies and an electronic copy (.pdf) of the Consolidated Year End Financial Report, if applicable;
- Preparation of thirty (30) bound copies and an electronic copy (.pdf) of the Single Audit Report, if applicable;
- Preparation of Data Collection Form to be submitted to the Federal Audit Clearinghouse, if applicable
- Assistance in completing and filing the required application and supporting documents to apply for the Certificate of Achievement for Excellence in Financial Reporting;
- Retain workpapers for seven (7) years in accordance with firm standards;
- Reporting to the Board of Trustees in accordance with Statement on Auditing Standards (SAS) No. 114, Communications with Those Charged with Governance; and
- Exit conference(s) with Village of Hinsdale Officials to present the completed audit and related materials.

CLIENT SERVICE TIMELINE

| EVENT | PERSON(S) ASSIGNED | TIMEFRAME | | | | | | |
|--|--|-----------|-----|-----|-----|-----|-----|-----|
| | | DEC | JAN | FEB | MAR | APR | MAY | JUN |
| I. Preliminary Planning During this phase of the audit, we would meet with representatives of Village of Hinsdale to discuss the approach we would take during the audit, focusing on areas of particular concern to Village of Hinsdale as well as areas of high audit risk, and develop the time schedule for completing the subsequent phases of the audit. | The meeting would be attended by the engagement partner and engagement manager, if necessary. | | | | | | | |
| II. Preliminary Fieldwork During this phase of the audit, we would develop an understanding and documentation of Village of Hinsdale's accounting and administrative controls using its accounting procedures manual, EDP documentation and by interviewing staff. In addition, we may perform compliance testing of those controls to determine which controls, if any, that we could rely on during later phases of the audit. Sample sizes would be determined during this phase, but generally would be between 25 and 60. Moreover, we would develop our planning materiality on an individual fund basis and complete a preliminary analytical review of Village of Hinsdale's financial position as a whole. In addition, we would review all minutes from the meetings of the Board of Trustees and the Pension Boards and the Library; review all ordinances adopted by Village of Hinsdale during the year; review any debt agreements entered into during the year and analyze any other unique transactions entered into by Village of Hinsdale; and perform our fraud interviews in accordance with Statement on Auditing Standards (SAS) No. 99. Upon completion of this phase, we would finalize all necessary confirmations Village of Hinsdale will prepare; review all proposed client assisted work papers and the timing of preparation by Village of Hinsdale; develop our audit programs for the next phase of the audit and review and document any changes to Village of Hinsdale's Annual Comprehensive Financial Report; and prepare the schedule for the remainder of the audit. | This phase would be completed by the engagement partner, engagement manager and one professional staff. | | | | | | | |
| III. Fieldwork During this phase of the audit, we would complete all of our substantive testing of the account balances and prepare the draft of Village of Hinsdale's financial statements with a rough draft of the financial statements provided to Village of Hinsdale at the conclusion of field work. We would also prepare the draft of the management report. In addition, an exit conference would be held with officials from Village of Hinsdale to discuss the preliminary results of the fieldwork, review any proposed audit adjustments, final adjusted trial balances that agree to the financial statements and any significant findings. | This phase would be completed by the engagement partner, engagement manager and one to two professional staff. | | | | | | | |

| EVENT | PERSON(S) ASSIGNED | TIMEFRAME | | | | | | | |
|--|--|-----------|-----|-----|-----|-----|-----|-----|-----|
| | | DEC | JAN | FEB | MAR | APR | MAY | JUN | JUL |
| IV. Workpaper Review and Report Production During this phase of the audit, the workpapers, drafts of all financial reports and the management letter will be reviewed by the resource partner and the quality control partner. All workpapers are reviewed by the engagement partner during phase III to ensure that all necessary information is compiled during this phase to avoid imposing upon Village of Hinsdale's staff after fieldwork has been completed. | This phase would be completed by the engagement partner, resource partner and the quality control partner. | | | | | | | | |
| V. Drafts to the Village of Hinsdale We will deliver a preliminary draft of the Annual Comprehensive Financial Report at the end of fieldwork. A revised draft will be delivered by the engagement partner and reviewed in-depth with representatives of the Village of Hinsdale within three weeks of the preliminary draft. A revised draft, if necessary, will be delivered to the Village of Hinsdale no later than three business days after receiving all proposed changes. | This phase would be completed by the engagement partner. | | | | | | | | |
| VI. Completion of the Audit Upon approval of the drafts by the Village of Hinsdale, we will present the signed, bound copies of the annual comprehensive financial report, the management letter and the additional reports described in this proposal. The engagement partner will be available for meetings with representatives of the Village of Hinsdale including the Village of Hinsdale President, the Board of Trustees and management for formal presentations of the reports. | This phase would be completed by the engagement partner. | | | | | | | | |
| VII. Support to the Village of Hinsdale Our firm does not believe that the engagement ends with the exit conference. We stress that we are available throughout the year to provide technical accounting and financial reporting assistance and support to the Village of Hinsdale. In addition, we constantly monitor recent events in the state and local government industry, including new pronouncements that may impact our government clients, and communicate the effect of any proposed changes throughout the year. Moreover, our letter of recommendations each year will alert the Village of Hinsdale to any new pronouncements that may become effective in the next one to three years, including the potential effect that the pronouncement may have on the financial position and/or changes in the financial position of the Village of Hinsdale. | This phase would be completed by the engagement partner. | Ongoing | | | | | | | |

In future years, we would develop a similar plan and timeframe with the assistance of the Village of Hinsdale to ensure the timely identification and resolution of any critical accounting and auditing issues prior to the issuance of our opinion and the comprehensive annual financial report. These completion dates are well within the deadlines established by the Village of Hinsdale. We have a proven track record of meeting and exceeding deadlines established by our clients.

IDENTIFICATION OF POTENTIAL AUDIT PROBLEMS

Our firm's approach to resolving any problems that arise during the audit is the same as our overall approach to the audit—professionalism. Professionalism in performing the audit is the cornerstone to our philosophy during all phases of the audit. Any problems encountered during the audit, except for irregularities and illegal acts, will be discussed and documented with the Finance Director. The timing of this discussion will provide the Village of Hinsdale with ample time to rectify any situations that may otherwise result in the issuance of a qualified audit opinion. Irregularities and illegal acts detected or of which we become aware of will be communicated in writing to the Finance Director or the appropriate level as defined in our professional standards.

Our firm's philosophy on additional fees and/or billings is based on an understanding between the firm and the client of the scope of the work to be performed. We have proposed a "not-to-exceed fee" for the audit, the scope and timing of which was specified by the Village of Hinsdale. The billings for the audit would not exceed this fee unless the Village of Hinsdale specifically requests that the scope of the engagement be expanded and the Village of Hinsdale and the firm reach a mutual agreement, in writing, as to the expanded scope of the engagement and the fee, if any, for the expanded scope.

Sikich will comply with all relevant rules and regulations of authoritative bodies and the AICPA Code of Professional Conduct regarding access to our working papers and audit documentation. Reasonable requests for access will not be denied.

ADDITIONAL RESOURCES AND SERVICES

With more than a dozen services, our areas of expertise are oftentimes complementary of one another. How else can we help you meet your government's goals?

Many times, the challenges for which you enlist Sikich's help may be faced more effectively by integrating several of our services. Take a look at what we offer, and talk to your engagement partner about how these services may complement what you are already seeking.

DISPUTE ADVISORY

Disputes of any kind or size can be difficult to handle on your own. For example, what would happen if you began suspecting employee fraud within your organization? A dispute advisory expert can handle every aspect, from insurance claim preparation and being the liaison with law authorities, to creating a fraud prevention program and improving your organization's internal controls.

HUMAN RESOURCES

Your people are a large part of what makes up your organization. Recruiting, training and retaining employees are vital parts of ensuring your organization continues to provide only the best for your constituency. With services such as recruiting and onboarding, compensation and compliance, employee benefits and more, you can better understand what will keep your employees happy and productive.

MARKETING

The effectiveness of your marketing efforts can make or break your organization's success. From eye-catching logos to print and digital collateral, every piece must work for an intended audience. By delivering the right stories and amplifying those messages, you will properly position your organization in the marketplace.

NOT-FOR-PROFIT SERVICES

Funding challenges, increased demand from stakeholders and changing trends and policies can make it difficult for not-for-profit organizations to reach their goals. For those common challenges and others more specific to your organization, you need a professional services partner with an industry-dedicated team to deliver the accounting, advisory and technology services that will help you work toward your mission.

PUBLIC RELATIONS

Achieve a higher media profile, greater mindshare among your constituents and proper positioning in the marketplace with a thoughtful, research-based and integrated approach to public relations. From overall positioning to media relations, conveying the right stories to the right people is critical in an effective public relations program.

TECHNOLOGY: IT SERVICES

Staying ahead of, or even simply keeping up with, continually changing and complex technology developments can be challenging. Organizational management software, cloud solutions, strategic information technology and IT consulting can all drive your organization toward increased productivity—if implemented the right way.

TECHNOLOGY: SECURITY AND COMPLIANCE

Keeping your organization safe from data breaches and other information security concerns is critical, especially given the vast number of organizations that have been compromised in the last couple of years. Understand where the vulnerabilities in your network lie by obtaining independent, unbiased and technically qualified security assessments—from penetration testing to forensic analyses.

FEE PROPOSAL**PROPOSAL COST SUMMARY**

| <u>Maximum Fees</u> | <u>Base Audit*</u> | <u>Preparation Of ACFR</u> | <u>Single Audit**</u> |
|----------------------------|--------------------|--------------------------------|-----------------------|
| All Inclusive Fee for 2022 | \$ 30,698 | \$ 2,373 | \$ 3,788 |

*Includes IMRF Allocation Report

**If necessary. If a single audit is not required but a GAGAS opinion is required based on the State GATA requirements, then this fee would be 50% of the single audit fee.

These fees assume that the Village of Hinsdale will provide the auditors with electronic copies of adjusted trial balances by individual funds, a year-to-date general ledger with details of postings to all accounts, subsidiary ledgers that agree or are reconciled to the general ledger, and will prepare certain schedules of account analysis and confirmations of account balances.

We invoice our clients on a monthly basis as services are provided. Payments for all services are due within 60 days of receipt of an invoice. Invoices not paid within 60 days are assessed a finance charge of 1 percent per month (12 percent annually).

EXHIBITS

We know you likely have many more questions for us. Take a look at the attached documents for additional information about our firm and those who will work with you.

ENGAGEMENT TEAM BIOGRAPHIES

- Brian D. LeFevre, CPA, MBA
- James R. Savio, CPA, MAS
- Anthony M. Cervini, CPA, CFE
- Laura Babula, CPA, MAS

SIKICH RESOURCES

STATE & LOCAL GOVERNMENT SERVICES

FIRM PROFILE

PEER REVIEW

BRIAN D. LEFEVRE

CPA, MBA

Partner

Brian D. LeFevre, CPA, MBA, is responsible for providing technical services to Sikich's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting, and cash and debt management. Brian has participated in hundreds of audits of municipalities and other governmental units since he began his career with Sikich in 1993. He has also been responsible for developing and serving as lead instructor for governmental accounting, auditing and financial reporting training courses internally for the Firm and for the Illinois Government Finance Officers Association (IGFOA). Brian previously served as Chair of the Governmental Report Review Committee of the Illinois CPA Society.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting
- Police and Fire Pension Accounting Services

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society, Governmental Report Review Committee
- Illinois Government Finance Officers Association
- GFOA Special Review Committee
- Northern Illinois Alliance of Fire Protection Districts
- Illinois Public Pension Fund Association
- Aurora Downtown Kiwanis Club, Former Treasurer and Board Member
- Greater Aurora Chamber of Commerce Leadership Academy, Class of 1996
- Lord of Life Church, Former Executive Director and Treasurer

EDUCATION

- Bachelor's Degree in Accounting, Valparaiso University
- Master of Business Administration, Northern Illinois University



LOCATION:

NAPERVILLE OFFICE

1415 W. Diehl Road
Suite 400

Naperville, IL 60563

P: 630.566.8505

F: 630.499.5885

brian.lefevre@sikich.com

JAMES R. SAVIO

CPA, MAS

Partner

James R. Savio, CPA, MAS, is responsible for providing technical services to Sikich's governmental clients in all areas of governmental accounting, auditing, financial reporting, revenue and expenditure forecasting and cash and debt management. Jim has participated in hundreds of audits of municipalities and other governmental units since he began his career with Sikich in 1995. He has also been responsible in developing and serving as lead instructor for governmental accounting, auditing, financial reporting and cash management courses both internally and externally. Jim serves on the Illinois Government Finance Officers Association's Technical Accounting Review Committee and the Illinois CPA Society Governmental Executive Committee. Jim also serves as a committee member for Sikich's mentoring program and assists in the development and implementation of Sikich's new hire training program.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society, Governmental Executive Committee
- Illinois Government Finance Officers Association
Technical Accounting Review Committee
- Greater Aurora Chamber of Commerce Leadership Academy,
Class of 1998

EDUCATION

- Master of Accounting Sciences, Northern Illinois University
- Bachelor's Degree in Accounting, Northern Illinois University



LOCATION:

NAPERVILLE OFFICE

1415 W. Diehl Road
Suite 400
Naperville, IL 60563
P: 630.566.8516
F: 630.499.5656
jim.savio@sikich.com

ANTHONY M. CERVINI

CPA, CFE

Partner-in-Charge, Government Services

Anthony M. Cervini, CPA, CFE, is responsible for providing technical services to Sikich's governmental clients in all areas of governmental accounting, auditing, financial reporting, budget development, internal controls, revenue and expenditure forecasting, and cash and debt management.

Anthony has participated in hundreds of audits of municipalities and other governmental entities since beginning his career with Sikich in 2005. He also has been responsible for serving as lead instructor for governmental accounting, auditing, financial reporting, cash management and internal control courses internally and throughout the Midwest.

Anthony serves as a member of the GFOA Special Review Committee and is the current Chair of the Illinois CPA Society Government Report Review Committee. Anthony previously served as a budget reviewer for the Government Finance Officers Association Distinguished Budget Presentation Award.

SERVICE AREAS

- Governmental Audit, Accounting
- Governmental Financial Reporting

AFFILIATIONS

- American Institute of Certified Public Accountants
- Illinois CPA Society Government Report Review Committee
Chairperson (2021-present)
GAAP Basis Reporting - Sub-Chair (2018-2020)
- Illinois Government Finance Officers Association
- Wisconsin Government Finance Officers Association
- GFOA Special Review Committee
- Naperville Area Humane Society, Treasurer (2010-2017)
- PrimeGlobal Managers' Leadership Program (2015-2016)

EDUCATION

- Bachelor's Degree in Accounting, The University of Iowa
- Master of Business Administration, Benedictine University



LOCATIONS:

NAPERVILLE OFFICE

1415 W. Diehl Rd.
Suite 400
Naperville, IL 60563

MILWAUKEE OFFICE

13400 Bishops Ln.
Suite 300
Brookfield, WI 53005

ST. LOUIS OFFICE

12655 Olive Blvd.
Suite 200
St. Louis, MO 63141

P: 630.566.8574
F: 630.499.8668
anthony.cervini@sikich.com

LAURA BABULA

CPA, MAS

Senior Manager

Laura Babula, CPA, MAS, is a senior manager in the firm's audit practice. Laura has over nine years of experience providing audit and assurance services. Working primarily with clients in local government and not-for-profit organizations, she has a unique ability to help clients with their needs.

SERVICE AREAS

- Audit and Assurance

AFFILIATIONS

- Government Finance Officers Association, Member

EDUCATION

- Bachelor of Science in Accounting, University of Illinois Urbana-Champaign
- Master of Accounting Science, University of Illinois Urbana-Champaign
- Certified Public Accountant (CPA)



LOCATION:

NAPERVILLE OFFICE

1415 W. Diehl Rd.
Suite 400
Naperville, IL 60563

P: 630.566.8410

F: 630.566.8401

laura.babula@sikich.com

STATE & LOCAL GOVERNMENT RESOURCES



ANTHONY M. CERVINI
CPA, CFE
Partner-in-Charge
630.566.8574
anthony.cervini@sikich.com



DANIEL A. BERG
CPA
Partner
630.566.8535
dan.berg@sikich.com



BRIAN D. LEFEVRE
CPA, MBA
Partner
630.566.8505
brian.lefevre@sikich.com



CHAD LUCAS
CPA
Partner
217.862.1724
chad.lucas@sikich.com



JAMES R. SAVIO
CPA, MAS
Partner
630.566.8516
jim.savio@sikich.com



MARTHA TROTTER
CPA
Partner
630.566.8581
martha.trotter@sikich.com



FREDERICK G. LANTZ
CPA
Director
Government Services
630.566.8557
fred.lantz@sikich.com



RAYMOND E. KROUSE JR.
CPA
Partner-in-Charge
Uniform Guidance
630.566.8515
ray.krouse@sikich.com



ANNA CADMUS
CPA
Senior Manager,
Government Accounting &
Consulting Services
217.862.1743
anna.cadmus@sikich.com



LAURA BABULA
CPA, MAS
Senior Audit Manager
630.566.8410
laura.babula@sikich.com



NICK BAVA
CPA, MAS
Senior Audit Manager
630.210.3092
nick.bava@sikich.com



LINDSEY FISH
CPA
Senior Audit Manager
630.210.3142
lindsey.fish@sikich.com



KELLEN O'MALLEY
CPA
Senior Audit Manager
630.210.3083
kellen.omalley@sikich.com



TOM SIWICKI
CPA
Senior Audit Manager
630.566.8433
tom.siwicki@sikich.com



GINA KING
MPA
Audit Manager
630.566.8561
gina.king@sikich.com



SARAH MONTANARI
CPA, MAS
Audit Manager
630.566.8412
sarah.montanari@sikich.com

OTHER RESOURCES



KAREN S. SANCHEZ
CPA, QPA
Partner
Resource – Employee Benefits
630.566.8519
karen.sanchez@sikich.com



KEN CRANNEY
Senior Managing Director –
Human Capital Management
508.834.7045
ken.cranney@sikich.com



SCOTT KOLBE
Senior Creative Director –
Marketing & Communications
630.566.8442
scott.kolbe@sikich.com



SCOTT WEGNER
Partner
Resource – Technology
Services & Products
630.566.8417
scott.wegner@sikich.com



BRAD LUTGEN
Partner
Resource – Technology
Security & Compliance
262.754.9400
brad.lutgen@sikich.com



MARY O'CONNOR
ASA
Partner
Resource – Fraud
Investigation
312.648.6652
mary.oconnor@sikich.com

GOVERNMENT SERVICES

Government agencies experience increasing pressure to be more effective, efficient and transparent.

As a government leader, you know how important it is to find a professional services partner that can strategize, plan and implement solutions to meet the goals of your organization.

SERVICES SIKICH PROVIDES:

- Accounting, Audit, Assurance & Tax
- Business Valuation
- Fraud Services for Governments
- ERP & CRM Software
- Human Capital Management & Payroll
- Insurance Services
- IT Services
- Marketing & Communications
- Pension Fund Accounting & Consulting Services
- Retirement Planning

Whether you represent a general purpose local government or special district, Sikich will help you meet your goals by providing professional guidance in your accounting, marketing, human resources, technology and other advisory functions.

Experience unparalleled commitment and high-quality, timely services when you partner with the experts at Sikich. For more than 30 years, we have provided:

- A highly skilled staff and management team entirely dedicated to government services
- An in-depth understanding of the governmental fiscal, management, operating and regulatory environments
- Timely and cost-effective service delivery

WHO WE SERVE:

Our government clients represent a wide range of industry sectors including:

- Counties
- Cities
- Villages
- Townships
- Other Special Districts
- Pension Plans
- Park Districts
- Forest Preserve Districts
- Public Libraries
- Community Colleges
- School Districts
- Water Authorities
- Water Reclamation Districts
- State Departments & Agencies

TEAM LEADER



ANTHONY CERVINI

CPA, CFE

PARTNER-IN-CHARGE

T: 630.566.8574

E: anthony.cervini@sikich.com

WHY SELECT SIKICH?

Our team works devotedly with units of local government like yours to provide the resources required to help you focus on managing your organization, while we take care of everything behind-the-scenes.



GOVERNMENT SERVICES

OUR EXPERTS



TAMMY ALSOP

CPA, CFE
PARTNER

T: 314.590.2402

E: tammy.alsop@sikich.com



DAN BERG

CPA
PARTNER

T: 630.328.2742

E: dan.berg@sikich.com



ANGELA DORN

CPA
PARTNER

T: 314.453.0936

E: angela.dorn@sikich.com



FRED LANTZ

CPA
DIRECTOR

T: 630.566.8557

E: fred.lantz@sikich.com



BRIAN LEFEVRE

CPA, MBA
PARTNER

T: 630.566.8505

E: brian.lefevre@sikich.com



CHAD LUCAS

CPA
PARTNER

T: 217.862.1724

E: chad.lucas@sikich.com



JIM SAVIO

CPA, MAS
PARTNER

T: 630.566.8516

E: jim.savio@sikich.com



MIKE WILLIAMS

CPA
PARTNER

T: 314.590.2401

E: mike.williams@sikich.com



MARTHA TROTTER

CPA
PARTNER

T: 630.566.8581

E: martha.trotter@sikich.com

ABOUT SIKICH

Sikich LLP is a global company specializing in technology-enabled professional services. With more than 1,000 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.



Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC. Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.

Sikich LLP is a global company specializing in technology-enabled professional services.

Now with more than 1,400 employees, Sikich draws on a diverse portfolio of technology solutions to deliver transformative digital strategies and ranks as one of the largest CPA firms in the United States. From corporations and not-for-profits to state and local governments and federal agencies, Sikich clients utilize a broad spectrum of services and products to help them improve performance and achieve long-term, strategic goals.

INDUSTRIES

Sikich provides services and solutions to a wide range of industries. We have devoted substantial resources to develop a significant base of expertise and experience in:

| | | |
|-----------------------------|-----------------------|----------------------------|
| AGRICULTURE | AUTOMOTIVE | CONSTRUCTION & REAL ESTATE |
| DISTRIBUTION & SUPPLY CHAIN | GOVERNMENT | HIGH-TECH |
| LIFE SCIENCES | MANUFACTURING | NOT-FOR-PROFIT |
| PRIVATE EQUITY | PROFESSIONAL SERVICES | |

SPECIALIZED SERVICES

ACCOUNTING, AUDIT, TAX & CONSULTING SERVICES

- Accounting
- Audit & Assurance
- Consulting Services
- Employee Benefit Plan Audits
- International Tax
- Tax

TECHNOLOGY

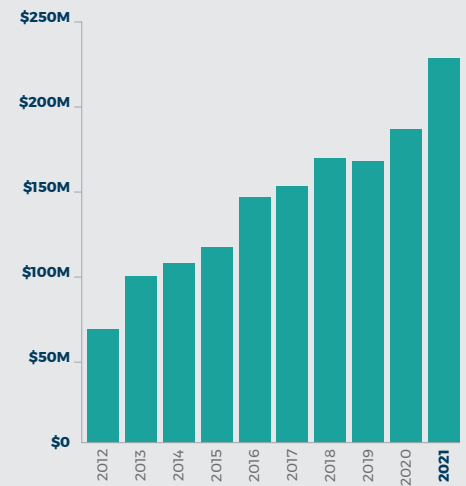
- Business Application
- Cloud & Infrastructure
- Consulting & Implementation
- Cybersecurity & Compliance
- Digital Transformation Consulting

ADVISORY

- Economic Development Consulting
- Forensic & Valuation Services
- Human Capital Management & Payroll Consulting
- Insurance Services
- Investment Banking*
- Marketing & Communications
- Retirement Plan Services
- Regulatory, Quality & Compliance
- Succession Planning
- Supply Chain
- Transaction Advisory Services
- Wealth Management**
- Workforce Risk Management

WHO WE ARE

TOTAL PARTNERS100+
TOTAL PERSONNEL1,400+
2021 REVENUE\$229M



LOCATIONS

Sikich Is A Remote First Organization

Akron, OH
(330) 864-6661
Alexandria, VA
(703) 836-1350
(703) 836-6701
Boston, MA
(508) 485-5588
Chattanooga, TN
(423) 954-3007
Chicago, IL
(312) 648-6666
Crofton, MD
(410) 451-5150
Decatur, IL
(217) 423-6000
Indianapolis, IN
(317) 842-4466
Los Angeles, CA
(877) 279-1900

Milwaukee, WI
(262) 754-9400
Minneapolis, MN
(331) 229-5235
Naperville, IL
(630) 566-8400
Peoria, IL
(309) 694-4251
Princeton, NJ
(609) 285-5000
Springfield, IL
(217) 793-3363
St. Louis, MO
(314) 275-7277
Washington, MO
(636) 239-4785

* Securities offered through Sikich Corporate Finance LLC, member FINRA/SIPC.

** Investment advisory services offered through Sikich Financial, an SEC Registered Investment Advisor.

CULTURE

Our dynamic work culture fosters learning, growth and innovation, attracting top-notch team members who see the big picture. Sikich's culture is built on a flexible, trusting work environment and the key pillars of Absolute Integrity, Accountability, Continuous Innovation and Stewardship. We believe our people are our greatest asset and work hard to ensure that all team members feel empowered, comfortable and valued.



CERTIFICATIONS & AWARDS

All professional accounting staff with more than one year of experience have earned or are working toward earning the Certified Public Accountant designation. Sikich is a member of the **American Institute of Certified Public Accountants' Governmental Audit Quality Center** and the **Employee Benefit Plan Audit Quality Center**.

We adhere to the strict requirements of membership, which assure we meet the highest standards of audit quality. **In 2020, Sikich received its 11th consecutive unmodified ("pass") peer review report**, the highest level of recognition conferred upon a public accounting firm for its quality control systems.

Sikich ranks among the **top 30 firms nationally** on the *Accounting Today* **Top 100 Firms list**.



Sikich has achieved the prestigious **Inner Circle for Microsoft Dynamics** recognition. Membership in this elite group is based on sales achievements that rank Sikich in the top echelon of the Microsoft global network of partners.



We also maintain the **Oracle NetSuite 5 Star Award** and are among the **top three U.S. partners of Oracle NetSuite**.



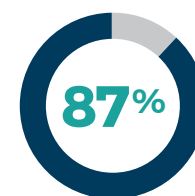
Sikich ranks on the **Redmond Channel Partner Magazine's top 350 Microsoft partners in the U.S.**, **CRN's Top 500 Managed Service Providers**, **CRN's Top 500 Solution Providers** and **Channel Futures' MSP 501**.



NET PROMOTER SCORE

The firm's overall Net Promoter Score (NPS) is 87%.

This is a measure of our clients' willingness to recommend Sikich's services and products. An NPS of 50% is considered excellent, and 70% NPS is considered world-class.



Report on the Firm's System of Quality Report

August 31, 2020

To the Partners of Sikich LLP
and the Peer Review Committee of the Illinois CPA Society

We have reviewed the system of quality control for the accounting and auditing practice of Sikich LLP (the firm) in effect for the year ended March 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at <http://www.aicpa.org/prsummary>. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.


Required Selections and Considerations

Engagements selected for review included (engagements performed under *Government Audit Standards*, including compliance audits under the Single Audit Act; audits of employee benefit plans, and examinations of service organizations [SOC 1 and SOC 2 engagements]).

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Sikich LLP in effect for the year ended March 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Sikich LLP has received a peer review rating of *pass*.



ANDERS MINKLER HUBER & HELM LLP
Certified Public Accountants



REQUEST FOR BOARD ACTION

Community Development

AGENDA SECTION: Second Reading – ZPS

SUBJECT: Application for Local Landmark Designation – 701 Taft Road – The Avedisian House – Case HPC-07-2022

MEETING DATE: January 17, 2023

FROM: Bethany Salmon, Village Planner

Recommended Motion

Approve an Ordinance Designating 701 Taft Road as a Local Landmark – The Avedisian House – Case No. HPC-07-2022

Application Request

The Village of Hinsdale has received an application from Carl and Cynthia Curry, the property owners, requesting approval of Local Landmark Designation for the single-family home located at 701 Taft Road. The property is located in the R-1 Single Family Residential District and is surrounded by single-family homes to the north, east, south and west in the R-1 Single Family Residential District.

Project Description

The applicant requests approval of Local Landmark Designation for the single-family home located at 701 Taft Road. Built in 1958-1959, the house was designed by architects George Fred Keck and William Keck, who are well-known for their passive solar house design and mid-century modern homes constructed throughout the Midwest. The Keck brothers gained recognition for the House of Tomorrow in 1933 and the Crystal House in 1934 at the Century of Progress Exhibition at the Chicago World's Fair. The house at 701 Taft Road is the only known home designed by Keck and Keck in the Village of Hinsdale.

The house features noteworthy architectural details representing Keck and Keck's passive solar design. The exterior of the building includes large Thermopane windows, aluminum louvered vents, a flat roof, light colored brick in an English Bond pattern, cedar siding, and a covered front entryway with decorative breeze blocks. In 1970, the house was remodeled by plans designed by Keck and Keck. As part of this renovation, the original garage was converted into a studio space and a new attached garage was constructed off the northeast corner of the structure.

The house was recently purchased by the Currys, who have completed an extensive renovation project to restore and preserve the house. The original blueprints designed by Keck & Keck called for a rooftop deck above the attached garage and spiral staircase between the lower level and the first floor, which were never constructed. As part of this project, the new owners have constructed the rooftop deck and spiral staircase to match the original design by Keck and Keck.

Keck and Keck designed the house for Armen and Dorothy Avedisian. Armen Avedisian, a first generation Armenian-American, was appointed by President Ronald Reagan to chair the Commission in charge of the restoration of the Statue of Liberty and Ellis Island. He also owned successful quarry and road construction companies in Illinois, as well as a bank in Lake Geneva Wisconsin.

Dorothy Donian Avedisian was a classically trained opera singer and fine artist that helped raised funds to bring musical arts to Lake Geneva art schools. She was one of the co-founders of the Lake Geneva Floating Opera, an annual event that took place for several decades aboard The Lady of the Lake to raise funds for area children to access touring opera companies. The Avedisians were also major benefactors of the Lyric Opera in Chicago.

Review Process

Pursuant to Chapter 3 of Title 14 of the Village Code, the Historic Preservation Commission shall review landmark applications at a public hearing and shall adopt a recommendation that the nominated landmark does or does not meet the criteria for designation listed in Section 14-3-1. Within 45 days following the conclusion of the public hearing, the Commission shall transmit its recommendation to the Village Board in the form specified by Section 2-12-6A. The failure of the Commission to act within 45 days, or such further time to which the applicant may agree, shall be deemed a recommendation for approval for designation as submitted. The Board shall promptly act on such recommendation.

An ordinance passed by the affirmative vote of at least four (4) members of the Village Board shall be required to designate an official landmark. Upon passing an ordinance, notice shall be sent to the Building Commissioner and to the owners of record advising them of such designation and informing them that any structure, building, site, or area designated as a landmark shall thereafter be subject to the requirements of Chapter 5 (Certificate of Appropriateness). The Village Board shall also direct that the ordinance approving a landmark or historic district designation be recorded in the offices of the appropriate County Recorder of Deeds.

Meeting History

- Historic Preservation Commission – December 7, 2022: On December 7, 2022, the application was reviewed at a public hearing at the Historic Preservation Commission. Carl and Cynthia Curry, the owners of 701 Taft Street, provided an overview of the house and answered questions from the Historic Preservation Commission. No members of the public provided comments at the public hearing. The Historic Preservation Commission reviewed the criteria set forth in Section 14-3-1 of the Village Code and determined that the property met the criteria for landmark designation, which are summarized in detail in the attached Findings and Recommendations.

Based on the findings, the Historic Preservation Plan Commission, by a vote of six (6) ayes and zero (0) nays, with one (1) absent, recommended to the President and Board of Trustees approval of Case HPC-07-2022 – 701 Taft Road – Application for Local Landmark Designation.

- Historic Preservation Commission – January 4, 2023: At the HPC meeting on January 4, 2023, during the approval of the formal Findings & Recommendations for the Local Landmark Designation, the Commission expressed concern over the future preservation of the brick wall along the south property that uses the same brick as the house and appears significant to the home. However, a portion of the wall encroaches into the property at 707 Taft Road. The Commission discussed wanting to place stricter protections on the wall, but the Village does not have the ability to landmark or put protections in place for the brick wall located on the adjacent property.

Clarifying language has been added to the landmark ordinance for the Second Read that states: “A Certificate of Appropriateness review shall be required for the alteration, demolition, or other physical modification of the existing brick walls located on the subject property.” This will help ensure that any changes to the brick walls on the 701 Taft Road property are reviewed via the Certificate of Appropriateness process by the Historic Preservation Commission in the future. This process

would only apply to the portions of the wall on the 701 Taft property.

The Historic Preservation Plan Commission, by a vote of five (5) ayes and zero (0) nays, with two (2) absent, recommended to the President and Board of Trustees approval of Findings of Fact and Recommendation for Case HPC-07-2022 – 701 Taft Road – Application for Local Landmark Designation.

Village Board and/or Committee Action

On January 3, 2023, the application was reviewed at a First Reading by the Board of Trustees. Cynthia Curry, the property owner, provided an overview of the house to the Village Board and answered questions from Trustees. There was a conversation on the renovation project completed by the Currys and the process. When asked about why they chose to purchase this house to renovate it, Ms. Curry stated she grew up in Hinsdale and has always admired this house. They became friends with the previous owners and wanted to renovate it to prevent it from being demolished. Ms. Curry stated she hoped it would set an example for others to preserve rather than demolish homes in town. There was then a discussion on the architecture and style of the mid-century modern house. Several Trustees noted support for this project.

The Village Board moved the item forward for a Second Reading.

Documents Attached

1. Ordinance
 - Exhibit A - Legal Description
 - Exhibit B - Findings and Recommendation

Previous Attachments: The following related materials for this case were provided for the Board of Trustees on January 3, 2023 and are available on the Village website at the following link:
<https://cms4files.revize.com/hinsdaleil/Full%20Packet.pdf>

1. Zoning Map and Project Location
2. Aerial View
3. Birds Eye View
4. Street View
5. Criteria for Landmark Designation - Village Code Title 14, Chapter 3, Section 14-3-1
6. Application for Local Landmark Designation and Exhibits
7. Draft Ordinance
8. Draft Historic Preservation Commission Findings and Recommendations



Community Development

AGENDA SECTION: Second Reading - ZPS

SUBJECT: Consideration of a Request for Variation-714 S. Madison Street

MEETING DATE: January 17, 2023

FROM: Robert McGinnis, Director of Community Development/Building Commissioner *[Signature]*

Recommended Motion

Approve an Ordinance Approving a Floor Area Ratio and Building Coverage Variation at 714 S. Madison Street, Hinsdale, Illinois- Case Number V-05-22.

Background

In this application for variation, the applicant requests relief from the Maximum Floor Area Ratio (FAR) limitations set forth in 3-110(E)(1) and the Maximum Building Coverage limitations set forth in 3-110(F)(1) in order to construct a detached two car garage. The specific request is for 22.56sf. of FAR relief and 152.75sf of Building Coverage relief.

Discussion & Recommendation

Following a public hearing held on September 21, 2022, the Zoning Board of Appeals of the Village of Hinsdale ("ZBA") recommended approval of the Requested Variation on a vote of six (6) in favor and zero (0) opposed, with one (1) member absent.

Budget Impact

N/A

Village Board and/or Committee Action

At its regular meeting of January 3, 2023, the Board of Trustees heard the matter and agreed to move it forward for Second Reading.

Documents Attached

1. Draft Ordinance
2. Approved Findings of Fact and Recommendation
3. ZBA Application
4. Transcript

VILLAGE OF HINSDALE

ORDINANCE NO. _____

AN ORDINANCE APPROVING VARIATIONS FOR PROPERTY LOCATED AT 714 S. MADISON STREET, HINSDALE, ILLINOIS – WOLFF - CASE NUMBER V-05-22

WHEREAS, the Village of Hinsdale has received an application (the "Application") from Kevin and Caroline Wolff (the "Applicants") seeking variations for property located at 714 S. Madison Street, Hinsdale, Illinois (the "Property"); and

WHEREAS, the Property is located in the R-4 Single-Family Residential Zoning District and is legally described in **Exhibit A** attached hereto and made a part hereof; and

WHEREAS, the Application has been referred to the Zoning Board of Appeals of the Village, and has been processed in accordance with the Hinsdale Zoning Code (the "Zoning Code"), as amended; and

WHEREAS, the variations sought by the Applicant are from the floor area ratio (FAR) and maximum building coverage limitation requirements set forth in subsections 3-110(E)(1) and 3-110(F)(1) of the Zoning Code (together, the "Requested Variations"). The Requested Variations are sought relative to the construction of a detached two-car garage on the Property; and

WHEREAS, on September 21, 2022, the Zoning Board of Appeals of the Village of Hinsdale held a public hearing pursuant to notice given in accordance with State law and the Zoning Code, relative to the Requested Variations; and

WHEREAS, the Zoning Board of Appeals, after considering all of the testimony and evidence presented at the public hearing, recommended approval of the Requested Variations on a vote of six (6) in favor and zero (0) opposed; and

WHEREAS, the Zoning Board of Appeals has filed its report of Findings and Recommendation regarding the Requested Variations in Case Number V-05-22 with the President and Board of Trustees, a copy of which is attached hereto as **Exhibit B** and made a part hereof; and

WHEREAS, the President and Board of Trustees of the Village of Hinsdale have reviewed and duly considered the Findings and Recommendation of the Zoning Board of Appeals, and all of the materials, facts, and circumstances related to the Application; and

WHEREAS, the President and Board of Trustees find that the Application satisfies the standards established in Section 11-503 of the Hinsdale Zoning Code governing variations.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hinsdale, DuPage and Cook Counties and State of Illinois, as follows:

SECTION 1: Recitals. The foregoing recitals are incorporated into this Ordinance by this reference as findings of the President and Board of Trustees.

SECTION 2: Adoption of Findings and Recommendation. The President and Board of Trustees of the Village of Hinsdale approve and adopt the findings and recommendation of the Zoning Board of Appeals, a copy of which is attached hereto as **Exhibit B** and made a part hereof, and incorporate such findings and recommendation by reference as if fully set forth herein.

SECTION 3: Variations. The President and Board of Trustees, acting pursuant to the authority vested in them by the laws of the State of Illinois and Subsection 11-503(F) of the Hinsdale Zoning Code, GRANT the Requested Variations to subsections 3-110(E)(1) and 3-110(F)(1) of the Zoning Code to allow for FAR and lot coverage relief necessary to construct a detached two-car garage to the Property at 714 S. Madison Street in the R-4 Single-Family Residential Zoning District. The specific variations granted are as follows:

- A 22.56 square foot Variation from the FAR requirements set forth in Section 3-110(E)(1) of the Zoning Code.
- A 152.75 square foot Variation from the maximum building coverage limitations set forth in Section 3-110(F)(1) of the Zoning Code.

SECTION 4: Severability and Repeal of Inconsistent Ordinances. If any section, paragraph, clause or provision of this Ordinance shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the other provisions of this Ordinance, and all ordinances, resolutions or orders, or parts thereof, in conflict with the provisions of this Ordinance are to the extent of such conflict hereby repealed.

SECTION 5: Effective Date. This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

PASSED this _____ day of _____ 2023.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this _____ day of _____ 2023 and attested by the Village Clerk this same day.

Thomas K. Cauley, Jr., Village President

ATTEST:

Christine M. Bruton, Village Clerk

EXHIBIT A

LEGAL DESCRIPTION OF THE PROPERTY

LOTS 6 AND 7 IN THE RESUBDIVISION OF BLOCK 24 IN STOUGH'S SECOND ADDITION TO HINSDALE, BEING A SUBDIVISION IN THE EAST ½ OF SECTION 11, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 11, 1875, AS DOCUMENT #20005, IN DU PAGE COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 714 S. Madison Street, Hinsdale, Illinois
PIN: 09-11-415-013

EXHIBIT B

FINDINGS OF FACT

(ATTACHED)

**FINDINGS OF FACT AND RECOMMENDATION OF THE
VILLAGE OF HINSDALE ZONING BOARD OF APPEALS TO
THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES**

ZONING CASE NO: V-05-22

PETITIONER: Kevin and Caroline Wolff.

APPLICATION: For a Variation from the floor area ratio requirements set forth in Section 3-110(E)(1) of the Zoning Code of the Village of Hinsdale ("Zoning Code") and the maximum building coverage limitations set forth in Section 3-110(F)(1) of the Zoning Code, in order to add a detached two-car garage to an existing residence located at 714 S. Madison Street, Hinsdale, Illinois.

MEETING HELD: A Public Hearing was held on Wednesday, September 21, 2022, in Memorial Hall, in the Memorial Building, 19 East Chicago Avenue, Hinsdale, Illinois, pursuant to a notice published in The Hinsdalean on August 25, 2022.

PROPERTY: The subject property is commonly known as 714 S. Madison Street, Hinsdale, Illinois (the "Property") and is legally described in Exhibit A attached hereto and made a part hereof.

SUMMARY OF REQUEST: The Village of Hinsdale has received a request from Petitioners Kevin and Caroline Wolff (collectively, the "Applicants") for a variation from the floor area ratio (FAR) requirements set forth in Section 3-110(E)(1) and the maximum building coverage limitations set forth in Section 3-110(F)(1) of the Zoning Code (the "Requested Variations") in order to add a detached two-car garage to their home located on the Property.

The Property is a conforming lot located in the R-4 Residential District in the Village of Hinsdale and is located near the southwest corner of 7th and Madison. The property is approximately 50' x 125' for approximately 6,250 square feet of lot area. The maximum permitted Floor Area Ratio ("FAR") is 2,800 sf. and the existing FAR is approximately 2,602.06 sf. The Applicants seek the first of the two Requested Variations to increase the FAR by 220.5 square feet, resulting in a FAR that is 22.56 square feet over the maximum FAR.

Additionally, the maximum building coverage is 1,562.5 square feet. The existing maximum building coverage is approximately 1,384.5 square feet. The Applicants seek the second of the two Requested Variations to increase the maximum building coverage by 330.75 square feet, resulting in a maximum building coverage that is 152.75 square feet over the allowed maximum building coverage.

The Board of Trustees, upon a recommendation from the Zoning Board of Appeals of the Village of Hinsdale ("ZBA"), has final authority over the Requested Variations.

The Requested Variations are described in more detail in the Application, a copy of which is attached hereto as **Exhibit B** and made a part hereof.

On September 21, 2022, following the conclusion of the public hearing on this matter, the ZBA recommended its approval of the Requested Variations on a unanimous vote of six (6) in favor and zero (0) opposed, and directed the preparation of this Findings and Recommendation.

PUBLIC HEARING: At the public hearing on the Requested Variations, Owner's representative Patrick McGinnis testified on behalf of the Applicants. He explained the history of the home and described the proposed detached two-car garage addition. Mr. McGinnis addressed the issue of hardship in this matter. He noted that the Property has never had a garage and how other properties in the neighborhood have two-car garages. The subject property currently has a gravel parking pad where the garage would be placed. Mr. McGinnis addressed the standards for receiving a variation and how, in the opinion of the Applicants, the standards had been met. In particular, he noted the hardship is related to the Village previously determining that allowing only a one-car garage is a hardship. Mr. McGinnis then addressed the remaining standards for receiving a variation and how, in the opinion of the Applicants, the standards had been met. Mr. McGinnis answered questions from the ZBA members.

No comments were received from neighbors. There being no further questions or members of the public wishing to speak on the application, the portion of the Public Hearing related to the Requested Variations was closed.

Members then discussed the Requested Variations and agreed that the standards for variations set forth in 11-503(F) of the Hinsdale Zoning Code had been met. A motion to approve the Requested Variations was made by Member Giltner and seconded by Member O'Brien.

AYES: Members Moberly, O'Brien, Giltner, Murphy, Lee and Chairman Neiman

NAYS: None

ABSENT: None

FINDINGS: The following are the Findings of the ZBA relative to the Requested Variation:

1. *General Standard: Carrying out the strict letter of the provisions of the Zoning Code would create a particular hardship or a practical difficulty, based on satisfaction of the standards below:*

2. *Unique Physical Condition:* The Subject Property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure, or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot. A hardship was found to exist based on the fact that unlike the vast majority of other residences in the community, the Property has never had a garage. The ZBA finds this standard to have been met.

3. *Not Self-Created:* The unique physical condition is not the result of any action or inaction of the owner, or of the owner's predecessors in title and known to the owner prior to acquisition of the subject property, and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of the Zoning Code, for which no compensation was paid. The need for the Requested Variation is not self-created, and is instead driven by the fact that the Property has never had a garage, and the Applicants are requesting the smallest two-car garage possible. The ZBA finds this standard to have been met.

4. *Denied Substantial Rights:* The carrying out of the strict letter of the provisions from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision. Unlike the vast majority of other residences in the community, the Property has never had a garage. The ZBA finds this standard to have been met.

5. *Not Merely Special Privilege:* The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the use of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation. The Requested Variations are sought for the Property to have a detached two-car garage rather than just a gravel parking pad. The majority of other properties on the block have two-car garages, and the Zoning Code authorizes persons with garages to demolish them and build a two-car garage; the Applicants cannot take advantage of that provision though, as they have never had a garage. The ZBA finds this standard to have been met.

6. *Code and Plan Purposes:* The variation would not result in a use or development of the subject property that would not be in harmony with the general and specific purposes for which the Zoning Code and the provision from which a variation is sought were enacted or the general purpose and intent of the official comprehensive plan. The Variations are consistent with the existing use and the Village's interest in preserving neighborhood aesthetics. The ZBA found this standard to have been met.

7. *Essential Character of the Area:* The variation would not result in a use or development on the subject property that:

(a) would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development, or value of property or improvements permitted in the vicinity; or (b) would materially impair an adequate supply of light and air to the properties and improvements in the vicinity; or (c) would substantially increase congestion in the public streets due to traffic or parking; or (d) would unduly increase the danger of flood or fire; or (e) would unduly tax public utilities and facilities in the area; or (f) would endanger the public health or safety.

A majority of the residences in the neighborhood have detached two-car garages. The Requested Variation will not affect the neighbors, or endanger the public health or safety.

8. *No Other Remedy:* There is no means other than the requested variation by which the alleged hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the subject property. The ZBA finds this standard to have been met.

RECOMMENDATION:

Based on the Findings set forth above, the ZBA, by a unanimous vote of six (6) in favor and zero (0) opposed, recommends to the President and Board of Trustees that the following Requested Variations relative to the FAR requirements set forth in Section 3-110(E)(1) of the Zoning Code, and the maximum building coverage limitations set forth in Section 3-110(F)(1) of the Zoning Code, in order to add a detached two-car garage to a home located in the R-4 Residence Zoning District on the Property at 714 S. Madison Street, be GRANTED:

- **A 22.56 square foot Variation from the FAR requirements set forth in Section 3-110(E)(1) of the Zoning Code.**
- **A 152.75 square foot Variation from the maximum building coverage limitations set forth in Section 3-110(F)(1) of the Zoning Code.**

Signed: _____
Robert Neiman, Chair
Zoning Board of Appeals
Village of Hinsdale

Date: _____

EXHIBIT A

LEGAL DESCRIPTION OF THE SUBJECT PROPERTY

LOTS 6 AND 7 IN THE RESUBDIVISION OF BLOCK 24 IN STOUGH'S SECOND ADDITION TO HINSDALE, BEING A SUBDIVISION IN THE EAST ½ OF SECTION 11, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 11, 1875, AS DOCUMENT #20005, IN DU PAGE COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 714 S. Madison Street, Hinsdale, Illinois
PINS: 09-11-415-013

EXHIBIT B

**APPLICATION FOR VARIATION
(ATTACHED)**

MEMORANDUM

TO: Chairman Neiman and Members of the Zoning Board of Appeals

FROM: Robert McGinnis MCP
Director of Community Development/Building Commissioner

DATE: July 27, 2022

RE: Zoning Variation – V-05-22; 714 S. Madison Street

In this application for variation, the applicant requests relief from the Maximum Floor Area Ratio (FAR) limitations set forth in 3-110(E)(1) and the Maximum Building Coverage limitations set forth in 3-110(F)(1) in order to construct a detached two car garage. The specific request is for 22.56sf. of FAR relief and 152.75sf of Building Coverage relief.

It should be noted that the Zoning Board of Appeals does not have final authority over either of the specific bulk zoning requirements that relief is being sought. As such, it will move on to the Board of Trustees as a recommendation should four affirmative votes be cast.

This property is located in the R-4 Single family Residential District in the Village of Hinsdale and is located on the west side of Madison between 7th and 8th Street. The property has a frontage of approximately 50', an average depth of 125', and a total square footage of approximately 6,250. The maximum FAR is approximately 2,800 square feet, the maximum allowable building coverage is 25% or approximately 1,562.50 square feet, and the maximum lot coverage is 60% or 3,125 square feet.

cc: Kathleen Gargano, Village Manager
Zoning file V-05-22



19 E. Chicago Avenue, Hinsdale, IL 60521

APPLICATION FOR VARIATION

COMPLETE APPLICATION CONSISTS OF (10) COPIES

(All materials to be collated)

FILING FEE: \$850.00

Name of Applicant(s): Kevin & Caroline Wolff

Address of Subject Property: 714 S. Madison St., Hinsdale, IL 60521

If Applicant is not property owner, Applicant's relationship to property owner:

FOR OFFICE USE ONLY

Date Received: CB 7/15/22 Zoning Calendar No. V-05-22

PAYMENT INFORMATION: Check # Check Amount \$

SECTION 1- NAME & CONTACT INFORMATION

1. **Owner.** Name, mailing address, telephone number and email address of owner:

Name: Kevin & Caroline Wolff

Address: 714 S. Madison St., Hinsdale, IL 60521

Telephone: _____ email: carolinehonsa@gmail.com

2. **Applicant.** Name, address, telephone number and email address of applicant, if different from owner:

Name: Kevin & Caroline Wolff

Address: 714 S. Madison St., Hinsdale, IL 60521

Telephone: _____ email: carolinehonsa@gmail.com

3. **Consultants.** Name and contact information (phone or email) of each professional consultant advising applicant with respect to this application:

a. Attorney: Peter Coules, Jr., Donatelli & Coules, Ltd. - peter@donatellcoules.com

b. Engineer: _____

c. Architect: Richard Olsen G.O. Architectural Design, Inc. - richard@goarchitectural.com

d. Contractor: _____

e. Other: _____

4. **Trustee Disclosure.** In the case of a land trust provide the name, address, telephone number and email address of all trustees and beneficiaries of the trust:

Name: _____

Address: _____

Telephone: _____ email: _____

5. **Village Personnel.** Name and address of any officer or employee of the Village with an interest in the Owner, the Applicant, or the Subject Property, and the nature and extent of that interest:

a. _____

b. _____

SECTION 2- REQUIRED DOCUMENTATION

1. **Subject Property.** Address, PIN Number, and legal description of the subject Property, use separate sheet for legal description, if necessary.
PIN Number: 09-11-415-013
Address: 714 S. Madison St., Hinsdale, IL 60521
2. **Title.** Evidence of title or other interest you have in the Subject Project, date of acquisition of such interest, and the specific nature of such interest.
3. **Neighboring Owners.** List showing the name and address of each owner of (1) property within 250 lineal feet in all directions from the subject property; and (2) property located on the same frontage or frontages as the front lot line or corner side lot line of the subject property or on a frontage directly opposite any such frontage or on a frontage immediately adjoining or across an alley from any such frontage.
(Note: After the Village has prepared the legal notice, the applicant/agent must mail by certified mail, "return receipt requested" to each property owner/ occupant. The applicant/agent must then fill out, sign, and notarize the "Certification of Proper Notice" form, returning that form and all certified mail receipts to the Village.)
4. **Survey.** Submit with this application a recent survey, certified by a registered land surveyor, showing existing lot lines and dimensions, as well as all easements, all public and private rights-of-way, and all streets across and adjacent to the Subject Property.
5. **Existing Zoning.** Submit with this application a description or graphic representation of the existing zoning classification, use, and development of the Subject Property, and the adjacent area for at least 250 feet in all directions from the Subject Property.
6. **Conformity.** Submit with this application a statement concerning the conformity or lack of conformity of the approval being requested to the Village Official Comprehensive Plan and the Official Map. Where the approval being requested does not conform to the Official Comprehensive Plan or the Official Map, the statement should set forth the reasons justifying the approval despite such lack of conformity.
7. **Zoning Standards.** Submit with this application a statement specifically addressing the manner in which it is proposed to satisfy each standard that the Zoning Ordinance establishes as a condition of, or in connection with, the approval being sought. *(Section 4 of this application)*
8. **Successive Application.** In the case of any application being filed less than two years after the denial of an application seeking essentially the same relief, submit with this application a statement as required by Sections 11-501 and 11-601 of the Hinsdale Zoning Code.

SECTION 3- ZONING RELIEF REQUESTED

1. **Ordinance Provision.** The specific provisions of the Zoning Ordinance from which a variation is sought: *(Attach separate sheet if additional space is needed.)*

See attached.

2. **Variation Sought.** The precise variation being sought, the purpose therefore, and the specific feature or features of the proposed use, construction, or development that require a variation: *(Attach separate sheet if additional space is needed.)*

See attached.

3. **Minimum Variation.** A statement of the minimum variation of the provisions of the Zoning Ordinance that would be necessary to permit the proposed use, construction, or development: *(Attach separate sheet if additional space is needed.)*

See attached.

**SECTION 4- STANDARDS FOR VARIATION
AS SET FORTH IN SECTION 11-503(F)
(Fence Applications – Section 5)**

Provide an explanation of the characteristics of the Subject Property that prevent compliance with the provisions of the Zoning Ordinance, and the specific facts you believe support the granting of the requested variation(s). In addition to your general explanation, you must specifically address each of the following conditions required for approval by the Zoning Board of Appeals. Attach a separate sheet of paper to your application marked Section 4 – Standards for Variation.

- (a) **Unique Physical Condition**. The Subject Property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure of sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the Subject Property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current lot owner.
- (b) **Not Self-Created**. The aforesaid unique physical condition is not the result of any action or inaction of the owner, or of the owner's predecessors in title and known to the owner prior to acquisition of the Subject Property, and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of this Code, for which no compensation was paid.
- (c) **Denied Substantial Rights**. The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the Subject Property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.
- (d) **Not Merely Special Privilege**. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the use of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.
- (e) **Code and Plan Purposes**. The variation would not result in a use or development of the Subject Property that would not be in harmony with the general and specific purposes for which this Code and the provision from which a variation is sought were enacted or the general purpose and intent of the Official Comprehensive Plan.

- (f) **Essential Character of the Area.** The variation would not result in a use or development of the Subject Property that:
- (1) Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use development, or value of property of improvements permitted in the vicinity; or
 - (2) Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity; or
 - (3) Would substantially increase congestion in the public streets due to traffic or parking; or
 - (4) Would unduly increase the danger of flood or fire; or
 - (5) Would unduly tax public utilities and facilities in the area; or
 - (6) Would endanger the public health or safety.
- (g) **No Other Remedy.** There is no means other than the requested variation by which the alleged hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the Subject Project.

| |
|---|
| <p style="text-align: center;">SECTION 5- STANDARDS FOR VARIATION – FENCES <i>AS SET FORTH IN SECTION 9-12-3(J)</i></p> |
|---|

You must specifically address each of the following conditions required for approval of a fence by the Zoning Board of Appeals. Attach a separate sheet of paper to your application marked Section 5 – Standards for Variation - Fences.

- (a) Applicant is affected by unique circumstances which create a hardship justifying relief.
- (b) Will not alter the essential character of the locality.
- (c) Will be in harmony with the general purpose and intent of the code.
- (d) Will set no unfavorable precedent either to the locality or to the Village as a whole.
- (e) Will be the minimum necessary to afford relief to the applicant.
- (f) Will not adversely affect the public safety and general welfare.

| |
|---|
| SECTION 6- SUBJECT PROPERTY ARCHITECTURAL DRAWINGS/SURVEYS |
|---|

1. A copy of preliminary architectural and/or surveyor plans showing the floor plans, exterior elevations, and site plan needs to be submitted with each copy of the zoning petitions for the improvements.
2. The architect or land surveyor needs to provide zoning information concerning the existing zoning; for example, building coverage, distance to property lines, and floor area ratio calculations and data on the plans or supplemental documents for the proposed improvements. If applicable, include any grading changes being proposed.

In addition to the data and information required pursuant to any application as herein set forth, every Applicant shall submit such other and additional data, information, or documentation as the Village Manager or any Board of Commission before which its application is pending may deem necessary or appropriate to a full and proper consideration and disposition of the particular application.

SECTION 7- EXPLANATION OF FEES & APPLICANT SIGNATURE

1. **Application Fee and Escrow.** Every application must be accompanied by a non-refundable application fee of \$250.00 plus an additional \$600.00 initial escrow amount. The applicant must also pay the costs of the court reporter's transcription fees and legal notices for the variation request. A separate invoice will be sent if these expenses are not covered by the escrow that was paid with the original application fees.
2. **Additional Escrow Requests.** Should the Village Manager at any time determine that the escrow account established in connection with any application is, or is likely to become, insufficient to pay the actual costs of processing such application, the Village Manager shall inform the Applicant of that fact and demand an additional deposit in an amount deemed by him to be sufficient to cover foreseeable additional costs. Unless and until such additional amount is deposited by the Applicant, the Village Manager may direct that processing of the application shall be suspended or terminated.
3. **Establishment of Lien.** The owner of the Subject Property, and if different, the Applicant, are jointly and severally liable for the payment of the application fee. By signing the application, the owner has agreed to pay said fee, and to consent to the filing and foreclosure of a lien against the Subject Property for the fee plus costs of collection, if the account is not settled within 30 days after the mailing of a demand for payment.

By signing below, the owner or their authorized representative, states that he/she consents to the filing of this application and that all information contained herein is true and correct to the best of his/her knowledge.

Name of Applicant(s): Kevin & Caroline Wolff

Signature of Applicant: 

Signature of Applicant: _____

Date: June 17, 2022

| |
|---|
| ADDENDUM – RULES FOR WRITTEN SUBMISSIONS AND ORAL ARGUMENT |
|---|

The Hinsdale Zoning Board of Appeals (ZBA) unanimously approved and adopted the following rules governing written submissions and oral arguments on November 15, 2017:

1. No party is required to submit legal briefs or letters to the ZBA in support of any zoning appeal or variance request. The only documents that any appellant or zoning variance applicant must submit are the appeal forms and/or variance request forms and accompanying materials already required under the Hinsdale Zoning Code. The party that filed the appeal or the variance request need not retain counsel to represent them, but they may do so if they wish.
2. If any party wishes to submit a separate legal brief or letter detailing the reasons why the ZBA should grant such appeal or variance request, then such party shall deliver to the Zoning Board of Appeals at Hinsdale Village Hall, 19 E. Chicago Avenue, ten (10) signed copies of such briefs or letters at least 14 days before the ZBA meeting when the ZBA will hold the hearing, the appeal, or the variance application.
3. Within seven days thereafter, the Village of Hinsdale may, but is not required, to file a brief or letter in response to any brief or letter that any other party has filed. Any such letter or brief that the Village may file in response shall conform to all of the requirements established in these rules.
4. Any brief or letter submitted in support of or in response to any such letter or brief must be on 8-1/2" by 11" paper. The text must be double-spaced, but quotations more than two lines long may be indented and single-spaced. The type face must be 14 point type or larger. A one inch margin is required at the top, bottom, and each side of each page. Each page must have a page number at the bottom.
5. No such briefs or letters shall exceed 12 pages unless the ZBA grants a party's request for an extension of that page limit. Footnotes are discouraged.
6. If any such letter or brief cites to any legal authority, then the letter or brief must contain an index indicating each page number of the letter or brief which cites to that legal authority.
7. If any such brief or letter refers to any other documents, then all such documents must be attached as exhibits. Every such exhibit attached to the brief or letter must be identified with an exhibit number, and must be preceded by a numbered tab corresponding with the exhibit number that protrudes on the right hand side of such brief or letter. All such exhibits must be legible.

8. Any such brief or letter containing less than 20 pages of text and exhibits combined must be firmly stapled in the upper left hand corner of the brief or letter. Briefs or letters that contain more than 20 pages of combined text and exhibits must be spiral bound on the left hand side in a manner that does not interfere with the legibility of any such text or exhibits.
9. If any such brief or letter cites any code section, ordinance, statute, or court decision, then such legal authority must be attached in its entirety as an exhibit to the brief or letter, and the exhibit number must be included in the index required under paragraph 6.
10. The ZBA will not consider briefs or letters that do not meet all of these requirements.
11. At the hearing on any such appeal or variance request, the party that filed the appeal or the variance request has a maximum of 15 minutes to present their initial arguments regarding why the ZBA should grant such appeal or variance request; the Village may then have a maximum of 15 minutes to respond; and the party that filed the appeal or variance request may then have five minutes to reply. These time limits may be extended by a maximum of five minutes per side in the ZBA's discretion. These time limits apply only to oral argument by a party to the ZBA regarding whether the facts support a conclusion that the ZBA should grant the appeal or variance request under the applicable zoning standards, but not to any witness testimony that any party may wish to present.
12. Any non-party to any such appeal or variance request who wishes to address the ZBA at the hearing on any such appeal or variance request, may have a maximum of five minutes to address the ZBA regarding whether the ZBA should grant the appeal or variance request.

Adopted by the Zoning Board of Appeals on November 15, 2017.

SECTION 2 – REQUIRED DOCUMENTATION

5. EXISTING ZONING

The subject property is located within the R-4 Single Family Residential District within the Village of Hinsdale.

6. STATEMENT OF CONFORMITY

The subject property is located within the R-4 Single Family Residential District within the Village. The Applicant seeks a variance pursuant to Section 11-503(E)(1)(c), which is a permitted variation in the R-4 Single Family Residential District. Therefore, granting the requested variations on the subject property would be in conformity with the Official Map and permissible under the Code.

SECTION 3- ZONING RELIEF REQUESTED

1. **Ordinance Provision.** *The specific provisions of the Zoning Ordinance from which a variation is sought:*

Sec. 3-110 (E)(1) -- Maximum Floor Area Ratio

Sec. 3-110 (F)(1) -- Maximum Building Coverage

2. **Variation Sought.** *The precise variation being sought, the purpose therefore, and the specific feature or features of the proposed use, construction, or development that require a variation:*

The Applicants are seeking a variation in order to build a two-car garage on the Property. The Property has never had a garage and only ever had a parking pad, pursuant to historical records.

The current house has Building Coverage of 1,384.50 sq. ft. and a floor area ratio (F.A.R.) of 2,602.06 sq. ft. With the addition of the size of the garage, the new Building Coverage would be 1,715.25 sq. ft. and the F.A.R. would be 2,822.56.

The Applicant seeks a variation for the maximum building coverage requirements, to allow Building Coverage of 1,715.25 sq. ft., which would exceed the maximum allowable Building Coverage by 152.75 sq. ft. or roughly 9.77%.

The applicant also seeks a variation for the maximum F.A.R. requirements, to allow an F.A.R. of 2,822.56, which would exceed the maximum allowable F.A.R. by 22.56 or roughly 0.8%.

3. **Minimum Variation.** *A statement of the minimum variation of the provisions of the Zoning Ordinance that would be necessary to permit the proposed use, construction, or development:*

Applicant is seeking the minimum variation necessary to the requirements for Building Coverage and F.A.R. for the property in order to put in the smallest two-car garage available. Applicant is not seeking any additional variations beyond what is necessary to build the minimum size required for a two car garage.

SECTION 4 - STANDARDS FOR VARIATION
AS SET FORTH IN SECTION 11-503(F)

(a) **Unique Physical Conditions.**

The unique physical conditions of the subject property are the existing structure was built prior to the Applicant purchasing the property and was built without a garage.

(b) **Not-Self Created.**

The Applicant purchased the property after the home was built on the property and did not create the conditions which require a variance to build the smallest two-car garage available on the lot.

(c) **Denied Substantial Rights.**

The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the Subject Property of substantial rights commonly enjoyed by owners of other lots subject to the same provision, as there are numerous other properties with similar sized lots which have two-car garages. Without the variation, the Applicant would only be able to build a one-car garage, which has been found to be a hardship.

Further, Section 10-104(B)(6) of the Code provides that residents of the Village have the right, with certain criteria being met, to demolish and replace a garage with a new two-car garage. However, as no garage is being demolished on this property, this provision is not specifically applicable, but does show the substantial right of residents of the Village to the building of such garages.

(d) **Not Merely Special Privilege.**

The Applicant is not seeking a special privilege in seeking the variance as many other properties have a two-car garage and the small variation would provide them with that similar right.

(e) **Code and Plan Purposes.**

The Code and building requirements are intended to help preserve the housing types and residential character of the Village. The proposed variance would not affect either of those intended purposes and would allow the Applicants to add a two-car garage, similar to many surrounding properties.

(f) **Essential Character of the Area.**

The variance sought by the Applicant would not have a detrimental effect on the essential character of the area or have a negative effect on the public welfare. Rather, the proposed variance will allow the Applicant to develop the property in a manner that is consistent with the essential character of the area, as Applicant will be adding a two-car garage to the single family residence on the property, similar to most properties in the area. This will allow the Applicants to park their cars overnight in the garage, rather than out in the open, which would benefit the character of the neighborhood.

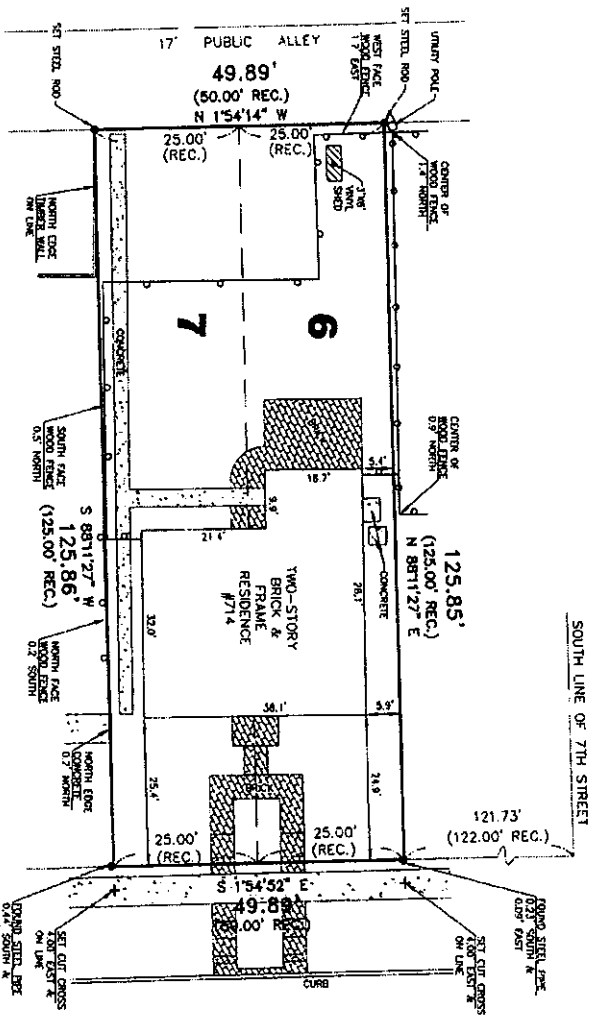
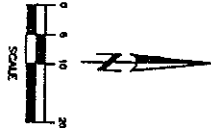
(g) **No Other Remedy.**

There is not another remedy which would allow the Applicant to add a two-car garage to the property as they are already seeking the smallest two-car garage available. Without the variation, the Applicant would only be able to build a one-car garage, which has been proven to be a hardship.

SITE PLAN
scale: 1/8" = 1'-0"

PLAT OF SURVEY

LOTS 6 AND 7 IN THE RESUBDIVISION OF BLOCK 24 IN STOUGH'S SECOND ADDITION TO HINSDALE, BEING A SUBDIVISION IN THE EAST HALF OF SECTION 11, TOWNSHIP 38 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MAY 11, 1875, AS DOCUMENT NUMBER 2005, IN DUPAGE COUNTY, ILLINOIS



S. MADISON STREET

PREPARED FOR: KAYLA GELSOMINO

LANDMARK

ENGINEERING LLC
 SURVEYING DIVISION NO. 184-000377
 7008 W. 103RD STREET
 PALOS HILLS, ILLINOIS 60465-1230
 Phone (708) 598-5737

BEARINGS SHOWN HEREON (IF ANY) ARE BASED ON I.L.S.P.C. EAST ZONE, MAGN. AND NO ADJUSTMENTS SHOULD BE CONSTRUCTED ON THE BASIS OF THIS PLAT ALONE. FIELD MEASUREMENTS, LENGTHS OR WIDTHS SHOULD BE ASSUMED FROM SCALING. COMMENCEMENT OF CONSTRUCTION.

FOR BUILDING LINES, EASEMENTS AND OTHER RESTRICTIONS NOT SHOWN HEREON, REFER TO DEEDS, ABSTRACTS, TITLE POLICES, SEARCHES OR COMMENTS, DOCUMENTS, CONTRACTS AND LOCAL BUILDING AND ZONING ORDINANCES.

| SUBJECT PROPERTY AREA |
|------------------------------|
| 6,279 SQ. FT. (more or less) |



66.00' R.O.W.

FIELD WORK COMPLETED: 6/17/19

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS STANDARDS FOR A BOUNDARY SURVEY.

DATED: 6/18/19

Richard P. Urchell

RICHARD P. URCELL, I.P.L.S. No. 3183
 LICENSE RENEWAL DATE: NOVEMBER 30, 2020
 SURVEY No. 19-06-065

STATE OF ILLINOIS)
) ss:
 COUNTY OF DU PAGE)

BEFORE THE HINSDALE ZONING BOARD OF APPEALS

In the Matter of:)
)
)
 V-05-22,)
 714 South Madison.)

REPORT OF PROCEEDINGS had and testimony
 taken at the Public Hearing of the above-entitled
 matter before the Hinsdale Zoning Board of
 Appeals, at 19 East Chicago Avenue, Hinsdale,
 Illinois, on September 21, 2022, at the hour of
 6:30 p.m.

BOARD MEMBERS PRESENT:

MR. ROBERT NEIMAN, Chairman;
 MR. KEITH GILTNER, Member;
 MS. LESLIE LEE, Member;
 MR. TOM MURPHY, Member;
 MR. GANNON O'BRIEN, Member; and
 MR. GARY MOBERLY, Member.

1 ALSO PRESENT:

2 MS. CHRISTINE BRUTON, Deputy Village
3 Clerk;

4 MR. ROBB MCGINNIS, Director of
5 Community Development;

6 MR. PATRICK MCGINNIS, Attorney for
7 Applicants;

8 MR. KEVIN WOLFF, Applicant;

9 MS. CAROLINE WOLFF, Applicant.

10 (WHEREUPON, the oath was
11 administered to Mr. P.
12 McGinnis.)

13 CHAIRMAN NEIMAN: We have a Public
14 Hearing on Case No. V-05-22, 714 South Madison
15 Street.

16 If you could introduce yourself and
17 give me a chance to make one observation that I
18 don't think will interfere with any of this.

19 MR. P. MCGINNIS: Good evening. My
20 name is Patrick McGinnis. I'm an attorney with
21 Donatelli & Coules, representing the applicants
22 Kevin and Caroline Wolff, who are the owners of
714 South Madison Street.

1 CHAIRMAN NEIMAN: So, Robb, it's my
2 understanding from the memorandum that this is
3 one of those cases that we don't have final
4 authority over, it goes to the board of
5 trustees; therefore, it requires at least four
6 of the six members who are present this evening
7 to vote yes otherwise it will be defeated;
8 correct?

9 MR. MCGINNIS: That's correct.

10 CHAIRMAN NEIMAN: Now, I have not
11 talked to any of the members. I don't foresee
12 any issues, but again, I don't know how any of
13 the other members view this case, but I want to
14 point out that you have one less member here
15 this evening and the question is: Do you want
16 to proceed this evening or would you prefer to
17 wait until we have all seven board members here?

18 MR. P. MCGINNIS: I think we are fine
19 proceeding.

20 CHAIRMAN NEIMAN: Okay.

21 MR. P. MCGINNIS: So applicants are
22 seeking a variance from the maximum building

1 coverage and the maximum floor area ratio for
2 the property.

3 They are seeking to add a two-car
4 garage. The applicants purchased the property
5 in 2019 and at that time the property did not
6 have a garage and historical records from the
7 village show that the property has not had a
8 garage on it at any time. The property
9 currently has a gravel parking pad where the
10 garage --

11 CHAIRMAN NEIMAN: Let me stop you for
12 one minute.

13 MR. P. MCGINNIS: I'll start over just
14 so it's all recorded properly.

15 Good evening. My name is Patrick
16 McGinnis. I'm an attorney with Donatelli &
17 Coules, representing the applicants Kevin and
18 Caroline Wolff, who are the owners of 714 South
19 Madison Street.

20 The property is located in the R-4
21 zoning district and the applicants are seeking a
22 variance for the maximum building coverage and

1 the maximum floor area ratio for the property in
2 order to add a two-car garage.

3 The applicants purchased the
4 property in 2019. At that time there was not a
5 garage located on the property and historical
6 records from the village indicate that there has
7 not been a garage at any time.

8 The property currently has a gravel
9 parking pad where the garage would be placed and
10 the garage will face into the property rather
11 than directly into the alley in order to provide
12 additional paved space, being the driveway, so
13 the applicants' children could play there, also
14 so that they have space for additional parking
15 and it's just safer to pull in and out of the
16 garage instead of doing so directly into the
17 alley.

18 The garage being requested is the
19 smallest 2-car garage possible and it's 21 by 21
20 square feet. The building coverage would be
21 increased by 330.75 square feet to a total of
22 1,715.25 square feet, which is 152.75 square

1 feet over the maximum building coverage, which
 2 is 9.77 percent above the maximum allowed
 3 building coverage. The floor area ratio would
 4 be increased 220 and a half square feet for a
 5 total of 2,822.56 square feet, which is only
 6 22.56 square feet, which is less than 1 percent
 7 over the maximum FAR. Both of those variations
 8 are under the maximum 10 percent allowed for a
 9 variance.

10 The applicants' request for a
 11 variance also meets all the standards for a
 12 variance.

13 One. There is a unique physical
 14 condition being that the property has never had
 15 a garage.

16 It wasn't self-created. Again,
 17 applicants purchased the property and there was
 18 no garage on the property at that time and they
 19 are seeking the smallest two-car garage
 20 possible. So it's not as though they are
 21 seeking a larger garage whereas a smaller garage
 22 would prevent them from needing the variance.

1 Three. Not approving the variance
 2 would be denying them of their substantial
 3 rights. The village has previously determined
 4 that not allowing a two-car garage and only
 5 allowing a one-car garage is a hardship. And
 6 the code also allows for owners of a property to
 7 demolish their garage and replace it with a
 8 two-car garage, however, that section of the
 9 code doesn't apply here because obviously no
 10 garage is being demolished, otherwise if there
 11 was a garage there, they would be able to put up
 12 a two-car garage.

13 Four. It's not merely a special
 14 privilege. Most of the properties on the block
 15 have a two-car garage so the applicants are only
 16 seeking what their surrounding neighbors also
 17 have.

18 Five and six. It's consistent with
 19 the code and plan purpose, consistent with the
 20 essential characteristics of that area. As I
 21 indicated, most of the properties on the block
 22 have two-car garage and in fact, I'd say more

1 than 50 percent of them also have the garage
 2 open into the property rather than directly into
 3 the alley.

4 Seven. No other remedy would allow
 5 them to put up a two-car garage. Again, they
 6 are seeking the smallest variance possible and
 7 the smallest two-car garage for the property.

8 For these reasons, we request that
 9 the applicants' application for a variance to
 10 the maximum building coverage and the maximum
 11 floor area ratio should be approved so that they
 12 can build a two-car garage on the property.

13 CHAIRMAN NEIMAN: Any questions from
 14 the board members?

15 MR. MURPHY: This was noticed to the
 16 community?

17 MR. P. MCGINNIS: Yes, it was noticed.

18 MR. MCGINNIS: Yes, certified mail.

19 MR. MURPHY: There was nothing back?

20 MR. P. MCGINNIS: Yes, no neighbors
 21 responded.

22 MR. MURPHY: Okay. That's all I'm

1 asking.

2 MR. GILTNER: Most of the properties
 3 that you mentioned have two-car garages. Are
 4 they all the same size lots?

5 MR. P. MCGINNIS: I believe most of the
 6 houses on that block are about the same size.
 7 There's obviously a few that are a little
 8 larger.

9 CHAIRMAN NEIMAN: I'll follow-up on
 10 Tom's question.

11 Your immediate next-door neighbors
 12 have not voiced any concerns with the plan?

13 MR. P. MCGINNIS: Correct.

14 CHAIRMAN NEIMAN: Any other questions
 15 from the board?

16 (No response.)

17 Okay. Do I hear a motion to close
 18 the Public Hearing on Case V-05-22, 714 South
 19 Madison Street?

20 MR. GILTNER: So moved.

21 MR. O'BRIEN: Second.

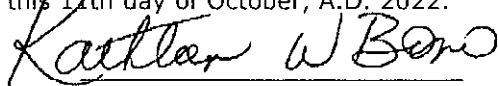
22 CHAIRMAN NEIMAN: Roll call, please.

1 MS. BRUTON: Member Moberly?
 2 MR. MOBERLY: Yes.
 3 MS. BRUTON: Member O'Brien?
 4 MR. O'BRIEN: Yes.
 5 MS. BRUTON: Member Giltner?
 6 MR. GILTNER: Yes.
 7 MS. BRUTON: Member Murphy?
 8 MR. MURPHY: Yes.
 9 MS. BRUTON: Member Lee?
 10 MS. LEE: Yes.
 11 MS. BRUTON: Chairman Neiman?
 12 CHAIRMAN NEIMAN: Yes.
 13 (WHICH, were all of the
 14 proceedings had, evidence
 15 offered or received in the
 16 above entitled cause.)
 17
 18
 19
 20
 21
 22

STATE OF ILLINOIS)
) ss:
 COUNTY OF DU PAGE)

I, KATHLEEN W. BONO, Certified
 Shorthand Reporter, Notary Public in and for the
 County DuPage, State of Illinois, do hereby
 certify that previous to the commencement of the
 examination and testimony of the various
 witnesses herein, they were duly sworn by me to
 testify the truth in relation to the matters
 pertaining hereto; that the testimony given by
 said witnesses was reduced to writing by means
 of shorthand and thereafter transcribed into
 typewritten form; and that the foregoing is a
 true, correct and complete transcript of my
 shorthand notes so taken aforesaid.

IN TESTIMONY WHEREOF I have
 hereunto set my hand and affix my electronic
 signature this 11th day of October, A.D. 2022.



KATHLEEN W. BONO
 C.S.R. No. 84-1423
 Notary Public, DuPage County

| | | | | |
|--|--|--|---|---|
| 1 | 2:10 affix [1] - 11:17 aforesaid [1] - 11:15 alley [3] - 5:11, 5:17, 8:3 allow [1] - 8:4 allowed [2] - 6:2, 6:8 allowing [2] - 7:4, 7:5 allows [1] - 7:6 ALSO [1] - 2:1 APPEALS [1] - 1:3 Appeals [1] - 1:11 Applicant [2] - 2:6, 2:7 Applicants [1] - 2:5 applicants [8] - 2:20, 3:21, 4:4, 4:17, 4:21, 5:3, 6:17, 7:15 applicants ' [3] - 5:13, 6:10, 8:9 application [1] - 8:9 apply [1] - 7:9 approved [1] - 8:11 approving [1] - 7:1 area [5] - 4:1, 5:1, 6:3, 7:20, 8:11 Attorney [1] - 2:5 attorney [2] - 2:19, 4:16 authority [1] - 3:4 Avenue [1] - 1:11 | 7:12, 7:15, 7:22, 8:5, 8:7, 8:12, 9:3 CAROLINE [1] - 2:7 Caroline [2] - 2:21, 4:18 Case [2] - 2:13, 9:18 case [1] - 3:13 cases [1] - 3:3 certified [1] - 8:18 Certified [1] - 11:3 certify [1] - 11:6 Chairman [1] - 1:16 chairman [1] - 10:11 CHAIRMAN [10] - 2:12, 3:1, 3:10, 3:20, 4:11, 8:13, 9:9, 9:14, 9:22, 10:12 chance [1] - 2:16 characteristics [1] - 7:20 Chicago [1] - 1:11 children [1] - 5:13 CHRISTINE [1] - 2:2 Clerk [1] - 2:2 close [1] - 9:17 code [3] - 7:6, 7:9, 7:19 commencement [1] - 11:6 Community [1] - 2:4 community [1] - 8:16 complete [1] - 11:14 concerns [1] - 9:12 condition [1] - 6:14 consistent [2] - 7:18, 7:19 correct [4] - 3:8, 3:9, 9:13, 11:14 Coules [2] - 2:20, 4:17 COUNTY [2] - 1:2, 11:2 County [2] - 11:5, 11:21 coverage [6] - 4:1, 4:22, 5:20, 6:1, 6:3, 8:10 created [1] - 6:16 | 2:4 directly [3] - 5:11, 5:16, 8:2 Director [1] - 2:3 district [1] - 4:21 Donatelli [2] - 2:20, 4:16 door [1] - 9:11 driveway [1] - 5:12 DU [2] - 1:2, 11:2 duly [1] - 11:8 DuPage [2] - 11:5, 11:21 | garages [1] - 9:3 GARY [1] - 1:21 Giltner [1] - 10:5 GILTNER [4] - 1:17, 9:2, 9:20, 10:6 given [1] - 11:10 gravel [2] - 4:9, 5:8 |
| 2 | | E | H | |
| 2,822.56 [1] - 6:5 2-car [1] - 5:19 2019 [2] - 4:5, 5:4 2022 [2] - 1:12, 11:18 21 [3] - 1:12, 5:19 22.56 [1] - 6:6 220 [1] - 6:4 | | East [1] - 1:11 electronic [1] - 11:17 entitled [2] - 1:9, 10:16 essential [1] - 7:20 evening [5] - 2:18, 3:6, 3:15, 3:16, 4:15 evidence [1] - 10:14 examination [1] - 11:7 | half [1] - 6:4 hand [1] - 11:17 hardship [1] - 7:5 hear [1] - 9:17 Hearing [3] - 1:9, 2:13, 9:18 hereby [1] - 11:5 herein [1] - 11:8 hereto [1] - 11:10 hereunto [1] - 11:17 HINSDALE [1] - 1:3 Hinsdale [2] - 1:10, 1:11 historical [2] - 4:6, 5:5 hour [1] - 1:12 houses [1] - 9:6 | |
| 3 | | F | I | |
| 330.75 [1] - 5:21 | | face [1] - 5:10 fact [1] - 7:22 FAR [1] - 6:7 feet [7] - 5:20, 5:21, 5:22, 6:1, 6:4, 6:5, 6:6 few [1] - 9:7 final [1] - 3:3 fine [1] - 3:18 five [1] - 7:18 floor [4] - 4:1, 5:1, 6:3, 8:11 follow [1] - 9:9 follow-up [1] - 9:9 foregoing [1] - 11:13 foresee [1] - 3:11 form [1] - 11:13 four [2] - 3:5, 7:13 | ILLINOIS [2] - 1:1, 11:1 Illinois [2] - 1:12, 11:5 immediate [1] - 9:11 IN [1] - 11:16 increased [2] - 5:21, 6:4 indicate [1] - 5:6 indicated [1] - 7:21 instead [1] - 5:16 interfere [1] - 2:17 introduce [1] - 2:15 issues [1] - 3:12 | |
| 5 | | | K | |
| 50 [1] - 8:1 | | G | KATHLEEN [2] - 11:3, 11:20 KEITH [1] - 1:17 KEVIN [1] - 2:6 Kevin [2] - 2:21, 4:17 | |
| 6 | | | L | |
| 6:30 [1] - 1:13 | B | | larger [2] - 6:21, 9:8 least [1] - 3:5 | |
| 7 | BEFORE [1] - 1:3 block [3] - 7:14, 7:21, 9:6 board [4] - 3:4, 3:17, 8:14, 9:15 BOARD [2] - 1:3, 1:15 Board [1] - 1:10 BONO [2] - 11:3, 11:20 BRUTON [7] - 2:2, 10:1, 10:3, 10:5, 10:7, 10:9, 10:11 build [1] - 8:12 building [6] - 3:22, 4:22, 5:20, 6:1, 6:3, 8:10 | D | | |
| 8 | | defeated [1] - 3:7 demolish [1] - 7:7 demolished [1] - 7:10 denying [1] - 7:2 Deputy [1] - 2:2 determined [1] - 7:3 Development [1] - | | |
| 84-1423 [1] - 11:21 | C | | | |
| 9 | C.S.R [1] - 11:21 car [13] - 4:3, 5:2, 6:19, 7:4, 7:5, 7:8, | | | |
| 9.77 [1] - 6:2 | | | | |
| A | | | | |
| A.D [1] - 11:18 able [1] - 7:11 above-entitled [1] - 1:9 add [2] - 4:3, 5:2 additional [2] - 5:12, 5:14 administered [1] - | | | | |

| | | | | | |
|---|--|--|---|---|--|
| Lee [1] - 10:9 LEE [2] - 1:18, 10:10 LESLIE [1] - 1:18 less [2] - 3:14, 6:6 located [2] - 4:20, 5:5 | 8:15, 8:19, 8:22, 10:8 | percent [4] - 6:2, 6:6, 6:8, 8:1 pertaining [1] - 11:10 physical [1] - 6:13 placed [1] - 5:9 plan [2] - 7:19, 9:12 play [1] - 5:13 point [1] - 3:14 possible [3] - 5:19, 6:20, 8:6 prefer [1] - 3:16 PRESENT [2] - 1:15, 2:1 present [1] - 3:6 prevent [1] - 6:22 previous [1] - 11:6 previously [1] - 7:3 privilege [1] - 7:14 proceed [1] - 3:16 proceeding [1] - 3:19 PROCEEDINGS [1] - 1:8 proceedings [1] - 10:14 properly [1] - 4:14 properties [3] - 7:14, 7:21, 9:2 property [18] - 4:2, 4:4, 4:5, 4:7, 4:8, 4:20, 5:1, 5:4, 5:5, 5:8, 5:10, 6:14, 6:17, 6:18, 7:6, 8:2, 8:7, 8:12 provide [1] - 5:11 Public [5] - 1:9, 2:12, 9:18, 11:4, 11:21 pull [1] - 5:15 purchased [3] - 4:4, 5:3, 6:17 purpose [1] - 7:19 put [2] - 7:11, 8:5 | records [2] - 4:6, 5:6 reduced [1] - 11:11 relation [1] - 11:9 remedy [1] - 8:4 replace [1] - 7:7 REPORT [1] - 1:8 Reporter [1] - 11:4 representing [2] - 2:20, 4:17 request [2] - 6:10, 8:8 requested [1] - 5:18 requires [1] - 3:5 responded [1] - 8:21 response [1] - 9:16 rights [1] - 7:3 ROBB [1] - 2:3 Robb [1] - 3:1 ROBERT [1] - 1:16 roll [1] - 9:22 | 2:22, 4:19, 9:19 substantial [1] - 7:2 surrounding [1] - 7:16 sworn [1] - 11:8 | |
| M | N | Q | T | S | |
| Madison [5] - 1:6, 2:13, 2:22, 4:19, 9:19 mail [1] - 8:18 Matter [1] - 1:4 matter [1] - 1:10 matters [1] - 11:9 maximum [10] - 3:22, 4:1, 4:22, 5:1, 6:1, 6:2, 6:7, 6:8, 8:10 McGinnis [15] - 2:3, 2:5, 2:11, 2:18, 2:19, 3:9, 3:18, 3:21, 4:13, 4:16, 8:17, 8:18, 8:20, 9:5, 9:13 means [1] - 11:11 meets [1] - 6:11 Member [10] - 1:17, 1:18, 1:19, 1:20, 1:21, 10:1, 10:3, 10:5, 10:7, 10:9 member [1] - 3:14 MEMBERS [1] - 1:15 members [5] - 3:6, 3:11, 3:13, 3:17, 8:14 memorandum [1] - 3:2 mentioned [1] - 9:3 merely [1] - 7:13 minute [1] - 4:12 Moberly [1] - 10:1 MOBERLY [2] - 1:21, 10:2 most [4] - 7:14, 7:21, 9:2, 9:5 motion [1] - 9:17 moved [1] - 9:20 MR [28] - 1:16, 1:17, 1:19, 1:20, 1:21, 2:3, 2:5, 2:6, 2:18, 3:9, 3:18, 3:21, 4:13, 8:15, 8:17, 8:18, 8:19, 8:20, 8:22, 9:2, 9:5, 9:13, 9:20, 9:21, 10:2, 10:4, 10:6, 10:8 MS [10] - 1:18, 2:2, 2:7, 10:1, 10:3, 10:5, 10:7, 10:9, 10:10, 10:11 Murphy [1] - 10:7 MURPHY [5] - 1:19, | name [2] - 2:19, 4:15 needing [1] - 6:22 neighbors [3] - 7:16, 8:20, 9:11 Neiman [1] - 10:11 NEIMAN [11] - 1:16, 2:12, 3:1, 3:10, 3:20, 4:11, 8:13, 9:9, 9:14, 9:22, 10:12 never [1] - 6:14 next [1] - 9:11 next-door [1] - 9:11 Notary [2] - 11:4, 11:21 notes [1] - 11:15 nothing [1] - 8:19 noticed [2] - 8:15, 8:17 | O | testify [1] - 11:9 testimony [3] - 1:8, 11:7, 11:10 TESTIMONY [1] - 11:16 THE [1] - 1:3 thereafter [1] - 11:12 therefore [1] - 3:5 three [1] - 7:1 TOM [1] - 1:19 Tom's [1] - 9:10 total [2] - 5:21, 6:5 transcribed [1] - 11:12 transcript [1] - 11:14 true [1] - 11:14 trustees [1] - 3:5 truth [1] - 11:9 two [12] - 4:3, 5:2, 6:19, 7:4, 7:8, 7:12, 7:15, 7:22, 8:5, 8:7, 8:12, 9:3 two-car [12] - 4:3, 5:2, 6:19, 7:4, 7:8, 7:12, 7:15, 7:22, 8:5, 8:7, 8:12, 9:3 typewritten [1] - 11:13 | safer [1] - 5:15 second [1] - 9:21 section [1] - 7:8 seeking [7] - 3:22, 4:3, 4:21, 6:19, 6:21, 7:16, 8:6 self [1] - 6:16 self-created [1] - 6:16 September [1] - 1:12 set [1] - 11:17 seven [2] - 3:17, 8:4 shorthand [2] - 11:12, 11:15 Shorthand [1] - 11:4 show [1] - 4:7 signature [1] - 11:18 six [2] - 3:6, 7:18 size [2] - 9:4, 9:6 smaller [1] - 6:21 smallest [4] - 5:19, 6:19, 8:6, 8:7 South [5] - 1:6, 2:13, 2:22, 4:18, 9:18 space [2] - 5:12, 5:14 special [1] - 7:13 square [7] - 5:20, 5:21, 5:22, 6:4, 6:5, 6:6 ss [2] - 1:1, 11:1 standards [1] - 6:11 start [1] - 4:13 State [1] - 11:5 STATE [2] - 1:1, 11:1 stop [1] - 4:11 Street [4] - 2:14, | |
| P | O | R | U | | |
| p.m [1] - 1:13 pad [2] - 4:9, 5:9 PAGE [2] - 1:2, 11:2 parking [3] - 4:9, 5:9, 5:14 PATRICK [1] - 2:5 Patrick [2] - 2:19, 4:15 paved [1] - 5:12 | O'BRIEN [3] - 1:20, 9:21, 10:4 O'Brien [1] - 10:3 oath [1] - 2:9 observation [1] - 2:16 obviously [2] - 7:9, 9:7 October [1] - 11:18 OF [6] - 1:1, 1:2, 1:3, 1:8, 11:1, 11:2 offered [1] - 10:15 one [6] - 2:16, 3:3, 3:14, 4:12, 6:13, 7:5 one-car [1] - 7:5 open [1] - 8:2 order [2] - 5:2, 5:11 otherwise [2] - 3:7, 7:10 owners [3] - 2:21, 4:18, 7:6 | questions [2] - 8:13, 9:14 | under [1] - 6:8 unique [1] - 6:13 up [3] - 7:11, 8:5, 9:9 | | |
| | P | | V | | |
| | p.m [1] - 1:13 pad [2] - 4:9, 5:9 PAGE [2] - 1:2, 11:2 parking [3] - 4:9, 5:9, 5:14 PATRICK [1] - 2:5 Patrick [2] - 2:19, 4:15 paved [1] - 5:12 | R-4 [1] - 4:20 rather [2] - 5:10, 8:2 ratio [4] - 4:1, 5:1, 6:3, 8:11 reasons [1] - 8:8 received [1] - 10:15 recorded [1] - 4:14 | V-05-22 [3] - 1:6, 2:13, 9:18 variance [9] - 3:22, 4:22, 6:9, 6:11, 6:12, 6:22, 7:1, 8:6, 8:9 variations [1] - 6:7 various [1] - 11:7 view [1] - 3:13 Village [1] - 2:2 village [3] - 4:7, 5:6, 7:3 voiced [1] - 9:12 vote [1] - 3:7 | | |

| W |
|--|
| wait [1] - 3:17 whereas [1] - 6:21 WHEREOF [1] - 11:16 WHEREUPON [1] - 2:9 WHICH [1] - 10:13 witnesses [2] - 11:8, 11:11 WOLFF [2] - 2:6, 2:7 Wolff [2] - 2:21, 4:18 writing [1] - 11:11 |
| Y |
| yourself [1] - 2:15 |
| Z |
| zoning [1] - 4:21 ZONING [1] - 1:3 Zoning [1] - 1:10 |

STATE OF ILLINOIS)
) ss:
 COUNTY OF DU PAGE)

BEFORE THE HINSDALE ZONING BOARD OF APPEALS
 DELIBERATIONS

In the Matter of:)
)
)
 V-05-22,)
 714 South Madison.)

REPORT OF PROCEEDINGS had at the
 Deliberations of the above-entitled by the
 Hinsdale Zoning Board of Appeals, at 19 East
 Chicago Avenue, Hinsdale, Illinois, on
 September 21, 2022, at the hour of 6:30 p.m.

BOARD MEMBERS PRESENT:

MR. ROBERT NEIMAN, Chairman;
 MR. KEITH GILTNER, Member;
 MS. LESLIE LEE, Member;
 MR. TOM MURPHY, Member;
 MR. GANNON O'BRIEN, Member; and
 MR. GARY MOBERLY, Member.

1 ALSO PRESENT:

2 MS. CHRISTINE BRUTON, Deputy Village
Clerk;

3
4 MR. ROBB MCGINNIS, Director of
Community Development.

5

6 CHAIRMAN NEIMAN: Who wants to start?

7 MR. MOBERLY: Everyone is looking at
8 me. I'm okay with the variance. It's in line
9 with the neighborhood standards. I think it's a
10 reasonable and fair request to bring your
11 property up to where everybody else is, so I
12 would recommend to the board of trustees that
13 they approve this.

14 MR. O'BRIEN: I would agree. I think
15 it's a reasonable request.

16 How much time would it take you to
17 construct this garage?

18 MR. P. MCGINNIS: I don't know they
19 discussed this. They weren't in a huge rush to
20 get it done, so basically they were going to go
21 through this process and then kind of touch base
22 with their architect and get it started.

1 CHAIRMAN NEIMAN: Keith?

2 MR. GILTNER: I don't have anything
3 else to add on it. I'm in favor.

4 CHAIRMAN NEIMAN: Tom?

5 MR. MURPHY: I have no problem with it.
6 I am a little concerned about the FARs but for a
7 garage is different than for extra bedrooms on a
8 six-bedroom house. I'm okay.

9 CHAIRMAN NEIMAN: Leslie?

10 MS. LEE: I don't have anything to add.
11 I think this makes total sense.

12 CHAIRMAN NEIMAN: I agree.

13 Do I hear a motion?

14 MR. O'BRIEN: So moved.

15 MS. LEE: Second.

16 CHAIRMAN NEIMAN: Roll call, please.

17 MS. BRUTON: Member Moberly?

18 MR. MOBERLY: Yes.

19 MS. BRUTON: Member O'Brien?

20 MR. O'BRIEN: Yes.

21 MS. BRUTON: Member Giltner?

22 MR. GILTNER: Yes.

1 MS. BRUTON: Member Murphy?

2 MR. MURPHY: Yes.

3 MS. BRUTON: Member Lee?

4 MS. LEE: Yes.

5 MS. BRUTON: Chairman Neiman?

6 CHAIRMAN NEIMAN: Yes.

7 MR. P. MCGINNIS: Thank you.

8 (WHICH, were all of the
9 proceedings had, evidence
10 offered or received in the
11 above entitled cause.)
12
13
14
15
16
17
18
19
20
21
22

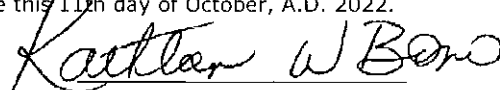
STATE OF ILLINOIS)

) ss:

COUNTY OF DU PAGE)

I, KATHLEEN W. BONO, Certified
Shorthand Reporter, Notary Public in and for the
County DuPage, State of Illinois, do hereby
certify that previous to the commencement of the
examination and testimony of the various
witnesses herein, they were duly sworn by me to
testify the truth in relation to the matters
pertaining hereto; that the testimony given by
said witnesses was reduced to writing by means
of shorthand and thereafter transcribed into
typewritten form; and that the foregoing is a
true, correct and complete transcript of my
shorthand notes so taken aforesaid.

IN TESTIMONY WHEREOF I have
hereunto set my hand and affix my electronic
signature this 11th day of October, A.D. 2022.



KATHLEEN W. BONO

C.S.R. No. 84-1423

Notary Public, DuPage County



MEMORANDUM

DATE: January 10, 2023
TO: President Cauley and the Village Board of Trustees
CC: Kathleen A. Gargano, Village Manager
FROM: Robert McGinnis, Community Development Director/Building Commissioner *RM*
RE: Community Development Department Monthly Report-December 2022

In the month of December, the department issued 55 permits including 3 new single family homes, 10 residential alterations, and 2 commercial alterations. The department conducted 234 inspections and revenue for the month came in at just over \$152,000. Permit revenue for the year was approximately \$1,683,287, an increase of approximately 17% over last year.

There are approximately 63 applications in house, including 12 single-family homes and 18 commercial alterations. There are 57 permits ready to issue at this time, plan review turnaround is running approximately 2-3 weeks, and lead times for inspection requests are running approximately 24 hours.

The Engineering Division has continued to work with the department in order to complete site inspections and respond to drainage complaints. In total, 35 engineering inspections were performed in the month of December by the division. This does not include any inspection of road program work and is primarily tied to building construction and drainage complaints.

We currently have 17 vacant properties on our registry list. The department continues to pursue owners of vacant and blighted properties to either demolish them and restore the lots or come into compliance with the property maintenance code.

COMMUNITY DEVELOPMENT MONTHLY REPORT December 2022

| PERMITS | THIS MONTH | THIS MONTH LAST YEAR | FEES | FY TO DATE | TOTAL LAST YEAR TO DATE |
|---------------------------------|------------|----------------------|----------------------|-----------------------|-------------------------|
| New Single Family Homes | 3 | 0 | | | |
| New Multi Family Homes | 0 | 0 | | | |
| Residential Addns./Alts. | 10 | 14 | | | |
| Commercial New | 0 | 0 | | | |
| Commercial Addns./Alts. | 2 | 5 | | | |
| Miscellaneous | 17 | 24 | | | |
| Demolitions | 2 | 0 | | | |
| Total Building Permits | 34 | 43 | \$ 133,575.00 | \$1,410,175.00 | \$1,200,944.00 |
| Total Electrical Permits | 10 | 14 | \$ 7,029.00 | \$ 96,877.00 | \$79,043.00 |
| Total Plumbing Permits | 11 | 14 | \$ 11,397.00 | \$ 176,235.00 | \$163,433.00 |
| TOTALS | 55 | 71 | \$ 152,001.00 | \$1,683,287.00 | \$ 1,443,420.00 |

| | | | | | |
|--------------------------|-----------|--|------------|--|--|
| Citations | | | \$0 | | |
| Vacant Properties | 17 | | | | |

| INSPECTIONS | THIS MONTH | THIS MONTH LAST YEAR | | | |
|----------------------------|------------|----------------------|--|--|--|
| Bldg, Elec, HVAC | 166 | 214 | | | |
| Plumbing | 33 | 49 | | | |
| Property Maint./Site Mgmt. | 32 | 38 | | | |
| Engineering | 35 | 40 | | | |
| TOTALS | 266 | 341 | | | |

REMARKS:



DATE: January 9, 2023

TO: Thomas K. Cauley, Village President
Village Board of Trustees
Kathleen A. Gargano, Village Manager

FROM: John Giannelli, Fire Chief

RE: Executive Summary - Fire Department Activities for December 2022

In summary, the Fire Department activities for **December 2022** included responding to a total of **263** emergency incidents. There were **58** fire-related incidents, **159** emergency medical-related incidents, and **46** emergency/service-related incidents.

This month, the average response time from receiving a call to Department crews responding averaged **61** seconds. Response time from receiving a call to Department crews arriving on the scene was **4** minutes and **32** seconds.

In the month of **December**, there was **\$50.00** of dollar loss due to fires. Members assisted Clarendon Hills, Western Springs, Westmont, Oak Brook, LaGrange, Lyons, Tristate and Pleasantview on various calls.

In the month of December, Chief Giannelli and Deputy Chief Carlson covered short shifts due to shift staffing shortages. The total hours covered were **56**, thereby saving the Village an estimated **\$3,360.00** in overtime.



Hinsdale Fire Department – Monthly Report
December 2022



Emergency Response

In December, the Hinsdale Fire Department responded to a total of 263 requests for assistance, for a total of 2,607 responses this calendar year. There were 64 simultaneous responses and zero train delays this month. Department responses are divided into three basic response categories (Fire, Ambulance, and Emergency Related):

| <i>Type of Response</i> | <i>December 2022</i> | <i>% of Total</i> | <i>Three Year Average December 2019-2020-2021</i> |
|--|---------------------------------|------------------------------|--|
| Fire: (Includes incidents that involve fire, either in a structure, in a vehicle or outside of a structure, along with activated fire alarms and/or reports of smoke) | 58 | 22% | 50 |
| Ambulance: (Includes ambulance requests, vehicle accidents and patient assists) | 159 | 60% | 122 |
| Emergency: (Includes calls for leaks and spills, hazardous material response, power lines down, carbon monoxide alarms, trouble fire alarms, house lock outs, elevator rescues, and other service related calls) | 46 | 18% | 44 |
| Simultaneous: (Responses while another call is on-going. Number is included in total) | 64 | 24% | 35 |
| Train Delay: (Number is included in total) | 0 | 0% | 1 |
| Total: | 263 | 100% | 216 |

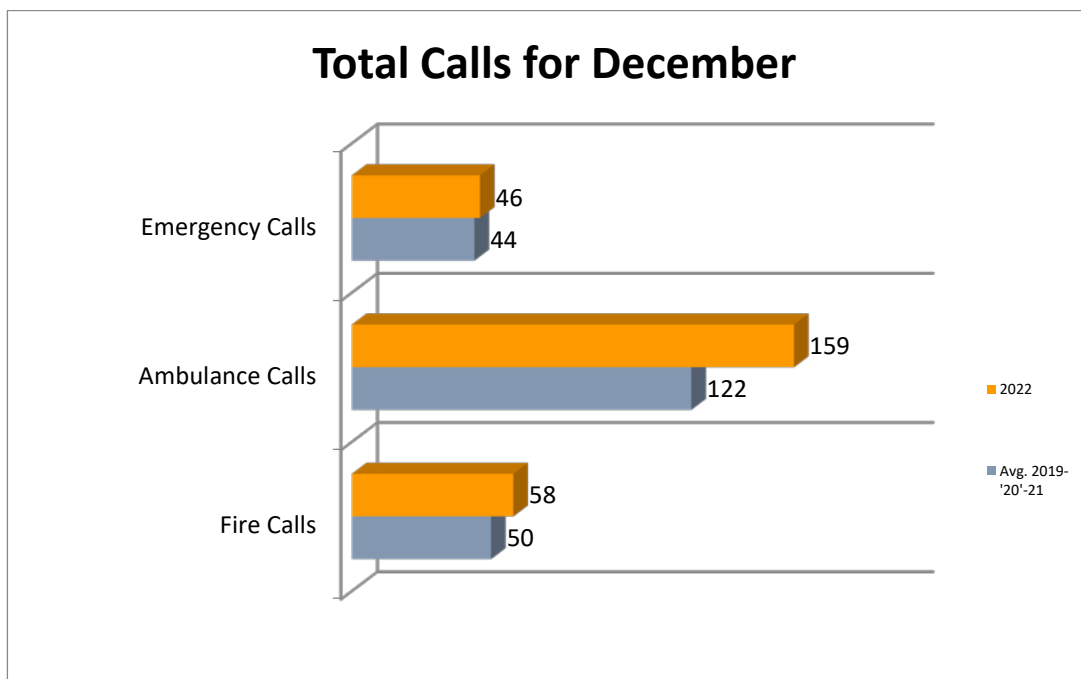
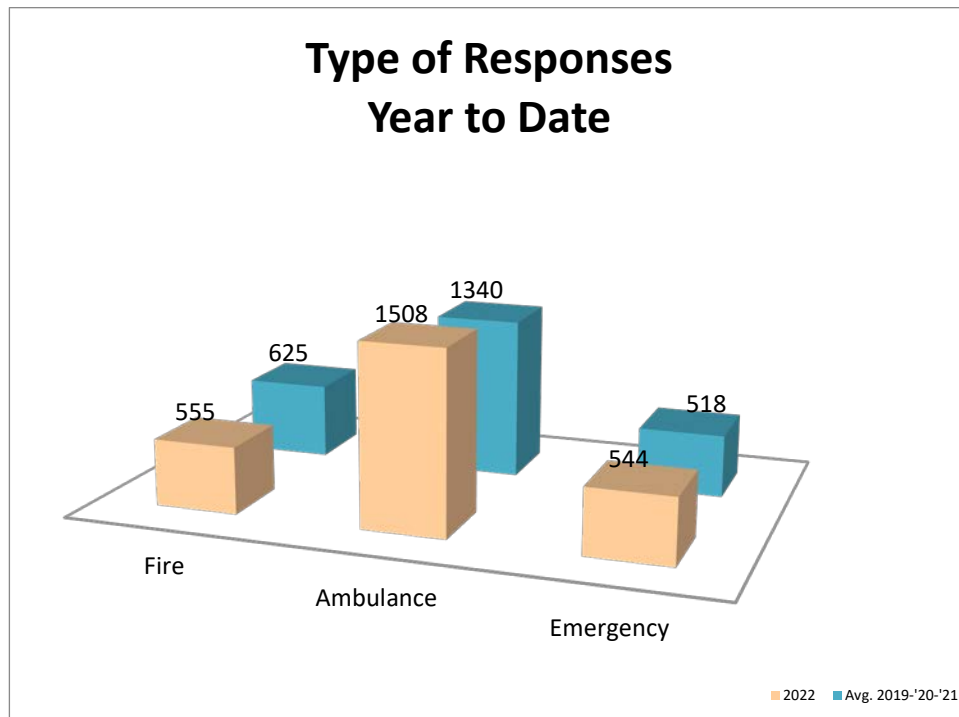
Year to Date Totals

Fire: 555 Ambulance: 1508 Emergency: 544

2022 YTD Total: 2,607 2019-20-21 Average: 2483

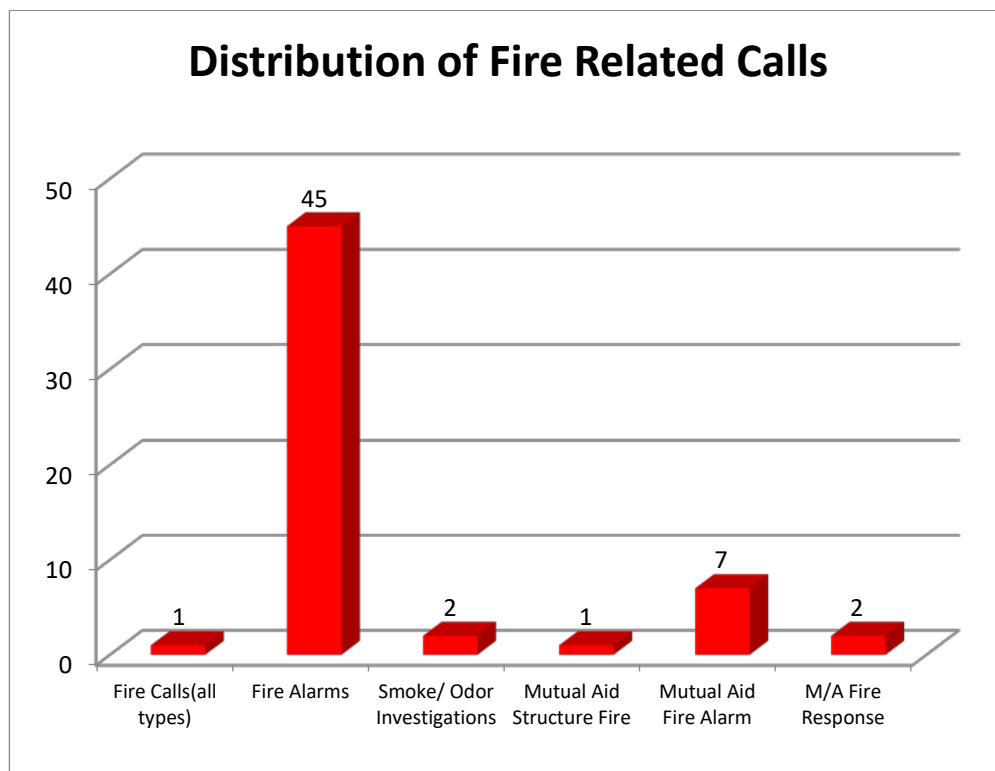
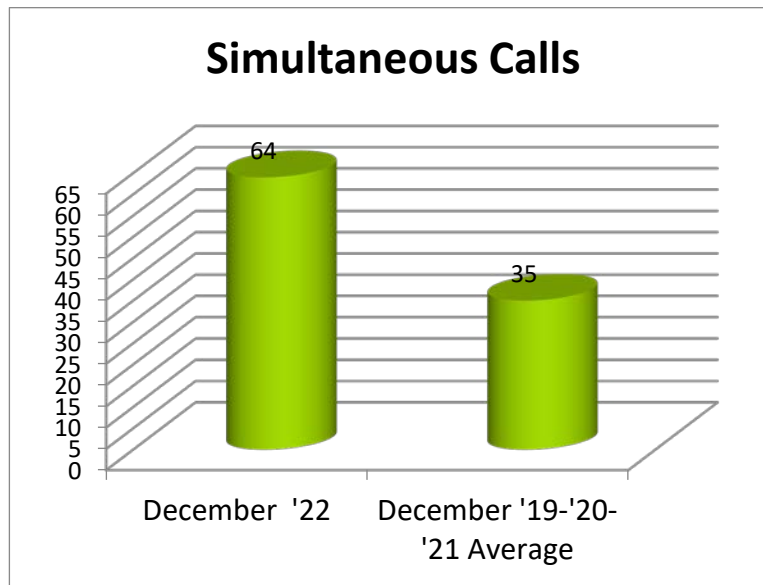


Emergency Response





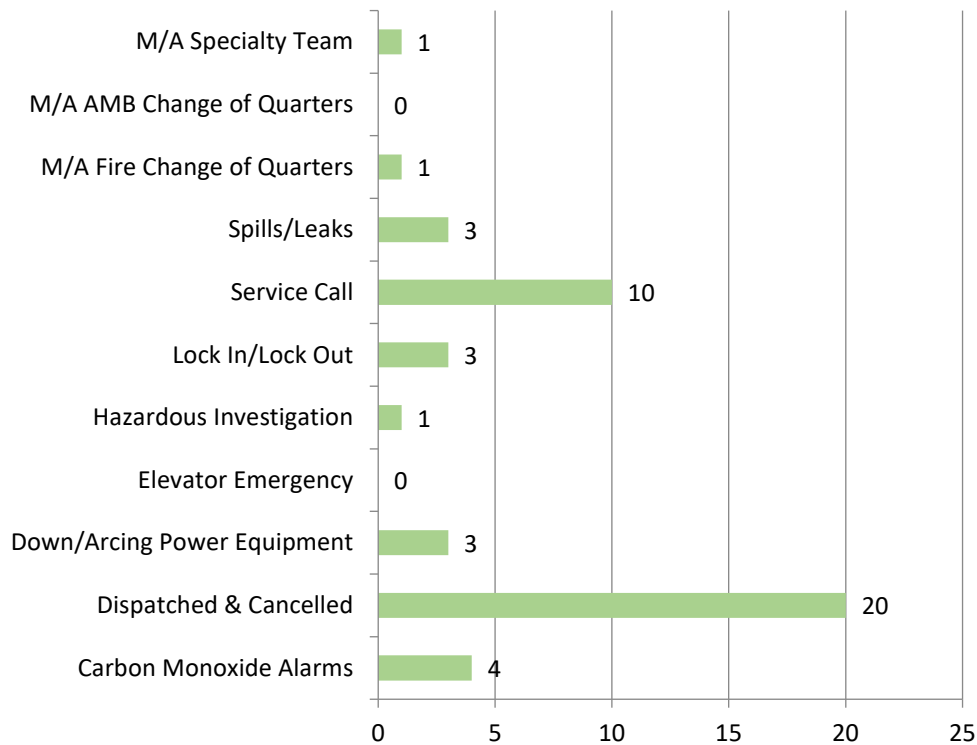
Emergency Response



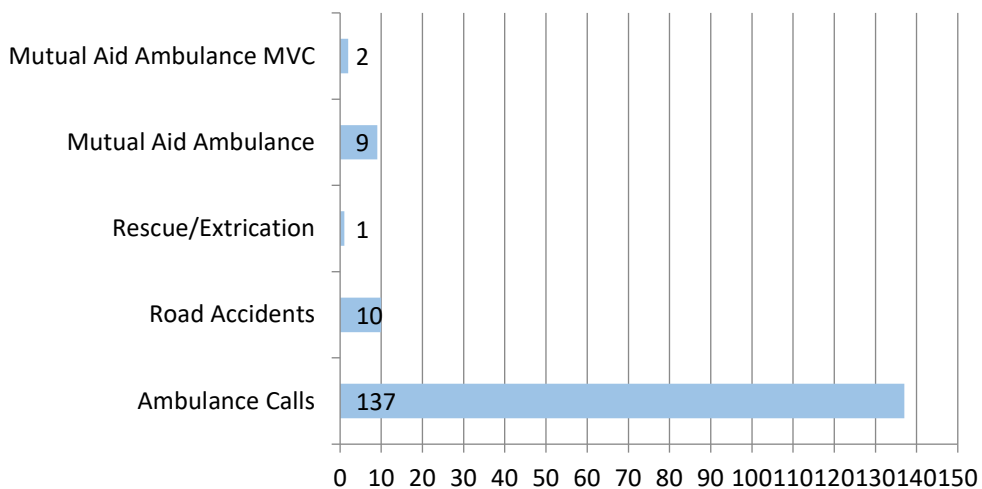


Emergency Response

Distribution of Emergency Related Calls



Distribution of EMS Related Calls





Hinsdale Fire Department – Monthly Report December 2022



Incidents of Interest

Date & Call #

12/10/2022

22-2429

Black shift members responded with Engine 84 for the inside gas leak at 329 N. Oak. While Medic 84 was busy responding to a different scene regarding an unrelated incident, Mutual Aid Ambulance, M86, responded to this call due to the resident feeling ill. There was a significant gas leak found in the home, which could be smelled from the street. The resident was evaluated by M86 and the gas was shut off to the home. The boiler contractor was contacted, as well as NICOR, and the house was ventilated. The leak was fixed that day by the contractor.

12/24/2022

22-2540

Gold Shift members responded with Engine 84 for smoke in the house at 410 E. 4th Street. Upon arrival they found a large volume of smoke in the living room coming from the fireplace area. They quickly discovered burning embers that were caught in the lower portion of the fireplace. The fire was extinguished and smoke was removed from the home.



Hinsdale Fire Department – Monthly Report December 2022



Training/Events

In addition to the daily training in EMS, Technical Rescue, Hazardous Materials, Firefighting, and vehicle checks, members continually complete specialized training programs.

In the month of December, Hinsdale Fire Department members completed 298.5 hours of training. Year-end totals for 2022 came in at 7,180.45 hours of training for the department.

Particularly notable training events for December included all three shifts participating in a walk-thru and high-rise hose deployment training drill in the 18-story residential development located at 21 Spinning Wheel in Hinsdale.

The department is proud to announce that in December, FF/PM James Lauber completed his probationary period. In addition to completing the fire academy with NIPSTA, the probationary year is a strictly regimented time requiring the completion of various tasks, as outlined in the probationary task book, when not responding to emergency calls. The department congratulates James Lauber on reaching this milestone.



Public Education/Community Engagement

The Hinsdale Fire Department distinctly recognizes the honor and responsibility of its members to conduct a variety of activities designed to educate and involve the public, to prevent fires and emergencies, and to better prepare the public in the event a fire or medical emergency occurs.

On December 2nd, Tower 84 participated in the Annual Christmas Walk by filling in for Santa's sleigh and reindeer and transporting Mr. Claus along the parade route, delivering him to the joyous crowd anxiously awaiting his arrival.

On December 10th, Black Shift members conducted a fire station tour for a school-age Hinsdale resident and several of his friends and family. Station tours include the viewing and education of fire apparatus and serve as an excellent opportunity to learn more about fire safety.

On December 12th, Gold shift members attended the Wellness House Christmas party with Engine 85. Members of the department assisted in the festivities by escorting Santa Claus to the event and handing out gifts to the children and families affected by cancer.



Santa greets the crowd from Tower 84 during the Annual Christmas Walk on December 2nd, 2022



Fire Prevention & Safety Education

- The Bureau continues to schedule and conduct annual inspections and testing in addition to plan reviews.
- The Bureau continues to work with businesses to ensure their alarm status are in service.

Inspection Activities

December 2022 had a total of 88 Fire Inspection Activities:

Inspections - 31

Re-Inspections – 29

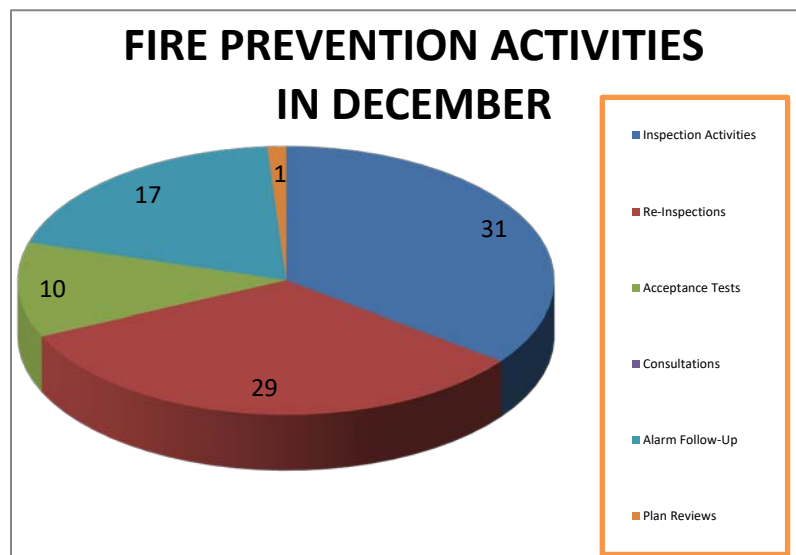
Acceptance Test – 10

Consultations - 0

Alarm Follow-Up - 17

Plan Reviews - 1

Miscellaneous - 0



There was \$4,755.00 of inspection fees forwarded to the Finance Department for the month of December.

The total inspection fees forwarded to the finance department for the 2022 calendar year total year to date (YTD) is \$44,565.00.