

**VILLAGE OF HINSDALE  
VILLAGE BOARD OF TRUSTEES  
MINUTES OF THE MEETING  
January 19, 2016**

The regularly scheduled meeting of the Hinsdale Village Board of Trustees was called to order by President Tom Cauley at 7:38 p.m.

Present: President Tom Cauley, Trustees Christopher Elder, Luke Stifflear, Gerald J. Hughes, Laura LaPlaca and Bob Saigh

Absent: Trustee J. Kimberley Angelo

Also Present: Village Manager Kathleen A. Gargano, Assistant Village Manager/Finance Director Darrell Langlois, Police Chief Brad Bloom, Fire Chief Rick Ronovsky, Director of Public Services George Peluso, Director of Parks & Recreation Gina Hassett, Director of Community Development Robb McGinnis, Village Engineer Dan Deeter, Village Planner Chan Yu, Public Services Superintendent Ralph Nikischer, Economic Development Coordinator/Human Resources Administrator Emily Wagner, Management Analyst Suzanne Ostrovsky and Village Clerk Christine Bruton

**PLEDGE OF ALLEGIANCE**

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

**APPROVAL OF MINUTES**

Trustee Saigh suggested changes to the language of the draft minutes. Trustee Elder moved to **approve the draft minutes of the regularly scheduled meeting of January 5, 2016, as amended.** Trustee Hughes seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, LaPlaca and Saigh

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Angelo

Motion carried.

**CITIZENS' PETITIONS**

**VILLAGE PRESIDENT'S REPORT**

President Cauley appointed Trustee Stifflear, as the most recently elected trustee to serve on the Village Tree Board with Chair LaPlaca and Trustees Hughes and Saigh. They will convene a meeting in the near future as a tree matter has come to the Village's attention. President Cauley also reported on the Sedgewick property at 55<sup>th</sup> Street and County Line Road; a 24.5 acre parcel zoned R-2. In 2004, the Village passed an ordinance approving

the construction of 36 single family homes on 20,000' square foot lots, which was consistent with the R-2 zoning. In 2007, the owner submitted an application to rezone the property from R-2 to R-5 in order to build an age-restricted empty-nester community that would include 67 units; 19 single-family homes and 48 duplex homes. This proposed project was vetted at 11 Plan Commission and Board meetings; however, the Village Board ultimately defeated the proposal because of the density and some question as to whether or not empty-nester housing was needed in Hinsdale.

While no formal application has been received by the Village, President Cauley said he has reached out to the owner of the property regarding potential development. He explained to the owner that he is free to request zoning relief, but the bar is high for approval. He commented further his concerns regarding whether or not residents are in favor of empty-nester housing in Hinsdale. The Board would like resident input regarding empty nester housing; there will be a meeting on February 2<sup>nd</sup> at 7:00 p.m. before the regularly scheduled Board meeting, to afford residents an opportunity to be heard. He also provided a phone number and an email address for people to contact the Village on this issue, if they are unable to attend a meeting in February. Ms. Gargano confirmed that all communications will be shared with the Board. President Cauley stated that if the Board entertains the idea, there will be lots of discussion at the Plan Commission and the Board moving forward. The first step at the February meeting is to determine perceived need.

## **FIRST READINGS - INTRODUCTION**

### **Administration & Community Affairs (Chair Hughes)**

**a) Approve an Ordinance Amending Subsection 3-3-13 (Terms; Fees) of the Village Code of Hinsdale Relative to Reducing the Annual Liquor License Fee for Class A3 Liquor Licenses (Boutique Licenses)**

President Cauley introduced the item. Burhops, under the old liquor code, paid \$1,000 annually for their license renewal. Under the new liquor code, this fee increased to \$2,500, which given their volume, didn't seem appropriate. This ordinance proposes changing the fee for Class A3 Boutique licensees to \$1,250. Trustee Saigh described Burhops wine business as a convenience to their customers and does not believe they should be included in the same classification as the local wine sellers. Rather, they should be in a classification of their own. Discussion followed regarding the merits of creating a separate class for Burhops. President Cauley suggested the Board approve this item as presented and review any outcome in the future.

The Board agreed to put this item on the Consent Agenda of their next meeting.

**b) Approve an Ordinance Amending Subsection 3-3-13A of the Village Code of Hinsdale Related to the Number of Liquor Licenses (Casa Margarita – addition of Class B4 Packaged Sales)**

President Cauley introduced the item. Mr. Al Lofti and Mr. Chase Lofti addressed the Board. Mr. Chase Lofti explained the train station location makes this a good fit for the addition of packaged sales. He said margaritas they will sell are in a tamper proof, factory sealed container. Police Chief Brad Bloom is concerned with public consumption. Trustee LaPlaca mentioned the code restrictions on bottle size. Chief Bloom will review the packaging to make sure it meets all requirements.

The Board agreed to put this item on the Consent Agenda of their next meeting.

c) **Renew the contract for landscape maintenance and mowing in the amount of \$113,166 for FY16/17 with Beary Landscaping**

President Cauley commented some of this work was outsourced last year. Trustee Hughes had asked for information regarding what staff was doing if they no longer had to mow. Public Services Superintendent Ralph Nikischer provided a memo of explanation. This contract is approximately \$7,700 more than last year. Mr. Nikischer addressed the Board and explained that bio-solids have been cut back because they are used primarily for turf restoration; if they are used on good turf, there is too much growth resulting in increased mowing.

The Board agreed to put this item on the Consent Agenda of their next meeting.

**Zoning & Public Safety (Chair Saigh)**

d) **Approve an Ordinance Approving a Temporary Use – 35 E. First – Fuller House Restaurant**

President Cauley said this item is for a seasonal vestibule, which is already installed. He pointed out that this entrance is recessed and presents no problem walking on the sidewalk. Previously, vestibules have been reviewed by the Plan Commission; however, the Chairman of the Plan Commission has seen the vestibule and feels it is appropriate for the Trustees to consider without prior approval of the Plan Commission. The Board discussed the process of approval for temporary uses of this nature.

The Board agreed to move this item forward for a Second Reading at their next meeting.

**CONSENT AGENDA**

**Administration & Community Affairs (Chair Hughes)**

**Accounts Payable**

Trustee Hughes moved **Approval and payment of the accounts payable for the period of January 6, 2016 through January 19, 2016 in the aggregate amount of \$1,255,827.35 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.** Trustee LaPlaca seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, LaPlaca and Saigh

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Angelo

Motion carried.

The following items were approved by omnibus vote:

- b) **Extend the current license agreement with Hinsdale Platform Tennis Association (HPTA) through July 31, 2016** (*First Reading – January 5, 2016*)
- c) **Approve an Ordinance Amending Subsection 3-3-13A of the Village Code of Hinsdale Related to the Number of Liquor Licenses (Casa Margarita)** (*First Reading – January 5, 2016*)

**Environment & Public Services (Chair LaPlaca)**

- d) **Approve an Ordinance Authorizing the Vacation of a Certain Portion of an Unimproved Alley Situated South of and Adjoining 810 W. Hinsdale Street in the Village of Hinsdale, DuPage and Cook Counties, Illinois at a Purchase Price of \$7,500** (*First Reading – January 5, 2016*)

Trustee Hughes moved to **approve the Consent Agenda, as presented.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, LaPlaca and Saigh

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Angelo

Motion carried.

**SECOND READINGS / NON-CONSENT AGENDA - ADOPTION**

**Zoning & Public Safety (Chair Saigh)**

- a) **Approve an Ordinance Amending Chapter 6 (“Office Districts”), Section 6-106 (“Special Uses”), of the Hinsdale Zoning Code as it Relates to Special Uses in the O-2 Limited Office Zoning District – Design Work for Home or Office Remodeling Business and Related Showrooms, and;**
- b) **Approve an Ordinance Approving a Special Use Permit for an Interior Design, Remodeling and Decorating Service Business with a Showroom in the O-2 Limited Office Zoning District at 20 E. Ogden Avenue – LaMantia Design & Construction Company** (*First Reading – January 5, 2016*)

President Cauley introduced these items and explained the language changes to the ordinance as discussed by the Board at the First Reading. Mr. Nick Esposito, attorney for the applicant, clarified there will be no over the counter sales, however, customers will be able to pick up small items that may need to be replaced for various reasons. He also commended Village Planner Chan Yu for his professionalism and assistance throughout the process.

Trustee Saigh moved to **Approve an Ordinance Amending Chapter 6 (“Office Districts”), Section 6-106 (“Special Uses”), of the Hinsdale Zoning Code as it Relates to Special Uses in the O-2 Limited Office Zoning District – Design**



**Work for Home or Office Remodeling Business and Related Showrooms.**  
Trustee LaPlaca seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, LaPlaca and Saigh

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Angelo

Motion carried.

Trustee Saigh moved to **Approve an Ordinance Approving a Special Use Permit for an Interior Design, Remodeling and Decorating Service Business with a Showroom in the O-2 Limited Office Zoning District at 20 E. Ogden Avenue – LaMantia Design & Construction Company.** Trustee LaPlaca seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, LaPlaca and Saigh

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Angelo

Motion carried.

- c) **Approve an Ordinance Approving a Major Adjustment to a Site Plan and Exterior Appearance Plan for the Construction of a new Clubhouse on the Property Located at 830 N. Madison - Salt Creek Club** (*First Reading – January 5, 2016*)

President Cauley confirmed the Board had no issues with this request. Trustee Elder moved to **Approve an Ordinance Approving a Major Adjustment to a Site Plan and Exterior Appearance Plan for the Construction of a new Clubhouse on the Property Located at 830 N. Madison - Salt Creek Club.** Trustee Saigh seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, LaPlaca and Saigh

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Angelo

Motion carried.

## **DISCUSSION ITEMS**

### **Oak Street Bridge**

#### **Commuter parking on Hillgrove and Installation of lighting**

Village Engineer Dan Deeter updated the Board that BNSF will commence overnight work on February 12<sup>th</sup> through February 14<sup>th</sup>. In terms of the commuter parking, the

preliminary plans placed the parking on the north side of Hillgrove Avenue, which decreased commuter parking by nine spaces. This was included as part of Phase 1 of the project and is the current configuration. The Wellness House has expressed concerns that the North County Line Road relocation will impede parking for their staff and visitors. Staff has looked into this, if the parking is relocated from the north to the south side of Hillgrove, three parking spaces will be recovered. Trustee LaPlaca explained the parking was located on the north side so commuters could take advantage of the sidewalk located on that side of the street; however, that may only be a perceived benefit. Chief Bloom explained the efficient use of the spaces; the parking usage is being monitored and a meeting is scheduled for next week with Wellness House representatives. Discussion followed regarding the Wellness House parking lot and their perception that an agreement exists regarding the lot. Chief Bloom reiterated there is no evidence the relocation of these nine spaces has negatively impacted Wellness staff or visitors.

The Board agreed to reinstate the three spaces on Hillgrove Avenue.

Mr. Deeter informed the Board that some of the preferred street lighting has been installed; the remainder will be installed in February. Trustee LaPlaca noted IDOT has approved the expense that will extend the fencing on the left side of the bridge to match the rest of the bridge.

### **Sidewalk Snow Removal**

Director of Public Services George Peluso addressed the Board. Staff has provided a comprehensive report; he summarized by outlining the public information pieces already in place and reviewing Village practices. He reported survey data from other communities and prices for additional sidewalk clearing.

President Cauley said he and staff agree that it is not a good idea to issue fines to residents; implementation and enforcement would be problematic. He believes residents are responsible, and it would be better to make this a community awareness issue. He commented on the critical links near the train or school, stating it is probably more economical for the Village to manage these areas. Trustee LaPlaca complemented staff on the new materials. Village Manager Gargano said the Village may do a mailing of the brochure next year at start of snow season, but it is likely too late for this season.

### **DEPARTMENT AND STAFF REPORTS**

- a) Community Development, November and December
- b) Economic Development
- c) Engineering
- d) Information Technology

The reports listed above were provided to the Board. There were no additional questions regarding the contents of the department and staff reports.

## REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

None.

## OTHER BUSINESS

None.

## NEW BUSINESS

None.

## CITIZENS' PETITIONS

None.

## TRUSTEE COMMENTS

None.

## ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn. Trustee Elder **moved to adjourn the regularly scheduled meeting of the Hinsdale Village Board of Trustees of January 19, 2016.** Trustee Hughes seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, LaPlaca and Saigh

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** Trustee Angelo

Motion carried.

Meeting adjourned at 8:37 p.m.

ATTEST: \_\_\_\_\_  
Christine M. Bruton, Village Clerk

**REQUEST FOR BOARD ACTION**

<b>AGENDA</b>		<b>ORIGINATING</b>		
<b>SECTION NUMBER</b> ACA		<b>DEPARTMENT</b> Administration		
<b>ITEM</b> Acceptance of a Proposal from Sikich, LLP to provide Professional Auditing Services for Fiscal Year Ending April 30, 2016.		<b>APPROVAL</b> Darrell Langlois Assistant Village Manager/ Finance Director		
<p>Sikich LLP has been the Village's Independent Auditor for the last fourteen years. Their most recent contract was for two years and expired at the conclusion of the April 30, 2015 audit engagement. Thus, the Village needs to enter into a contract for audit services for the upcoming April 30, 2016 audit engagement.</p> <p>In late 2013, there was an ad hoc subcommittee of the ACA Committee and the Finance Commission that was formed to review the auditor and the audit process. During the subcommittee review, it was noted that the Village would be required to implement two new accounting standards related to pension reporting-GASB Statement #67 (implemented for April 30, 2015) and GASB Statement #68 (scheduled to be implemented for April 30, 2016). Due to the significance of implementing these new accounting standards, the subcommittee recommended retaining Sikich LLP at least through the completion of the April 30, 2016 audit engagement. It should also be noted that although Sikich, LLP has been our auditor for fourteen years, for the 2010 and 2015 audit engagement we requested a change in the audit partner in order to have the benefit of auditor "rotation" without changing CPA firms.</p> <p>Although the subcommittee recommended retaining Sikich, LLP through April 30, 2016 audit, the auditors were not able to quote a fixed fee at that time as the audit requirements and procedures required to implement GASB Statement #68 were still being developed. Thus, at that time we only approved a two year engagement. Attached is an updated proposal from Sikich for the 2016 year as well as two options years. Their fee proposal for 2016 is \$25,384, an increase of \$251 of 1% from 2015, an additional one-time fee of \$1,500 to implement GASB Statement #68, and an additional \$3,863 should a "single audit" be required (this is an additional Federal audit requirement that may be required depending on the amount of expenditures that are reimbursed with Federal grant money). I believe the fees quoted are reasonable considering the work that is required and should be accepted. I would recommend that another subcommittee be formed after completion of the 2016 audit to consider whether the option years should be accepted or if a request for proposal should be issued.</p> <p><b>MOTION:</b> To Accept the Proposal from Sikich, LLP to provide Professional Auditing Services for Fiscal Year Ending April 30, 2016.</p>				
<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>MANAGER'S APPROVAL</b>
<b>COMMITTEE ACTION:</b>				
<b>BOARD ACTION:</b>				



# Service Proposal

**Village of Hinsdale**

**Professional Audit Services**

January 22, 2016

*Submitted By:*

**Sikich Government Services**  
**James R. Savio, CPA, MAS**  
*Partner*

1415 West Diehl Rd., Suite 400  
Naperville, IL 60563  
630.566.8516

*jsavio@sikich.com*

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## Executive Summary

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***We know what's challenging to the 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 the Village of Hinsdale.

Sikich is one of the country's top 35 Certified Public Accounting firms and a top 10 value-added reseller of technology products, with more than 650 employees across 11 offices. 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

A few key challenges that the Village of Hinsdale may be facing today include applying for and receiving the coveted Certificate of Achievement for Excellence in Financial Reporting; implementation of Governmental Accounting Standards Board (GASB) Statement Nos. 68, 74 and 75; and overall fiscal sustainability due to the fiscal condition of the State of Illinois.

### Defining Your Best Possible Solutions

Sikich has worked with a multitude of government entities like the Village of Hinsdale to successfully meet similar objectives. Based on that success, we have determined proven strategies we would recommend to benefit the Village when it comes to facing the aforementioned challenges and meeting your goals.

### 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 the Village.

***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 the 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 the 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 the 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.

## Transmittal Letter

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January 22, 2016

The Honorable President  
Members of the Board of Trustees  
Village of Hinsdale  
19 East Chicago Avenue  
Hinsdale, Illinois 60521

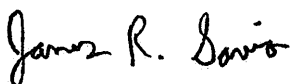
Ladies and Gentlemen:

Sikich is pleased to be considered for reappointment as independent auditors for the Village of Hinsdale (the Village). We believe that our qualifications, experience and expertise are clearly distinguishable as indicated in the following proposal. 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.

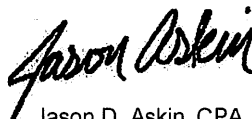
We have are prepared to commit the resources necessary to provide audit services to the Village of Hinsdale. We will not only perform the audit, but we will also provide governmental accounting and financial reporting expertise and technical assistance throughout the year. We understand the scope of 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 the Village of Hinsdale.

Sincerely,

Handwritten signature of James R. Savio in black ink.

James R. Savio, CPA, MAS  
Partner

Handwritten signature of Jason D. Askin in black ink.

Jason D. Askin, CPA  
Manager



### **Scope of Services for the Village of Hinsdale**

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

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

## Technical Proposal

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### Statement of Independence

Sikich has evaluated its independence from the Village of Hinsdale in accordance with generally accepted auditing standards, the Governmental Auditing Standards, 2011 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 the Village of Hinsdale, and is independent with respect to any non-attest services provided to the 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 the 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. The Village 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's engagement, we will seek the prior written approval of the Village.

The Village'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 21 to read biographies of the Village's engagement team.

#### **James R. Savio, CPA, MAS**

##### *Engagement Partner*

As engagement partner, Mr. Savio 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 comprehensive annual financial report. Moreover, our firm's philosophy is to have the team leader on location during the completion of the majority of fieldwork. Therefore, Mr. Savio will be present at the Village's offices during both our preliminary and final fieldwork.

#### **Brian D. LeFevre, CPA, MBA**

##### *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.

**Frederick G. Lantz, CPA***Quality Control Partner*

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

**Jason D. Askin, CPA***Audit Manager*

As the audit manager, Mr. Askin will be another contact for anything related to the successful audit of your organization. Mr. Askin 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 (2011). 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 the 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 the 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 the Village'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 the Village's governmental activities, business-type activities, each major fund and the aggregate remaining fund information that collectively comprise the 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, 2011), the Single Audit Act of 1996 and OMB Circular A-133. 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 the 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 the 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. The 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 2014, we received our ninth 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 the Village of Hinsdale Should Select Sikich

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*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 the Village 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

The Village will remain abreast of regulatory changes and best organizational practices as Sikich's team receives ongoing continuing education they will directly apply to the Village'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
- › Implementing GASB Statement No. 67, *Financial Reporting for Pension Plans*
- › Implementing GASB Statement No. 54, *Fund Balance Reporting and Government Fund Type Definitions*
- › Government Financial Resiliency
- › Public Sector Strategic Planning
- › Performance Measurement
- › Payroll Reporting for Government Entities
- › Employee Handbook Workshop
- › Keeping the Keepers: A Guide to Employee Retention
- › Identity Dos & Don'ts: Agency Branding
- › Video: Web Applications
- › Virtualization
- › Fraud Detection and Prevention
- › Technology Threats

### 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 the 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 the 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.

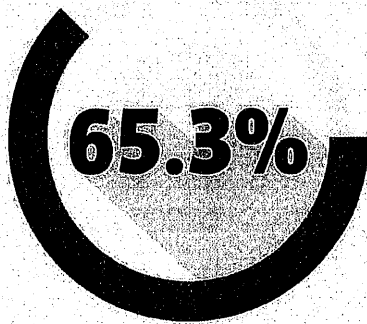
After a more thorough review of your operations and audit-specific matters, we may uncover other opportunities. As part of our ongoing service and commitment to the Village of Hinsdale, we keep you abreast of regulatory changes and best business practices to ensure we identify crucial opportunities that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

### Initiative for Your Satisfaction

The 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 the Village of Hinsdale?

## HERE'S WHAT CLIENTS HAVE TO SAY ABOUT



**SIKICH NET PROMOTER  
SCORE (NPS)**

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**ACCOUNTING INDUSTRY  
AVERAGE SCORE (NPS)**

*"Sikich is simply the best... Great service, and great caring people.  
I put my full trust with everybody on the Sikich staff."*

*"Responsive, attentive  
service with proven  
expertise."*

*"Great expertise and service. Sikich  
is a true business partner for us."*

*"Outstanding service  
and sound advice."*

*"Dedicated  
people with  
a creative  
approach."*

*"I have 100% trust  
in the advice given  
and services  
provided."*



#### ABOUT OUR SCORE:

"Best of Accounting" by Inavero. This is a service excellence award in the accounting industry that leverages third party validated survey responses from accounting firm clients. Sikich's NPS score of 65.3% exceeded the "Best of Accounting" NPS benchmark of 60%.

## **Scope of Services for the Village of Hinsdale**

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***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 the Village of Hinsdale as specified in the RFP:

- › Audit of basic financial statements of the Village of Hinsdale for the fiscal year ending April 30, 2016.
- › Preparation of forty-five (45) hard copies and an electronic copy (.pdf) of the comprehensive annual financial report (CAFR prepared by the Village and formatted by Sikich);
- › Preparation of ten (10) hard copies and an electronic copy (.pdf) of the management letter for the Village of Hinsdale, communicating any material weaknesses and significant deficiencies found during the audit and our recommendations for improvement;
- › Preparation of twenty (20) copies of the Single Audit Report, 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 generally accepted auditing standards; and
- › Exit conference(s) with Village Officials to present the completed audit and related materials.

## Client Service Timeline

Event	Timeframe	Person(s) Assigned
<b>I. Preliminary Planning</b>  During this phase of the audit, we would meet with representatives of the Village to discuss the approach we would take during the audit, focusing on areas of particular concern to the Village as well as areas of high audit risk, and develop the time schedule for completing the subsequent phases of the audit.	February 2016	The meeting would be attended by the engagement partner and engagement manager, if necessary.
<b>II. Preliminary Fieldwork</b>  During this phase of the audit, we would develop an understanding and documentation of the Village'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 and complete a preliminary analytical review of Village'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; review all ordinances adopted by the Village during the year; review any debt agreements entered into during the year and analyze any other unique transactions entered into by the Village; and perform our fraud interviews in accordance with generally accepted auditing standards. Upon completion of this phase, we would finalize all necessary confirmations the Village will prepare; review all proposed client assisted work papers and the timing of preparation by the Village; develop our audit programs for the next phase of the audit and review and document any changes to the Village's CAFR; and prepare the schedule for the remainder of the audit.	April 2016	This phase would be completed by the engagement partner, engagement manager and one professional staff.
<b>III. Fieldwork</b>  During this phase of the audit, we would complete all of our substantive testing of the account balances and prepare the draft of the independent auditor's report. We would also prepare the draft of the management report. In addition, an exit conference would be held with officials from the Village 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.	July 2016	This phase would be completed by the engagement partner, engagement manager and two professional staff.

Event	Timeframe	Person(s) Assigned
<b>IV. Workpaper Review and Report Production</b>  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 the Village's staff after fieldwork has been completed.	July/August 2016	This phase would be completed by the engagement partner, resource partner and the quality control partner.
<b>V. Drafts to the Village of Hinsdale</b>  The draft of the independent auditor's report will be delivered by the engagement partner within three weeks of the preliminary draft. A revised draft, if necessary, will be delivered to the Village no later than three business days after receiving all proposed changes.	August 2016	This phase would be completed by the engagement partner.
<b>VI. Completion of the Audit</b>  Upon approval of the drafts, we will present the signed, bound copies of the comprehensive annual 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 including the Village President, the Board of Trustees and management for formal presentations of the reports.	September 2016	This phase would be completed by the engagement partner.
<b>VII. Support to the Village of Hinsdale</b>  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. 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 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.	Continuous	This phase would be completed by the engagement partner.

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. 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 Assistant Village Manager/Finance Director. The timing of this discussion will provide the Village 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 Village President, Village Manager 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 specifically requests that the scope of the engagement be expanded and the Village 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.

## **Additional Resources and Services**

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*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.

### **Executive Search & Staffing**

Whether you have an immediate, full-time job vacancy to fill or are faced with an unexpected short-term staffing need, you need access to the best talent in all positions across a range of disciplines and industries. When you work with Sikich's search and staffing team, you can find candidates for high-level positions that fit your personal, professional and cultural qualifications.

### **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.

### **Performance-Based Strategic Planning**

In an environment where there is increasing pressure for governments to be more efficient, effective and transparent, strategic planning allows an organization to engage stakeholders, focus on its mission, and logically establish short and long-term goals. Our approach, performance-based strategic planning, guides the organization toward its most productive activities and focuses on an institutionalized process. The strategic planning process is a true transition, where Sikich facilitates governments in:

- › Developing ideals about what they aspire to
- › Transforming ideals into ideas to meet goals
- › Converting ideas into specific, actionable items
- › Constructing performance measures

We ensure the results of strategic planning meet client expectations by filtering goals, objectives and/or strategies with the organization's internal capacity and available resources. The process of performance-based strategic planning has proven to assist governments in fulfilling the ideals of their community and accomplishing goals through measurable, reportable actions.

### **Process Improvement**

Processes truly define organizations, but are often forgotten when seeking root causes to problems or managing more efficient and effective services. Improvements to existing processes—ranging from development review to utility billing—have the potential to decrease cycle time, increase quality and result in higher customer satisfaction. Sikich employs a customer-centric approach to process improvement by involving internal and external customers to understand and make meaningful improvements while continuing to meet their needs.

### **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: ERP & CRM Solutions**

Your organization can better stay on track with the right enterprise resource planning (ERP) or customer relationship management (CRM) solution. Whether you are at the start of your search for a new solution or need a new partner to fix a failed implementation, you will have the freedom to explore a variety of products to identify the technology investment that will best capitalize on your potential.

### **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

The following fees for the services specified by the Village, including all direct and indirect costs.

	2016	2017 (Village Option)	2018 (Village Option)
CAFR and Management Letter	\$ 25,384	\$ 25,892	\$ 26,669
Single Audit (if required)	3,863	3,940	4,058

These fees also include the cost to implement any new GASB pronouncements during the duration of the proposal, except for GASB Statement No 68, *Accounting and Financial Reporting for Pensions*. We will have a one-time fee of \$1,500 to assist the Village in implementing GASB Statement No 68. Additionally, we would negotiate our fees separately for the implementation of GASB Statement Nos. 74 and 75.

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**

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*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**

James R. Savio, CPA, MAS

Brian D. LeFevre, CPA, MBA

Frederick G. Lantz, CPA

Jason D. Askin, CPA

### **Sikich Resources**

**State & Local Government Services**

**Firm Profile**

**Peer Review**



## Accounting & Tax Services

### **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.



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### **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  
Community Foundation of the Fox River Valley Scholarship Program 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



## Accounting & Tax Services

### 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 in 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 serves as Chair of the Government Report Review Committee of the Illinois CPA Society.



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### Service Areas

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

### Affiliations

American Institute of Certified Public Accountants  
Illinois CPA Society  
Chairman, Governmental Report Review Committee  
Illinois Government Finance Officers Association  
GFOA Special Review Committee  
Illinois Association 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



## Accounting & Tax Services

### Frederick G. Lantz, CPA

*Partner-in-Charge, Government Services*

Frederick G. Lantz, CPA, is responsible for providing technical services to Sikich's clients in all areas of governmental accounting, auditing, financial reporting, budget development, revenue and expenditure forecasting, and cash and debt management. Prior to joining Sikich, Fred was the assistant director for the Technical Services Center of the Government Finance Officers Association of the United States and Canada (GFOA), where he was a nationally recognized expert in the state and local government industry. At GFOA, Fred was responsible for managing the Certificate of Achievement for Excellence in Financial Reporting Program, providing accounting, auditing and financial reporting assistance to state and local government officials and their auditors, and serving as a liaison to the Governmental Accounting Standards Board. Fred also developed courses and served as lead instructor for governmental accounting, auditing and financial reporting training courses. He is a nationally recognized speaker, having spoken at state GFOA and CPA Society meetings and conferences.



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### Service Areas

Governmental Audit, Accounting  
Governmental Financial Reporting

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### Affiliations

American Institute of Certified Public Accountants  
2014-2015 State & Local Government Expert Panel  
Illinois CPA Society  
Government Finance Officers Association, Special Review Committee  
GASB Pension Task Force  
Illinois Government Finance Officers Association  
2004-2006 Executive Board of Directors, Technical Accounting Review Committee  
Wisconsin Government Finance Officers Association  
National Association of College and University Business Officers  
Central Association of College and University Business Officers  
Illinois County Treasurers' Association  
Illinois Tax Increment Association  
Illinois Municipal Treasurers Association  
Illinois City/County Management Association  
International City/County Manager's Association

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### Education

Bachelor's Degree in Accounting, Northern Illinois University  
Graduate of Advanced Government Finance Institute, University of Wisconsin at Madison



Accounting & Tax Services

## Jason D. Askin, CPA, MBA

*Audit Manager*

Jason Askin, CPA, MBA has more than nine years of public accounting experience providing audit and accounting services for a variety of municipalities, park districts, and other governmental entities. Jason currently services government audit clients in both Illinois and Wisconsin and is responsible for audit engagement planning, communication of audit matters with funding sources and governing boards, report preparation, and supervision of audit fieldwork teams. Jason provides clients with sound business advice to improve processes and procedures, and assists clients in areas such as:

- › Financial audits, reviews, and compilations
- › Financial statement preparation
- › Internal control review and analysis
- › Recommendations to improve processes and procedures
- › Single audit and grant compliance



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### Service Areas

Governmental Audit, Accounting  
Governmental Financial Reporting  
Single Audits in Accordance with OMB Circular A-133

### Affiliations

American Institute of Certified Public Accountants  
Illinois CPA Society

### Education

Bachelor's Degree in Accounting, Northern Illinois University  
Master of Business Administration – Finance, North Central College

## SIKICH RESOURCES



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# State and Local Government Services

## WHAT CAN SIKICH DO?

- › Accounting & Reporting Services
- › Audit & Compliance Services
- › Recruiting, Compensation Studies & Employee Benefit Consulting
- › ERP Selection, Implementation & Support
- › IT Infrastructure Services
- › Security & Compliance
- › Local Government Management & Operations Consulting
- › Outsourced Management, Finance, HR & Technology Functions
- › Police & Fire Pension Plan Accounting & Consulting
- › Strategic Planning & Performance Measurement
- › Forensic & Fraud Investigation
- › Marketing & Public Relations



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[www.sikich.com](http://www.sikich.com)

As a government leader, you know how important it is to find a premier professional services partner that can strategize, plan and implement a variety of ideas that will help you meet the goals of your organization. Budgetary constraints, conflicting demands of multiple constituencies and new regulations make reaching those goals difficult. 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

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

- › State Departments and Agencies
- › Counties
- › Cities
- › Villages
- › Townships
- › Special Districts
- › Pension Plans
- › Park Districts
- › Public Libraries
- › Community Colleges
- › School Districts
- › Water Commissions
- › Water Reclamation Districts

Regardless of which type of government organization you represent, meet your goals and keep your many constituencies happy by seeking professional guidance in functions such as human resources, accounting, marketing, technology and more.

## We're involved...

- › American Library Association
- › Central Association of College and University Business Officers
- › Community College Business Officers
- › Friends of Illinois Parks
- › Government Finance Officers Association
- › Government Finance Officers Association of Missouri
- › Government Management Information Sciences Illinois
- › Illinois Association of County Board Members and Commissioners
- › Illinois Association of Fire Protection Districts
- › Illinois Association of Municipal Management Assistants
- › Illinois Association of Park Districts
- › Illinois Association of School Business Officials
- › Illinois City/County Management Association
- › Illinois County Treasurers' Association
- › Illinois Government Finance Officers Association
- › Illinois Library Association
- › Illinois Municipal Treasurers Association
- › Illinois Public Pension Fund Association
- › Illinois Tax Increment Association
- › Indiana Library Federation
- › International City/County Management Association
- › National Association of College and University Business Officers
- › Wisconsin Government Finance Officers Association
- › Wisconsin Municipal Clerks Association

# Sikich Snapshot

## Organization

Sikich is a dynamic professional services firm specializing in accounting, technology, investment banking and advisory services. Founded in 1982, we are now one of the country's Top 35 largest CPA firms and among the top 1 percent of all enterprise resource planning solution partners in the world.

## 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:

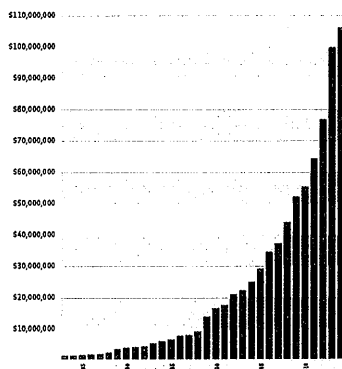
- Agriculture
- Construction & Real Estate
- Government
- Manufacturing & Distribution
- Not-for-Profit
- Oilfield Services

## Statistics

2014 Revenues	\$106.5M
Total Partners	88
Total Employees	563
Total Personnel	651

Personnel count as of November 19, 2015

## Sikich Total Revenues



## Awards

- *Accounting Today* Top 100 Value Added Reseller: ranked 7th, 2015
- Bob Scott's Top 100 Value Added Reseller: ranked 9th, 2015
- *Accounting Today* Top 100 Firms: ranked 34th nationally, 2014
- *Accounting Today* Regional Leaders – Top Firms: Great Lakes: ranked 4th, 2014
- *INSIDE Public Accounting* Top 50 Largest Accounting Firms: ranked 32nd nationally, 2014
- Microsoft Dynamics Inner Circle and President's Club, 2014
- *Milwaukee Business Journal* Largest Management Consulting Firms: ranked 12th, 2014
- Best Places to Work in Indiana, 2014
- Best Places to Work in Illinois, 2014
- Bob Scott's *Insights* Value Added Reseller Stars, 2014
- Inc. Magazine's Inc. 500|5000: ranked 4,627th fastest-growing private company nationally, 2013
- *Crain's Chicago Business* Fast Fifty: ranked 49th, 2013
- Alfred P. Sloan Award for Excellence in Workplace Effectiveness & Flexibility, 2013
- *Daily Herald Business Ledger* Book of Lists: ranked 5th, "Accounting Firms;" Chicago Western Suburbs, 2013
- *Springfield Business Journal* Book of Lists: ranked 1st, "Accounting Firms;" Springfield, Illinois, 2013
- *Chicago Tribune's* Chicago's Top Workplaces, 2013
- *Crain's Chicago Business* Top 25 Firms: ranked 11th in Chicagoland, 2013

## SERVICES

- Accounting & Assurance
- Business Valuation
- Dispute Advisory
- ERP & CRM Software
- Human Resources Consulting
- Insurance Services
- Investment Banking & Corporate Finance
- IT Services
- Marketing & Public Relations
- Retirement Planning
- Supply Chain
- Tax Planning
- Wealth Management



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# Sikich Snapshot

## Certifications

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 2014, Sikich LLP received its 9th consecutive unmodified ("pass") peer review report, the highest level of recognition conferred upon a public accounting firm for its quality control systems.



**Microsoft Partner**

Gold Enterprise Resource Planning

## Microsoft Partner

Sikich has earned a Microsoft ERP Gold competency; ranked among the top 1 percent of all Microsoft Dynamics partners worldwide; and carries the following certifications:

- Microsoft Small Business Specialist
- MCP (Microsoft Certified Professional)
- MCSE (Microsoft Certified System Engineer)
- CCNA (Cisco Certified Network Associate)
- CCDA (Certified Cisco Design Associate)
- CCEA (Citrix Certified Enterprise Administrator)
- MRMS (Microsoft Retail Management Systems)
- CISA (Certified Information Systems Auditor)
- CNE (Certified Novell Engineer)
- MS CSM (Microsoft Customer Service Manager)
- MS CAE (Microsoft Certified Account Executive)
- MCDBA (Microsoft Certified Database Admin.)



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## Sikich is proud to be part of the Leading Edge Alliance

The Leading Edge Alliance (LEA) is the second largest international association of independent accounting firms.\* The LEA is an international professional association of independently-owned accounting and consulting firms. Members are top quality firms who share an entrepreneurial spirit and a drive to be the premier provider of professional services in their chosen markets. The Alliance provides Sikich with an unbeatable combination: the comprehensive size and scope of a large multinational company while offering their clients the continuity, consistency, and quality service of a local firm.

*\*International Accounting Bulletin, 2011*



## Sikich is proud to be part of PrimeGlobal

PrimeGlobal is one of the top five largest associations of independent accounting firms in the world, providing a wide range of tools and resources to help member firms furnish superior accounting, auditing, and management services to clients around the globe.

*Securities are offered through Sikich Corporate Finance LLC, a registered broker dealer with the Securities Exchange Commission and a member of FINRA/SIPC. Advisory services offered through Sikich Financial, a Registered Investment Advisor. General securities offered through Triad Advisors, Member FINRA/SIPC. Triad Advisors and Sikich Financial are not affiliated.*

## LOCATIONS:

### Corporate Office

1415 W. Diehl Rd., Suite 400  
Naperville, IL 60563  
(630) 566-8400

### Boston, MA

(508) 485-5588

### Chicago – Monroe Street

(312) 541-9300

### Chicago – Wacker Drive

(312) 648-6666

### Decatur, IL

(217) 423-6000

### Denver, CO

(720) 200-0142

### Houston, TX

(832) 831-3540

### Indianapolis, IN

(317) 842-4466

### Milwaukee, WI

(262) 754-9400

### Rockford, IL

(815) 282-6565

### Springfield, IL

(217) 793-3363

### St. Louis, MO

(314) 275-7277



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[www.sikich.com](http://www.sikich.com)



**Heinold Banwart, Ltd.**  
Certified Public Accountants

Third Floor  
201 Clock Tower Drive  
East Peoria, IL 61611-2449

**Tel** (309) 694-4251  
**Fax** (309) 694-4202  
**Web** [www.hbcpas.com](http://www.hbcpas.com)

## System Review Report

July 17, 2014

To the Partners of  
Sikich LLP  
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Sikich LLP (the firm) applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2014. 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. As part of our peer review, we considered reviews by regulatory agencies, if applicable, in determining the nature and extent of our procedures. 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. 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. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at [www.aicpa.org/prsummary](http://www.aicpa.org/prsummary).

As required by the standards, engagements selected for review included engagements performed under *Government Auditing Standards*, audits of employee benefit plans, and an examination of a service organization (Service Organizations Control [SOC] 1 engagement).

In our opinion, the system of quality control for the accounting and auditing practice of Sikich LLP applicable to engagements not subject to PCAOB permanent inspection in effect for the year ended March 31, 2014, 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*.

*Heinold Banwart, Ltd*

DATE: February 2, 2016

REQUEST FOR BOARD ACTION

<b>AGENDA SECTION NUMBER</b> First Reading – EPS		<b>ORIGINATING DEPARTMENT</b> Public Services
<b>ITEM</b>	Intergovernmental Agreement – IDOT Maintenance of 47 <sup>th</sup> Street from County Line Road to Spring Lake Road	<b>APPROVED</b> George Peluso, Public Services Director

In 2005, the Village entered into an Intergovernmental Agreement with the Illinois Department of Transportation (IDOT) for performing routine maintenance of 47<sup>th</sup> Street from County Line Road to Spring Lake Road. This area is highlighted on the attached map. Due to the lack of general maintenance such as snow removal, minor street patching, trash pick-up, street cleaning, etc. by IDOT, the Village decided at the time to overtake these maintenance responsibilities. Per the agreement, the Village invoices IDOT quarterly for performance of the work to cover the Village's operational expenses.

IDOT recently notified the Village that the original agreement has expired and requested that the Village renew the agreement for an additional 10-year term. Considering that the Village has already been performing maintenance of the area, staff recommends that the Village renew the agreement as requested. The Village will submit invoices to IDOT for services rendered, which equates to approximately \$3,300 per year. There is an inflation adjustment each year, so the total compensation to the Village for the next 10 years is estimated to be approximately \$37,600.

**MOTION:** To renew an Intergovernmental Agreement with the Illinois Department of Transportation for routine maintenance of 47<sup>th</sup> Street from County Line Road to Spring Lake Road.

Approval	Approval	Approval	Approval	Manager's Approval
----------	----------	----------	----------	--------------------

**COMMITTEE ACTION:**

**BOARD ACTION:**



# Illinois Department of Transportation

## Intergovernmental Agreement

Governmental Body Name <b>Village of Hinsdale</b>			
Address <b>19 East Chicago Ave.</b>			
City, State, Zip <b>Hinsdale, Illinois 60521</b>			
Remittance Address (if different from above)			
City, State, Zip			
Telephone Number <b>(630) 789-7013</b>	Fax Number <b>None</b>	FEIN/TIN <b>36-6005930</b>	DUNS <b>NA</b>
Brief Description of Service (full description specified in Part 5) <b>Routine maintenance of State routes.</b>			
Compensation Method (full details specified in Part 6) <b>Lump Sum</b>			Agreement Term <b>From: July 01, 2015</b>
Total Compensation Amount <b>\$37,600 Estimate</b>		Advance Pay <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<b>To: June 30, 2025</b>

### REQUIRED SIGNATURES

By signing below, the GOVERNMENTAL BODY and the DEPARTMENT agree to comply with and abide by all provisions set forth in Parts 1-8 herein and any Appendices thereto.

#### FOR THE GOVERNMENTAL BODY:

_____ (Name and Title of Authorized Representative)	_____ (Signature of Authorized Representative)	_____ Date
--------------------------------------------------------	---------------------------------------------------	---------------

#### FOR THE DEPARTMENT:

_____ Aaron A. Weatherholt, Deputy Director, Division of Highways	_____ Date	_____ William M. Barnes, Chief Counsel (Approved as to form)	_____ Date
----------------------------------------------------------------------	---------------	--------------------------------------------------------------------	---------------

By: \_\_\_\_\_

_____ Omer M. Osman, P.E., Director, Division of Highways & Chief Engineer	_____ Date	_____ Jim J. Ofcarcik, Interim Chief Financial Officer	_____ Date
-------------------------------------------------------------------------------	---------------	-----------------------------------------------------------	---------------

By: \_\_\_\_\_

_____ By:	_____ Randall S. Blankenhorn, Acting Secretary of Transportation	_____ Date
--------------	------------------------------------------------------------------------	---------------

By: \_\_\_\_\_

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Title

**INTERGOVERNMENTAL AGREEMENT**  
**FOR**  
**ROUTINE MAINTENANCE OF STATE ROUTES**

This Agreement is by and between

**Village of Hinsdale**

Please type or print legibly the GOVERNMENTAL BODY'S legal name and address

19 East Chicago Avenue

Hinsdale, IL 60521

Attn: George Peluso

Email: [gpeluso@villageofhinsdale.org](mailto:gpeluso@villageofhinsdale.org)

hereinafter called the GOVERNMENTAL BODY, and the State of Illinois, acting by and through its Department of Transportation, hereinafter called the DEPARTMENT.

Part 1	Scope/Compensation/Term
Part 2	General Provisions
Part 3	Federally Funded Agreements
Part 4	Specific Provisions
Part 5	Scope of Services/Responsibilities
Part 6	Compensation for Services
Part 7	Certification Regarding Lobbying
Part 8	Agreement Award Notification

**PART 1**  
**SCOPE / COMPENSATION / TERM**

- A. **Scope of Services and Responsibilities.** The DEPARTMENT and the GOVERNMENTAL BODY agree as specified in Part 5.
- B. **Compensation.** Compensation (if any) shall be as specified in Part 6.
- C. **Term of Agreement.** The term of this Agreement shall be from **July 01, 2015 to June 30, 2025**.
- D. **Amendments.** All changes to this Agreement must be mutually agreed upon by the DEPARTMENT and the GOVERNMENTAL BODY and be incorporated by written amendment, signed by the parties.
- E. **Renewal.** This Agreement may not be renewed.

## PART 2

### GENERAL PROVISIONS

**A. Changes.** If any circumstance or condition in this Agreement changes, the GOVERNMENTAL BODY must notify the DEPARTMENT in writing within seven days.

**B. Compliance/Governing Law.** The terms of this Agreement shall be construed in accordance with the laws of the State of Illinois. Any obligations and services performed under this Agreement shall be performed in compliance with all applicable state and federal laws.

**C. Availability of Appropriation.** This Agreement is contingent upon and subject to the availability of funds. The Department, at its sole option, may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (1) the Illinois General Assembly or the federal funding source fails to make an appropriation sufficient to pay such obligation, or if funds needed are insufficient for any reason, (2) the Governor decreases the Department's funding by reserving some or all of the Department's appropriation(s) pursuant to power delegated to the Governor by the Illinois General Assembly; or (3) the Department determines, in its sole discretion or as directed by the Office of the Governor, that a reduction is necessary or advisable based upon actual or projected budgetary considerations. GOVERNMENTAL BODY will be notified in writing of the failure of appropriation or of a reduction or decrease.

**D. Records Inspection.** The DEPARTMENT or a designated representative shall have access to the GOVERNMENTAL BODY's work and applicable records whenever it is in preparation or progress, and the GOVERNMENTAL BODY shall provide for such access and inspection.

**E. Records Preservation.** The GOVERNMENTAL BODY, shall maintain for a minimum of **three years** after the completion of the Agreement, adequate books, records and supporting documents to verify the amounts, recipients and uses of all disbursements of funds passing in conjunction with the Agreement.

**F. Cost Category Transfer Request.** For all transfers between or among appropriated and allocated cost categories, DEPARTMENT approval is required. To secure approval, the GOVERNMENTAL BODY must submit a written request to the DEPARTMENT detailing the amount of transfer, the cost categories from and to which the transfer is to be made, and rational for the transfer.

**G. Subcontracting/Procurement Procedures/Employment of Department Personnel**

1. Subcontracting. Subcontracting, assignment or transfer of all or part of the interests of the GOVERNMENTAL BODY concerning any of the obligations covered by this Agreement is prohibited without prior written consent of the DEPARTMENT.

2. Procurement of Goods or Services – Federal Funds. For purchases of products or services with any Federal funds that cost more than \$3,000.00 but less than the simplified acquisition threshold fixed at 41 U.S.C 403(11), (currently set at \$100,000.00) the GOVERNMENTAL BODY shall obtain price or rate quotations from an adequate number (at least three) of qualified sources. Procurement of products or services with any Federal funds for \$100,000 or more will require the GOVERNMENTAL BODY to use the Invitation for Bid process or the Request for Proposal process. In the absence of formal codified procedures of the GOVERNMENTAL BODY, the procedures of the DEPARTMENT will be used, provided that the procurement procedures conform to the provisions in Part 3(K) below. The GOVERNMENTAL BODY may only procure products or services from one source with any Federal funds if: (1) the products or services are available only from a single source; or (2) the DEPARTMENT authorizes such a procedure; or, (3) after solicitation of a number of sources, competition is determined inadequate.

3. Procurement of Goods or Services – State Funds. For purchases of products or services with any State of Illinois funds that cost more than \$20,000.00, (\$10,000.00 for professional and artistic services) but less than the small purchase amount set by the Illinois Procurement Code Rules, (currently set at \$50,000.00 and \$20,000.00 for professional and artistic services) the GOVERNMENTAL BODY shall obtain price or rate quotations from an adequate number (at least three) of qualified sources. Procurement of products or services with any State of Illinois funds for \$50,000.00 or more for goods and services and \$20,000.00 or more for professional and artistic services) will require the GOVERNMENTAL

BODY to use the Invitation for Bid process or the Request for Proposal process. In the absence of formal codified procedures of the GOVERNMENTAL BODY, the procedures of the DEPARTMENT will be used. The GOVERNMENTAL BODY may only procure products or services from one source with any State of Illinois funds if: (1) the products or services are available only from a single source; or (2) the DEPARTMENT authorizes such a procedure; or, (3) after solicitation of a number of sources, competition is determined inadequate.

The GOVERNMENTAL BODY shall include a requirement in all contracts with third parties that the contractor or consultant will comply with the requirements of this Agreement in performing such contract, and that the contract is subject to the terms and conditions of this Agreement.

4. **EMPLOYMENT OF DEPARTMENT PERSONNEL.** The GOVERNMENTAL BODY will not employ any person or persons that are employed by the DEPARTMENT for any work required by the terms of this Agreement while they are still employed by the DEPARTMENT.

### **PART 3 FEDERALLY FUNDED AGREEMENTS**

[Not applicable to this Agreement.]

### **PART 4 SPECIFIC PROVISIONS**

**A. Invoices.** Invoices submitted by the GOVERNMENTAL BODY will be based on the approved annual lump sum amount for completion of Part 5, Scope of Services and as described in Part 6, Compensation for Services. Furthermore, if any of the deliverables in Part 5 are not satisfactorily completed as determined by the DEPARTMENT, the DEPARTMENT will advise the municipality of the deficiencies to be corrected before invoicing will be authorized.

Any invoices/bills issued by the GOVERNMENTAL BODY to the DEPARTMENT pursuant to this Agreement shall be sent to the following address:

Illinois Department of Transportation |  
District 1, |  
Attn.: Admin. Manager |  
201 W. Center Court |  
Schaumburg, IL 60196 |

All invoices shall be signed by an authorized representative of the GOVERNMENTAL BODY.

**B. Billing and Payment.** All invoices for services performed and expenses incurred by the GOVERNMENTAL BODY prior to July 1st of each year must be presented to the DEPARTMENT no later than July 31st of that same year for payment under this Agreement. Notwithstanding any other provision of this Agreement, the DEPARTMENT shall not be obligated to make payment to the GOVERNMENTAL BODY on invoices presented after said date. Failure by the GOVERNMENTAL BODY to present such invoices prior to said date may require the GOVERNMENTAL BODY to seek payment of such invoices through the Illinois Court of Claims and the Illinois General Assembly. No payments will be made for services performed prior to the effective date of this Agreement. The DEPARTMENT will direct all payments to the GOVERNMENTAL BODY's remittance address listed in this Agreement.

**C. Termination.** If the DEPARTMENT is dissatisfied with the GOVERNMENTAL BODY'S performance or believes that there has been a substantial decrease in the GOVERNMENTAL BODY'S performance, the DEPARTMENT may give written notice that remedial action shall be taken by the GOVERNMENTAL BODY within seven (7) calendar days. If such action is not taken within the time afforded, the DEPARTMENT may terminate the Agreement by giving seven (7) days written notice to the GOVERNMENTAL BODY. Additionally, the DEPARTMENT or the GOVERNMENTAL BODY may terminate the Agreement by giving the other party ninety (90) days written notice.

In either instance, the GOVERNMENTAL BODY shall be paid for the value of all authorized and acceptable work performed prior to the date of termination, based upon the payment terms set forth in the Agreement.

**D. Location of Service.** Service to be performed by the GOVERNMENTAL BODY shall be performed as described in Part 5.

**E. Ownership of Documents/Title to Work.** [Not Applicable To This Agreement]

**F. Software.** [Not Applicable To This Agreement]

**G. Confidentiality Clause.** Any documents, data, records, or other information given to or prepared by the GOVERNMENTAL BODY pursuant to this Agreement shall not be made available to any individual or organization without prior written approval by the DEPARTMENT. All information secured by the GOVERNMENTAL BODY from the DEPARTMENT in connection with the performance of services pursuant to this Agreement shall be kept confidential unless disclosure of such information is approved in writing by the DEPARTMENT.

**H. Reporting/Consultation.** The GOVERNMENTAL BODY shall consult with and keep the DEPARTMENT fully informed as to the progress of all matters covered by this Agreement.

**I. Travel Expenses.** Expenses for travel, lodging, or per diem is NOT allowed pursuant to this Agreement.

**J. Indemnification.** Unless prohibited by State law, the GOVERNMENTAL BODY agrees to hold harmless and indemnify the DEPARTMENT, and its officials, employees, and agents, from any and all losses, expenses, damages (including loss of use), suits, demands and claims, and shall defend any suit or action, whether at law or in equity, based on any alleged injury or damage of any type arising from the actions or inactions of the GOVERNMENTAL BODY and/or the GOVERNMENTAL BODY'S employees, officials, agents, contractors and subcontractors, and shall pay all damages, judgments, costs, expenses, and fees, including attorney's fees, incurred by the DEPARTMENT and its officials, employees and agents in connection therewith.

GOVERNMENTAL BODY shall defend, indemnify and hold the DEPARTMENT harmless against a third-party action, suit or proceeding ("Claim") against the DEPARTMENT to the extent such Claim is based upon an allegation that a Product, as of its delivery date under this Agreement, infringes a valid United States patent or copyright or misappropriates a third party's trade secret.

**K. Equal Employment Opportunities, Affirmative Action, Sexual Harassment.** The GOVERNMENTAL BODY will comply with the Illinois Human Rights Act with respect to public contracts, including equal employment opportunity, refraining from unlawful discrimination and having a written sexual harassment policy.

**L. Tax Identification Number.**

GOVERNMENTAL BODY certifies that:

1. The number shown on this form is a correct taxpayer identification number (or it is waiting for a number to be issued.), **and**
2. It is not subject to backup withholding because: (a) it is exempt from backup withholding, or (b) has not been notified by the Internal Revenue Service (IRS) that it is subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified the GOVERNMENTAL BODY that it is no longer subject to backup withholding, **and**
3. It is a U.S. entity (including a U.S. resident alien).

NAME OF GOVERNMENTAL BODY: Village of Hinsdale

Taxpayer Identification Number: 36-6005930



Legal Status (check one):

☐ Tax-exempt

☒ Government

☐ Nonresident Alien

☐ Other \_\_\_\_\_

**M. International Boycott.** The GOVERNMENTAL BODY certifies that neither GOVERNMENTAL BODY nor any substantially owned affiliate is participating or shall participate in an international boycott in violation of the U.S. Export Administration Act of 1979 or the applicable regulations of the U.S. Department of Commerce. This applies to contracts that exceed \$10,000 (30 ILCS 582).

**N. Forced Labor.** The GOVERNMENTAL BODY certifies it complies with the State Prohibition of Goods from Forced Labor Act, and certifies that no foreign-made equipment, materials, or supplies furnished to the DEPARTMENT under this Agreement have been or will be produced in whole or in part by forced labor, or indentured labor under penal sanction (30 ILCS 583).

## PART 5 SCOPE OF SERVICE/RESPONSIBILITIES

- A. The GOVERNMENTAL BODY agrees to operate and maintain specific portions of the State Highway system that are currently under the DEPARTMENTS jurisdiction, specifically the portions of that system located within the GOVERNMENTAL BODY's boundary as shown in Attachment A:

This maintenance location listing may be modified as appropriate and mutually agreed to by both parties. Such modification shall be reduced to writing and must be approved by the Regional Engineer or his or her designee on behalf of IDOT and by \_\_\_\_\_ on behalf of the Governmental Body. It is understood these modifications may result in a modification to the total payments under this agreement. However, the parties hereby agree that a formal amendment to the agreement is not necessary to modify the locations nor is a formal amendment necessary to modify a change in cost associated with the change in locations provided the change in amount of total payments is less than 10%.

- B. **Maintenance Requirements.** The GOVERNMENTAL BODY's maintenance responsibilities include, but are not limited to the following routine services, as necessary:
- routine surface and pothole repairs
  - temporary full depth patching;
  - removing expansion bumps on bituminous surfaces;
  - sealing cracks and joints;
  - cleaning;
  - picking up litter;
  - controlling snow and ice; and
  - all other routine operational services.

Note: Median maintenance, when applicable, includes the following:

- sweeping;
- picking up litter;
- mowing; and
- repairing surface.

- C. **Responsibilities.** The GOVERNMENTAL BODY agrees to the following:
- must obtain written approval from the DEPARTMENT before cutting or opening the curb or the pavement of any highway, which is covered in this AGREEMENT;
  - must undertake all measures, including notifying the DEPARTMENT of the need for legal action, to require utility owners or permit holders to adjust, maintain, repair, and restore all pavement

cuts, curb openings, utility frames, municipal frames, grates, and covers that are disturbed by settlement, construction, or repair;

- must notify the DEPARTMENT of the need to inform utility owners or permit holders to pay all costs of adjustment, maintenance, repair and restoration;
- must ensure that the work adheres to all applicable laws, rules and regulations, as well as the DEPARTMENT's standards (the most recent edition of Standard Specifications for Road and Bridge Construction, and subsequent updates); and
- must request and obtain written approval from the DEPARTMENT's Regional Engineer or his designee before doing any extra work not specifically identified in this AGREEMENT.

## **PART 6 COMPENSATION FOR SERVICES**

A. Funding: State Funds (Appropriation Code: 011-49405-4472-0200)      \$37,600 (Estimate) 100% Share

B. Terms and Conditions:

1. GOVERNMENTAL BODY agrees that total payment for each fiscal year from 2016 through 2025 must not exceed the previous year's total payment **plus** cost adjustment. [Cost adjustment means the previous year's total payment x % change of the Construction Cost Index, which is published in the Engineering News Record (January edition for each year)]. Payment for the cost of approved extra work will be added to the total funding as provided in Part 5, last paragraph;
2. The DEPARTMENT will calculate the compensation for services according to the DEPARTMENT's Bureau of Operations Maintenance Policy Manual, Section 11-800.2.4 Rate of Compensation; and Section 11-800.2.5 Empirical Formula – Municipal Maintenance of State Highways, and send an annual letter to the GOVERNMENTAL BODY notifying it of the new annual Lump Sum approved amount according to the attached Computation Sheet – Municipal Maintenance (Attachment A) under the conditions stated in Section B.1 above;
3. The GOVERNMENTAL BODY must submit an invoice voucher every 3 months (quarterly), based on the approved annual Lump Sum amount; and
4. The DEPARTMENT will pay the GOVERNMENTAL BODY's quarterly invoice vouchers on or about September 30, December 31, March 31, and June 30 of each fiscal year, subject to the DEPARTMENT's inspection for satisfactory operation and maintenance of covered streets.

## **PART 7 CERTIFICATION REGARDING LOBBYING (49 CFR PART 20) [NOT APPLICABLE TO THIS AGREEMENT]**

**PART 8**

**AGREEMENT AWARD NOTIFICATION**

**REQUIRED FOR ALL PROJECTS**

Does this project receive Federal funds? ☐ Yes ☒ No

Amount of Federal funds: None

Federal Project Number: NA

Name of Project: State Routes Maintenance Agreement

CFDA Number\*, Federal Agency, Program Title: NA

\*For CFDA (Catalog of Federal Domestic Assistance) Number, refer to original Federal Award/Grant Agreement.

STATE OF ILLINOIS  
DEPARTMENT OF TRANSPORTATION

COMPUTATION SHEET - MUNICIPAL MAINTENANCE  
For the Period beginning July 1, 2015, ending June 30, 2016

LINE NO.	ROUTE	SECTION	STREET NAME	INTERSECTING STREETS		TOTAL WIDTH	BUILT BY	WIDTH	NO. LANES	PORTIONS UNDER AGREEMENT			RATE/ LN. MI.	ADJ. FACTOR	MAINT. ALLOWANCE		
				FROM	TO					LOCATION	LENGTH IN FEET	LANE MILES			ADT/ LANE	SOURCE	ROUTE TOTALS
1	FAU 1488	105 & 3212 RS-1	47th Street	County Line Road	Spring Lake Road	44'	S	44'	4	Full Roadway	1488	1.13	2800	490	5.91	3272.37	\$3,272.37
TOTALS											1488	1.13					\$3,272.37

Tri-State Tollway (Toll road)

294

Columb

Springlake Ave

Sharon Ct

Princeton Rd

E 1st St

County Line Ct

Highland Rd

47th St

N County Line Rd

S County Line Rd

7c

DATE: February 2, 2016

**REQUEST FOR BOARD ACTION**

<b>AGENDA</b>		<b>ORIGINATING</b>		
<b>SECTION NUMBER</b> First Reading – EPS		<b>DEPARTMENT</b> Public Services		
<b>ITEM</b> Oak Street Bridge Project – Change Order Number 2		<b>APPROVAL</b> Dan Deeter, PE Village Engineer		
<p>As discussed with the Board of Trustees in October 2015, the Illinois Department of Transportation (IDOT) approved the addition of electrical conduits on both side of the Oak Street from Chicago to Walnut (within the Oak Street Bridge project limits). The purpose of the conduit is to increase the infrastructure for lighting on Oak Street. Funding for the conduit will be provided from grants for the Oak Street Bridge project.</p> <p><b>MOTION: To Approve a Resolution for the Oak Street Bridge Replacement Project Construction Contract Change Order Number 2 in the Amount Not to Exceed \$31,140 Addition to Kenny Construction Company.</b></p>				
<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>MANAGER'S APPROVAL</b>
<b>COMMITTEE ACTION:</b>				
<b>BOARD ACTION:</b>				

RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION APPROVING THE OAK STREET BRIDGE  
REPLACEMENT PROJECT CONSTRUCTION CONTRACT CHANGE  
ORDER NUMBER 2 IN THE AMOUNT NOT TO EXCEED \$33,140  
ADDITION TO KENNY CONSTRUCTION COMPANY.**

**WHEREAS**, the Illinois Department of Transportation ("IDOT") and Kenny Construction Company ("Kenny") have entered into that certain Contract (the "Contract") providing for the construction of the Oak Street Bridge Replacement Project; and

**WHEREAS**, the President and Board of Trustees of the Village hereby find that the circumstances said to necessitate this Change Order were not reasonably foreseeable at the time the Contract was signed, the Change Order was germane to the original Contract as signed, and the Change Order is in the best interest of the Village of Hinsdale and authorized by law;

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

**Section 1. Recital.** The foregoing recitals are incorporated herein as findings of the President and Board of Trustees.

**Section 2. Approval of Change Order.** The Change Order is hereby approved in the form attached (Exhibit A) to this Ordinance and by this reference incorporated herein.

**Section 3. Final Determination.** This Resolution shall constitute the written determination required by Section 33E-9 of the Article 33E of the Criminal Code of 1961, as amended and shall be retained in the Contract file as required by said Section.

**Section 4. Execution of Change Order.** The Village Manager is authorized to execute the Change Order on behalf of the Village.

**Section 5. Effective Date.** This resolution shall be in full force and effective from and after its passage and approval.

**PASSED:** this \_\_\_\_\_ day of \_\_\_\_\_ 2016,

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

\_\_\_\_\_  
Village President

**ATTEST:**

\_\_\_\_\_  
Village Clerk



**Exhibit A**  
**VILLAGE OF HINSDALE**  
**CHANGE ORDER**

Project: Oak Street Bridge Replacement Project  
Location: Oak Street between Walnut and Chicago  
Contractor: Kenny Construction Company

Change Order No. 2  
Contract No. - N/A  
Date: 02/02/16  
Page 1 of 1

- I. A. Description of Changes Involved:  
1 Addition of conduit for lighting.
- B. Reason for Change:  
1 Improve support infrastructure for lighting on Oak Street.
- C. Revision in Contract Price: Total Addition: \$ 33,140  
1 Addition \$ 33,140

II. Adjustments in Contract Price:

A. Original Contract Price:	\$ 6,893,314
B. Net (addition)(deduction) due to all previous Change Order No. <u>1</u>	<u>\$ 109,000</u>
C. Contract Price, not including this Change Order	\$ 6,784,314
D. (Addition)(Deduction) to Contract Price due to this Change Order	<u>\$ 33,140</u>
E. Contract Price including this Change Order	<u><u>\$ 6,817,454</u></u>

Accepted:  
Contractor: Kenny Construction Company

By: \_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

Village of Hinsdale:

By: \_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date



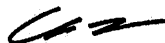
7d

## MEMORANDUM

**DATE:** February 2, 2016

**TO:** President Cauley and the Village Board of Trustees

**CC:** Kathleen A. Gargano, Village Manager  
Robb McGinnis, Director of Community Development/Building Commissioner

**FROM:** Chan Yu, Village Planner 

**RE:** 339 W. 57<sup>th</sup> Street – SAC Wireless on behalf of AT&T  
First Reading for Exterior Appearance and Site Plan Review for New Equipment at an Existing Telecommunications Facility Location

---

### Summary

The Village of Hinsdale has received an application from SAC Wireless, on behalf of AT&T, requesting approval to install (3) three new remote radio units (RRU) on an existing antenna mount on the existing Hinsdale Central High School (Village owned) water tank. In addition, the applicant is installing new fiber jumpers and alarm cables inside an existing AT&T equipment shelter at grade (Attachment 1). The materials and technology are designed to enhance the existing wireless telecom facility.

At the January 13, 2016, Plan Commission (PC) meeting, the Commission voted unanimously on an 8-0 vote (one absent) to recommend both the exterior appearance plan and site plan for the upgrades. There were no comments at the public meeting.

### Request and Analysis

Per the Zoning Code section 11-604(C)(7), any development or redevelopment involving a personal wireless services antenna, with or without an antenna support structure, requires a site plan review. The Hinsdale Central High School is in the IB Institutional Building District at the property known as 339 W. 57<sup>th</sup> Street. The public meeting notice requirements have been followed per section 11-604(E) since the nonresidential project parcel is within 250 feet from a single-family zoning district (Attachment 2).

Per the applicant, the proposed AT&T telecommunications equipment will be consistent with the existing design. The new RRUs will be installed on an existing antenna mount and behind existing equipment. The new fiber jumper and cables will be installed inside an existing building. The proposed project will not affect the minimum Code requirements as shown in the Plan Commission application's table of compliance.

The project site is located in an IB Institutional Building District and abuts the IB district to the north, R-3 to the south, IB to the east and IB districts to the west (Attachment 3).



## MEMORANDUM

### **Process**

Pursuant to Section 11-604, the Chairman of the Plan Commission (PC) shall at the public meeting on the application for site plan review allow any member of the general public to offer relevant, material and nonrepetitive comment on the application. Within 60 days following the conclusion of the public meeting, the PC shall transmit to the Board of Trustees (BOT) its recommendation, in the form specified in subsection 11-103(H) of this article, recommending either approval or disapproval of the site plan based on the standards set forth in subsection F1 of this section (11-604) and section 11-606.

### **Attachments:**

#### Draft Ordinance

Attachment 1 – Exterior Appearance and Site Plan Application Request and Exhibits

Attachment 2 - Certification of Proper Notice and Public Meeting Notice

Attachment 3 - Zoning Map and Project Location

Attachment 4 – Draft Plan Commission Findings and Recommendations (01/13/16)

**VILLAGE OF HINSDALE**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE APPROVING A SITE PLAN AND EXTERIOR APPEARANCE PLAN  
FOR NEW TELECOMMUNICATIONS EQUIPMENT – 339 W. 57<sup>TH</sup> STREET**

**WHEREAS**, SAC Wireless on behalf of AT&T (the “Applicant”), submitted an application (the “Application”) seeking site plan and exterior appearance plan approval related to the proposed addition of three new radio units on existing antenna mounts and next to existing equipment on an existing water tower, as well as new fiber jumpers and alarm cables inside an existing equipment shelter at ground level, all located at 339 W. 57<sup>th</sup> Street (the “Subject Property”). The Subject Property is legally described in **Exhibit A** attached hereto and made a part hereof; and

**WHEREAS**, the Subject Property is located in the IB Institutional Buildings Zoning District at Hinsdale Central High School and is currently improved with a Village-owned water tower (the “Water Tower”). Existing antennas, cables and equipment cabinets for various telecommunications providers, including the Applicant, are already located on the Water Tower; and

**WHEREAS**, the Application has been referred to the Plan Commission of the Village and has been processed in accordance with the Hinsdale Zoning Code (“Zoning Code”), as amended; and

**WHEREAS**, on January 13, 2016, the Plan Commission of the Village of Hinsdale reviewed the Application at a public meeting pursuant to notice given in accordance with the Zoning Code; and

**WHEREAS**, the Plan Commission, after considering all of the testimony and evidence presented at the public meeting, recommended approval of the Application on a vote of eight (8) ayes, zero (0) nays, and one (1) absent, all as set forth in the Plan Commission’s Findings and Recommendation in Case No. A-46-2015 (“Findings and Recommendation”), a copy of which is attached hereto as **Exhibit B** and made a part hereof. The Plan Commission has filed its report of Findings and Recommendation regarding the approval sought in the Application with the President and Board of Trustees; and

**WHEREAS**, the President and Board of Trustees have duly considered the Findings and Recommendation of the Plan Commission, and all of the materials, facts and circumstances affecting the Application, and find that the Application satisfies the standards established in subsection 11-604F of the Zoning Code governing site plan approval, and 11-606E of the Zoning Code governing exterior appearance review, subject to the conditions stated in this Ordinance.

**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: Approval and Adoption of Findings and Recommendations.** The President and Board of Trustees hereby approve and adopt the Findings and Recommendation of the Plan Commission, a copy of which is attached hereto as **Exhibit B**, and incorporate such Findings and Recommendation herein by reference as if fully set forth herein.

**SECTION 3: Approval of Site Plan and Exterior Appearance Plan.** The Board of Trustees, acting pursuant to the authority vested in it by the laws of the State of Illinois and the applicable sections of the Zoning Code, approves the request for approval made in the Application for the Exterior Appearance and Site Plan attached to, and by this reference, incorporated into this Ordinance as **Exhibit C** (the "Approved Plans"), for the Subject Property located in the IB Institutional Building Zoning District, subject to the conditions set forth in Section 4 of this Ordinance.

**SECTION 4: Conditions on Approvals.** The approvals granted in Section 3 of this Ordinance are expressly subject to all of the following conditions:

- A. **Compliance with Plans.** All work relative to the installation that is the subject of the Application shall be undertaken only in strict compliance with the Approved Plans attached as **Exhibit C**.
- B. **Compliance with Codes, Ordinances, and Regulations.** Except as specifically set forth in this Ordinance, the provisions of the Hinsdale Municipal Code and the Hinsdale Zoning Code shall apply and govern all development on, and improvement of, the Subject Property. All such development and improvement shall comply with all Village codes, ordinances, and regulations at all times.
- C. **Building Permits.** The Applicant shall submit all required building permit applications and other materials in a timely manner to the appropriate parties, which materials shall be prepared in compliance with all applicable Village codes and ordinances.

**SECTION 5: Violation of Condition or Code.** Any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance, or regulation of the Village shall be grounds for rescission by the Board of Trustees of the approvals set forth in this Ordinance.

**SECTION 6: Severability and Repeal of Inconsistent Ordinances.** Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. 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 7: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_ 2016.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016, and attested to by  
the Village Clerk this same day.

\_\_\_\_\_  
Thomas K. Cauley, Jr., Village President

**ATTEST:**

\_\_\_\_\_  
Christine M. Bruton, Village Clerk

**ACKNOWLEDGEMENT AND AGREEMENT BY THE APPLICANT TO THE CONDITIONS OF  
THIS ORDINANCE:**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_, 2016

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE SUBJECT PROPERTY**

**THE EAST 200 FEET OF THE NORTH ½ OF LOT 4 IN BLOCK 7 IN BRANIGAR BROS. HINSDALE FARMS, BEING A SUBDIVISION OF THE NORTHWEST ¼ (EXCEPT THE EAST ½ OF THE NORTHWEST ¼ OF SAID NORTHWEST ¼) OF SECTION 13, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 5, 1920 AS DOCUMENT 141390, IN DUPAGE COUNTY, ILLINOIS.**

**Commonly known as: The Hinsdale Central Water Tank, at 339 W. 57<sup>th</sup> Street, Hinsdale, Illinois 60521**

**PIN: 09-13-100-006**

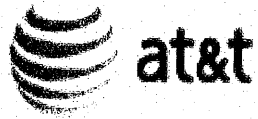
**EXHIBIT B**

**FINDINGS AND RECOMMENDATION  
(ATTACHED)**



**EXHIBIT C**

**APPROVED SITE PLAN AND EXTERIOR APPEARANCE PLAN  
(ATTACHED)**



**APPLICATION TO UPGRADE  
EQUIPMENT ON THE EXISTING WATER TOWER  
AT**

**339 W. 57<sup>TH</sup> Street  
Hinsdale, IL**

**SITE NUMBER ILU0750**

**Represented By:**





December 8, 2015

Village of Hinsdale  
Community Development Department  
19 E. Chicago Avenue  
Hinsdale, IL 60521  
Attn: Chan Yu

**RE: AT&T Proposed Upgrades– 12565606 – 339 W. 57<sup>th</sup> – Hinsdale Water Tank**

Dear Mr. Yu;

SAC Wireless, on behalf of AT&T, is requesting the necessary approvals to upgrade their wireless telecommunication equipment to the existing Wireless Telecommunication Facility at the above referenced location. AT&T RF Engineers have determined an upgrade is required at this location to help increase the data and call capacity for the residents and workforce in your area. As you will see by the attached Photo Simulations, this upgrade is almost unnoticeable.

Enclosed please find 28 copies of the following:

- Plan Commission Application**
- Exterior Appearance & Site Plan Review Application**
- Certificate of Zoning Application**
- Building Permit Application**
- Photo Simulations**
- Proposed Drawings including one set 24"x 36"**
- Site Plan review Fee of \$800.00**
- Zoning & Permit Fee of \$130.00**

We greatly appreciate your help with this proposed AT&T Facility. Please let me know if you have any questions.

Best Regards,

A handwritten signature in black ink, appearing to read 'Tony Phillips', written over the 'Best Regards,' text.

**Tony Phillips**  
Zoning & Permitting Manager  
**SAC Wireless for AT&T**  
540 W. Madison – 16<sup>th</sup> Floor  
Chicago, IL 60661  
847-331-3659  
[tony.phillips@sacw.com](mailto:tony.phillips@sacw.com)



**VILLAGE  
OF HINSDALE** FOUNDED IN 1877

**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

**PLAN COMMISSION APPLICATION**

**I. GENERAL INFORMATION**

**Applicant**

Name: Aaron Blackwell-SAC Wireless for AT&T  
Address: 540 W. Madison - 16th Floor  
City/Zip: Chicago, IL 60661  
Phone/Fax: (312) 809-8032 /  
E-Mail: aaron.blackwell@sacw.com

**Owner**

Name: Village of Hinsdale  
Address: 19 E. Chicago Avenue  
City/Zip: Hinsdale, IL 60521  
Phone/Fax: (630) 789-7030 /  
E-Mail: \_\_\_\_\_

**Others, if any, involved in the project (i.e. Architect, Attorney, Engineer)**

Name: Tri-Leaf Engineering  
Title: Architects  
Address: 1821 Walden Office Square-Ste.510  
City/Zip: Schaumburg, IL 60173  
Phone/Fax: (630) 227-0202 /  
E-Mail: n.hernandez@trileaf.com

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/Zip: \_\_\_\_\_  
Phone/Fax: (\_\_\_\_) \_\_\_\_\_ /  
E-Mail: \_\_\_\_\_

**Disclosure of Village Personnel:** (List the name, address and Village position of any officer or employee of the Village with an interest in the owner of record, the Applicant or the property that is the subject of this application, and the nature and extent of that interest)

- 1) N/A
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_

## II. SITE INFORMATION

Address of subject property: 339 W. 57th Street

Property identification number (P.I.N. or tax number): 09 - 13 - 100 - 013

Brief description of proposed project: Upgrade existing AT&T Wireless Telecommunication Facility

General description or characteristics of the site: Existing Village of Hinsdale Water Tank on Hinsdale Central High School

Campus

Existing zoning and land use: I-B - Hinsdale Central High School

Surrounding zoning and existing land uses:

North: R-4 & R-2 Single Family Residential

South: R-3 Single Family / O-1 Specialty Office / R-5 Multi-Family

East: R-3 Single Family Residential

West: R-6 Multi-Family

Proposed zoning and land use: No change to use

**Please mark the approval(s) you are seeking and attach all applicable applications and standards for each approval requested:**

☒ Site Plan Approval 11-604

☐ Design Review Permit 11-605E

☒ Exterior Appearance 11-606E

☐ Special Use Permit 11-602E

Special Use Requested: \_\_\_\_\_

☐ Map and Text Amendments 11-601E  
Amendment Requested: \_\_\_\_\_

☐ Planned Development 11-603E

☐ Development in the B-2 Central Business District Questionnaire

## TABLE OF COMPLIANCE

Address of subject property: 339 W. 57th Street

The following table is based on the IB - Institutional Buildings Zoning District.

	Minimum Code Requirements	Proposed/Existing Development
Minimum Lot Area (s.f.)	350,000	N/A
Minimum Lot Depth	250	N/A
Minimum Lot Width	200	N/A
Building Height	70'	N/A
Number of Stories	N/A	N/A
Front Yard Setback	35'	N/A
Corner Side Yard Setback	35'	N/A
Interior Side Yard Setback	25'	N/A
Rear Yard Setback	25'	N/A
Maximum Floor Area Ratio (F.A.R.)*	.50	N/A
Maximum Total Building Coverage*	N/A	N/A
Maximum Total Lot Coverage*	N/A	N/A
Parking Requirements	N/A	N/A
Parking front yard setback	N/A	N/A
Parking corner side yard setback	N/A	N/A
Parking interior side yard setback	N/A	N/A
Parking rear yard setback	N/A	N/A
Loading Requirements	N/A	N/A
Accessory Structure Information	N/A	N/A

\* Must provide actual square footage number and percentage.

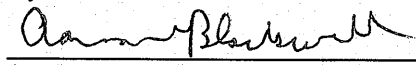
Where any lack of compliance is shown, state the reason and explain the Village's authority, if any, to approve the application despite such lack of compliance: N/A

## CERTIFICATION


The Applicant certifies and acknowledges and agrees that:

- A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that he or she consents to the filing of this application and that all information contained in this application is true and correct to the best of his or her knowledge.
- B. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application which may include, but is not limited to, the following items:
1. Minimum yard and setback dimensions and, where relevant, relation of yard and setback dimensions to the height, width, and depth of any structure.
  2. A vehicular and pedestrian circulation plan showing the location, dimensions, gradient, and number of all vehicular and pedestrian circulation elements including rights-of-way and streets; driveway entrances, curbs, and curb cuts; parking spaces, loading spaces, and circulation aisles; sidewalks, walkways, and pathways; and total lot coverage of all circulation elements divided as between vehicular and pedestrian ways.
  3. All existing and proposed surface and subsurface drainage and retention and detention facilities and all existing and proposed water, sewer, gas, electric, telephone, and cable communications lines and easements and all other utility facilities.
  4. Location, size, and arrangement of all outdoor signs and lighting.
  5. Location and height of fences or screen plantings and the type or kind of building materials or plantings used for fencing or screening.
  6. A detailed landscaping plan, showing location, size, and species of all trees, shrubs, and other plant material.
  7. A traffic study if required by the Village Manager or the Board or Commission hearing the application.
- C. The Applicants shall make the property that is the subject of this application available for inspection by the Village at reasonable times;
- D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicants shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten days following the change, and that failure to do so shall be grounds for denial of the application; and
- E. The Applicant understands that he/she is responsible for all application fees and any other fees, which the Village assesses under the provisions of Subsection 11-301D of the Village of Hinsdale Zoning Code as amended April 25, 1989.
- F. THE OWNER OF THE SUBJECT PROPERTY AND, IF DIFFERENT, THE APPLICANT ARE JOINTLY AND SEVERALLY LIABLE FOR THE PAYMENT OF THE APPLICABLE 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 SUBJECT PROPERTY FOR THE FEE PLUS COSTS OF COLLECTION, IF THE ACCOUNT IS NOT SETTLED WITHIN THIRTY (30) DAYS AFTER THE MAILING OF A DEMAND FOR PAYMENT.

On the 8th day of December, 2 015, I/We have read the above certification, understand it, and agree to abide by its conditions.

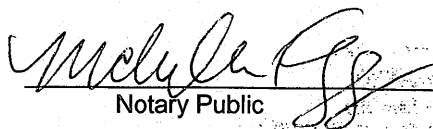
  
Signature of applicant or authorized agent

**Aaron Blackwell for AT&T**  
Name of applicant or authorized agent

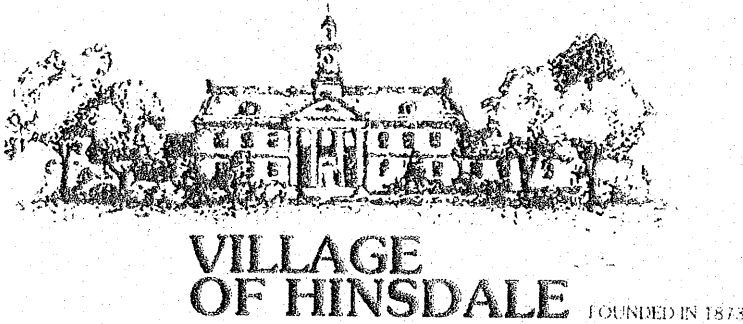
  
Signature of applicant or authorized agent

**Tony Phillips for AT&T**  
Name of applicant or authorized agent

SUBSCRIBED AND SWORN  
to before me this 8th day of  
December, 2015.

  
Notary Public  
4





**COMMUNITY DEVELOPMENT  
DEPARTMENT  
EXTERIOR APPEARANCE AND  
SITE PLAN REVIEW CRITERIA**

**Address of proposed request:** 339 W. 57th Street - Hinsdale Water Tank

**REVIEW CRITERIA**

Section 11-606 of the Hinsdale Zoning Code regulates Exterior appearance review. The exterior appearance review process is intended to protect, preserve, and enhance the character and architectural heritage and quality of the Village, to protect, preserve, and enhance property values, and to promote the health, safety, and welfare of the Village and its residents. Please note that Subsection Standards for building permits refers to Subsection 11-605E Standards and considerations for design permit review.

**\*\*\*PLEASE NOTE\*\*\*** If this is a non-residential property within 250 feet of a single-family residential district, additional notification requirements are necessary. Please contact the Village Planner for a description of the additional requirements.

**FEES for Exterior Appearance/Site Plan Review:**

**Standard Application: \$600.00**

**Within 250 feet of a Single-Family Residential District: \$800**

Below are the criteria that will be used by the Plan Commission, Zoning and Public Safety Committee and Board of Trustees in reviewing Exterior Appearance Review requests. Please respond to each criterion as it relates to the application. Please use an additional sheet of paper to respond to questions if needed.

1. *Open spaces.* The quality of the open space between buildings and in setback spaces between street and facades.

N/A - No changes will be made.

2. *Materials.* The quality of materials and their relationship to those in existing adjacent structures.

The materials used are similar if not identical to existing.

3. *General design.* The quality of the design in general and its relationship to the overall character of neighborhood.

The design of the proposed equipment will be consistent with the existing design.



4. *General site development.* The quality of the site development in terms of landscaping, recreation, pedestrian access, auto access, parking, servicing of the property, and impact on vehicular traffic patterns and conditions on-site and in the vicinity of the site, and the retention of trees and shrubs to the maximum extent possible.

AT&T is proposing an upgrade of an existing site. There will be no impact.

5. *Height.* The height of the proposed buildings and structures shall be visually compatible with adjacent buildings.

AT&T is proposing an upgrade to an existing site. There will be no changes to the structure to which the equipment is attached.

6. *Proportion of front façade.* The relationship of the width to the height of the front elevation shall be visually compatible with buildings, public ways, and places to which it is visually related.

AT&T is proposing an upgrade to an existing Wireless Telecom facility. The upgrades are barely visible.

7. *Proportion of openings.* The relationship of the width to the height of windows shall be visually compatible with buildings, public ways, and places to which the building is visually related.

N/A - This is upgrade of existing Wireless Telecom Facility.

8. *Rhythm of solids to voids in front facades.* The relationship of solids to voids in the front façade of a building shall be visually compatible with buildings, public ways, and places to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

9. *Rhythm of spacing and buildings on streets.* The relationship of a building or structure to the open space between it and adjoining buildings or structures shall be visually compatible with the buildings, public ways, and places to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

10. *Rhythm of entrance porch and other projections.* The relationship of entrances and other projections to sidewalks shall be visually compatible with the buildings, public ways, and places to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

11. *Relationship of materials and texture.* The relationship of the materials and texture of the façade shall be visually compatible with the predominant materials to be used in the buildings and structures to which it is visually related.

As previously stated, the materials being used will be similar if not identical to existing.

12. *Roof shapes.* The roof shape of a building shall be visually compatible with the buildings to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

13. *Walls of continuity.* Building facades and appurtenances such as walls, fences, and landscape masses shall, when it is a characteristic of the area, form cohesive walls of enclosure along a street to ensure visual compatibility with the buildings, public ways, and places to which such elements are visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

14. *Scale of building.* The size and mass of buildings and structures in relation to open spaces, windows, door openings, porches, and balconies shall be visually compatible with the buildings, public ways, and places to which they are visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

15. *Directional expression of front elevation.* The buildings shall be visually compatible with the buildings, public ways, and places to which it is visually related in its directional character, whether this be vertical character, horizontal character, or nondirectional character.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

16. *Special consideration for existing buildings.* For existing buildings, the Plan Commission and the Board of Trustees shall consider the availability of materials, technology, and craftsmanship to duplicate existing styles, patterns, textures, and overall detailing.

The materials and technology proposed are designed to enhance the existing Wireless Telecom Facility.

#### **REVIEW CRITERIA – Site Plan Review**

Below are the criteria that will be used by the Plan Commission and Board of Trustees in determining if the application does not meet the requirements for Site Plan Approval. Briefly describe how this application will not do the below criteria. Please respond to each criterion as it relates to the application. Please use an additional sheet of paper to respond to questions if needed.

Section 11-604 of the Hinsdale Zoning Code regulates Site Plan Review. The site plan review process recognizes that even those uses and developments that have been determined to be generally suitable for location in a particular district are capable of adversely affecting the purposes for which this code was enacted unless careful consideration is given to critical design elements.

1. The site plan fails to adequately meet specified standards required by the Zoning Code with respect to the proposed use or development, including special use standards where applicable.

N/A - There is no change to the Site Plan.

2. The proposed site plan interferes with easements and rights-of-way.

N/A - There is no change to the Site Plan.

3. The proposed site plan unreasonably destroys, damages, detrimentally modifies, or interferes with the enjoyment of significant natural, topographical, or physical features of the site.

N/A - There is no change to the Site Plan.

4. The proposed site plan is unreasonably injurious or detrimental to the use and enjoyment of surrounding property.

N/A - There is no change to the Site Plan.

5. The proposed site plan creates undue traffic congestion or hazards in the public streets, or the circulation elements of the proposed site plan unreasonably creates hazards to safety on or off site or disjointed, inefficient pedestrian or vehicular circulation paths on or off the site.

N/A - There is no change to the Site Plan.

6. The screening of the site does not provide adequate shielding from or for nearby uses.

N/A - There is no change to the Site Plan.

7. The proposed structures or landscaping are unreasonably lacking amenity in relation to, or are incompatible with, nearby structures and uses.

N/A - There is no change to the Site Plan.

8. In the case of site plans submitted in connection with an application for a special use permit, the proposed site plan makes inadequate provision for the creation or preservation of open space or for its continued maintenance.

N/A - There is no change to the Site Plan.

9. The proposed site plan creates unreasonable drainage or erosion problems or fails to fully and satisfactorily integrate the site into the overall existing and planned ordinance system serving the community.

N/A - There is no change to the Site Plan.

10. The proposed site plan places unwarranted or unreasonable burdens on specified utility systems serving the site or area or fails to fully and satisfactorily integrate the site's utilities into the overall existing and planned utility system serving the Village.

N/A - There is no change to the Site Plan.

11. The proposed site plan does not provide for required public uses designated on the Official Map.

N/A - There is no change to the Site Plan.

12. The proposed site plan otherwise adversely affects the public health, safety, or general welfare.

N/A - There is no change to the Site Plan.

**VILLAGE OF HINSDALE**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
19 East Chicago Avenue  
Hinsdale, Illinois 60521-3489  
630.789.7030

**Application for Certificate of Zoning Compliance**

*You must complete all portions of this application. If you think certain information is not applicable, then write "N/A." If you need additional space, then attach separate sheets to this form.*

**Applicant's name:** Aaron Blackwell-SAC Wireles for AT&T

**Owner's name (if different):** Village of Hinsdale / AT&T Mobility

**Property address:** 339 W. 57th, Hinsdale, IL 60521

**Property legal description:** [attach to this form]

**Present zoning classification:** IB, Institutional Buildings

**Square footage of property:** N/A

**Lot area per dwelling:** N/A

**Lot dimensions:** N/A x N/A

**Current use of property:** Village Water Tank

**Proposed use:** ☐ Single-family detached dwelling  
☒ Other: Existing Wireless Telecom Facility

**Approval sought:** ☒ Building Permit ☐ Variation  
☐ Special Use Permit ☐ Planned Development  
☐ Site Plan ☐ Exterior Appearance  
☒ Design Review  
☐ Other: \_\_\_\_\_

**Brief description of request and proposal:**

Necessary approvals for the upgrade of existing Wireless Telecom Facility on Village Water Tank

**Plans & Specifications:** [submit with this form]

**Provided:** **Required by Code:**

**Yards:**

<b>front:</b>	<u>N/A</u>	<u>N/A</u>
<b>interior side(s)</b>	<u>N/A /</u>	<u>N/A /</u>

**Provided:****Required by Code:**

corner side  
rear

N/A  
N/A

N/A  
N/A

**Setbacks (businesses and offices):**

front:  
interior side(s)  
corner side  
rear

N/A  
N/A /  
N/A  
N/A

N/A  
N/A /  
N/A  
N/A

others:  
Ogden Ave. Center:  
York Rd. Center:  
Forest Preserve:

N/A  
N/A  
N/A  
N/A

N/A  
N/A  
N/A  
N/A

**Building heights:**

principal building(s):  
accessory building(s):

104'  
N/A

N/A  
N/A

**Maximum Elevations:**

principal building(s):  
accessory building(s):

104'  
N/A

N/A  
N/A

Dwelling unit size(s):

N/A

N/A

Total building coverage:

N/A

N/A

Total lot coverage:

N/A

N/A

Floor area ratio:

N/A

N/A

Accessory building(s):

N/A

Spacing between buildings: [depict on attached plans]

principal building(s):  
accessory building(s):

N/A  
N/A

N/A  
N/A

N/A  
N/A

Number of off-street parking spaces required: N/A

Number of loading spaces required: N/A

**Statement of applicant:**

*I swear/affirm that the information provided in this form is true and complete. I understand that any omission of applicable or relevant information from this form could be a basis for denial or revocation of the Certificate of Zoning Compliance.*

By:

  
Applicant's signature

Aaron Blackwell/Tony Phillips  
Applicant's printed name

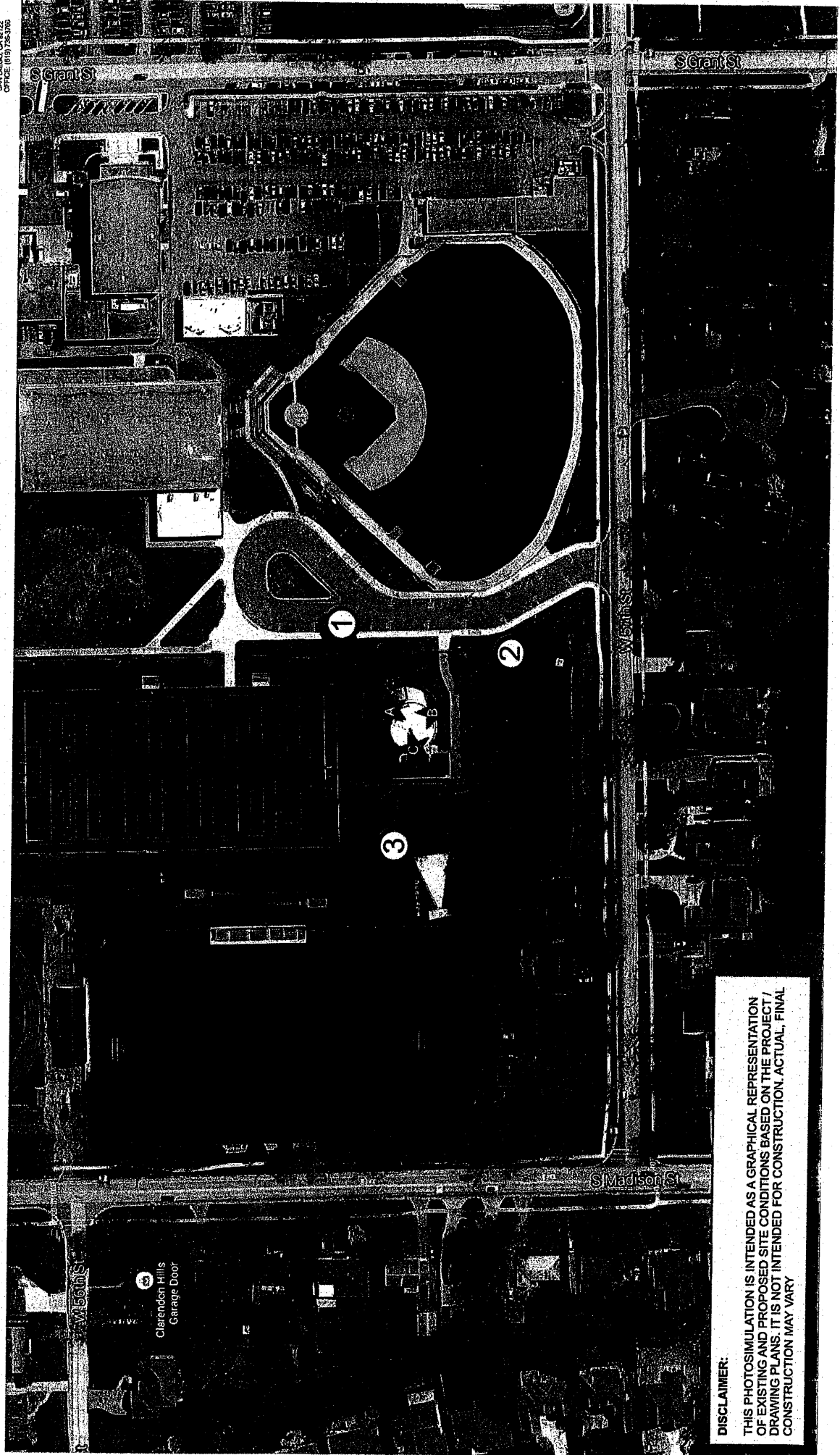
Dated: 12/8, 2015.



HINSDALE WT - CENTRAL HS  
12565606  
339 W 57TH ST.  
HINSDALE, IL 60521

SC  
WIRELESS  
A NOKIA COMPANY  
5015 SAN DIEGO AVE, SUITE 150  
SAN DIEGO, CA 92121  
OFFICE (619) 756-3700

# VICINITY MAP PHOTOSIMULATION VIEWPOINTS



**DISCLAIMER:**  
THIS PHOTOSIMULATION IS INTENDED AS A GRAPHICAL REPRESENTATION  
OF EXISTING AND PROPOSED SITE CONDITIONS BASED ON THE PROJECT /  
DRAWING PLANS. IT IS NOT INTENDED FOR CONSTRUCTION. ACTUAL, FINAL  
CONSTRUCTION MAY VARY



HINSDALE WT - CENTRAL HS  
12565606  
339 W 57TH ST  
HINSDALE, IL 60521

SC  
WIRELESS  
A NOKIA COMPANY  
5015 SHOREMAN PLACE, SUITE 150  
SAN DIEGO, CA 92122  
OFFICE (619) 736-3706

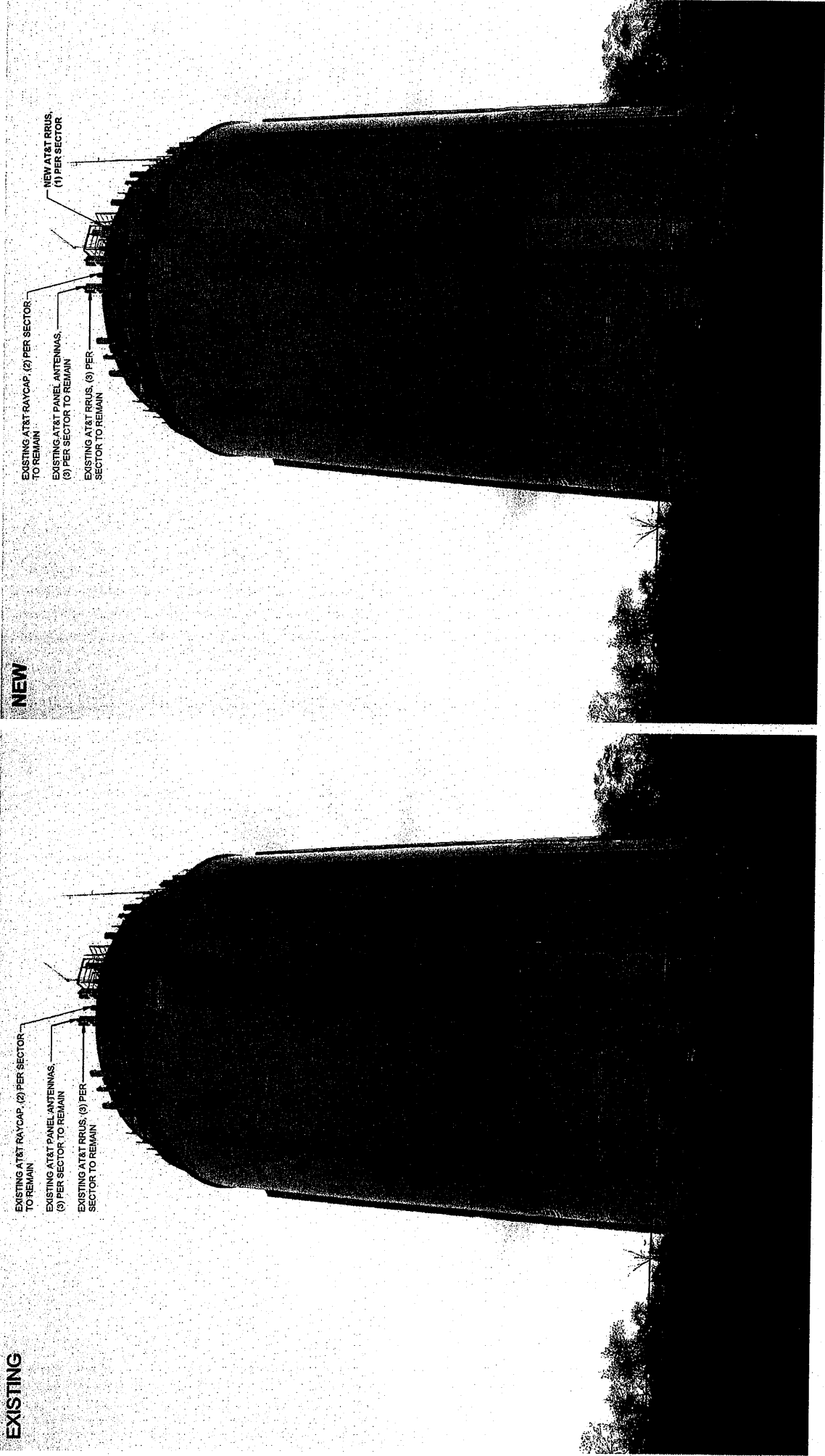
# PHOTOSIMULATION VIEW 1

EXISTING

EXISTING AT&T RAYCAP, (2) PER SECTOR  
TO REMAIN  
EXISTING AT&T PANEL ANTENNAS,  
(3) PER SECTOR TO REMAIN  
EXISTING AT&T RRUS, (3) PER  
SECTOR TO REMAIN

NEW

EXISTING AT&T RAYCAP, (2) PER SECTOR  
TO REMAIN  
EXISTING AT&T PANEL ANTENNAS,  
(3) PER SECTOR TO REMAIN  
EXISTING AT&T RRUS, (3) PER  
SECTOR TO REMAIN  
NEW AT&T RRUS,  
(1) PER SECTOR







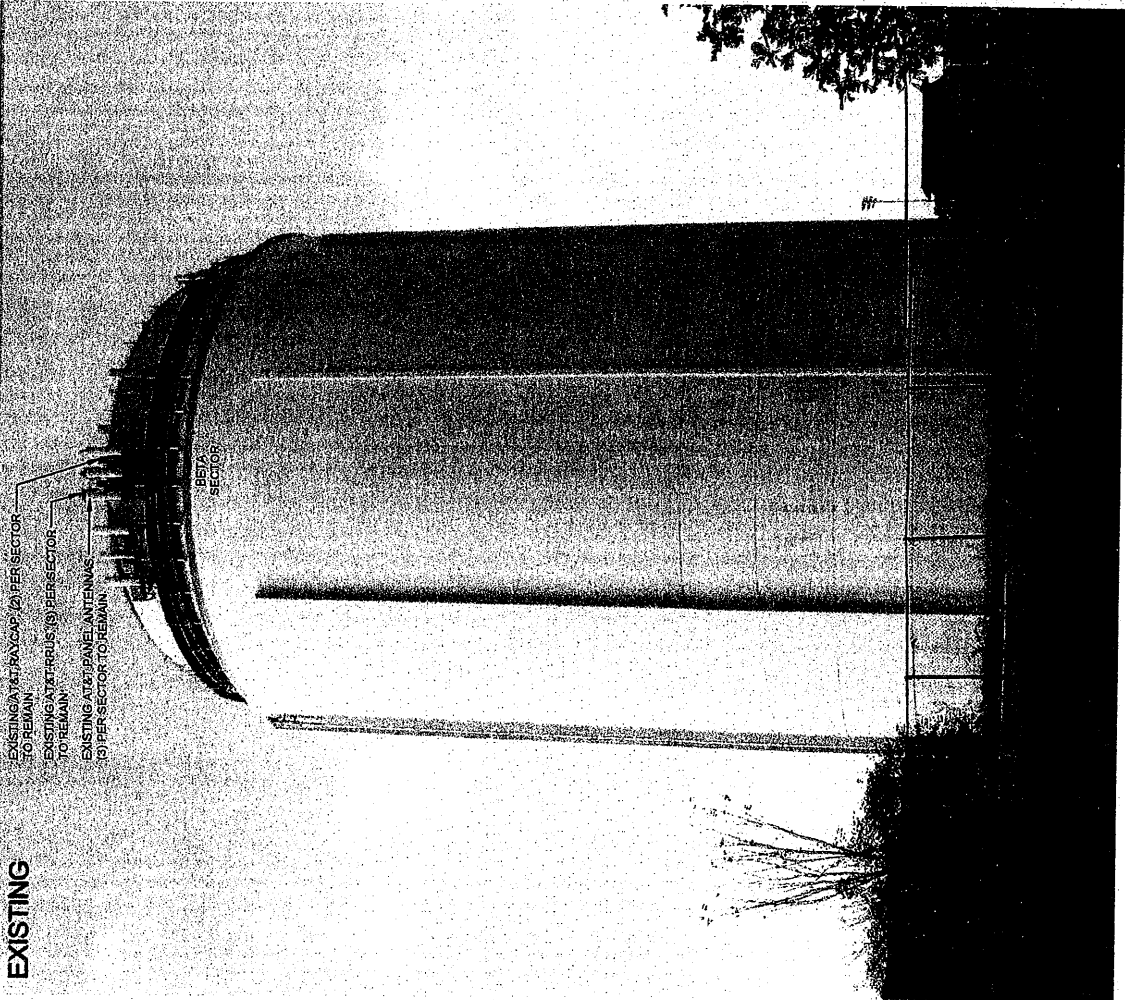
HINSDALE WT - CENTRAL HS  
12565606  
339 W 57TH ST.  
HINSDALE, IL 60521

SC  
WIRELESS  
ANOKIA COMPANY  
8015 SHAWNEE PLACE, SUITE 100  
CHICAGO, IL 60648  
OFFICE (818) 726-3705

## PHOTOSIMULATION VIEW 2

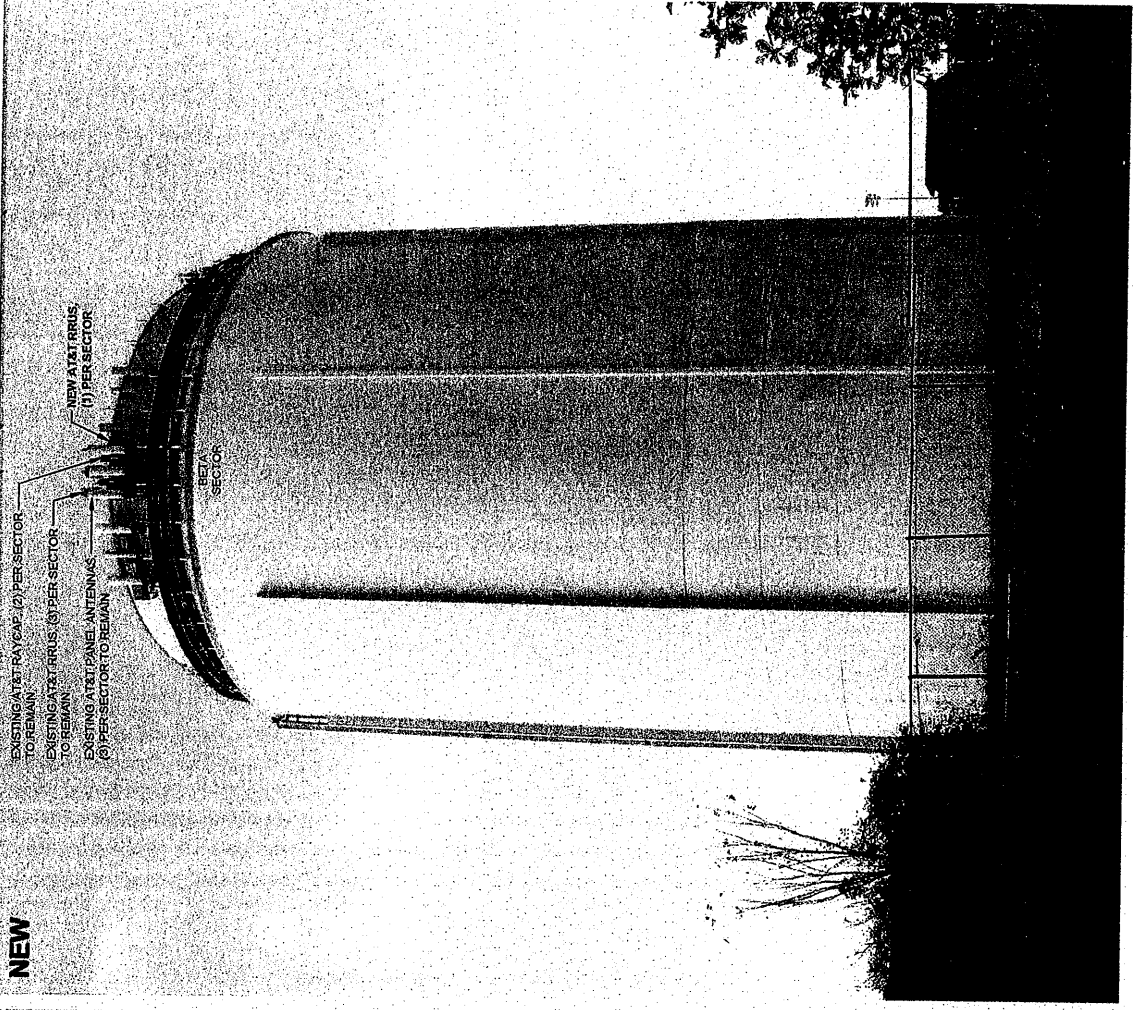
### EXISTING

EXISTING AT&T RAYCAP, (2) PER SECTOR  
TO REMAIN  
EXISTING AT&T RRUS, (3) PER SECTOR  
TO REMAIN  
EXISTING AT&T PANEL ANTENNAS  
(3) PER SECTOR TO REMAIN



### NEW

EXISTING AT&T RAYCAP, (2) PER SECTOR  
TO REMAIN  
EXISTING AT&T RRUS, (3) PER SECTOR  
TO REMAIN  
EXISTING AT&T PANEL ANTENNAS  
(3) PER SECTOR TO REMAIN  
NEW AT&T RRUS  
(1) PER SECTOR



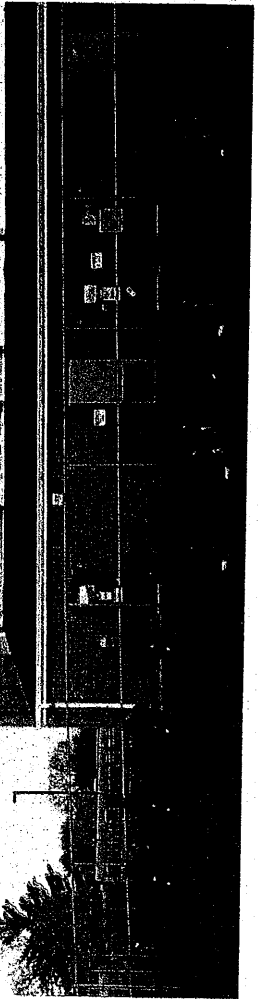
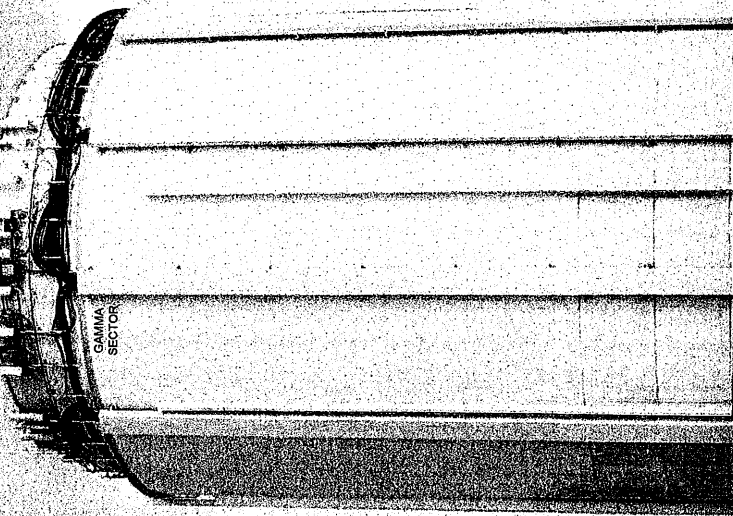


HINSDALE WT - CENTRAL HS  
12565606  
339 W 57TH ST  
HINSDALE, IL 60521

### PHOTOSIMULATION VIEW 3

#### EXISTING

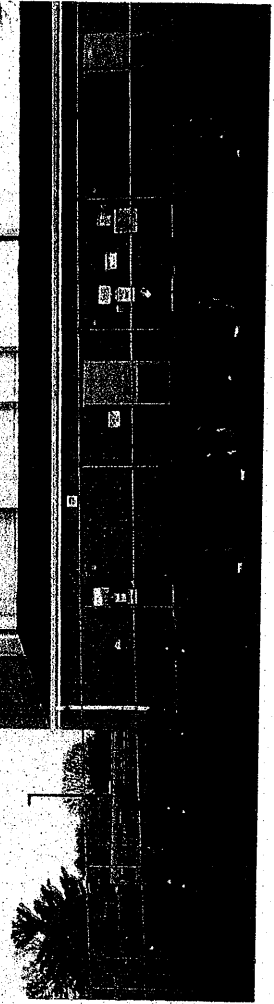
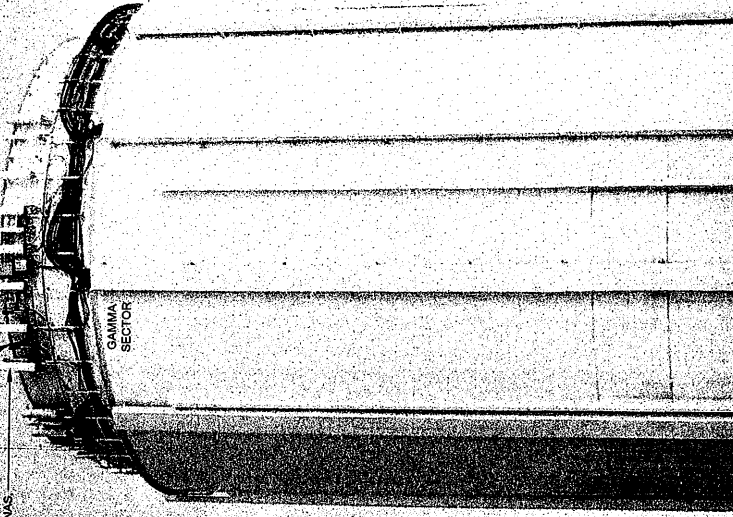
EXISTING AT&T RAYCAP (2) PER SECTOR  
TO REMAIN  
EXISTING AT&T PRUS (3) PER SECTOR  
TO REMAIN  
EXISTING AT&T PANEL ANTENNAS  
(9) PER SECTOR TO REMAIN



SD  
WIRELESS  
ANYOKIA COMPANY  
8095 SHAWAN BLVD STE 150  
SAN DIEGO, CA 92121  
OFFICE (619) 736-3765

#### NEW

EXISTING AT&T RAYCAP (2) PER SECTOR  
TO REMAIN  
EXISTING AT&T PRUS (3) PER SECTOR  
TO REMAIN  
EXISTING AT&T PANEL ANTENNAS  
(9) PER SECTOR TO REMAIN  
NEW AT&T PRUS  
(1) PER SECTOR



**Village of Hinsdale**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
 19 E. Chicago Avenue, Hinsdale, IL 60521  
 Phone: 630 789-7030 Fax: 630 789-7016

**PERMIT APPLICATION**

Date Rec'd \_\_\_\_\_ P# \_\_\_\_\_ Permit Fee - \_\_\_\_\_  
 Date Issued: \_\_\_\_\_ Bond Fee/LOC \_\_\_\_\_  
 (above is for office use only)

IS THE HOME OLDER THAN 50 YEARS? YES \_\_\_\_\_ NO \_\_\_\_\_

**GENERAL INFORMATION**

<b>Site Address:</b> 339 W 57th Street, Hinsdale, IL 60521 <b>PIN #</b> 09-13-100-013 <b>Legal Owner's Name &amp; Mailing Address</b> AT&T Mobility 930 National Parkway, 4th Floor, Schaumburg, IL 60173 <b>Phone:</b> 312-809-8032 <b>Fax:</b> 312-809-8032 <b>E-mail:</b> Aaron.Blackwell@sacw.com	<b>Zoning District:</b> <b>Lot Dimensions:</b> <b>Applicant's Name &amp; Address (if not owner)</b> SAC Wireless-on behalf of AT&T (Aaron Blackwell) 540 W. Madison Street, 16th Floor, Chicago, IL 60661 <b>Phone:</b> 312-809-8032 <b>Fax:</b> 312-809-8032 <b>E-MAIL:</b> Aaron.Blackwell@sacw.com
<b>Estimated Value of Construction:</b> \$ 25,000.00	<b>Conduct Sign Required:</b> ____ yes ____ no
<b>Description of Work:</b> Add 1 radio per sector with associated cabling.	

**SELECT TYPE OF CONSTRUCTION**

<b>RESIDENTIAL NEW</b> <input type="checkbox"/> <b>ACCESSORY STRUCTURE</b> (garage, shed, cabana) <input type="checkbox"/> <b>FENCE</b> <input type="checkbox"/> Height _____ Corner Lot <input type="checkbox"/> Yes <input type="checkbox"/> No Structure Type _____ Location _____	<b>RESIDENTIAL ADDITION</b> <input type="checkbox"/> <b>DECK/PATIO/OUTDOOR FP</b> <input type="checkbox"/> Require Electric <input type="checkbox"/> yes <input type="checkbox"/> no Require Plumbing <input type="checkbox"/> yes <input type="checkbox"/> no <b>SWIMMING POOL/HOT TUB</b> Hot Tub <input type="checkbox"/> Inground <input type="checkbox"/> Above Ground <input type="checkbox"/> (complete plumbing & electric section)	<b>RESIDENTIAL REMODEL</b> <input type="checkbox"/> <b>DRIVEWAY/FLATWORK/WALKS</b> <input type="checkbox"/> Asphalt <input type="checkbox"/> Concrete <input type="checkbox"/> Decorative <input type="checkbox"/> <b>UNDERGROUND IRRIGATION</b> (complete plumbing section) Heads in ROW <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> (if yes, complete Hold Harmless)
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**PLUMBING OR ELECTRIC ONLY**

<b>ELECTRIC ONLY:</b> <input type="checkbox"/> Residential Upgrade <input type="checkbox"/> Commercial <input type="checkbox"/> <input type="checkbox"/> Overhead <input type="checkbox"/> Underground _____ AMPS _____ Circuits	<b>PLUMBING ONLY:</b> Street Opening <input type="checkbox"/> Yes <input type="checkbox"/> No Water Tap Size _____ Water Meter Size _____ Will excavation be hand dug <input type="checkbox"/> Yes <input type="checkbox"/> No
-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**COMMERCIAL - SELECT TYPE**

<b>COMMERCIAL NEW</b> <input type="checkbox"/> (Fire Prevention Will Apply)	<b>COMMERCIAL ADDITON</b> <input checked="" type="checkbox"/> (Fire Prevention Will Apply)	<b>COMMERCIAL REMODEL</b> <input type="checkbox"/> (Fire Prevention Will Apply)
<b>COMMERCIAL OCCUPANCY</b> <input type="checkbox"/> Units _____ Floors _____ Name of Business or New Tenant _____	<b>COMMERCIAL INTERIOR</b> <b>DEMO ONLY</b> <input type="checkbox"/>	<b>Fire</b> <input type="checkbox"/> (Alarm, Sprinkler, Hood, & Duct Systems)

# ARCHITECT/CONTRACTORS AND SUB-CONTRACTOR INFORMATION

Complete Applicable Contractor Information  
(Please Print Clearly)

<b>ARCHITECT/ENGINEER</b> (if applicable) <b>STATE LICENSE</b> <b>NO. 001-020782</b>	<b>NAME:</b> <u>Trileaf</u> <b>ADDRESS:</b> <u>1821 Walden Office Square, Suite 510</u> <u>Schaumburg, IL 60173</u>  <b>(NO P.O. BOX)</b>	<b>PHONE</b> <u>630-227-0202</u> <b>CELL:</b> _____ <b>FAX</b> _____ <b>e-mail</b> <u>N.Hernandez@trileaf.com</u>
<b>CONTRACTOR/INSTALLER</b> <b>LLC #</b> _____ <b>Driver's Lic #</b> _____ (provide if not a LLC)	<b>NAME:</b> <u>Wigdahl Electric</u> <b>ADDRESS:</b> <u>625 Pratt Boulevard</u> <u>Elk Grove Village, IL 60007</u>  <b>(NO P.O. BOX)</b>	<b>PHONE</b> <u>847-439-8200</u> <b>CELL:</b> _____ <b>FAX</b> _____ <b>e-mail</b> _____
<b>ELECTRICIAN</b> <b>LICENSE #</b> _____ <b>\$5,000 SURETY BOND ON</b> <b>FILE</b> _____	<b>NAME:</b> <u>Wigdahl Electric</u> <b>ADDRESS:</b> <u>625 Pratt Boulevard</u> <u>Elk Grove Village, IL 60007</u>  <b>(NO P.O. BOX)</b>	<b>PHONE</b> <u>847-439-8200</u> <b>CELL:</b> _____ <b>FAX</b> _____ <b>email</b> _____
<b>PLUMBER</b> <b>STATE LICENSE &amp; PERMIT</b> <b>BOND</b> <b># 055-</b> _____	<b>NAME:</b> _____ <b>ADDRESS:</b> _____  <b>(NO P.O. BOX )</b>	<b>PHONE</b> _____ <b>CELL:</b> _____ <b>FAX</b> _____ <b>email</b> _____
<b>FIRE</b> <b>SPRINKLER/SUPPRESSION</b>	<b>NAME:</b> _____ <b>ADDRESS:</b> _____  <b>(NO P.O. BOX)</b>	<b>PHONE</b> _____ <b>CELL:</b> _____ <b>FAX</b> _____ <b>email</b> _____
<b>FIRE ALARM CONTRACTOR</b>	<b>NAME:</b> _____ <b>ADDRESS:</b> _____  <b>(NO P.O. BOX)</b>	<b>PHONE</b> _____ <b>CELL</b> _____ <b>FAX</b> _____ <b>email</b> _____

UNDER PENALTY OF INTENTIONAL MISREPRESENTATION AND/OR PERJURY, I declare that I have examined and/or made this application and it is true and correct to the best of my knowledge and belief. I agree to construct said improvement in compliance with all provisions of the applicable ordinances. I further certify that all easements, deed restrictions, or other encumbrances restricting the use of the property are shown on the site plans submitted with this application. I have been given authorization from the property owner to obtain this permit. I realize that the information that I have affirmed hereon forms a basis for the issuance of the permit herein applied for and approval of plans in connection therewith shall not be construed to permit any construction upon said premises or use thereof in violation of any applicable ordinance or to excuse the owner or his or her successors in title from complying therewith.

I understand that by applying for this permit, I am consenting to the inspection of this property and to the entry onto the property by inspectors of the authority having jurisdiction for the purpose of performing the necessary inspections during normal business hours for the duration of the permit.

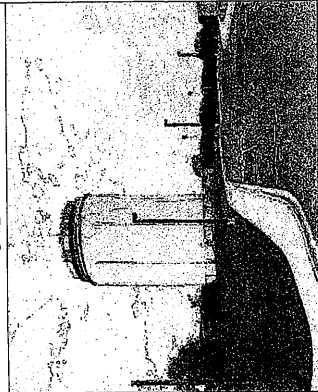
[Signature]  
APPLICANT'S SIGNATURE

12/8/15  
DATE

Zoning Manager  
TITLE

OWNER'S SIGNATURE - DATE

# SITE PHOTO



## PROJECT INFORMATION

**SITE NAME:** HINSDALE WT - CENTRAL HS  
**COUNTY:** DUPAGE  
**ADDRESS:** 339 W 57TH STREET  
 HINSDALE, IL 60521

**SITE NUMBER:** IL00750  
**FA NUMBER:** 12565606  
**PTN #:** 3301793009  
**PACE #:** MRCH1017232  
**JURISDICTION:** VILLAGE OF HINSDALE  
**USID:** 135412

**COORDINATES:** 41° 47' 10.10" N  
 87° 56' 03.09" W  
**TOWER OWNER:** VILLAGE OF HINSDALE  
 11 EAST CHICAGO AVENUE  
 HINSDALE, IL 60521

**LANDLORD CONTACT:** ROBERT MCGINNIS  
 PHONE: (630) 789-7036

**APPLICANT:** AT&T WIRELESS  
 930 NATIONAL PARKWAY  
 SCHAMBOURG, IL 60176

**AT&T PROJECT MANAGER:** DONCO KOCESKI  
 EMAIL: DK1012@ATT.COM

**AT&T CONSTRUCTION MANAGER:** LORI LANGDON  
 EMAIL: L17495@ATT.COM

## PROJECT CONSULTANTS

**PROJECT MANAGEMENT:** SAC WIRELESS  
 540 W. MADISON ST. 17TH FLOOR  
 CHICAGO, ILLINOIS 60661  
 CONTACT: ADRIENNE BECKSTROM  
 EMAIL: ZACK.STEVENS@SACW.COM

**SITE ACQUISITION:** SAC WIRELESS  
 540 W. MADISON ST. 17TH FLOOR  
 CHICAGO, ILLINOIS 60661  
 CONTACT: ADRIENNE BECKSTROM  
 EMAIL: ADRIENNE.BECKSTROM@SACW.COM

**ARCHITECT:** TRILEAF  
 1821 WALDEN OFFICE SQUARE,  
 SCHAMBOURG, ILLINOIS 60173  
 CONTACT: NANCY HERNANDEZ  
 PHONE: (630) 227-0202  
 EMAIL: N.HERNANDEZ@TRILEAF.COM

**CONSTRUCTION:** MASTEC NETWORK SOLUTIONS  
 1351 E. IRVING PARK RD  
 CHICAGO, ILLINOIS 60615  
 CONTACT: JAMIE SCHWARZ  
 EMAIL: JAMIE.SCHWARZ@MASTEC.COM



# AT&T MOBILITY

**PROJECT:** 3C  
**SITE #:** IL00750  
**FA #:** 12565606  
**PTN #:** 3301793009  
**PACE #:** MRCH1017232  
**JURISDICTION:** VILLAGE OF HINSDALE  
**SITE NAME:** HINSDALE WT - CENTRAL HS  
**SITE ADDRESS:** 339 W 57TH ST HINSDALE, IL 60521

## SCOPE OF WORK

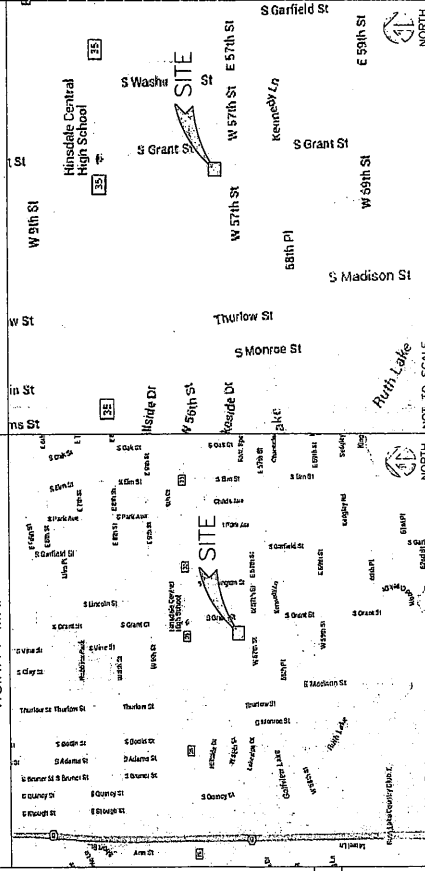
THIS IS NOT AN ALL INCLUSIVE LIST. CONTRACTOR SHALL UTILIZE SPECIFIED EQUIPMENT PART OR ENGINEER APPROVED EQUIVALENT. CONTRACTOR SHALL VERIFY ALL NEEDED EQUIPMENT TO PROVIDE A FUNCTIONAL SITE. THE PROJECT GENERALLY CONSISTS OF THE FOLLOWING:

- INSTALL (3) NEW WCS RRUS ON POSITION 1
- INSTALL FIBER/DC JUMPERS

## DRAWING INDEX

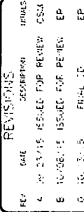
TITLE SHEET	T1
NOTES & SPECIFICATIONS	SP1
OVERALL SITE PLAN	A1
EQUIPMENT SITE PLAN	A2
ELEVATION	A3
ANTENNA PLAN	A4
CABLE NOTES & COLOR CODING	A5
ANTENNA, RRU & MOUNTING DETAILS	A6
ANTENNA & CABLE CONFIGURATION	A7
UTILITY PLAN	E1
GROUNDING DETAILS	G1

## LOCAL MAP

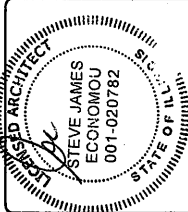


## DRIVING DIRECTIONS

- DIRECTIONS FROM: O'HARE INTERNATIONAL AIRPORT.
- GET ON I-190 E 0.8 MI
  - EXIT 294 S. I-88 W AND IL-83 S TO W 55TH ST IN CLARENDON HILLS.
  - TAKE THE 55TH ST EXIT FROM IL-83 S 17.5 MI
  - CONTINUE ON W 55TH ST. DRIVE TO W 57TH ST IN HINSDALE 1.0 MI



NOT FOR CONSTRUCTION UNLESS  
 LABELED AS CONSTRUCTION SET



1. THESE DRAWINGS ARE BASED AT&T SCOPING DOCUMENT DATED 06/13/2015.  
 2. THESE DRAWINGS ARE BASED AT&T SCOPING DOCUMENT DATED 06/13/2015.

**3C**  
**12565606**  
**HINSDALE WT-CENTRAL HS**  
**339 W 57TH ST**  
**HINSDALE, IL 60521**

**TITLE SHEET**

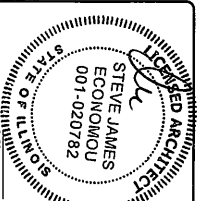
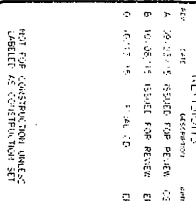
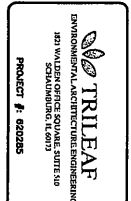
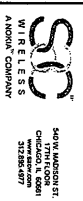
**T1**

1. FOR THE PURPOSE OF CONSTRUCTION DRAWINGS, THE FOLLOWING DEFINITIONS SHALL APPLY

- [illegible]

23. FIGURE AND COST OF THE AIRFRAME BASED ON ESTIMATED 1 ENROUTE COST TO

62. OPENING CABLES. THE CONTRACTOR SHALL VERIFY ACTUAL LENGTHS BASED ON CONSTRUCTION LAYOUT AND NOTIFY THE PROJECT MANAGER IF ACTUAL LENGTHS EXCEED ESTIMATED LENGTHS.
63. CONTRACTOR SHALL VERIFY THE DOWN-TILT OF EACH ANTENNA WITH A DIGITAL LEVEL.
64. CONTRACTOR SHALL CONFIRM COAX COLOR CODING PRIOR TO CONSTRUCTION.
65. ALL JUNCTIONS TO THE ANTENNAS FROM THE MAIN TRANSMISSION LINE SHALL BE 1/2" DIA. LUTERS AND SHALL NOT EXCEED 6'-0".
66. ALL COAXIAL CABLE SHALL BE SECURED TO THE DESIGNED SUPPORT STRUCTURE, IN AN APPROVED MANNER, AT DISTANCES NOT TO EXCEED 4'-0" OC.
67. CONTRACTOR SHALL FOLLOW ALL MANUFACTURER'S RECOMMENDATIONS REGARDING BOTH THE EQUIPMENT AND GROUNDING OF ALL COAXIAL CABLES, CONNECTIONS, ANTENNAS, AND ALL OTHER EQUIPMENT.
68. CONTRACTOR SHALL GROUND ALL EQUIPMENT INCLUDING ANTENNAS, RET MOTORS, TMS, COAX CABLES, AND RET CONTROL CABLES AS A COMPLETE SYSTEM. GROUNDING SHALL BE EXECUTED BY QUALIFIED WIREMEN IN COMPLIANCE WITH MANUFACTURER'S SPECIFICATION AND RECOMMENDATION.
69. CONTRACTOR SHALL PROVIDE STRAIN-RELIEF AND CABLE SUPPORTS FOR ALL CABLE ASSEMBLIES, COAX CABLES, AND RET CONTROL CABLES. CABLE STRAIN-RELIEFS AND CABLE SUPPORTS SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.
70. CONTRACTOR TO VERIFY THAT EXISTING COAX HANGERS ARE STICKABLE SNAP IN HANGERS. IF EXISTING HANGERS ARE NOT STICKABLE SNAP IN HANGERS THE CONTRACTOR SHALL REPLACE EXISTING HANGERS WITH NEW SNAP IN HANGERS IF APPLICABLE.
- GENERAL CABLE AND EQUIPMENT NOTES**
71. CONTRACTOR SHALL BE RESPONSIBLE TO VERIFY ANTENNA, TMS, DIP-EDGES, AND COAX CONFIGURATION, NAME AND MODELS PRIOR TO INSTALLATION.
72. ALL CONNECTIONS FOR HANGERS, SUPPORTS, BRACING, ETC. SHALL BE INSTALLED PER TOWER MANUFACTURER'S RECOMMENDATIONS.
73. CONTRACTOR SHALL RETRACE THE TOWER STRUCTURAL ANALYSIS/DESIGN DRAWINGS FOR DIRECTIONS ON CABLE DISTRIBUTION/ROUTING.
74. ALL OUTDOOR PER CONNECTIONS/CONNECTIONS SHALL BE WEATHERPROOFED, EXCEPT THE RET CONNECTIONS. USING BUTYL TAPE AFTER INSTALLATION AND FINAL CONNECTIONS ARE MADE. BUTYL TAPE SHALL BE APPLIED TO ONE-SHAPE TUBES WHICH OVERLAP ON EACH TURN AND EACH LUTER. BUTYL BLEEDING IS NOT ALLOWED. WEATHERPROOFING SHALL BE SMOOTH WITHOUT BULGING.
75. IF REQUIRED TO PAINT ANTENNAS AND/OR COAX:
  - A. TEMPERATURE SHALL BE ABOVE 50° F.
  - B. PAINT COLOR MUST BE APPROVED BY BUILDING OWNER/LANDLORD.
  - C. PAINT COATING SHALL BE APPLIED TO ALL EXPOSED SURFACES.
  - D. DO NOT PAINT OVER COLOR CODING OR ON EQUIPMENT MODEL NUMBERS.
76. ALL CABLES SHALL BE GROUNDING WITH COAXIAL CABLE GROUND KITS. FOLLOW THE MANUFACTURER'S RECOMMENDATIONS.
77. ALL GROUNDING AT THE ANTENNA LEVEL:
  - A. GROUNDING AT AND MID LEVEL TOWERS WHICH ARE OVER 20'-0". ADDITIONAL CABLE GROUNDING REQUIRED.
  - B. GROUNDING AT BASE OF TOWER PRIOR TO TURNING HORIZONTAL.
  - C. GROUNDING AT BASE OF TOWER PRIOR TO TURNING VERTICAL.
  - D. GROUNDING INSIDE THE EQUIPMENT SHELTER AT THE ENTRY PORT.
78. ALL NEW GROUND BAR DOWNLEADS ARE TO BE TERMINATED TO THE EXISTING ADJACENT GROUND BAR DOWNLEADS A MINIMUM DISTANCE OF 4'-0" BELOW GROUND BAR. TERMINATIONS MAY BE EXOTHERMIC OR COMPRESSION.

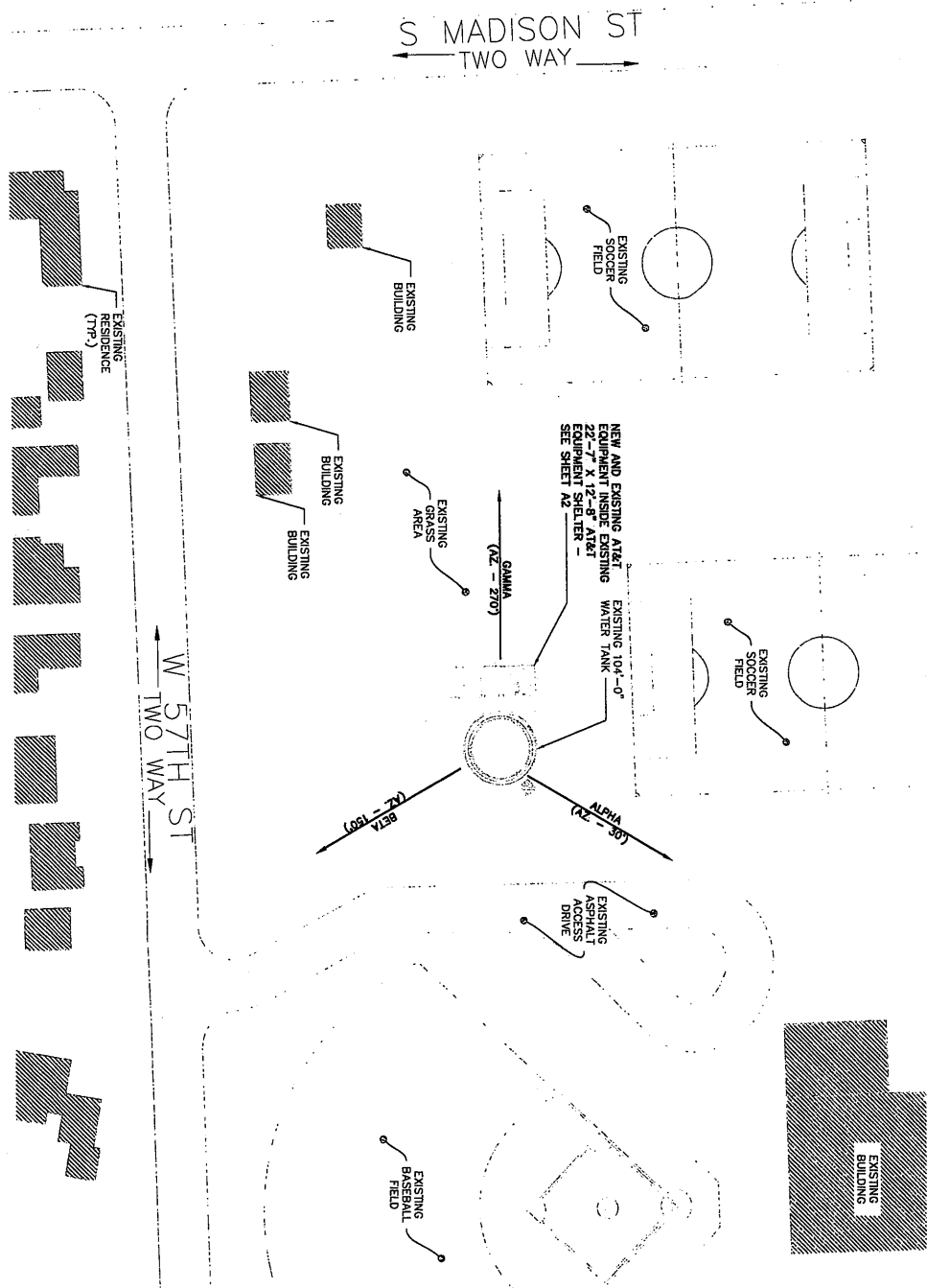


**3C**  
**12566606**  
**HINSDALE W-1-CENTRAL**  
**339 W 57TH ST**  
**HINSDALE, IL 60521**

NOTES &  
SPECIFICATIONS



OVERALL SITE PLAN



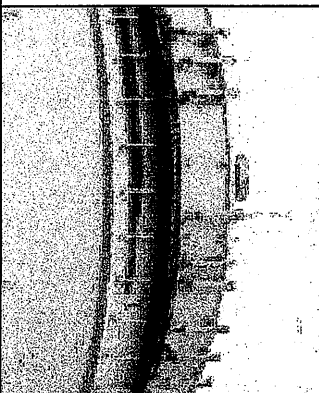
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1/8"=10'-0" (3.05m)

3



SITE PHOTO 1

1

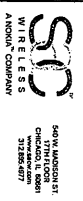


SITE PHOTO 2

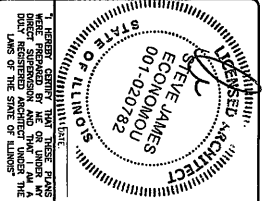
2



NOTE:  
THESE DRAWINGS WERE PREPARED  
BASED ON EXISTING DRAWINGS AND  
FIELD SURVEY DATA. THE USER  
WARRANTS THAT ALL EXISTING CONDITIONS  
SHOULD BE FIELD VERIFIED PRIOR TO  
ANY CONSTRUCTION. IF ANY  
DISCREPANCIES ARE FOUND, CONTACT  
THE SAC WIRELESS ENGINEER.



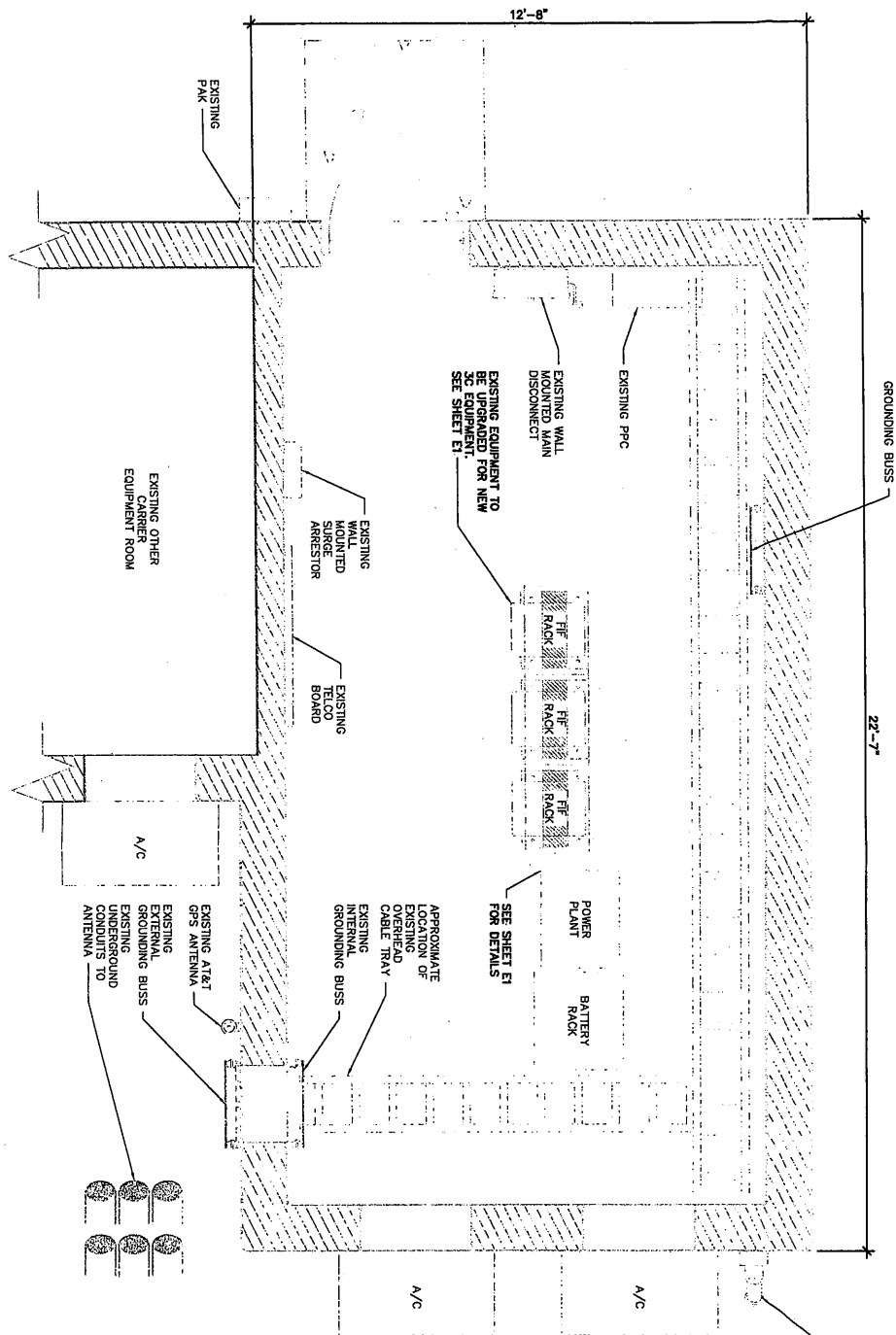
PERMITS  
F. 09/21/15 ISSUED FOR PERMIT  
B. 10/06/15 ISSUED FOR PERMIT  
C. 10/15/15 PERMIT TO  
FOR CONSTRUCTION, JAMES  
LAWLER & ASSOCIATES, INC.



3C  
12565606  
HINSDALE W-1-CENTRAL HS  
339 W 57TH ST  
HINSDALE, IL 60521

SHEET TITLE  
OVERALL  
SITE PLAN  
A1

EQUIPMENT PLAN



NOTE:  
THESE DRAWINGS WERE PREPARED  
BASED ON INFORMATION PROVIDED BY SAC  
AND WIRELESS. ALL EXISTING CONDITIONS  
SHOULD BE FIELD VERIFIED PRIOR TO  
ANY CONSTRUCTION. IF ANY  
DISCREPANCIES ARE FOUND,  
CONTACT THE SAC WIRELESS ENGINEER.

1/8" = 1'-0"  
SCALE  
30'-0" (7620mm)  
30'-0" (9144mm)  
1  
NORTH

at&t  
NATIONAL SERVICE  
SCHAUMBURG, IL 60193

SD  
SANDY JOHNSON &  
WIRELESS  
A WIRELESS COMPANY  
312.666.4077

TRUELEAF  
ENVIRONMENTAL ARCHITECTURAL ENGINEERING  
181 VALDAR OFFICE SQUARE, SUITE 130  
SCHAUMBURG, IL 60193  
PROJECT # 602035

REVISIONS

NO.	DATE	DESCRIPTION	BY	CHKD
1	06-23-14	DATE FOR FIELD VISIT	CSA	EP
2	12-06-14	ISSUE FOR FIELD VISIT	EP	EP
3	12-15-15	FINAL CD	EP	EP

ALL THE QUANTITIES LISTED  
ARE APPROXIMATE  
CABLE & CONDUIT REQUIRED

STEVE JAMES  
ECONOMOU  
001-020782  
STATE OF ILLINOIS  
Professional Engineer

1. THESE PLANS WERE PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND I AM A duly registered architect under the laws of the State of Illinois.

C.S.A.

3C  
12565606  
HINSDALE W-1-CENTRAL HS  
339 W 57TH ST  
HINSDALE, IL 60521

SHEET TYPE  
EQUIPMENT  
PLAN

SHEET NUMBER  
A2



NOTE:  
THESE DRAWINGS WERE PREPARED  
BASED ON EXISTING DRAWINGS AND  
INFORMATION PROVIDED BY SAC  
WIRELESS. THE CONTRACTOR SHALL  
VERIFY ALL CONDITIONS PRIOR TO  
CONSTRUCTION. IF ANY  
DISCREPANCIES ARE FOUND, CONTACT  
THE SAC WIRELESS ENGINEER.

NOTE:  
ALL NEW ANTENNAS AND OTHER  
APPURTENANCES SUCH AS FEED LINES  
AND/OR JUMPER MOUNTING PIPES,  
SHOULD BE FIELD VERIFIED PRIOR TO  
MATCH EXISTING CONDITIONS AND  
EXISTING AT&T ANTENNAS.

NOTE:  
GENERAL CONTRACTOR SHALL MAKE  
SURE SAFETY CLIMB IS 100% FREE  
OF COAL AND MOUNTS AFTER  
INSTALL IS COMPLETE.

NOTE:  
A STRUCTURAL EVALUATION OF THE  
TOWER STRUCTURE HAS BEEN COMPLETED  
BY TRILEAF. SEE STRUCTURAL ANALYSIS  
DATED 10-03-2015

EXISTING AT&T PANEL ANTENNAS  
TOTAL OF 3 SECTIONS.  
SEE SHEET A4

TOP OF EXISTING OMNI ANTENNA  
+/- 116'-0"

TOP OF WATER TANK  
+/- 104'-0"

TOP OF HIGHEST EXISTING  
ANTENNA  
+/- 101'-6"

CENTRILINE OF EXISTING  
AT&T ANTENNAS  
+/- 99'-0"

EXISTING AT&T  
ANTENNAS TO REMAIN  
(TYP. 2 PER SECTOR)

EXISTING OTHER CARRIER  
ANTENNAS TO REMAIN  
(TYP.)

EXISTING FLANGE  
(TYPICAL)

EXISTING 104'-0"  
WATER TANK

EXISTING MULTI-CARRIER  
EQUIPMENT SHELTER

EXISTING AT&T  
EQUIPMENT INSIDE  
EXISTING 22'-7" X 12'-8"  
AT&T SHELTER  
SEE SHEET A2

GRADE  
+/- 0'-0"

EXISTING AT&T PANEL ANTENNAS  
TOTAL OF 3 SECTIONS.  
SEE SHEET A4

TOP OF EXISTING OMNI ANTENNA  
+/- 116'-0"

TOP OF WATER TANK  
+/- 104'-0"

TOP OF HIGHEST EXISTING  
ANTENNAS  
+/- 101'-6"

CENTRILINE OF EXISTING  
AT&T ANTENNAS  
+/- 99'-0"

EXISTING AT&T  
ANTENNAS TO REMAIN  
(TYP. 2 PER SECTOR)

EXISTING OTHER CARRIER  
ANTENNAS TO REMAIN  
(TYP.)

EXISTING FLANGE  
(TYPICAL)

EXISTING 104'-0"  
WATER TANK

EXISTING MULTI-CARRIER  
EQUIPMENT SHELTER

NEW AND EXISTING AT&T  
EQUIPMENT INSIDE EXISTING  
22'-7" X 12'-8" AT&T  
SHELTER  
SEE SHEET A2

GRADE  
+/- 0'-0"

EXISTING ELEVATION

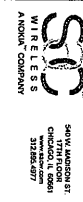
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1"=12'-0" (1,000)

2

NEW ELEVATION

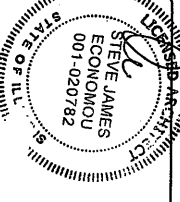
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1"=12'-0" (1,000)

1



REVISIONS  
DATE DESCRIPTION  
4-09-2015 ISSUED FOR PERMIT CSW  
5-10-2015 ISSUED FOR PERMIT EP  
6-10-2015 FINAL TO EP

NOT FOR CONSTRUCTION UNLESS  
Labeled as Construction Set




ENGINEER CERTIFY THAT THESE PLANS  
WAS PREPARED BY ME OR UNDER MY  
DIRECT SUPERVISION AND THAT I AM A  
LICENSED PROFESSIONAL ENGINEER IN THE  
STATE OF ILLINOIS

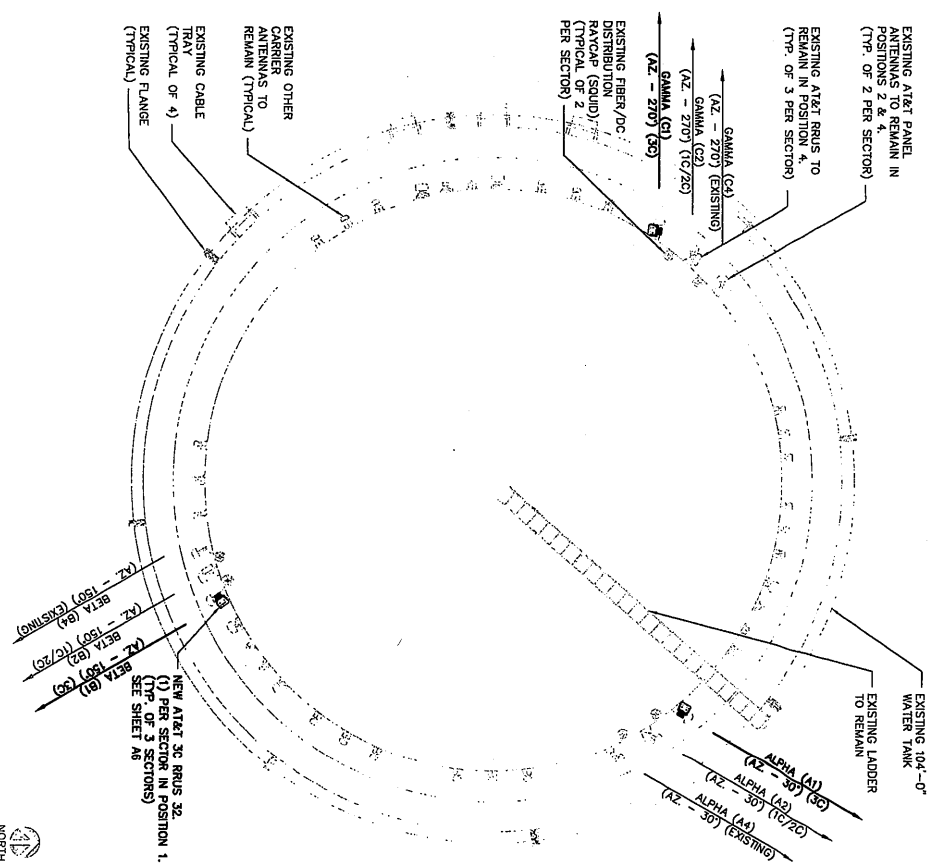
3C  
12566606  
HINSDALE WI-CENTRAL HS  
339 W 57TH ST  
HINSDALE, IL 60521

SHEET TITLE  
ELEVATION

SHEET NUMBER  
A3



**at&t**  
800 NATIONAL PARKWAY  
SCHUMBERG, IL 60175



NORTH

A4

SHEET TITLE  
ANTENNA  
PLAN

12565606  
HINSDALE WT-CENTRAL HS  
339 W 57TH ST  
HINSDALE, IL 60521

I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ARCHITECT UNDER THE LAWS OF THE STATE OF ILLINOIS\*

A circular professional seal for Steve James Economou, a Licensed Architect in the State of Illinois. The seal features the text "STEVE JAMES ECONOMOU" and "001-020782" in the center, with "STATE OF ILLINOIS" around the perimeter. A signature is written over the seal.

NOT FOR CONSTRUCTION UNLESS  
LABELED AS CONSTRUCTION SET

RECEIVED  
FEB 10 1964  
U.S. DEPT. OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON, D.C. 20535

 **TRILEAF**  
ENVIRONMENTAL ARCHITECTURE ENGINEERING  
1121 WALDEN OFFICE SQUARE, SUITE 350  
SCHLAUMBURG, IL 60173  
**PROJECT #:** 620265

**SC<sup>®</sup>**  
WIRELESS  
A NOKIA<sup>®</sup> COMPANY

540 W. MADISON ST.  
17TH FLOOR  
CHICAGO, IL 60661  
Nokia Corporation  
312.868.4877  
www.nokia.com

1. CONTRACTOR IS TO REFER TO AT&T'S MOST CURRENT RADIO FREQUENCY DATA SHEET (RFD'S) PRIOR TO CONSTRUCTION.
2. THE SIZE, HEIGHT AND DIRECTION OF THE ANTENNAS SHALL BE ADJUSTED TO MEET THE REQUIREMENTS SPECIFIED AND LIMIT SHADING AND TO MEET THE SYSTEM REQUIREMENTS.
3. CONTRACTOR SHALL VERIFY THE HEIGHT OF THE ANTENNA WITH THE AT&T WIRELESS PROJECT MANAGER.
4. VERIFY TYPE AND SIZE OF TOWER LEG PRIOR TO ORDERING ANY ANTENNA MOUNT.
5. UNLESS NOTED OTHERWISE THE CONTRACTOR MUST PROVIDE ALL MATERIAL NECESSARY.
6. ANTENNA AZIMUTHS ARE DEGREES OFF OF TRUE NORTH, BEARING CLOCKWISE, IN WHICH ANTENNA FACE IS DIRECTED. ALL ANTENNAS (AND SUPPORTING STRUCTURES AS PRACTICAL) SHALL BE ACCURATELY ORIENTED IN THE SPECIFIED DIRECTION.
7. CONTRACTOR SHALL VERIFY ALL RF INFORMATION PRIOR TO CONSTRUCTION.
8. SWEEP TEST SHALL BE PERFORMED BY GENERAL CONTRACTOR AND SUBMITTED TO AT&T WIRELESS CONSTRUCTION SPECIALIST. TEST SHALL BE PERFORMED PER AT&T WIRELESS STANDARDS.
9. CABLE LENGTHS WERE DETERMINED BASED ON THE DESIGN DRAWING. CONTRACTOR TO VERIFY ACTUAL LENGTH DURING PRE-CONSTRUCTION WALK.
10. CONTRACTOR TO USE ROSENBERGER FIBER LINE HANGER COMPONENTS (OR ENGINEER APPROVED EQUAL).

ANTENNA & CABLING NOTES

SCALE  
N.T.S.

6

RF, DC, & COAX CABLE MARKING LOCATIONS TABLE

NO.	LOCATIONS
1	EACH TOP-JUMPER SHALL BE COLOR CODED WITH (1) SET OF 3" WIDE BANDS.
2	EACH MAIN COAX SHALL BE COLOR CODED WITH (1) SET OF 3" WIDE BANDS. IF MAIN COAX LINE IS NOTED AS BEING USED FOR BOTH TMA AND AS REQ'D. BY SCOPE
3	CABLE ENTRY POINT ON THE INTERIOR OF THE SHELTER.
4	ALL BOTTOM JUMPERS SHALL BE COLOR CODED WITH (1) SET OF 3/4" WIDE BANDS ON EACH END OF THE BOTTOM JUMPER.
5	ALL BOTTOM JUMPERS SHALL BE COLOR CODED WITH (1) SET OF 3/4" WIDE BANDS ON EACH END OF THE BOTTOM JUMPER.

CABLE MARKING DIAGRAM

SCALE  
N.T.S.

5

1. THE ANTENNA SYSTEM COAX SHALL BE LABELED WITH VINYL TAPE.
2. THE STANDARD IS BASED ON EIGHT COLORED TAPES: RED, BLUE, GREEN, YELLOW, ORANGE, PURPLE, BROWN, AND WHITE. THE TAPES MUST BE 3/4" WIDE AND RESISTANT SUCH AS SCOTCH 35 VINYL ELECTRICAL COLOR CODING TAPE AND SHOULD BE READILY AVAILABLE TO THE ELECTRICIAN OR CONTRACTOR ON SITE.
3. USING COLOR BANDS ON THE CABLES, MARK ALL RF CABLE BY SECTION AND CABLE NUMBER AS SHOWN ON CABLE COLOR CHART.
4. WHEN AN EXISTING COAXIAL LINE THAT IS INTENDED TO BE A SHARED LINE BETWEEN TECHNOLOGIES IS ENCOUNTERED, THE CONTRACTOR SHALL REMOVE THE EXISTING COLOR CODING SCHEME AND REPLACE IT WITH THE COLOR CODING STANDARD FOR THE NEW COAXIAL CABLES. THE GUIDELINE SHALL BE IMPLEMENTED AT THAT SITE REGARDLESS OF TECHNOLOGY.
5. ALL COLOR CODE TAPE SHALL BE 3/4"-35 AND SHALL BE INSTALLED USING A MINIMUM OF (3) THREE WRAPS OF TAPE AND SHALL BE NEATLY TRIMMED AND SMOOTHED OUT SO AS TO AVOID UNWINDING.
6. ALL COLOR BANDS INSTALLED AT THE TOP OF THE TOWER SHALL BE A MINIMUM OF 3" WIDE, AND SHALL HAVE A MINIMUM OF 3/4" OF SPACE BETWEEN EACH COLOR.
7. ALL COLOR CODES SHALL BE INSTALLED SO AS TO ALIGN NEATLY WITH ONE ANOTHER FROM SIDE-TO-SIDE.
8. IF EXISTING CABLES AT THE SITE ALREADY HAVE A COLOR CODING SCHEME AND THE NEW COAXIAL CABLES ARE TO BE INSTALLED USING THE NEW COAXIAL CABLES, THE EXISTING COLOR CODING SCHEME SHALL REMAIN UNTOUCHED.

CABLE MARKING NOTES

SCALE  
N.T.S.

4

CABLE COLOR CODING DIAGRAM

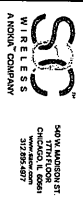
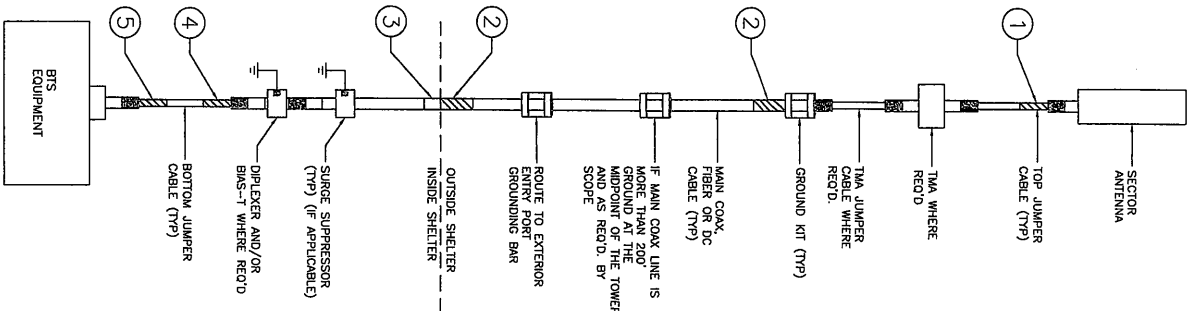
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N.T.S.

3

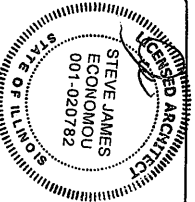
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SCALE  
N.T.S.

1

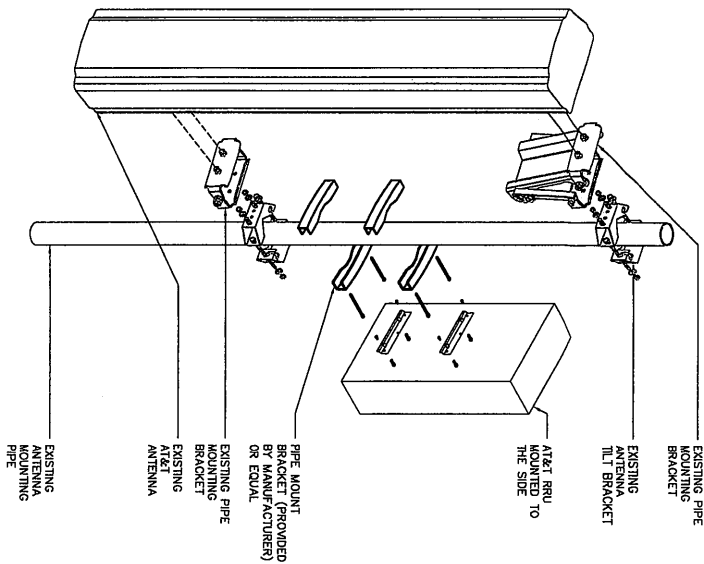
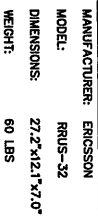


PROJECT # 82285  
12565606  
HINSDALE, IL 60521



30  
12565606  
HINSDALE, IL 60521

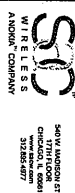
CABLE NOTES & COLOR CODING  
A5



SUPPLIED BY AT&T WIRELESS FROM RF CONFIG DATED PENDING, BY PENDING

SECTOR	POS	TECH	ANTENNA	ANTENNA E-HEIGHT	AZIMUTH	TMA/RRU MODEL #	DC SURGE AND DISTRIBUTION	CABLE TYPE	CABLE LENGTH	DOWN/TILTS
A	1	3C	COMSCOPE (X) SBHH--1D65C	99' AGL	30°	RRUS32 (N)	DC6 RAYCAP (X)	DC TRUNK LINE (X) FIBER BUNDLE (X)	#275'	0
	2	1C/2C	COMSCOPE (X) SBHH--1D65C	99' AGL	30°	RRUS (X)	—	DC TRUNK LINE (X) FIBER BUNDLE (X)		0
	4	EXISTING	COMSCOPE (X) SBHH--1D65C	99' AGL	30°	TMAS (X)	DC6 RAYCAP (X)	COAX (X)		0
B	1	3C	COMSCOPE (X) SBHH--1D65C	99' AGL	150°	RRUS32 (N)	DC6 RAYCAP (X)	DC TRUNK LINE (X) FIBER BUNDLE (X)	#215'	0
	2	1C/2C	COMSCOPE (X) SBHH--1D65C	99' AGL	150°	RRUS (X)	—	DC TRUNK LINE (X) FIBER BUNDLE (X)		0
	4	EXISTING	COMSCOPE (X) SBHH--1D65C	99' AGL	150°	TMAS (X)	DC6 RAYCAP (X)	COAX (X)		0
C	1	3C	COMSCOPE (X) SBHH--1D65C	99' AGL	270°	RRUS32 (N)	DC6 RAYCAP (X)	DC TRUNK LINE (X) FIBER BUNDLE (X)	#175'	0
	2	1C/2C	COMSCOPE (X) SBHH--1D65C	99' AGL	270°	RRUS (X)	—	DC TRUNK LINE (X) FIBER BUNDLE (X)		0
	4	EXISTING	COMSCOPE (X) SBHH--1D65C	99' AGL	270°	TMAS (X)	DC6 RAYCAP (X)	COAX (X)		0

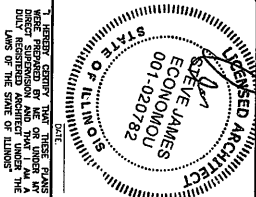
NOTE: CONTRACTOR IS RESPONSIBLE FOR VERIFYING EXISTING CONDITIONS AND IDENTIFYING ANY EXISTING CONFLICTS (INCLUDING BUT NOT LIMITED TO EXISTING CONCRETE, CABLES, SAFETY CLIMBS, ETC.) AND DETERMINING TEMPORARY BRACING OR RELOCATION REQUIRED FOR INSTALLATION OF THE NEW RAILS. THE CONTRACTOR SHALL RESTORE ALL RELOCATED ITEMS TO PREVIOUS CONDITIONS.



 **TRILEAF**  
ENVIRONMENTAL ARCHITECTURE, ENGINEERING  
1821 WALDEN OFFICE SQUARE, SUITE 510  
SCHMIDBURG, IL 60173  
**PROJECT #:** 620285

REV	DATE	DESCRIPTION	TOTAL
A	08/23/15	ISSUED FOR REVIEW	0.00
B	10/06/15	ISSUED FOR REVIEW	0.00
C	10/13/15	FINAL CD	0.00

NOT FOR CONSTRUCTION UNLESS  
LABELED AS CONSTRUCTION SET

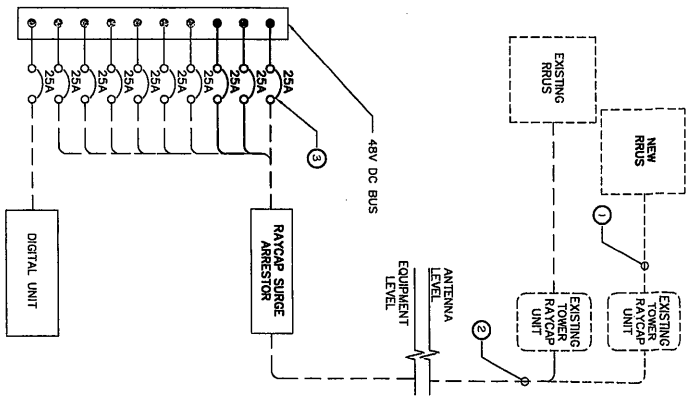


12565606  
HINSDALE WT-CENTRAL HS  
339 W 57TH ST  
HINSDALE, IL 60521

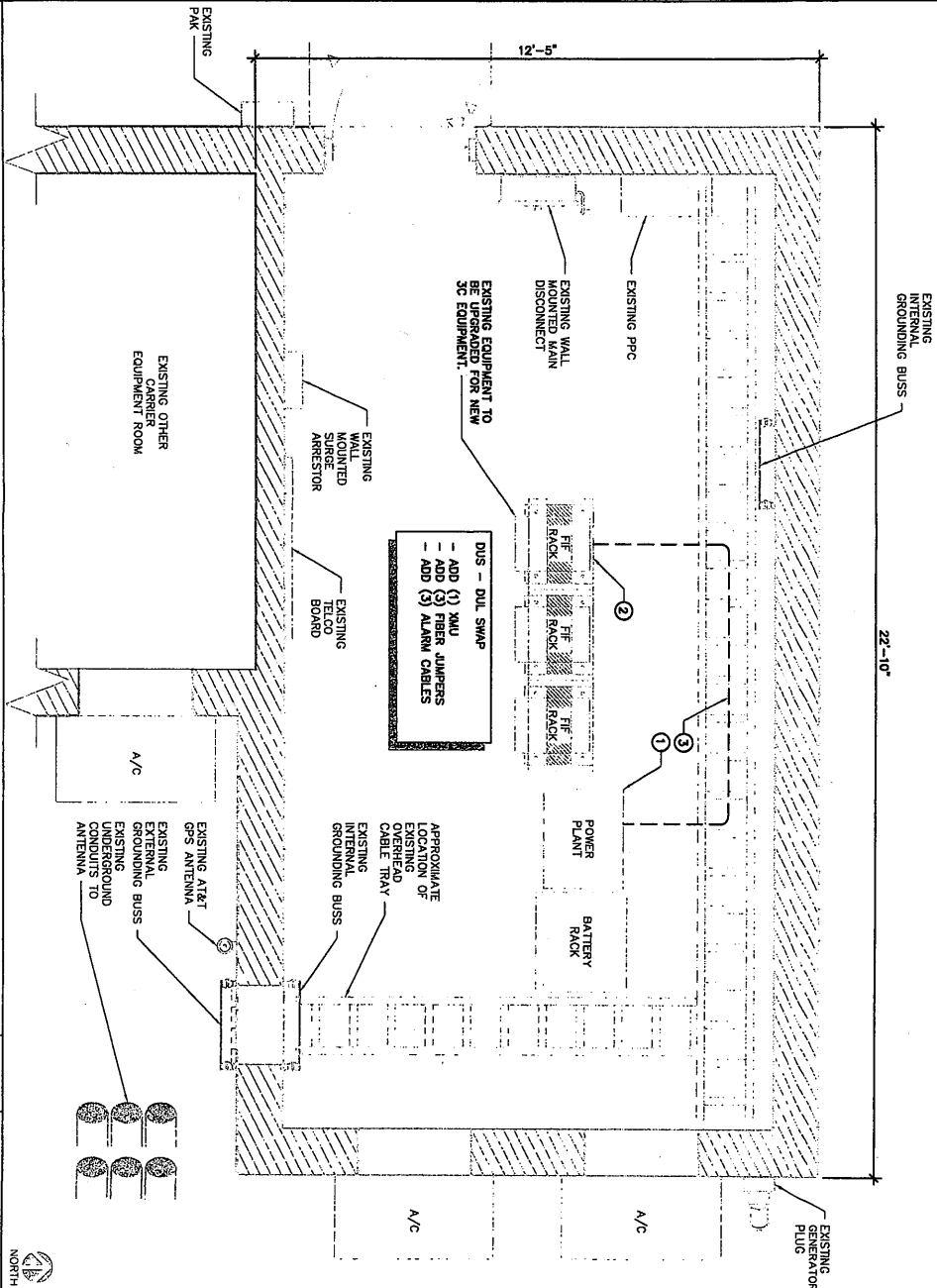
## ANTENNA & CABLE CONFIGURATION

A7

- LEGEND:**
1. CONDUCTOR DC WIRES FROM RAYCAP UNIT TO RRUS (MAX. 16'-0")
  2. #8 AWG 6 DC CONDUCTOR TRUNK BUNDLES FOR DC POWER BETWEEN SURGE PROTECTION UNIT ON EXISTING FIF RACK AND RAYCAP UNIT NEAR RRUS.
  3. (1) NEW 25A DC CIRCUIT BREAKER PER RRU



- LEGEND:**
1. (1) NEW 25A DC CIRCUIT BREAKER PER RRUS UNIT INSIDE EXISTING POWER PLANT. (TOTAL OF 3)
  2. (1) NEW SURGE PROTECTION UNIT TO BE INSTALLED INSIDE EXISTING FIF RACK.
  3. (1) SET OF #8 AWG 6 DC CONDUCTOR TRUNK BUNDLES BETWEEN NEW CIRCUIT BREAKER INSIDE EXISTING POWER PLANT AND RAYCAP SURGE PROTECTION UNIT ON EXISTING FIF RACK.



- NOTE:**
1. COORDINATE WITH CONSTRUCTION MANAGER FOR THE PROVISION OF DC CIRCUIT BREAKERS AND OTHER ANCILLARY ITEMS TO SUPPORT THE NEW EQUIPMENT.
  2. PROPERLY BOND ALL EQUIPMENT AND CONDUCTIVE SURFACES TO EXISTING GROUND PER NEC AND AT&T STANDARDS.

DC ONE LINE DIAGRAM

SCALE  
N.T.S.  
2

0" = 6'-0"  
SCALE  
3/8" = 1'-0" (2204)  
3/8" = 1'-0" (1197)  
1



E1

UTILITY PLAN

3C  
12566606  
HINSDALE WI-CENTRAL HS  
339 W 57TH ST  
HINSDALE, IL 60521

REGISTERED ARCHITECT  
STEVE JAMES  
ECONOMY  
001-020782  
STATE OF ILL.  
I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ARCHITECT IN THE STATE OF ILLINOIS.

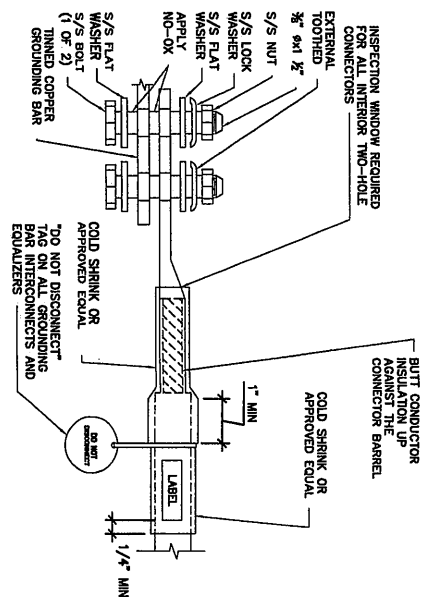
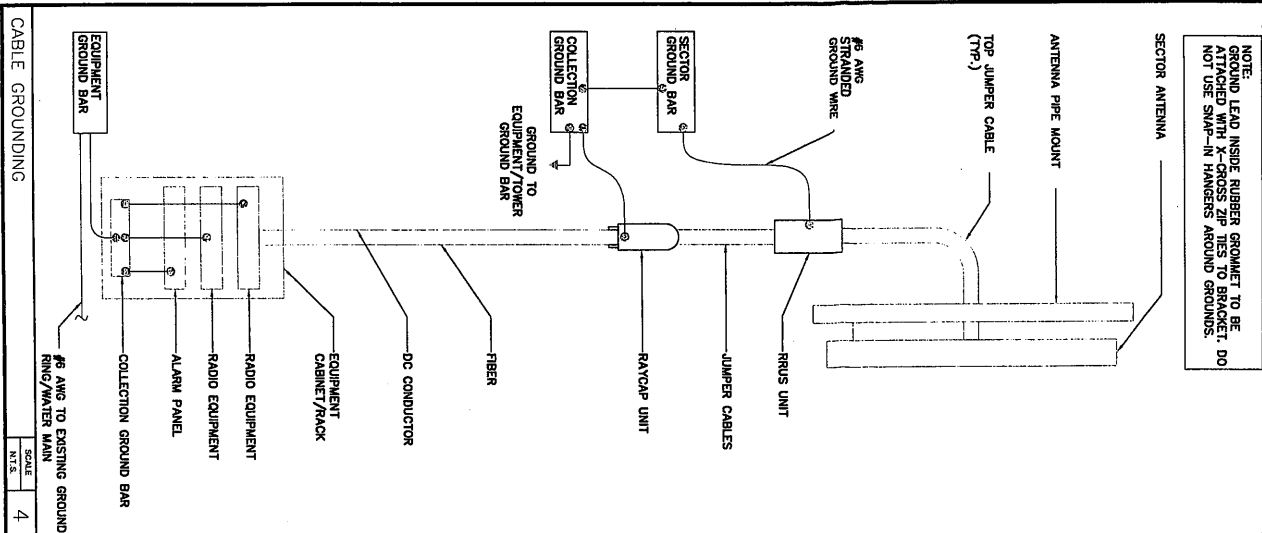
NOT FOR CONSTRUCTION UNLESS  
Labeled AS CONSTRUCTION SET

REV. 1-11  
A. 09-23-15 (5500) POP REVIEW (5500)  
B. 10-08-15 (5500) POP REVIEW (5500)  
C. 01-13-16 (5500) POP REVIEW (5500)

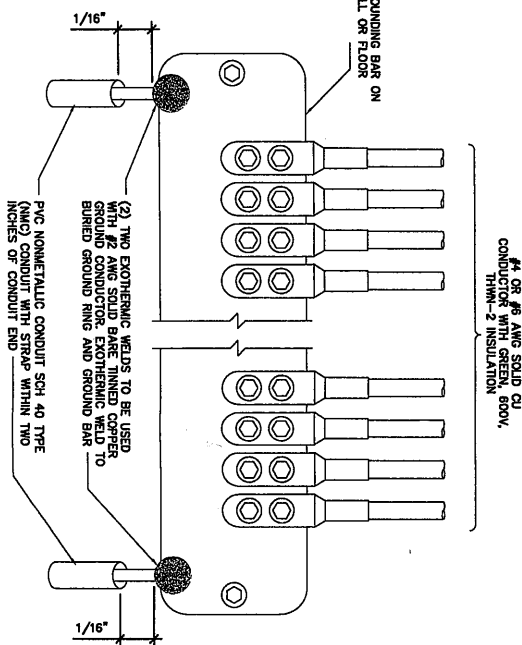
TRUEAR  
ENVIRONMENTAL ARCHITECTURE ENGINEERING  
300 N. WASHINGTON ST.  
CHICAGO, IL 60610  
PROJECT # 802035

SJC  
300 N. WASHINGTON ST.  
CHICAGO, IL 60610  
WIRELESS  
A NOKIA COMPANY  
312.582.0077

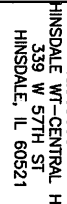
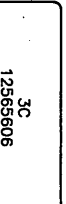
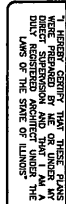
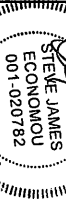
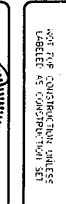
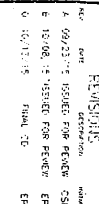
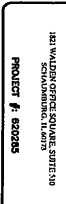
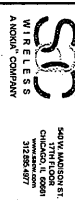
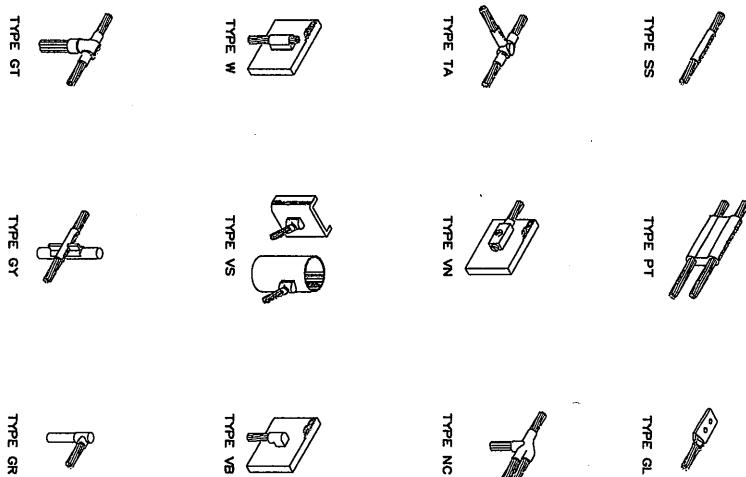
at&t  
BELL LABORATORIES  
INNOVATION  
300 N. WASHINGTON ST.  
CHICAGO, IL 60610  
312.582.0077



EXTERIOR TWO HOLE LUG DETAIL



## GROUND BAR DETAILS



## VILLAGE OF HINSDALE

### CERTIFICATION OF PROPER NOTICE

### REGARDING APPLICATION FOR PUBLIC HEARINGS AND MEETINGS

I, Tony Phillips, being first duly sworn on oath, do hereby certify that I caused written notice of the filing of my application for a public hearing and or meeting to be given to owners of record of property within 250 feet of any part of the subject property. I further certify that I gave such notice in the form required by the Village (Certified Mail) and that I gave such notice on December 21, 2015.

Attached is a list of all of the addresses of property to whom I gave such notice and the receipts of mailings.

By: \_\_\_\_\_

Name: \_\_\_\_\_

Tony Phillips - SAC Wireless agent for AT&T

Address: \_\_\_\_\_

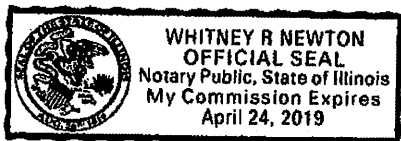
540 W. Madison - 16th Floor, Chicago, IL 60661

Subscribed and sworn to before me

This 22 day of December, 2015.

By: \_\_\_\_\_

Whitney R Newton  
Notary Public





## VILLAGE OF HINSDALE

### NOTICE OF PLAN COMMISSION PUBLIC MEETING

**PUBLIC NOTICE IS HEREBY GIVEN** to all persons that the Village of Hinsdale Plan Commission shall conduct a public meeting on Wednesday, January 13, 2015 at 7:30 p.m. in the Memorial Building, 19 East Chicago Avenue, Hinsdale, Illinois for the purpose of considering an application for site plan and exterior appearance review to allow for the upgrading and installation for: 3 new remote radio units (RRU) on an existing antenna mount with 9 existing AT&T antenna/RRUs on an existing water tank in the IB Institutional Building District at the property known as 339 W. 57<sup>th</sup> Street (Hinsdale Central High School), and known as Application A-46-2015. The applicant is also requesting to install new fiber jumpers and alarm cables inside an existing AT&T equipment shelter at grade.

The petitioner is Aaron Blackwell, SAC Wireless for AT&T. Copies of documents relating to the proposed request are on file and available for public inspection during regular Village business hours in the Memorial Building, 19 East Chicago Avenue, Hinsdale, Illinois.

The common address is 339 W. 57<sup>th</sup> Street and legally described as follows:

**THE EAST 200 FEET OF THE NORTH ½ OF LOT 4 IN BLOCK 7 IN BRANIGAR BROS. HINSDALE FARMS, BEING A SUBDIVISION OF THE NORTHWEST ¼ (EXCEPT THE EAST ½ OF THE NORTHWEST ¼ OF SAID NORTHWEST ¼) OF SECTION 13, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED APRIL 5, 1920 AS DOCUMENT 141390, IN DUPAGE COUNTY, ILLINOIS.**

Commonly known as: "Hinsdale Central Water Tank, Hinsdale, IL 60521"

PIN: 09-13-100-006

At said public meeting, the Plan Commission shall accept all testimony and evidence pertaining to said application and shall consider any and all possible zoning actions, including the granting of any necessary special permits, variations, other special approvals, or amendments to the Zoning Code that may be necessary or convenient to permit development of the proposed type at the described property. All interested persons are invited to attend and be heard.

Dated: December 15, 2015

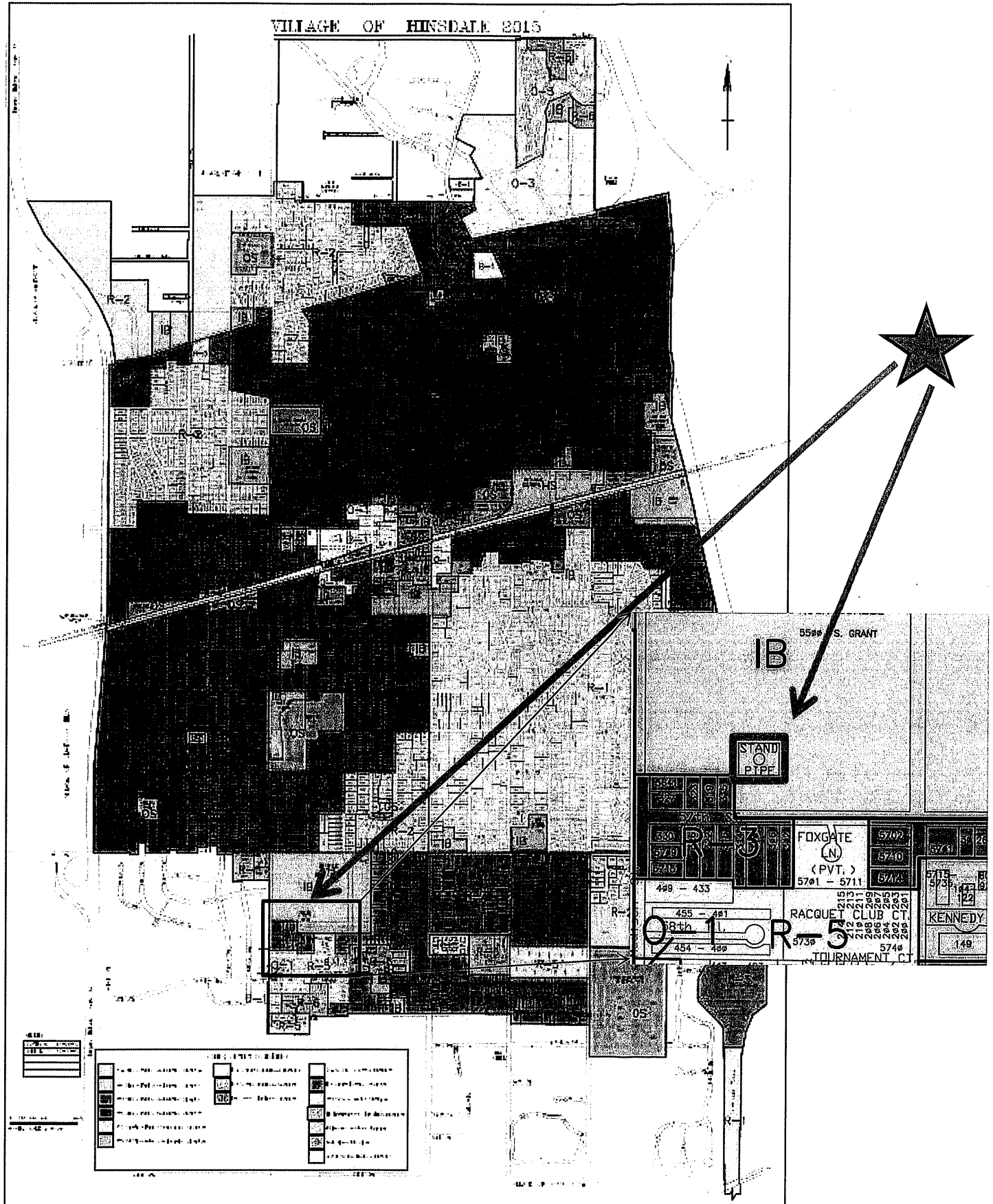
Christine M. Bruton, Village Clerk

Published in the Hinsdalean on December 17, 2015

PIN	TAX PAYER	BILLING ADDRESS	CITY	STATE	ZIP
09-13-100-009	MARTIN, GERALD & LESLIE	323 W 57TH ST	HINSDALE	IL	60521
09-13-100-010	FU, NING X & S YEH	510 N CASS AVE	WESTMONT	IL	60559
[REDACTED]					
09-13-100-008	SCHOOL DISTRICT NO 86	5500 S GRANT ST	HINSDALE	IL	60521
09-13-100-007	TURNER, DJ 1-2722	5641 S MADISON ST	HINSDALE	IL	60521
09-13-103-005	LEE, STEPHEN & FEI JEN	322 W 57TH ST	HINSDALE	IL	60521
09-13-103-006	NEMESNYIK, CAROL	318 W 57TH ST	HINSDALE	IL	60521
09-13-103-047	PAPPU, SUNDER & J RAJU	316 W 57TH ST	HINSDALE	IL	60521
09-13-103-048	BOSTROS, SAM L F	310 W 57TH ST	HINSDALE	IL	60521
09-13-103-049	SHARMA, VINAYA K	306 W 57TH ST	HINSDALE	IL	60521
09-13-103-008	BENNETT III, B TAYLOR & E	302 W 57TH ST	HINSDALE	IL	60521
09-13-103-092	FOXGATE LTD HOMEOWNERS	5705 FOXGATE LN	HINSDALE	IL	60521

ONE  
NOTICE  
SENT  
FOR  
ALL

# Attachment 3: Village of Hinsdale Zoning Map and Project Location



## **HINSDALE PLAN COMMISSION**

**RE: Case A-46-2015 – Applicant: SAC Wireless, agent for AT&T (application address: 339 W. 57<sup>th</sup> St.)**

**Request: Upgrade existing AT&T Wireless Telecommunication Facility in the IB Institutional Buildings District.**

**DATE OF PLAN COMMISSION REVIEW: January 13, 2016**

**DATE OF BOARD OF TRUSTEES 1<sup>ST</sup> READING: February 2, 2016**

### **FINDINGS AND RECOMMENDATION**

#### **I. FINDINGS**

1. The Plan Commission (PC) heard testimony from the applicant, for the proposed telecommunication equipment upgrades on the Village owned water tower, at the Hinsdale Central High School, in the IB Institutional Building District. There was no one in the audience for the public meeting.
2. The applicant explained that AT&T is not adding additional antennas. The proposed project will add 3 new radio units (RRU) behind existing antennas. The purpose of the RRU is to improve capacity, to handle more calls and data. There is a difference between coverage and capacity. The RRU will improve capacity.
3. The applicant clarified that SAC Wireless, is representing AT&T, to install the RRU on an existing telecommunication facility on the Village owned water tower.
4. The PC in general, complimented the applicant for the details and illustrations of the application.
5. Village Planner, Chan Yu, asked for clarification for using brackets to install the RRU, and not by way of welding. This question was raised by the Village Water/Sewer Superintendent. Using brackets is an acceptable method by the Village.
6. PC Chairman Byrnes asked what is changing at the building/shelter below the water tank. The applicant explained minor upgrades will installed to the equipment inside the building/shelter.
7. A Commissioner asked how the shelter is secured, due to past break in activity. The applicant explained every shelter has alarms that are tied to AT&T for notification.
8. A Commissioner asked how often these upgrades are needed. The applicant replied all the time, since this is a technology driven upgrade. It's a national upgrade program, and all the major carriers are implementing it.
9. A Commissioner asked if this upgrade is replacing the DAS antennas that are installed on utility poles. The applicant explained the difference between "small cell" (DAS), and "macro site", which the application reflects. The applicant also explained both facility types are driven by the carrier's (ex: AT&T/Sprint/Verizon) demand analysis.

#### **II. RECOMMENDATIONS**

Following a motion to recommend approval of the proposed exterior appearance plan, the Village of Hinsdale Plan Commission, on a vote of eight (8) "Ayes," and one (1) "Absent," recommends that the President and Board of Trustees approve the exterior appearance plan to allow the installation of RRU and minor upgrades inside the shelter (at grade) in the IB Institutional District.

Following a motion to recommend approval of the proposed site plan, the Village of Hinsdale Plan Commission, on a vote of eight (8) "Ayes," and one (1) "Absent," recommends that the President and Board of Trustees approve the site plan to allow the installation of RRU and minor upgrades inside the shelter (at grade) in the IB Institutional District.

THE HINSDALE PLAN COMMISSION

By: \_\_\_\_\_  
Chairman

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.



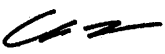
7e

## MEMORANDUM

**DATE:** February 2, 2016

**TO:** President Cauley and the Village Board of Trustees

**CC:** Kathleen A. Gargano, Village Manager  
Robb McGinnis, Director of Community Development/Building Commissioner

**FROM:** Chan Yu, Village Planner 

**RE:** 21 Spinning Wheel Road – SAC Wireless on behalf of AT&T  
First Reading for Exterior Appearance and Site Plan Review for New Equipment at an Existing Telecommunications Facility Location at Spinning Wheel Apartments

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### Summary

The Village of Hinsdale has received an application from SAC Wireless on behalf of AT&T, requesting approval to install (3) three new remote radio units (RRU) and replacing (3) three panel antennas at an existing telecommunication location on the roof of the Spinning Wheel Apartment building. In addition, the applicant is installing new “internal” equipment such as circuit breakers and surge protectors inside existing cabinets on the roof (Attachment 1). The materials and technology are designed to enhance the existing wireless telecom facility.

At the January 13, 2016, Plan Commission (PC) meeting, the Commission voted unanimously on an 8-0 vote (one absent) to recommend both the exterior appearance plan and site plan for the upgrades.

### Request and Analysis

Per the Zoning Code section 11-604(C)(7), any development or redevelopment involving a personal wireless services antenna, with or without an antenna support structure, requires a site plan review. The residential apartment building is in the R-6 Multiple Family Residential District at the property known as 21 Spinning Wheel Road.

Per the applicant, the proposed AT&T telecommunications equipment will be consistent with the existing design. The new RRUs will be installed on an existing antenna mount and next to existing equipment. The new internal equipment will be installed inside existing cabinets on the rooftop. The proposed project will not affect the minimum Code requirements as shown in the Plan Commission application’s table of compliance.

The project site is located in an R-6 Multiple Family Residential District and abuts the R-5 to the north, O-3 to the south, Cook County Forest Preserve (Duncan Field) to the east and IB district to the west (Attachment 2).



## MEMORANDUM

### **Process**

Pursuant to Section 11-604, the Chairman of the Plan Commission (PC) shall at the public meeting on the application for site plan review allow any member of the general public to offer relevant, material and nonrepetitive comment on the application. Within 60 days following the conclusion of the public meeting, the PC shall transmit to the Board of Trustees (BOT) its recommendation, in the form specified in subsection 11-103(H) of this article, recommending either approval or disapproval of the site plan based on the standards set forth in subsection F1 of this section (11-604) and section 11-606.

### **Attachments:**

Draft Ordinance

Attachment 1 – Exterior Appearance and Site Plan Application Request and Exhibits

Attachment 2 - Zoning Map and Project Location

Attachment 3 – Draft Plan Commission Findings and Recommendations (01/13/16)

**VILLAGE OF HINSDALE**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE APPROVING A SITE PLAN AND EXTERIOR APPEARANCE PLAN  
FOR TELECOMMUNICATIONS ANTENNAS AND EQUIPMENT –  
21 SPINNING WHEEL ROAD**

**WHEREAS**, SAC Wireless on behalf of AT&T (the "Applicant"), submitted an application (the "Application") seeking site plan and exterior appearance plan approval related to the proposed addition of three new radio units on an existing antenna mount, and the replacement of three panel antennas at an existing telecommunications site, as well as the installation of new circuit breakers and surge protectors inside existing equipment cabinets, all located on the roof at 21 Spinning Wheel Road (the "Subject Property"). The Subject Property is legally described in **Exhibit A** attached hereto and made a part hereof; and

**WHEREAS**, the Subject Property is located in the R-6 Multiple Family Residential Zoning District and is currently improved with a multi-family apartment building (the "Apartment Building"). Existing antennas, cables and equipment cabinets are already located on the roof of the Apartment Building; and

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

**WHEREAS**, on January 13, 2016, the Plan Commission of the Village of Hinsdale reviewed the Application at a public meeting pursuant to notice given in accordance with the Zoning Code; and

**WHEREAS**, the Plan Commission, after considering all of the testimony and evidence presented at the public meeting, recommended approval of the Application on a vote of eight (8) ayes, zero (0) nays, and one (1) absent, all as set forth in the Plan Commission's Findings and Recommendation in Case No. A-47-2015 ("Findings and Recommendation"), a copy of which is attached hereto as **Exhibit B** and made a part hereof. The Plan Commission has filed its report of Findings and Recommendation regarding the approval sought in the Application with the President and Board of Trustees; and

**WHEREAS**, the President and Board of Trustees have duly considered the Findings and Recommendation of the Plan Commission, and all of the materials, facts and circumstances affecting the Application, and find that the Application satisfies the standards established in subsection 11-604F of the Zoning Code governing site plan approval, and 11-606E of the Zoning Code governing exterior appearance review, subject to the conditions stated in this Ordinance.

**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: Approval and Adoption of Findings and Recommendation.** The President and Board of Trustees hereby approve and adopt the Findings and Recommendation of the Plan Commission, a copy of which is attached hereto as **Exhibit B**, and incorporate such Findings and Recommendation herein by reference as if fully set forth herein.

**SECTION 3: Approval of Site Plan and Exterior Appearance Plan.** The Board of Trustees, acting pursuant to the authority vested in it by the laws of the State of Illinois and the applicable sections of the Zoning Code, approves the request for approval made in the Application for the Exterior Appearance and Site Plan attached to, and by this reference, incorporated into this Ordinance as **Exhibit C** (the "Approved Plans"), for the Subject Property located in the R-6 Multiple Family Residential Zoning District, subject to the conditions set forth in Section 4 of this Ordinance.

**SECTION 4: Conditions on Approvals.** The approvals granted in Section 3 of this Ordinance are expressly subject to all of the following conditions:

- A. **Compliance with Plans.** All work relative to the installation that is the subjection of the Application shall be undertaken only in strict compliance with the Approved Plans attached as **Exhibit C**.
- B. **Compliance with Codes, Ordinances, and Regulations.** Except as specifically set forth in this Ordinance, the provisions of the Hinsdale Municipal Code and the Hinsdale Zoning Code shall apply and govern all development on, and improvement of, the Subject Property. All such development and improvement shall comply with all Village codes, ordinances, and regulations at all times.
- C. **Building Permits.** The Applicant shall submit all required building permit applications and other materials in a timely manner to the appropriate parties, which materials shall be prepared in compliance with all applicable Village codes and ordinances.

**SECTION 5: Violation of Condition or Code.** Any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance, or regulation of the Village shall be grounds for rescission by the Board of Trustees of the approvals set forth in this Ordinance.

**SECTION 6: Severability and Repeal of Inconsistent Ordinances.** Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. 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 7: Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval, and publication in the manner provided by law.

**PASSED** this \_\_\_\_\_ day of \_\_\_\_\_ 2016.

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016, and attested to by the Village Clerk this same day.

\_\_\_\_\_  
Thomas K. Cauley, Jr., Village President

**ATTEST:**

\_\_\_\_\_  
Christine M. Bruton, Village Clerk

**ACKNOWLEDGEMENT AND AGREEMENT BY THE APPLICANT TO THE CONDITIONS OF THIS ORDINANCE:**

**By:** \_\_\_\_\_

**Its:** \_\_\_\_\_

**Date:** \_\_\_\_\_, 2016

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE SUBJECT PROPERTY**

**(ATTACHED)**

**EXHIBIT B**

**FINDINGS AND RECOMMENDATION  
(ATTACHED)**

**EXHIBIT C**

**APPROVED SITE PLAN AND EXTERIOR APPEARANCE PLAN  
(ATTACHED)**



December 8, 2015

Village of Hinsdale  
Community Development Department  
19 E. Chicago Avenue  
Hinsdale, IL 60521  
Attn: Chan Yu

**RE: AT&T Proposed Upgrades— 21 Spinning Wheel Road - Hinsdale**

Dear Mr. Yu;

SAC Wireless, on behalf of AT&T, is requesting the necessary approvals to upgrade their wireless telecommunication equipment to the existing Wireless Telecommunication Facility at the above referenced location. AT&T RF Engineers have determined an upgrade is required at this location to help increase the data and call capacity for the residents and workforce in your area. As you will see by the attached Photo Simulations, this upgrade is almost unnoticeable.

Enclosed please find 28 copies of the following:

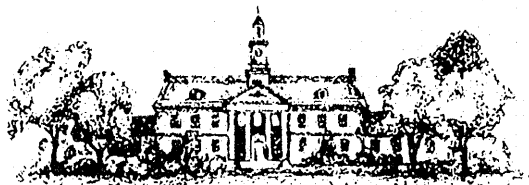
- Plan Commission Application**
- Exterior Appearance & Site Plan Review Application**
- Certificate of Zoning Application**
- Building Permit Application**
- Photo Simulations**
- Proposed Drawings including one set 24"x 36"**
- Site Plan review Fee of \$600.00**
- Zoning & Permit Fee of \$130.00**

We greatly appreciate your help with this proposed AT&T Facility. Please let me know if you have any questions.

Best Regards,

A handwritten signature in black ink, appearing to read 'Tony Phillips', written over the 'Best Regards,' text.

**Tony Phillips**  
Zoning & Permitting Manager  
**SAC Wireless for AT&T**  
540 W. Madison – 16<sup>th</sup> Floor  
Chicago, IL 60661  
847-331-3659  
[tony.phillips@sacw.com](mailto:tony.phillips@sacw.com)



**VILLAGE  
OF HINSDALE** FOUNDED IN 1873

**VILLAGE OF HINSDALE  
COMMUNITY DEVELOPMENT  
DEPARTMENT**

**PLAN COMMISSION APPLICATION**

**I. GENERAL INFORMATION**

**Applicant**

Name: Aaron Blackwell-SAC Wireless for AT&T  
Address: 540 W. Madison - 16th Floor  
City/Zip: Chicago, IL 60661  
Phone/Fax: (312) 809-8032 /             
E-Mail: aaron.blackwell@sacw.com

**Owner**

Name: Hinsdale Management Corp.  
Address: 21 Spinning Wheel Road  
City/Zip: Hinsdale, IL 60521  
Phone/Fax: (630) 323-9075 /             
E-Mail:                                                           

**Others, if any, involved in the project (i.e. Architect, Attorney, Engineer)**

Name: LETS America, Inc.  
Title: Architect/Engineer  
Address: 112 S. Kyrene  
City/Zip: Chandler, AZ 85226  
Phone/Fax: (480) 961-9151 /             
E-Mail: info@letsinc.com

Name:                                                             
Title:                                                             
Address:                                                             
City/Zip:                                                             
Phone/Fax: (      )                                    /                                     
E-Mail:                                                           

**Disclosure of Village Personnel:** (List the name, address and Village position of any officer or employee of the Village with an interest in the owner of record, the Applicant or the property that is the subject of this application, and the nature and extent of that interest)

- 1) N/A
- 2)
- 3)

## II. SITE INFORMATION

Address of subject property: 21 Spinning Wheel Road

Property identification number (P.I.N. or tax number): 06 - 36 - 406 - 017

Brief description of proposed project: Upgrade existing AT&T Wireless Telecommunication Facility on Existing Roof Top

General description or characteristics of the site: Existing Multi-Family High Rise

Existing zoning and land use: R-6 Multiple Family Residential

Surrounding zoning and existing land uses:

North: 0-3 General Office District

South: 0-3 General Office District

East: Tollway - Outside Village Jurisdiction

West: IB Institutional Buildings

Proposed zoning and land use: No change

**Please mark the approval(s) you are seeking and attach all applicable applications and standards for each approval requested:**

☒ Site Plan Approval 11-604

☐ Design Review Permit 11-605E

☒ Exterior Appearance 11-606E

☐ Special Use Permit 11-602E

Special Use Requested: \_\_\_\_\_

☐ Map and Text Amendments 11-601E  
Amendment Requested: \_\_\_\_\_

☐ Planned Development 11-603E

☐ Development in the B-2 Central Business District Questionnaire



## TABLE OF COMPLIANCE

Address of subject property: 21 Spinning Wheel Road

The following table is based on the R-6 Zoning District.

	Minimum Code Requirements	Proposed/Existing Development
Minimum Lot Area (s.f.)	15,000	N/A
Minimum Lot Depth	125	N/A
Minimum Lot Width	70	N/A
Building Height	50	N/A
Number of Stories	4	N/A
Front Yard Setback	40'	N/A
Corner Side Yard Setback	40'	N/A
Interior Side Yard Setback	30'	N/A
Rear Yard Setback	N/A	N/A
Maximum Floor Area Ratio (F.A.R.)*	N/A	N/A
Maximum Total Building Coverage*	N/A	N/A
Maximum Total Lot Coverage*	N/A	N/A
Parking Requirements	N/A	N/A
Parking front yard setback	N/A	N/A
Parking corner side yard setback	N/A	N/A
Parking interior side yard setback	N/A	N/A
Parking rear yard setback	N/A	N/A
Loading Requirements	N/A	N/A
Accessory Structure Information	N/A	N/A

\* Must provide actual square footage number and percentage.

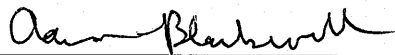
Where any lack of compliance is shown, state the reason and explain the Village's authority, if any, to approve the application despite such lack of compliance: N/A

## CERTIFICATION

The Applicant certifies and acknowledges and agrees that:

- A. The statements contained in this application are true and correct to the best of the Applicant's knowledge and belief. The owner of the subject property, if different from the applicant, states that he or she consents to the filing of this application and that all information contained in this application is true and correct to the best of his or her knowledge.
- B. The applicant understands that an incomplete or nonconforming application will not be considered. In addition, the applicant understands that the Village may require additional information prior to the consideration of this application which may include, but is not limited to, the following items:
1. Minimum yard and setback dimensions and, where relevant, relation of yard and setback dimensions to the height, width, and depth of any structure.
  2. A vehicular and pedestrian circulation plan showing the location, dimensions, gradient, and number of all vehicular and pedestrian circulation elements including rights-of-way and streets; driveway entrances, curbs, and curb cuts; parking spaces, loading spaces, and circulation aisles; sidewalks, walkways, and pathways; and total lot coverage of all circulation elements divided as between vehicular and pedestrian ways.
  3. All existing and proposed surface and subsurface drainage and retention and detention facilities and all existing and proposed water, sewer, gas, electric, telephone, and cable communications lines and easements and all other utility facilities.
  4. Location, size, and arrangement of all outdoor signs and lighting.
  5. Location and height of fences or screen plantings and the type or kind of building materials or plantings used for fencing or screening.
  6. A detailed landscaping plan, showing location, size, and species of all trees, shrubs, and other plant material.
  7. A traffic study if required by the Village Manager or the Board or Commission hearing the application.
- C. The Applicants shall make the property that is the subject of this application available for inspection by the Village at reasonable times;
- D. If any information provided in this application changes or becomes incomplete or inapplicable for any reason following submission of this application, the Applicants shall submit a supplemental application or other acceptable written statement containing the new or corrected information as soon as practicable but not less than ten days following the change, and that failure to do so shall be grounds for denial of the application; and
- E. The Applicant understands that he/she is responsible for all application fees and any other fees, which the Village assesses under the provisions of Subsection 11-301D of the Village of Hinsdale Zoning Code as amended April 25, 1989.
- F. THE OWNER OF THE SUBJECT PROPERTY AND, IF DIFFERENT, THE APPLICANT ARE JOINTLY AND SEVERALLY LIABLE FOR THE PAYMENT OF THE APPLICABLE 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 SUBJECT PROPERTY FOR THE FEE PLUS COSTS OF COLLECTION, IF THE ACCOUNT IS NOT SETTLED WITHIN THIRTY (30) DAYS AFTER THE MAILING OF A DEMAND FOR PAYMENT.

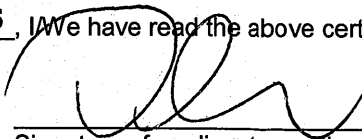
On the 8th day of December, 2015, I/we have read the above certification, understand it, and agree to abide by its conditions.



Signature of applicant or authorized agent

**Aaron Blackwell for AT&T**

Name of applicant or authorized agent



Signature of applicant or authorized agent

**Tony Phillips for AT&T**

Name of applicant or authorized agent

SUBSCRIBED AND SWORN  
to before me this 8th day of  
December, 2015.

  
Notary Public





**COMMUNITY DEVELOPMENT  
DEPARTMENT  
EXTERIOR APPEARANCE AND  
SITE PLAN REVIEW CRITERIA**

**Address of proposed request:** 21 Spinning Wheel Road

**REVIEW CRITERIA**

Section 11-606 of the Hinsdale Zoning Code regulates Exterior appearance review. The exterior appearance review process is intended to protect, preserve, and enhance the character and architectural heritage and quality of the Village, to protect, preserve, and enhance property values, and to promote the health, safety, and welfare of the Village and its residents. Please note that Subsection Standards for building permits refers to Subsection 11-605E Standards and considerations for design permit review.

**\*\*\*PLEASE NOTE\*\*\* If this is a non-residential property within 250 feet of a single-family residential district, additional notification requirements are necessary. Please contact the Village Planner for a description of the additional requirements.**

**FEEs for Exterior Appearance/Site Plan Review:**

**Standard Application: \$600.00**

**Within 250 feet of a Single-Family Residential District: \$800**

Below are the criteria that will be used by the Plan Commission, Zoning and Public Safety Committee and Board of Trustees in reviewing Exterior Appearance Review requests. Please respond to each criterion as it relates to the application. Please use an additional sheet of paper to respond to questions if needed.

1. *Open spaces.* The quality of the open space between buildings and in setback spaces between street and facades.

N/A - No changes will be made.

2. *Materials.* The quality of materials and their relationship to those in existing adjacent structures.

The materials used are similar if not identical to existing.

3. *General design.* The quality of the design in general and its relationship to the overall character of neighborhood.

The design of the proposed equipment will be consistent with the existing design.

4. *General site development.* The quality of the site development in terms of landscaping, recreation, pedestrian access, auto access, parking, servicing of the property, and impact on vehicular traffic patterns and conditions on-site and in the vicinity of the site, and the retention of trees and shrubs to the maximum extent possible.

AT&T is proposing an upgrade of an existing site. There will be no impact.

5. *Height.* The height of the proposed buildings and structures shall be visually compatible with adjacent buildings.

AT&T is proposing an upgrade to an existing site. There will be no changes to the structure to which the equipment is attached.

6. *Proportion of front façade.* The relationship of the width to the height of the front elevation shall be visually compatible with buildings, public ways, and places to which it is visually related.

AT&T is proposing an upgrade to an existing Wireless Telecom facility. The upgrades are barely visible.

7. *Proportion of openings.* The relationship of the width to the height of windows shall be visually compatible with buildings, public ways, and places to which the building is visually related.

N/A - This is upgrade of existing Wireless Telecom Facility.

8. *Rhythm of solids to voids in front facades.* The relationship of solids to voids in the front façade of a building shall be visually compatible with buildings, public ways, and places to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

9. *Rhythm of spacing and buildings on streets.* The relationship of a building or structure to the open space between it and adjoining buildings or structures shall be visually compatible with the buildings, public ways, and places to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

10. *Rhythm of entrance porch and other projections.* The relationship of entrances and other projections to sidewalks shall be visually compatible with the buildings, public ways, and places to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

11. *Relationship of materials and texture.* The relationship of the materials and texture of the façade shall be visually compatible with the predominant materials to be used in the buildings and structures to which it is visually related.

As previously stated, the materials being used will be similar if not identical to existing.

12. *Roof shapes.* The roof shape of a building shall be visually compatible with the buildings to which it is visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

13. *Walls of continuity.* Building facades and appurtenances such as walls, fences, and landscape masses shall, when it is a characteristic of the area, form cohesive walls of enclosure along a street to ensure visual compatibility with the buildings, public ways, and places to which such elements are visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

14. *Scale of building.* The size and mass of buildings and structures in relation to open spaces, windows, door openings, porches, and balconies shall be visually compatible with the buildings, public ways, and places to which they are visually related.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

15. *Directional expression of front elevation.* The buildings shall be visually compatible with the buildings, public ways, and places to which it is visually related in its directional character, whether this be vertical character, horizontal character, or nondirectional character.

N/A - This is an upgrade of an existing Wireless Telecom Facility.

16. *Special consideration for existing buildings.* For existing buildings, the Plan Commission and the Board of Trustees shall consider the availability of materials, technology, and craftsmanship to duplicate existing styles, patterns, textures, and overall detailing.

The materials and technology proposed are designed to enhance the existing Wireless Telecom Facility.

#### **REVIEW CRITERIA – Site Plan Review**

Below are the criteria that will be used by the Plan Commission and Board of Trustees in determining if the application does not meet the requirements for Site Plan Approval. Briefly describe how this application will not do the below criteria. Please respond to each criterion as it relates to the application. Please use an additional sheet of paper to respond to questions if needed.

Section 11-604 of the Hinsdale Zoning Code regulates Site Plan Review. The site plan review process recognizes that even those uses and developments that have been determined to be generally suitable for location in a particular district are capable of adversely affecting the purposes for which this code was enacted unless careful consideration is given to critical design elements.

1. The site plan fails to adequately meet specified standards required by the Zoning Code with respect to the proposed use or development, including special use standards where applicable.

N/A - There is no change to the Site Plan.

2. The proposed site plan interferes with easements and rights-of-way.

N/A - There is no change to the Site Plan.

3. The proposed site plan unreasonably destroys, damages, detrimentally modifies, or interferes with the enjoyment of significant natural, topographical, or physical features of the site.

N/A - There is no change to the Site Plan.

4. The proposed site plan is unreasonably injurious or detrimental to the use and enjoyment of surrounding property.

N/A - There is no change to the Site Plan.

5. The proposed site plan creates undue traffic congestion or hazards in the public streets, or the circulation elements of the proposed site plan unreasonably creates hazards to safety on or off site or disjointed, inefficient pedestrian or vehicular circulation paths on or off the site.

N/A - There is no change to the Site Plan.

6. The screening of the site does not provide adequate shielding from or for nearby uses.

N/A - There is no change to the Site Plan.

7. The proposed structures or landscaping are unreasonably lacking amenity in relation to, or are incompatible with, nearby structures and uses.

N/A - There is no change to the Site Plan.

8. In the case of site plans submitted in connection with an application for a special use permit, the proposed site plan makes inadequate provision for the creation or preservation of open space or for its continued maintenance.

N/A - There is no change to the Site Plan.

9. The proposed site plan creates unreasonable drainage or erosion problems or fails to fully and satisfactorily integrate the site into the overall existing and planned ordinance system serving the community.

N/A - There is no change to the Site Plan.

10. The proposed site plan places unwarranted or unreasonable burdens on specified utility systems serving the site or area or fails to fully and satisfactorily integrate the site's utilities into the overall existing and planned utility system serving the Village.

N/A - There is no change to the Site Plan.

11. The proposed site plan does not provide for required public uses designated on the Official Map.

N/A - There is no change to the Site Plan.

12. The proposed site plan otherwise adversely affects the public health, safety, or general welfare.

N/A - There is no change to the Site Plan.

**VILLAGE OF HINSDALE**  
**COMMUNITY DEVELOPMENT DEPARTMENT**  
19 East Chicago Avenue  
Hinsdale, Illinois 60521-3489  
630.789.7030

**Application for Certificate of Zoning Compliance**

*You must complete all portions of this application. If you think certain information is not applicable, then write "N/A." If you need additional space, then attach separate sheets to this form.*

**Applicant's name:** Aaron Blackwell-SAC Wireles for AT&T

**Owner's name (if different):** AT&T Mobility

**Property address:** 21 Spinning Wheel Road, Hinsdale, IL 60521

**Property legal description:** [attach to this form]

**Present zoning classification:** R-6, Multi-Family Residential

**Square footage of property:** N/A

**Lot area per dwelling:** N/A

**Lot dimensions:** N/A x N/A

**Current use of property:** Residential High Rise

**Proposed use:** ☐ Single-family detached dwelling  
☒ Other: Existing Roof Top Wireless Telecom Facility

**Approval sought:** ☒ Building Permit ☐ Variation  
☐ Special Use Permit ☐ Planned Development  
☐ Site Plan ☐ Exterior Appearance  
☒ Design Review  
☐ Other: \_\_\_\_\_

**Brief description of request and proposal:**

Necessary approvals for the upgrade of existing Wireless Telecom Facility

**Plans & Specifications:** [submit with this form]

**Provided:                      Required by Code:**

**Yards:**

<b>front:</b>	<u>N/A</u>	<u>N/A</u>
<b>interior side(s)</b>	<u>N/A /</u>	<u>N/A /</u>



**Provided:**

**Required by Code:**

corner side  
rear

N/A  
N/A

N/A  
N/A

**Setbacks (businesses and offices):**

front:  
interior side(s)  
corner side  
rear

N/A  
N/A /       
N/A  
N/A

N/A  
N/A /       
N/A  
N/A

others:  
Ogden Ave. Center:  
York Rd. Center:  
Forest Preserve:

N/A  
N/A  
N/A  
N/A

N/A  
N/A  
N/A  
N/A

**Building heights:**

principal building(s):  
accessory building(s):

165'  
N/A

N/A  
N/A

**Maximum Elevations:**

principal building(s):  
accessory building(s):

180'  
N/A

N/A  
N/A

**Dwelling unit size(s):**

N/A

N/A

**Total building coverage:**

N/A

N/A

**Total lot coverage:**

N/A

N/A

**Floor area ratio:**

N/A

N/A

**Accessory building(s):**

N/A

**Spacing between buildings:**[depict on attached plans]

principal building(s):  
accessory building(s):

N/A  
N/A

N/A  
N/A

N/A  
N/A

**Number of off-street parking spaces required:** N/A

**Number of loading spaces required:** N/A

**Statement of applicant:**

*I swear/affirm that the information provided in this form is true and complete. I understand that any omission of applicable or relevant information from this form could be a basis for denial or revocation of the Certificate of Zoning Compliance.*

By: Aaron Blackwell  
Applicant's signature

Aaron Blackwell  
Applicant's printed name

Dated: 12/8, 2015.

# VICINITY MAP

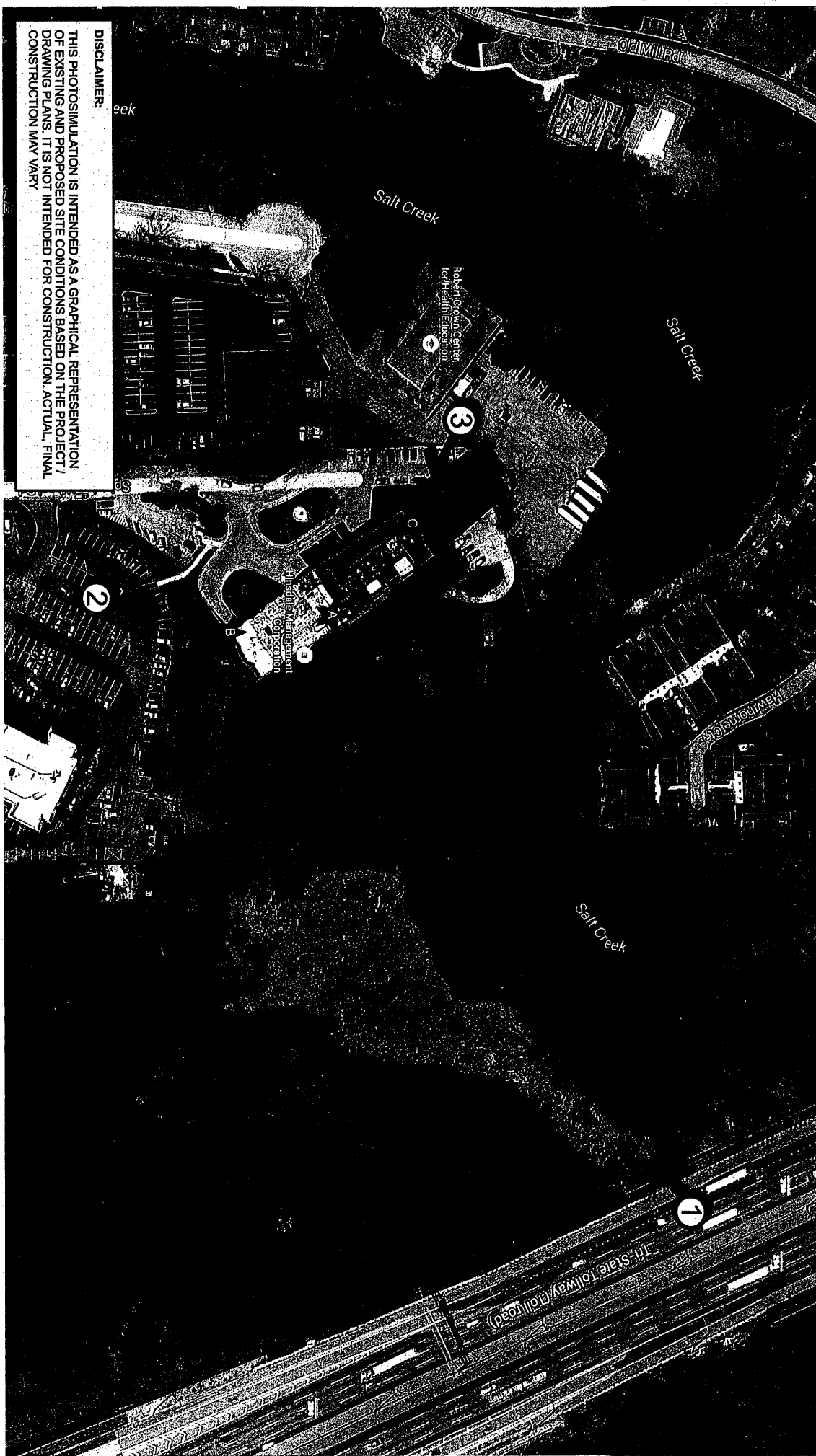
## PHOTOSIMULATION VIEWPOINTS



at&t

SPINNING WHEEL APTS DAS ISE  
10094798  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521

SC  
WIRELESS  
A TONKA COMPANY  
5915 SAN DIEGO, CA 92122  
OFFICE (619) 756-2186



**DISCLAIMER:**  
THIS PHOTOSIMULATION IS INTENDED AS A GRAPHICAL REPRESENTATION OF EXISTING AND PROPOSED SITE CONDITIONS BASED ON THE PROJECT/ DRAWING PLANS. IT IS NOT INTENDED FOR CONSTRUCTION. ACTUAL, FINAL CONSTRUCTION MAY VARY.

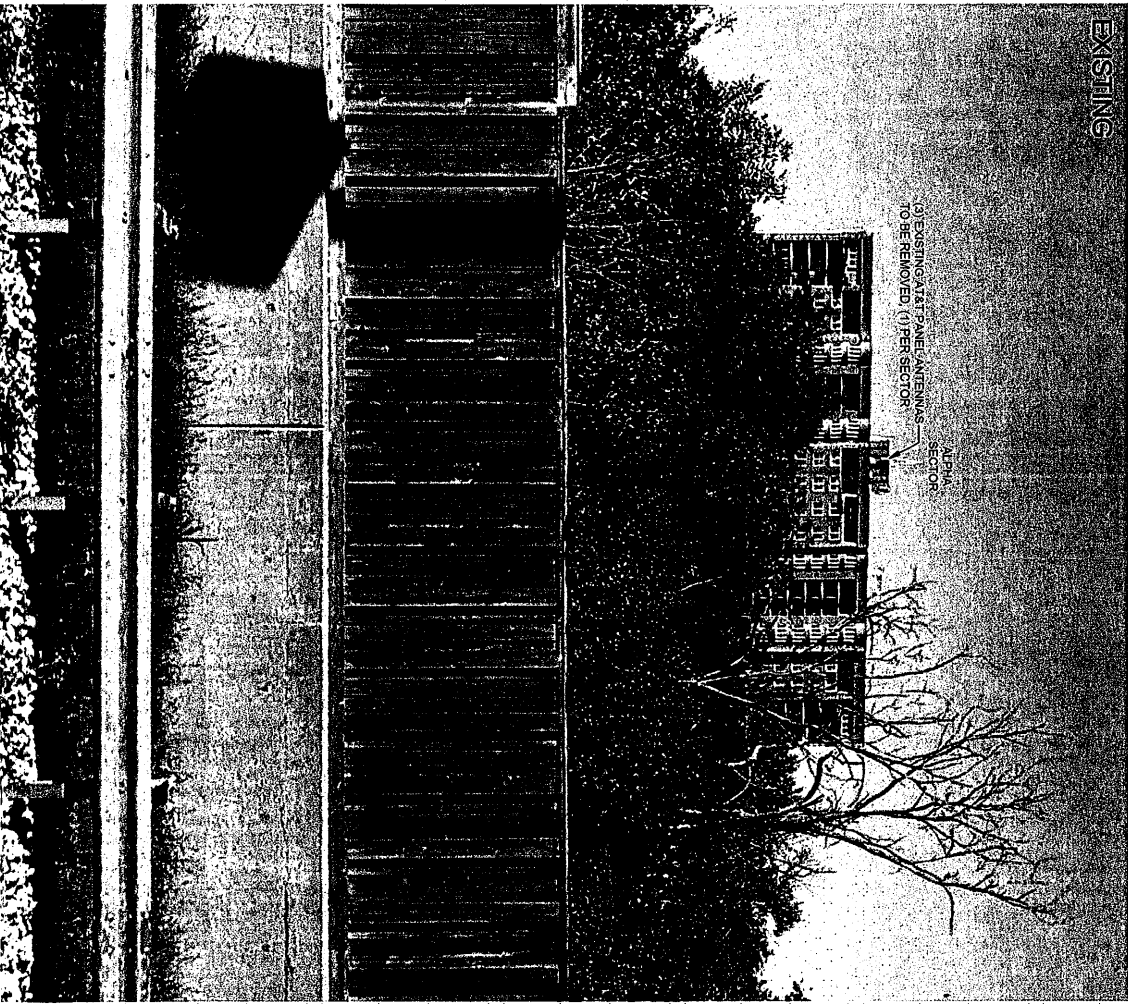
# PHOTOSIMULATION VIEW 1



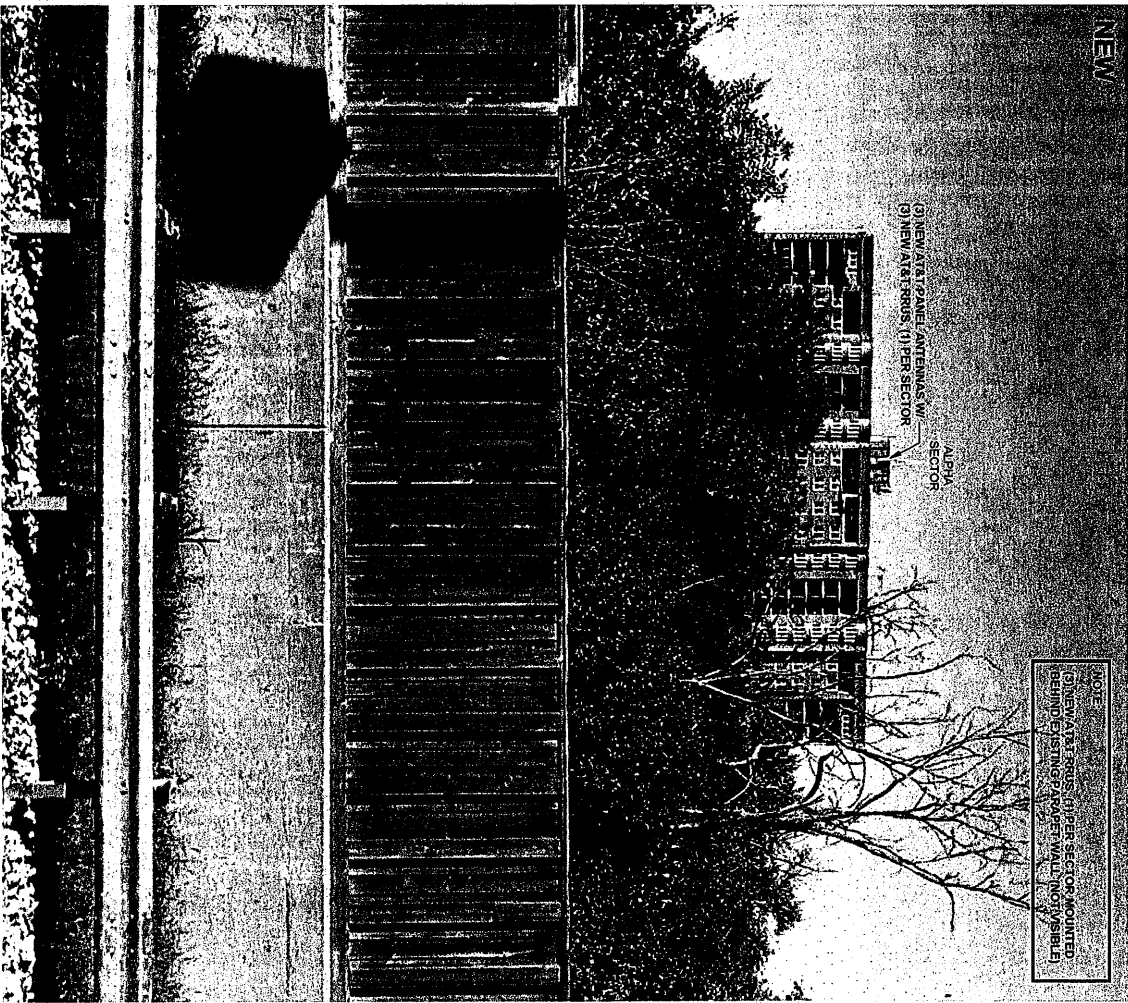
SPINNING WHEEL APTS DAS USE  
10094798  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521

**SC**  
WIRELESS  
A NOKIA COMPANY  
5015 SAN DIEGO AVENUE, 100  
SAN DIEGO, CA 92122  
OFFICE (619) 736-5786

EXISTING



NEW

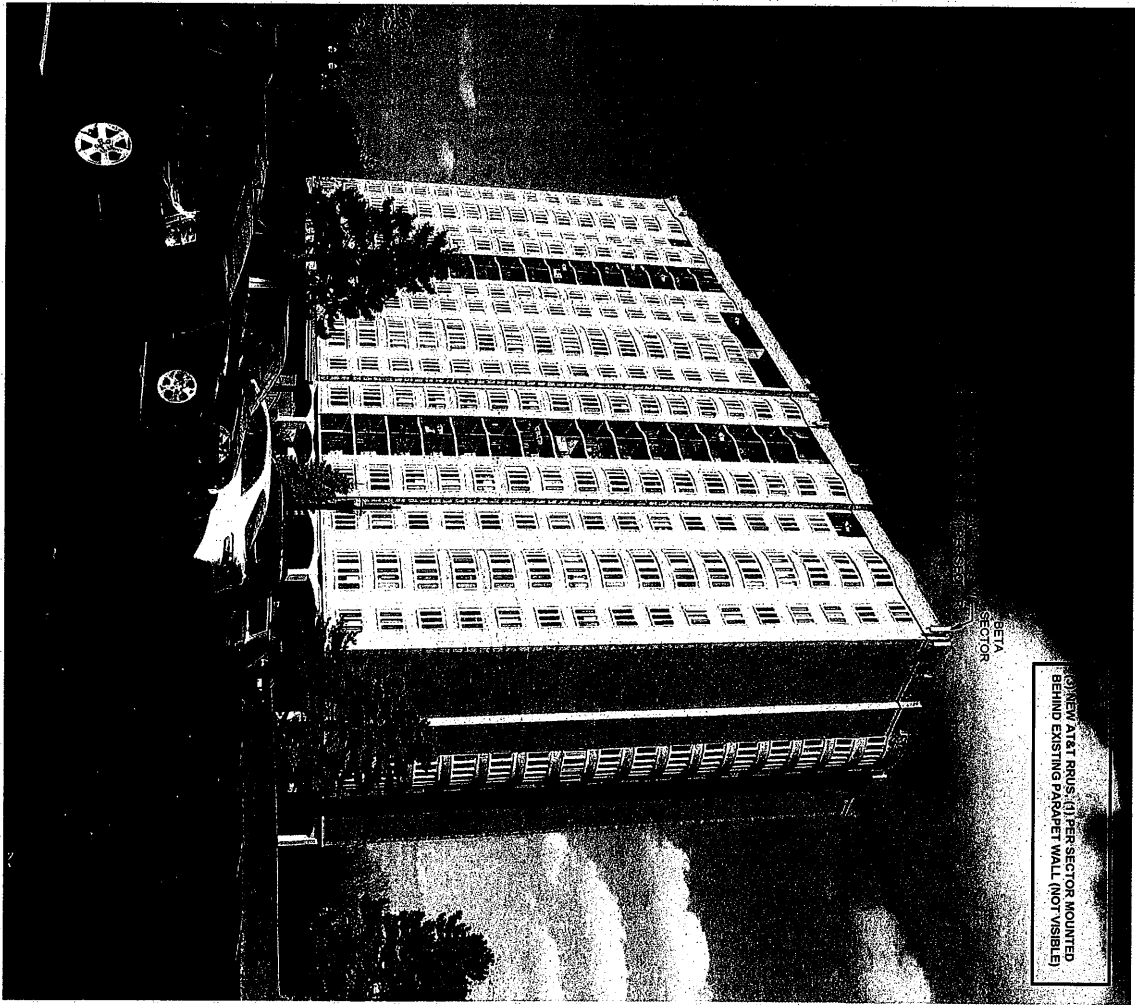
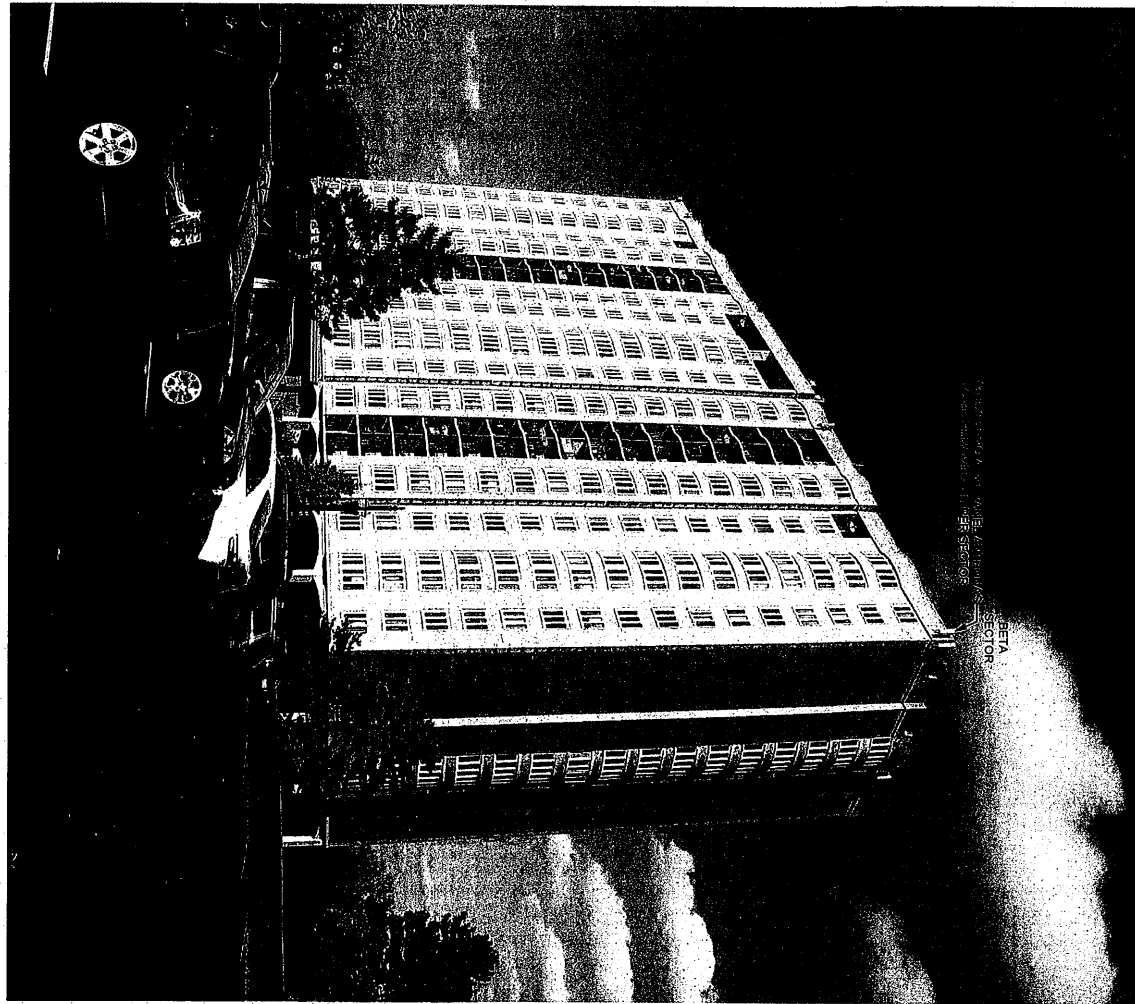


PHOTOSIMULATION VIEW 2



SPINNING WHEEL APTS DAS ISE  
10094798  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521

SC  
WIRELESS  
A NOKIA COMPANY  
5015 SHOREWAY PLACE, SUITE 100  
OFFICE (619) 726-1100

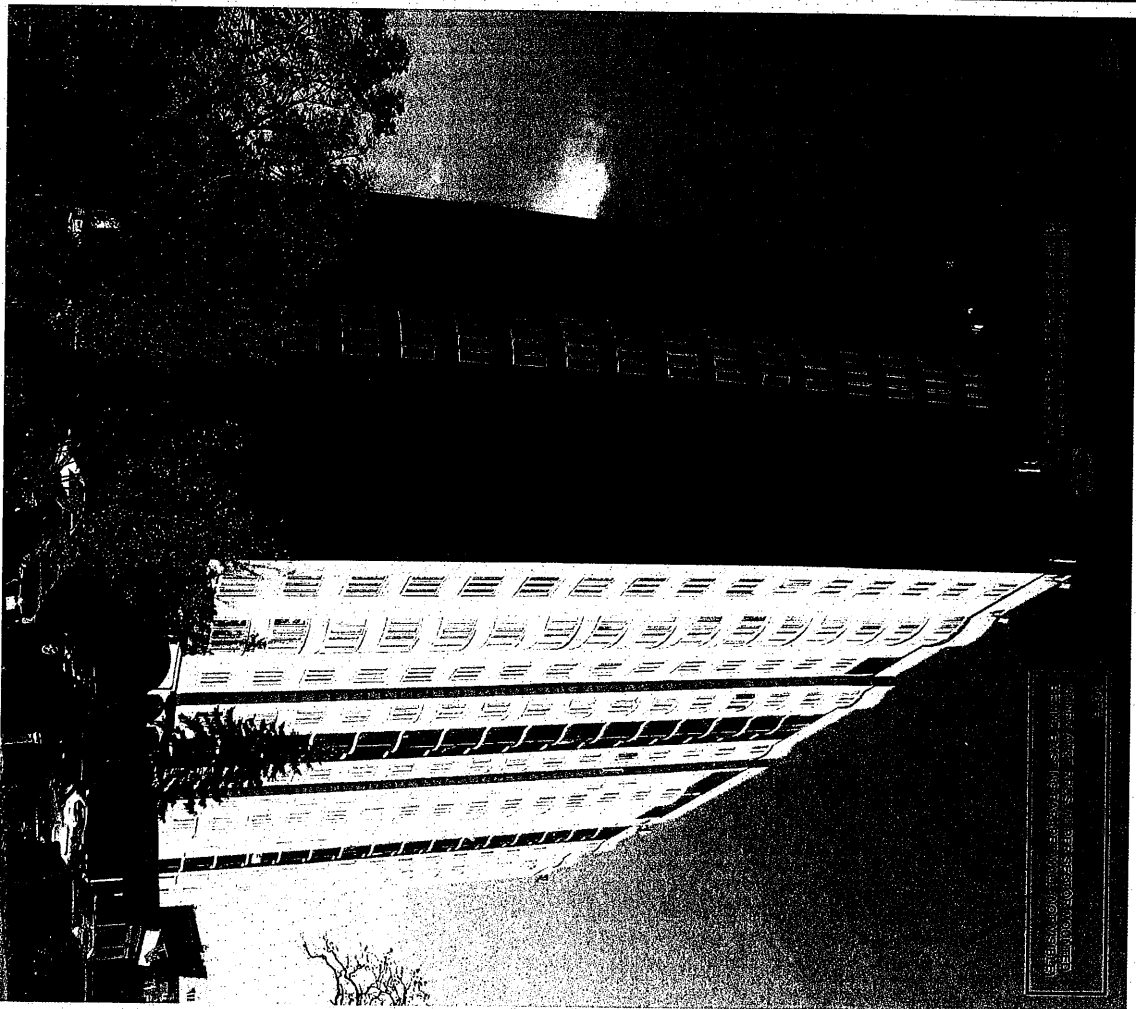
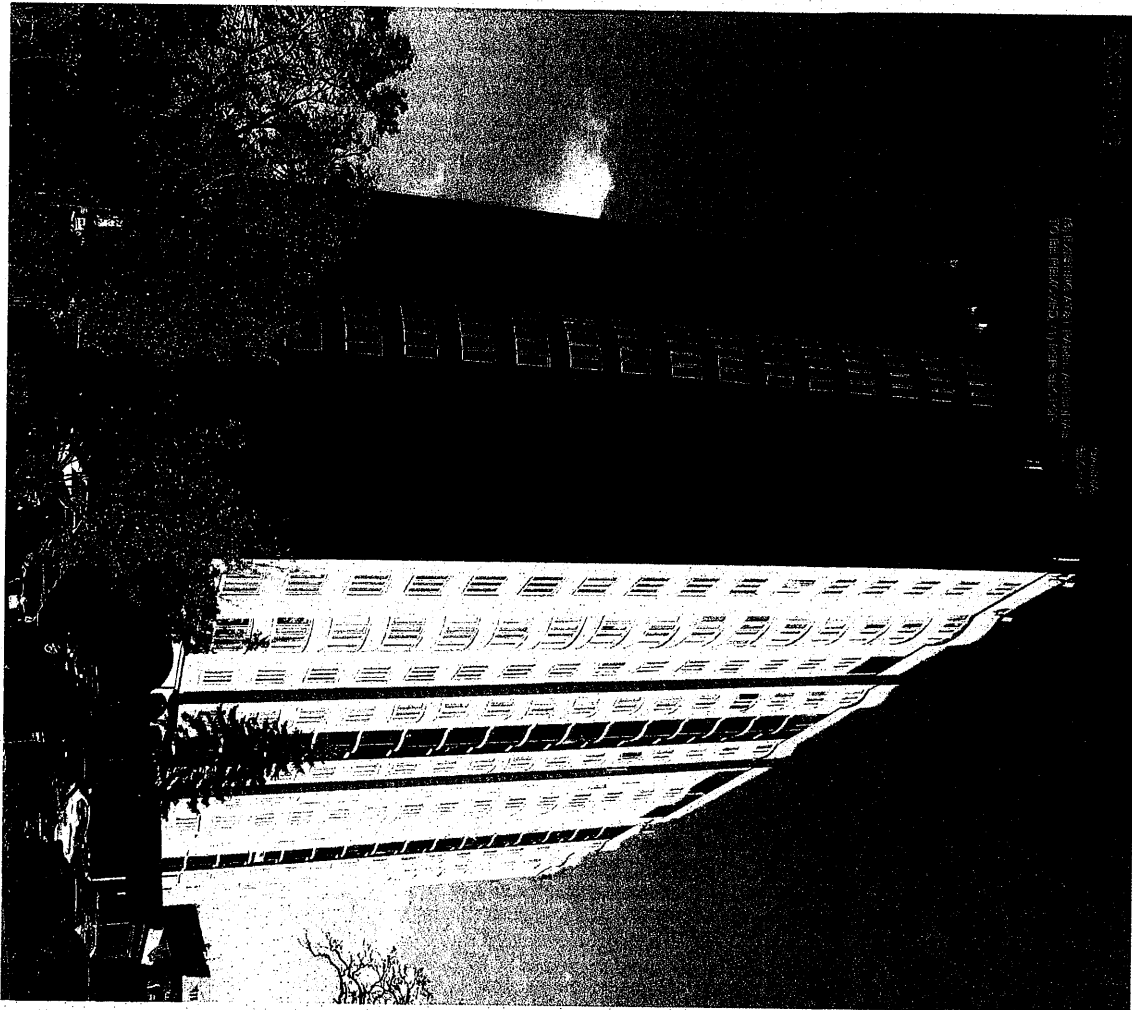


PHOTOSIMULATION VIEW 3



SPINNING WHEEL APTS DAS ISE  
10094798  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521

WIRELESS  
SIC  
A NOKIA COMPANY  
5015 SHOREWAY PLACE SUITE 150  
SAN DIEGO, CA 92122  
OFFICE (619) 735-0796







1. GENERAL CONTRACTOR SHALL LEAVE PREMISES IN A CLEAN CONDITION.
2. THE PROPOSED FACILITY WILL BE FINISHED AND DOES NOT REQUIRE PORTABLE WATER OR SEWER SERVICE, AND IS NOT FOR HUMAN INGESTION (NO SWIMMING POOL REQUIRED).
3. OCCUPANCY IS LIMITED TO PERSONS MAINTENANCE AND INSPECTION, APPROXIMATELY 2 TIMES PER MONTH, BY ALL TECHNICIANS.
4. NO OUTDOOR STORAGE OR SOLID WASTE CONTAINERS ARE PERMITTED.
5. ALL MATERIAL SHALL BE PLACED AND USED IN ACCORDANCE WITH THE LATEST EDITION OF THE INTERNATIONAL BUILDING CODES, THE LATEST EDITION OF THE NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) HANDBOOK, AND THE LATEST EDITION OF THE NATIONAL ELECTRICAL CODE (NEC).
6. CONTRACTORS SHALL BE RESPONSIBLE FOR OBTAINING ALL PERMITS AND INSPECTIONS REQUIRED FOR THE PROJECT.
7. CONTRACTOR SHALL REMOVE ALL TRASH AND DEBRIS FROM THE SITE ON A DAILY BASIS.
8. INSPECTION SHALL BE CONDUCTED ON THESE DRAWINGS BY THE ENGINEER OF ANY DISCREPANCIES PRIOR TO ORDERING MATERIAL OR PROCEEDING WITH CONSTRUCTION.
9. NO WHITE STROKE LINES ARE PERMITTED, UNLESS IF REQUIRED, WILL MEET FM 31 STANDARDS AND REQUIREMENTS.
10. DESIGN AND CONSTRUCTION OF ANTENNA SUPPORTS SHALL CONFORM TO CURRENT ANSI/IEEE-222 OR APPLICABLE LOCAL CODES.
11. ALL STEEL MATERIALS SHALL BE GALVANIZED AFTER FABRICATION IN ACCORDANCE WITH ASTM A123 ZINC (HOT-DIP GALVANIZED) COATINGS ON RICH AND STEEL PRODUCTS, UNLESS NOTED OTHERWISE.
12. ALL BOLTS, ANCHORS AND FASTENERS SHALL BE GALVANIZED IN ACCORDANCE WITH ASTM A153 ZINC-COATING (HOT-DIP) ON RICH AND STEEL PRODUCTS, UNLESS NOTED OTHERWISE.
13. DAMAGED GALVANIZED SURFACES SHALL BE REPAIRED BY COLD GALVANIZING IN ACCORDANCE WITH ASTM A120.
14. ALL ANTENNA HANGERS SHALL BE INSTALLED WITH LOCK NUTS, DOUBLE NUTS AND SHALL BE TORQUED TO MANUFACTURER'S RECOMMENDATION.
15. CONTRACTOR SHALL INSTALL ANTENNA PER MANUFACTURER'S RECOMMENDATION FOR INSTALLATION AND GROUNDING.
16. ALL ANTENNA HANGERS SHALL BE TORQUED WITH A 50-CHM LOAD TO ENSURE ANTENNAS REMAINING IN POSITION.
17. PRIOR TO SETTING ANTENNA SUPPORTS AND HANGERS, CONTRACTOR SHALL CHECK THE ANTENNA HANGER FOR TORQUING AND ENSURE THE ANTENNA HANGER IS NOT DAMAGED OR CRACKED.
18. HANGERS FROM THE TOWER MUST REMAIN TO OPPOSITE FOUNDATIONS IN EACH SECTOR.
19. CONTRACTOR SHALL RECORD THE STEEL A SECTORS AND POSITION OF EACH ANTENNA INSTALLED AT THE ANTENNA AND PROVIDE THE INFORMATION TO A.I.T.
20. THIS SHALL BE LOCATED ON PFE DIRECTLY BEHIND ANTENNAS AS CLOSE TO ANTENNA AS FEASIBLE IN A VERTICAL POSITION.
21. ISOLATE REQUIREMENTS
22. ALL RF CONNECTIONS SHALL BE TORQUED BY A TORQUE WRENCH.
23. ALL RF CONNECTIONS, INCLUDING HANGING AND ANTENNA HANGING SHALL HAVE A TORQUE MARK INSTALLED AT THE CONNECTION POINTS OF THE CONNECTION.
24. CONTRACTOR SHALL PROVIDE A TORQUE WRENCH ON THE SITE STARTING FROM THE TOWERS TO THE SOLID FIBER & FIBER CABLE MOUNTING.
25. THE FIBER OPTIC TRUNK CABLES SHALL BE INSTALLED AND CONNECTED CHANNEL CABLE TRAYS, OR CABLE TRAY, WITHIN DUCT AND A PERMITTING BARRIER SHALL BE USED TO PROTECT THE CABLES FROM DAMAGE.
26. CONTRACTOR SHALL PROVIDE A PERMITTING BARRIER ON THE SITE STARTING FROM THE TOWERS TO THE SOLID FIBER & FIBER CABLE MOUNTING.
27. THE TYPE OF CABLES SHALL BE INSTALLED INTO CONDUITS, CHANNEL CABLE TRAYS, OR CABLE TRAY AND SHALL BE SECURED AT INTERVALS NOT EXCEEDING 60" SIX FEET, AND SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATION.
28. CONTRACTOR SHALL PROVIDE A PERMITTING BARRIER ON THE SITE STARTING FROM THE TOWERS TO THE SOLID FIBER & FIBER CABLE MOUNTING.
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10094798  
SPANNING WHEEL ROAD  
HILLSIDE, IL 60521

36

SHEET TITLE

NOTES & SPECIFICATIONS

SHEET NUMBER

SP-1

1. REPAIR ANY DAMAGE TO THE ROAD SURFACE CAUSED BY THE CONSTRUCTION OF THE WHEEL ROAD.

2. THE ROAD SURFACE SHALL BE REPAIRED TO THE ORIGINAL CONDITION.

3. THE ROAD SURFACE SHALL BE REPAIRED TO THE ORIGINAL CONDITION.

4. THE ROAD SURFACE SHALL BE REPAIRED TO THE ORIGINAL CONDITION.

5. THE ROAD SURFACE SHALL BE REPAIRED TO THE ORIGINAL CONDITION.

6. THE ROAD SURFACE SHALL BE REPAIRED TO THE ORIGINAL CONDITION.

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NOT FOR CONSTRUCTION UNLESS LABELED

FOR CONSTRUCTION SET

REVISIONS

NO.	DATE	DESCRIPTION	BY	CHKD
1	06/16/15	80% DTS	NSH	
2	10/09/15	80% DTS	JMA	
3	01/19/15	FOR CONSTRUCTION JMA		

LET'S America, Inc.

112 S. MERRILL ST. 1

CHICAGO, IL 60606

PHONE: 404-81-4151

FAX: 404-81-4152

LES FILE # 123-45-678

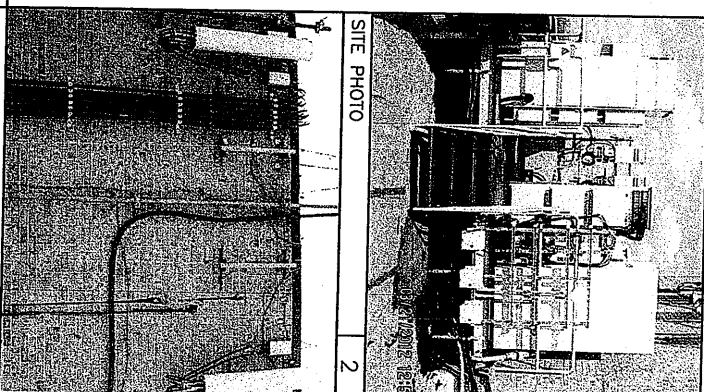
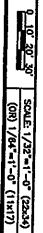
PLAN PREPARED BY:

WIRELESS

AT&T

800 WINDY PARKWAY, 4TH FLOOR

SCARSDALE, NY 10583



SITE PHOTO

2

I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED ENGINEER UNDER THE LAWS OF THE STATE OF ILLINOIS.

10094798  
SPINNING WHEEL APTS DAS ISE  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521

COMPOUND PLAN  
& SITE PHOTOS

**SHEET NUMBER**  
**A-1**

at&amp;t

830 NATIONAL PARKWAY, 4TH FLOOR  
SCHUMBERG, IL 60173

PLAN PREPARED FOR

540 W. MADISON ST.  
17TH FLOOR  
CHICAGO, IL 60608  
WWW.ESN.COM  
312.836.4877

**LETS**  
LETS America, Inc.  
112 S. MERIDE RD. STE 1  
CHANDLER, AZ 85226  
ARIZONA: 480-981-9151  
LETS PRGOL # LETS-AIT-L-035

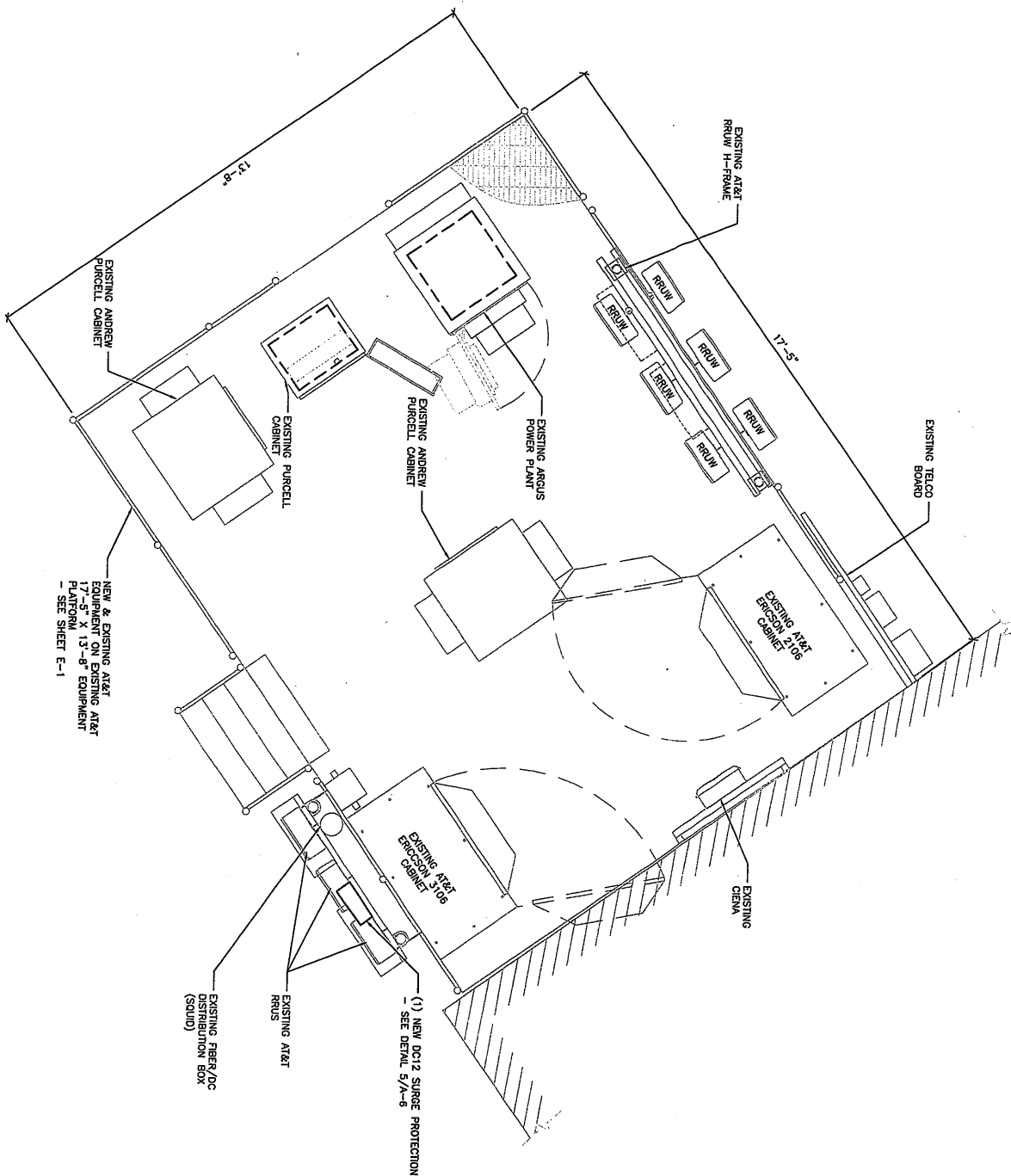
REVISIONS		
NO.	DATE	DESCRIPTION
A	09/16/15	90% CO'S
B	10/03/15	95% CO'S
D	10/19/15	FOR CONSTRUCTION

NOT FOR CONSTRUCTION UNLESS LABELED  
AS CONSTRUCTION SET

STATE OF ILLINOIS  
DAVID TAN  
062086245  
15  
LISCENSED PROFESSIONAL  
CHOON HONG TAN



EQUIPMENT PLAN



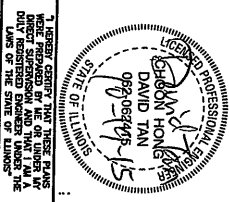
SCALE 3/4"=1'-0" (22x9)  
(00) 3/8"=1'-0" (11x7)



SHEET NUMBER  
A-2

EQUIPMENT PLAN

1009/798  
SPANNING WHEEL APTS DAS USE  
SPANNING WHEEL ROAD  
HINSDALE, IL 60521



NOT FOR CONSTRUCTION UNLESS LABELED  
AS CONSTRUCTION SET

REV.	DATE	DESCRIPTION	INITIALS
A	09/16/15	60% CDS	NSH
B	10/03/15	95% CDS	JJA
C	10/19/15	FOR CONSTRUCTION	JJA

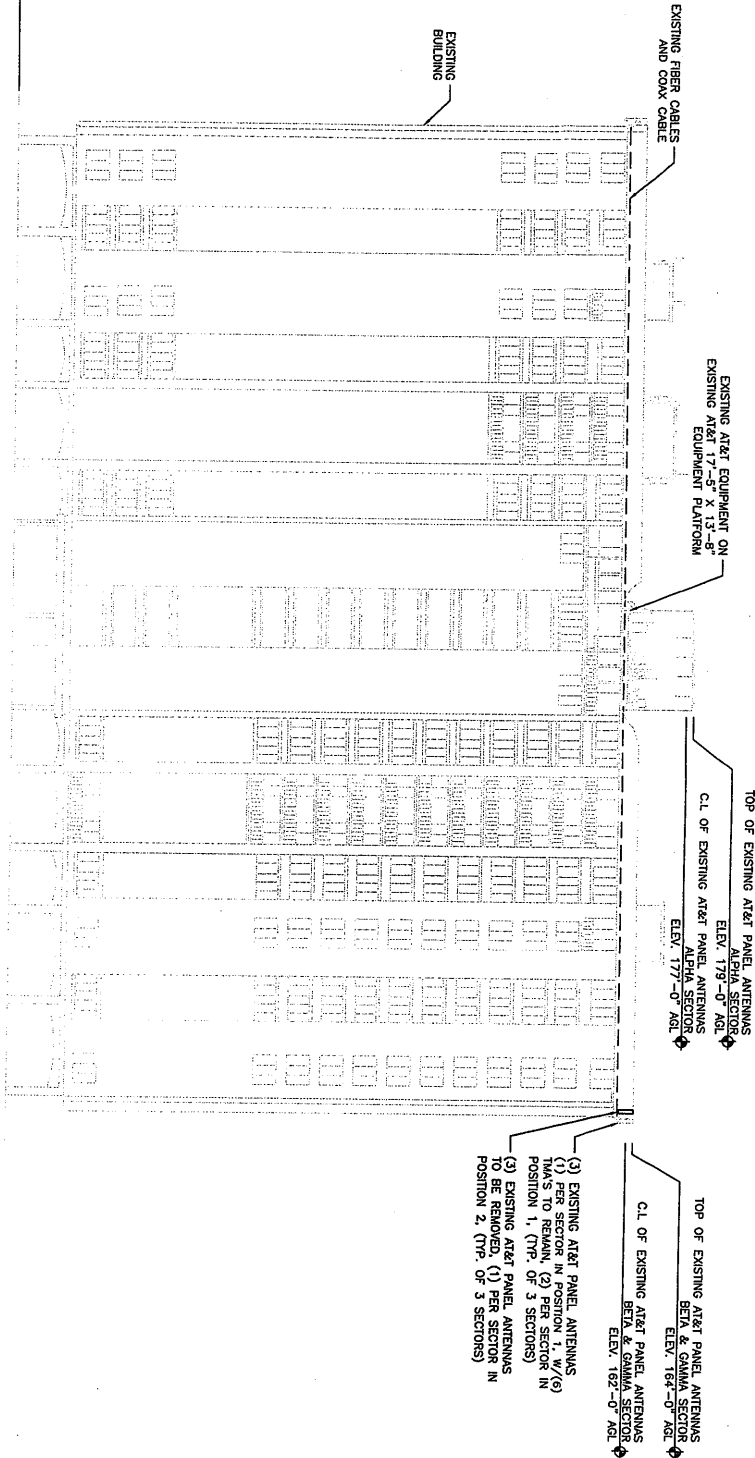
PLAN PREPARED BY:  
**LET'S**  
LET'S America, Inc.  
112 S. KENNE RD. STE. 1  
CHICAGO, IL 60628  
TEL: 312.582.4455  
FAX: 312.582.4455

**SD**  
SOUTHWESTERN  
DISTRIBUTION  
WIRELESS  
A TOLLFREE COMPANY  
312.582.4477

**at&t**  
600 WESTERN SPANNING APT. ROAD  
CHICAGO, IL 60615

EXISTING BUILDING ELEVATION

GRADE (REF.)  
ELEV. 0'-0" AGL



SCALE 1/8"=1'-0" (24x34)  
(001/28"x1'-0" (11x17))

1

SHEET NUMBER  
A-3

EXISTING BUILDING  
ELEVATION

10094798  
SPINNING WHEEL APPTS D&S USE  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521

3C  
10094798  
SPINNING WHEEL APPTS D&S USE  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521



NOT FOR CONSTRUCTION UNLESS LABELED  
NOT FOR CONSTRUCTION UNLESS LABELED

REV.	DATE	REVISION	BY
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B	10/09/15	90% CDS	JAN
O	10/19/15	FOR CONSTRUCTION	JAN

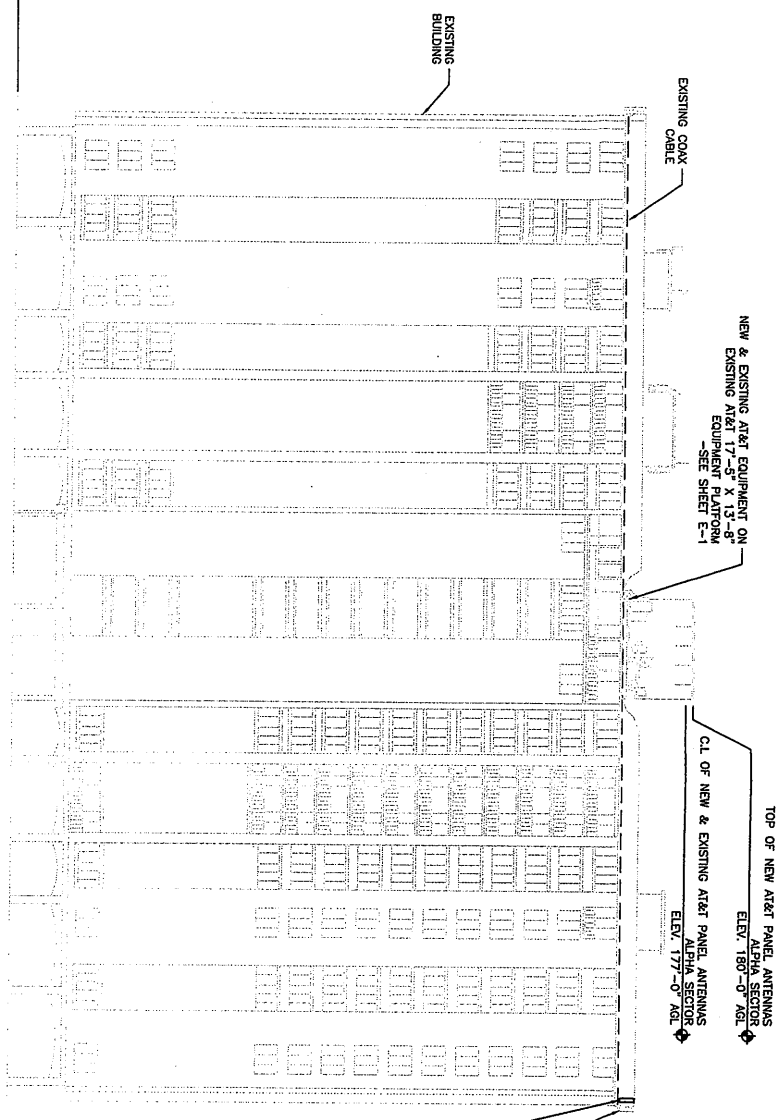
LET'S  
America, Inc.  
112 S. AMBER RD. STE. 1  
CHICAGO, IL 60601  
TEL: 312.467.4100  
FAX: 312.467.4105  
LES PROJ # LES-WT-4-415

PLAN PREPARED FOR:  
SOUTHWESTERN BELL  
WIRELESS  
AMERICA COMPANY  
500 W. JACKSON ST.  
CHICAGO, IL 60601  
312.596.4777



NEW BUILDING ELEVATION

GRADE (REF.)  
ELEV. 0'-0" ASL



NOTE:  
1. BUILDING STRUCTURAL CALCULATIONS PREPARED BY LET AMERICA, INC. REPORT DATED 10/05/2015. CONTRACTOR TO VERIFY WITH PROJECT MANAGER TO OBTAIN A COPY.  
2. CONTRACTOR SHALL REFER TO BUILDING ADDITIONAL LOADS. NO ERECTION OR MODIFICATION OF BUILDING SHALL BE MADE WITHOUT THE APPROVAL OF STRUCTURAL ENGINEER.

- (1) EXISTING AT&T PANEL ANTENNAS IN POSITION 1, W/G EXISTING TRAYS IN POSITION 1, (TYP. OF 3 SECTIONS)
- (2) NEW AT&T 10/25/25C PANEL ANTENNAS, (1) PER SECTOR IN POSITION 2, (TYP. OF 3 SECTIONS)

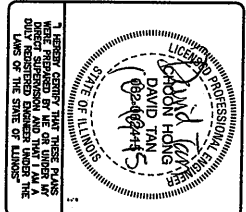
SCALE 3/8"=1'-0" (22x34)  
(00) 3/8"=1'-0" (14x17)

1

SHEET NUMBER  
A-3.1

NEW BUILDING  
ELEVATION

10094798  
SPINNING WHEEL APTS DAS USE  
SPINNING WHEEL ROAD  
HINSDALE, IL 60521



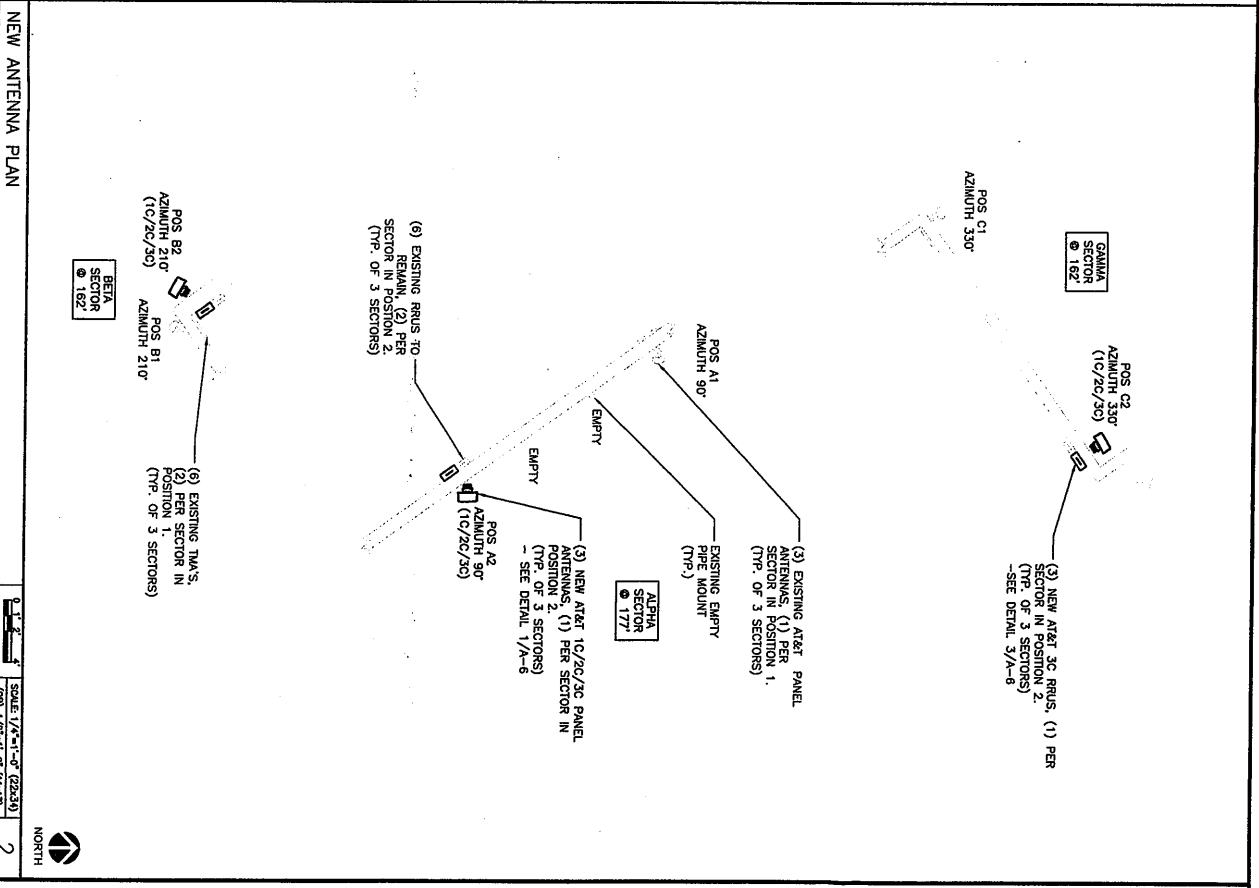
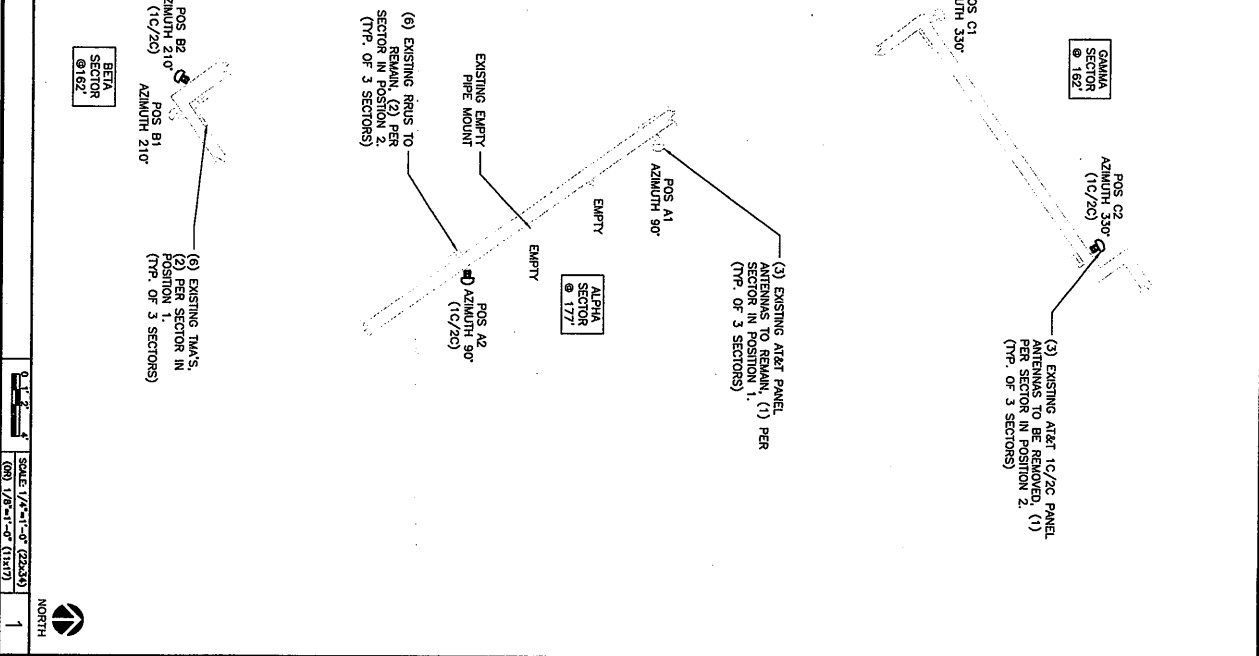
NOT FOR CONSTRUCTION UNLESS LABELED  
AS CONSTRUCTION SET

REV.	DATE	DESCRIPTION	BY
A	09/14/15	00K CDS	NSH
B	10/02/15	00K CDS	JNA
0	10/19/15	FOR CONSTRUCTION JNA	

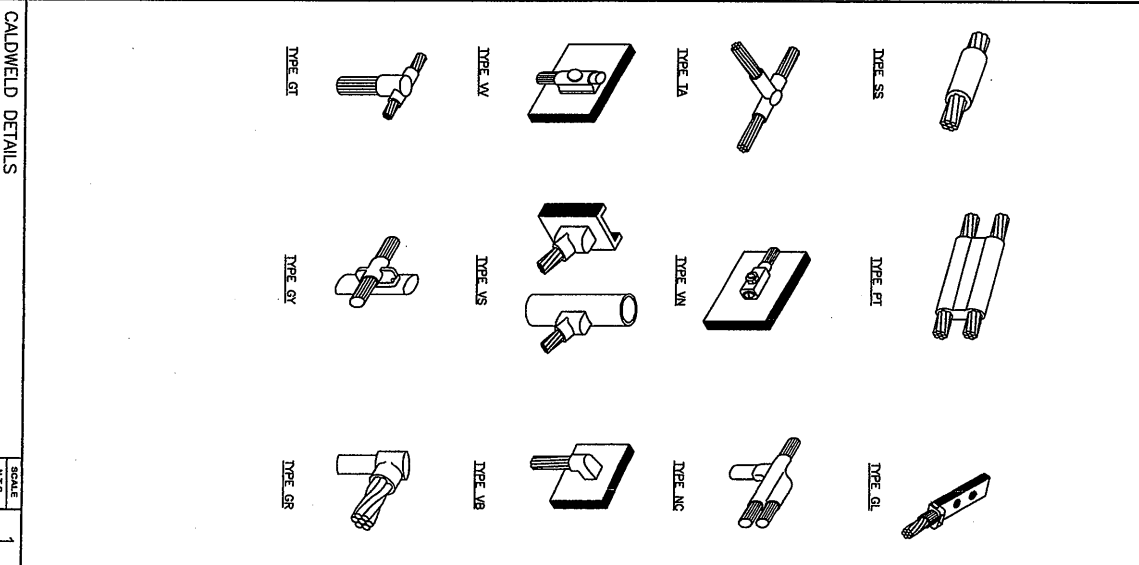
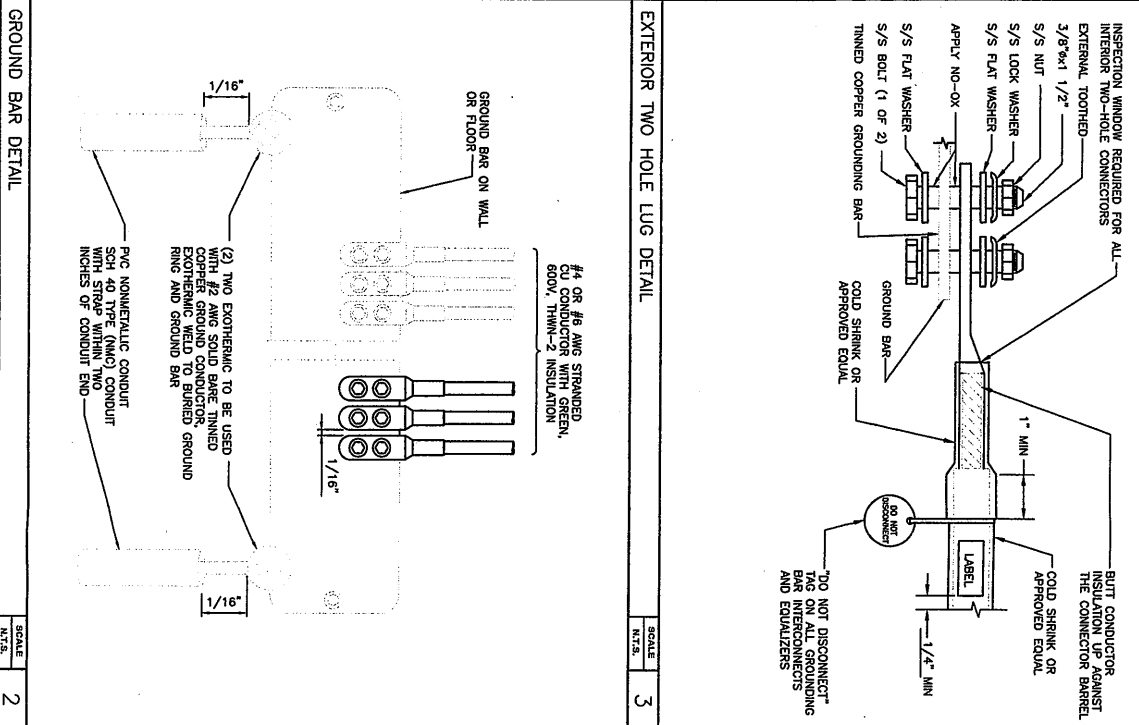
LET'S  
LET'S America, Inc.  
115 S. MERRILL RD. STE. 1  
CHICAGO, IL 60641  
TEL: 312.686.4777  
FAX: 312.686.4778  
LES PROJ. & LPS-INT-4-035




SDC  
SOUTHERN DESIGN COMPANY  
800 N. MICHIGAN ST.  
CHICAGO, IL 60611  
312.686.4777

at&t  
530 MADISON AVENUE, 4TH FLOOR  
NEW YORK, NY 10022  
SQUARE, L. 60172



<p>DATE: _____</p>	<p>PLAN PREPARED BY: _____</p>	<p>LET'S 1715 N. WILSON RD. STE. 1 LET'S ANTENNA, Inc. CHICAGO, IL 60641 312.666-4877 FAX: 312.666-4877</p>	<p>35 1009/9798 SPINNING WHEEL APYS DAS ISE SPINNING WHEEL ROAD HMSDALE, IL 60521</p>	<p>SHEET TITLE  EXISTING &amp; NEW ANTENNA PLAN</p>	<p>SHEET NUMBER  A-4</p>
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 800 NATIONAL PARKWAY, 14TH FLOOR WASHINGTON, D. C. 20045	PLAN PREPARED FOR:	 SDC WIRELESS A NATIONAL COMPANY	604 N. WASHINGTON ST. CHICAGO, IL 60601 (312) 655-4577	PLAN PREPARED BY:	LETS Lets America, Inc. 712 S. WILSON ST. SUITE 1 CHICAGO, IL 60607 (312) 467-1100 LES PROJ. # LES-AM-L-005	REVISIONS	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>REV.</th> <th>DATE</th> <th>DESCRIPTION</th> <th>APPROVED</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>09/19/15</td> <td>005 CDS</td> <td>NSH</td> </tr> <tr> <td>B</td> <td>10/06/15</td> <td>005 CDS</td> <td>JMA</td> </tr> <tr> <td>C</td> <td>10/19/15</td> <td>FOR CONSTRUCTION</td> <td>JMA</td> </tr> </tbody> </table>	REV.	DATE	DESCRIPTION	APPROVED	A	09/19/15	005 CDS	NSH	B	10/06/15	005 CDS	JMA	C	10/19/15	FOR CONSTRUCTION	JMA	NOT FOR CONSTRUCTION UNLESS LABELED AS CONSTRUCTION SET		I HEREBY CERTIFY THAT THESE PLANS WERE PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED REGISTERED ENGINEER UNDER THE LAWS OF THE STATE OF ILLINOIS	30. 100947398 SPINNING WHEEL APPS DMS ISE SPINNING WHEEL APPS DMS ISE HINSDALE IL 60521	SHEET TITLE GROUNDING DETAILS	SHEET NUMBER G-1
REV.	DATE	DESCRIPTION	APPROVED																										
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B	10/06/15	005 CDS	JMA																										
C	10/19/15	FOR CONSTRUCTION	JMA																										



## HINSDALE PLAN COMMISSION

**RE: Case A-47-2015 – Applicant: SAC Wireless, agent for AT&T (application address: 21 Spinning Wheel Rd.)**

**Request: Upgrade existing AT&T Wireless Telecommunication Facility in the R-6 Multiple Family Residential District**

**DATE OF PLAN COMMISSION REVIEW:** January 13, 2016

**DATE OF BOARD OF TRUSTEES 1<sup>ST</sup> READING:** February 2, 2016

### FINDINGS AND RECOMMENDATION

#### I. FINDINGS

1. The Plan Commission (PC) heard testimony from the applicant, for the proposed telecommunication equipment upgrades on the rooftop of Spinning Wheel Apartments, in the R-6 Multiple Family Residential District.
2. The applicant explained that AT&T is planning to replace 3 outdated antennas. The proposed project will also add 3 new radio units (RRU) behind said new antennas. The purpose of the RRU is to improve capacity, to handle more calls and data. There is a difference between coverage and capacity. The RRU will improve capacity.
3. A Commissioner asked how many total antennas are on the rooftop. The applicant does not have information beyond AT&T's equipment. The PC reiterated the need for the Village to have a plan and comprehensive list of telecommunication antenna locations.

#### II. RECOMMENDATIONS

Following a motion to recommend approval of the proposed exterior appearance plan, the Village of Hinsdale Plan Commission, on a vote of eight (8) "Ayes," and one (1) "Absent," recommends that the President and Board of Trustees approve the exterior appearance plan to allow the replacement and installation of antennas, RRU and minor internal cabinet upgrades in the R-6 Multiple Family Residential District.

Following a motion to recommend approval of the proposed site plan, the Village of Hinsdale Plan Commission, on a vote of eight (8) "Ayes," and one (1) "Absent," recommends that the President and Board of Trustees approve the site plan to allow the replacement and installation of antennas, RRU and minor internal cabinet upgrades in the R-6 Multiple Family Residential District.

THE HINSDALE PLAN COMMISSION

By: \_\_\_\_\_  
Chairman

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

8a

**DATE: February 02, 2016**

<b>AGENDA SECTION</b>	Consent: Agenda/ACA	<b>ORIGINATING DEPARTMENT</b>	Finance	
<b>ITEM</b>	Accounts Payable	Darrell Langlois <b>APPROVED</b> Assistant Village Manager/Director of Finance		
<p>At the meeting of February 02, 2016 staff respectfully requests the presentation of the following motion to approve the accounts payable:</p> <p><b>Motion:</b> To move approval and payment of the accounts payable for the period of January 20, 2016 through February 02, 2016 in the aggregate amount of <u>\$670,120.26</u> as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.</p>				
<b>STAFF APPROVALS</b>				
<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>MANAGER'S APPROVAL</b>
<b>COMMITTEE ACTION:</b>				
<b>BOARD ACTION:</b>				



**Village of Hinsdale**  
**Schedule of Bank Wire Transfers and ACH Payments**  
**1601**

Payer/ Date	Description	Vendor Invoice	Invoice Amount
Electronic Federal Tax Payment Systems 1/29/2016	Village Payroll #2 - Calendar 2016	FWH	\$ 51,369.70
Electronic Federal Tax Payment Systems 1/29/2016	Village Payroll #2 - Calendar 2016	FICA/MCARE	37,485.90
Illinois Department of Revenue 1/29/2016	Village Payroll #2 - Calendar 2016	State Tax Withholding	13,313.06
ICMA - 457 Plans 1/29/2016	Village Payroll #2 - Calendar 2016	Employee Withholding	14,293.96
HSA PLAN CONTRIBUTION - 1/29/2016		Employer/Employee Withholding	2,798.28
Intergovernmental Personnel Benefit Cooperative		Employer/Employee	168,369.42
Illinois Municipal Retirement Fund		Employer/Employee	

**Total Bank Wire Transfers and ACH Payments** \$287,630.32

**Village of Hinsdale  
Warrant # 1601  
Summary By Fund**

<b>Recap By Fund</b>	<b>Fund</b>	<b>Regular Checks</b>	<b>ACH/Wire Transfers</b>	<b>Total</b>
General Fund	10000	252,823.02	168,369.42	421,192.44
Capital Project Fund	45300	72,203.00	-	72,203.00
Water & Sewer Operations	61061	11,886.36	-	11,886.36
Escrow Funds	72100	35,000.00		35,000.00
Payroll Revolving Fund	79000	10,577.56	119,260.90	129,838.46
<b>Total</b>		<b>382,489.94</b>	<b>287,630.32</b>	<b>670,120.26</b>

**VILLAGE OF HINSDALE**

**ACCOUNTS PAYABLE WARRANT REGISTER #1601**

**FOR PERIOD January 20, 2016 through February 02, 2016**

The attached Warrant Summary by Fund and Warrant Register listing TOTAL DISBURSEMENTS FOR ALL FUNDS of \$670,120.26 reviewed and approved by the below named officials.

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
VILLAGE TREASURER/ASSISTANT VILLAGE MANAGER

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
VILLAGE MANAGER

APPROVED BY \_\_\_\_\_ DATE \_\_\_\_\_  
VILLAGE TRUSTEE

Run date: 29-JAN-16

Village of Hinsdale

Page: 1

## WARRANT REGISTER: 1601

DATE: 02/02/16

VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
<b>AFLAC-FLEXONE</b>			
197029	AFLAC OTHER	012916000000000	\$370.97
197030	ALFAC OTHER	012916000000000	\$204.62
197031	AFLAC SLAC	012916000000000	\$89.35
<b>Total for Check: 104855</b>			<b>\$664.94</b>
<b>COLONIAL LIFE PROPROCESSING</b>			
197019	COLONIAL S L A C	012916000000000	\$60.98
197020	COLONIAL OTHER	012916000000000	\$27.63
<b>Total for Check: 104856</b>			<b>\$88.61</b>
<b>I.U.O.E.LOCAL 150</b>			
197035	LOCAL 150 UNION DUES	012916000000000	\$965.65
<b>Total for Check: 104857</b>			<b>\$965.65</b>
<b>NATIONWIDE RETIREMENT SOL</b>			
197023	USCM/PEBSCO	012916000000000	\$125.03
197024	USCM/PEBSCO	012916000000000	\$1,485.00
<b>Total for Check: 104858</b>			<b>\$1,610.03</b>
<b>NATIONWIDE TRUST CO.FSB</b>			
197032	PEHP UNION 150	012916000000000	\$326.77
197033	PEHP REGULAR	012916000000000	\$2,191.42
197034	PEHPPD	012916000000000	\$565.20
<b>Total for Check: 104859</b>			<b>\$3,083.39</b>
<b>STATE DISBURSEMENT UNIT</b>			
197036	CHILD SUPPORT	012916000000000	\$313.21
<b>Total for Check: 104860</b>			<b>\$313.21</b>
<b>STATE DISBURSEMENT UNIT</b>			
197037	CHILD SUPPORT	012916000000000	\$585.00
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<b>STATE DISBURSEMENT UNIT</b>			
197038	CHILD SUPPORT	012916000000000	\$230.77
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<b>STATE DISBURSEMENT UNIT</b>			
197039	CHILD SUPPORT	012916000000000	\$764.77
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<b>STATE DISBURSEMENT UNIT</b>			
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<b>STATE DISBURSEMENT UNIT</b>			
197041	CHILD SUPPORT	012916000000000	\$672.45
<b>Total for Check: 104865</b>			<b>\$672.45</b>
<b>VILLAGE OF HINSDALE</b>			
197025	DEP CARE REIMBURSEMENT	012916000000000	\$296.08
197026	MEDICAL REIMBURSEMENT	012916000000000	\$354.19
197027	DEP CARE REIMB.F/P	012916000000000	\$20.83
197028	MEDICAL REIMBURSEMENT	012916000000000	\$467.07
<b>Total for Check: 104866</b>			<b>\$1,138.17</b>
<b>VSP ILLINOIS - 30048087</b>			
197021	VSP FAMILY ALL EMPLOYEES	012916000000000	\$224.96
197022	VSP SINGLE ALLEMPLOYEES	012916000000000	\$60.61

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VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
		<b>Total for Check: 104867</b>	<b>\$285.57</b>
<b>A &amp; M PARTS, INC</b>			
196952	HOSE AND CLAMPS - 7	551436	\$46.15
		<b>Total for Check: 104868</b>	<b>\$46.15</b>
<b>A BLOCK MARKETING INC</b>			
196877	TIPPING FEE	00065556	\$25.00
		<b>Total for Check: 104869</b>	<b>\$25.00</b>
<b>A LAMP CONCRETE</b>			
196855	BIRCHWOOD SEWER CLEANING	15290	\$1,900.00
		<b>Total for Check: 104870</b>	<b>\$1,900.00</b>
<b>ABC COMMERCIAL MAINT SERV</b>			
196910	KLM CLEANING - DEC	098	\$1,620.00
		<b>Total for Check: 104871</b>	<b>\$1,620.00</b>
<b>ADVANTAGE CHEVROLET</b>			
196861	GASKET	357590	\$14.16
196873	DOOR HANDLE	356391	\$27.29
		<b>Total for Check: 104872</b>	<b>\$41.45</b>
<b>AIR ONE EQUIPMENT</b>			
196978	HELMETS	109558	\$984.00
196979	CABINET LOCKS	109559	\$345.00
		<b>Total for Check: 104873</b>	<b>\$1,329.00</b>
<b>AIRGAS USA LLC</b>			
196820	OXYGEN CYLYNDERS	9046796365	\$220.35
		<b>Total for Check: 104874</b>	<b>\$220.35</b>
<b>ALEXANDER EQUIPMENT</b>			
196802	SAW BLADES	119103	\$180.00
		<b>Total for Check: 104875</b>	<b>\$180.00</b>
<b>ALL STAR ASPHALT, INC</b>			
196915	BURNS TENNIS COURTS	01152016	\$104,331.00
		<b>Total for Check: 104876</b>	<b>\$104,331.00</b>
<b>ALLIED GARAGE DOOR INC</b>			
196803	REPAIR OVERHEAD DOORS	0000064723	\$1,394.04
		<b>Total for Check: 104877</b>	<b>\$1,394.04</b>
<b>AMERICAN EXPRESS</b>			
196882	ASST MERCHANDISE	8-03003-01/2016	\$2,475.13
196882	ASST MERCHANDISE	8-03003-01/2016	\$69.72
196882	ASST MERCHANDISE	8-03003-01/2016	\$31.10
196882	ASST MERCHANDISE	8-03003-01/2016	\$154.27
196882	ASST MERCHANDISE	8-03003-01/2016	\$16.99
196882	ASST MERCHANDISE	8-03003-01/2016	\$49.95
196882	ASST MERCHANDISE	8-03003-01/2016	\$269.00
		<b>Total for Check: 104878</b>	<b>\$3,003.96</b>
<b>AMERICAN UNDERGROUND INC</b>			
196945	SEWER INSPECTION	8143	\$1,462.50
		<b>Total for Check: 104879</b>	<b>\$1,462.50</b>
<b>ANDRES MEDICAL BILLING LT</b>			
196840	MONTHLY FEES - DEC	136901	\$2,546.62
		<b>Total for Check: 104880</b>	<b>\$2,546.62</b>

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VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
<b>ARAMARK UNIFORM SERVICES</b>			
196823	FLOOR MATS/SHOP TOWELS	2080384450	\$62.30
196823	FLOOR MATS/SHOP TOWELS	2080384450	\$18.96
196823	FLOOR MATS/SHOP TOWELS	2080384450	\$132.43
196823	FLOOR MATS/SHOP TOWELS	2080384450	\$10.60
196951	FLOOR MATS/SHOP TOWELS	2080394285	\$62.30
196951	FLOOR MATS/SHOP TOWELS	2080394285	\$18.96
196951	FLOOR MATS/SHOP TOWELS	2080394285	\$132.43
196951	FLOOR MATS/SHOP TOWELS	2080394285	\$10.60
<b>Total for Check: 104881</b>			<b>\$448.58</b>
<b>AT &amp; T</b>			
196940	VEECK PARK - WP	63032338630116	\$175.84
<b>Total for Check: 104882</b>			<b>\$175.84</b>
<b>ATLAS BOBCAT LLC</b>			
197003	HEAT VENT	BC1796	\$105.75
<b>Total for Check: 104883</b>			<b>\$105.75</b>
<b>BARNARD, SALLY</b>			
196931	REFUND	565839	\$75.00
<b>Total for Check: 104884</b>			<b>\$75.00</b>
<b>BECK, JACK</b>			
197011	REFUND	15-1718	\$76.68
<b>Total for Check: 104885</b>			<b>\$76.68</b>
<b>BUILDING &amp; FIRE CODE</b>			
196807	FIRE/LIFT SAFETY SEMINAR	49341	\$655.00
196808	FIRE/LIFT SAFETY SEMINAR	49339	\$655.00
<b>Total for Check: 104886</b>			<b>\$1,310.00</b>
<b>C &amp; C VACUUM</b>			
196881	VACUUM BAGS	4972-1	\$12.99
<b>Total for Check: 104887</b>			<b>\$12.99</b>
<b>CALL ONE</b>			
196831	TELEPHONE	1213105-11361113	\$446.28
196831	TELEPHONE	1213105-11361113	\$933.71
196831	TELEPHONE	1213105-11361113	\$163.63
196831	TELEPHONE	1213105-11361113	\$37.71
196831	TELEPHONE	1213105-11361113	\$66.25
196831	TELEPHONE	1213105-11361113	\$37.71
196831	TELEPHONE	1213105-11361113	\$168.16
196831	TELEPHONE	1213105-11361113	\$100.81
196831	TELEPHONE	1213105-11361113	\$1,927.10
<b>Total for Check: 104888</b>			<b>\$3,881.36</b>
<b>CDW-GOVERNMENT INC.</b>			
196798	WIFI SWITCH - VH	BQD3284	\$207.59
196813	BOOKING ROOM CAMERA	BPP7327	\$79.31
<b>Total for Check: 104889</b>			<b>\$286.90</b>
<b>CENTRAL SALT</b>			
196914	ROAD SALT	234109	\$6,661.45
<b>Total for Check: 104890</b>			<b>\$6,661.45</b>
<b>CHESS SCHOLARS</b>			

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VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
196992	CLASS INSTRUCTION	2016015	\$101.00
<b>Total for Check: 104891</b>			<b>\$101.00</b>
<b>CHRISTOPHER B BURKE</b>			
197018	GRAUE MILL FLOOD PROT DES	126888	\$17,378.41
<b>Total for Check: 104892</b>			<b>\$17,378.41</b>
<b>CINTAS CORPORATION 769</b>			
196801	FLOOR MATS	769714567	\$75.00
196822	UNIFORMS	769710925	\$112.50
196876	UNIFORMS	769714568	\$98.05
196946	FLOOR MATS	769718194	\$75.00
197005	UNIFORMS	769653891	\$210.60
<b>Total for Check: 104893</b>			<b>\$571.15</b>
<b>CLARK BAIRD SMITH LLP</b>			
196843	LEGAL FEES	6767	\$4,048.75
<b>Total for Check: 104894</b>			<b>\$4,048.75</b>
<b>CLASS ACT</b>			
196942	LUNCH ON THE LAWN DEPOSIT	27848	\$195.00
<b>Total for Check: 104895</b>			<b>\$195.00</b>
<b>COMED</b>			
197042	ELEANOR PARK	0075151076	\$743.03
197043	WARMING HOUSE/PADDLE HUT	0203017056	\$251.02
197044	CHESTNUT PARKING	0203065105	\$80.89
197045	ROBBINS PARK	0639032045	\$19.78
197046	VEECK PARK	2425068008	\$574.05
197047	CENTER FOR THE ARTS	7093550127	\$96.93
197048	KLM LODGE 80/20	7093551008	\$219.49
197048	KLM LODGE 80/20	7093551008	\$877.96
197049	ROBBINS PARK	8521083007	\$35.10
197050	BROOK PARK	8605174005	\$104.56
197051	ELEANOR PARK	8689206002	\$69.50
197052	STOUGH PARK	8689480008	\$19.78
197053	BURNS FIELD	8689640004	\$27.30
<b>Total for Check: 104896</b>			<b>\$3,119.39</b>
<b>COMMERCIAL COFFEE SERVICE</b>			
197004	COFFEE SUPPLIES	134480	\$150.00
<b>Total for Check: 104897</b>			<b>\$150.00</b>
<b>COMMUNICATIONS DIRECT</b>			
196975	VHF RADIO ANTENNAS	SR108964	\$61.75
<b>Total for Check: 104898</b>			<b>\$61.75</b>
<b>CONRAD POLYGRAPH, INC</b>			
196811	APPLICANT POLYGRAPHS	1893	\$960.00
<b>Total for Check: 104899</b>			<b>\$960.00</b>
<b>DANECKI, ED</b>			
196853	BOOTS	01162016	\$193.04
<b>Total for Check: 104900</b>			<b>\$193.04</b>
<b>DAVE KNECHT HOMES</b>			
196917	CONT BD 737 S ELM	22930	\$500.00
<b>Total for Check: 104901</b>			<b>\$500.00</b>

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VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
<b>DEJANA INDUSTRIES INC.</b>			
196824	STREET SWEEPING	49627	\$1,726.31
Total for Check: 104902			\$1,726.31
<b>DISTRICT 181 FOUNDATION</b>			
197015	DAY CAMP EXPO FEE	01262016	\$20.00
Total for Check: 104903			\$20.00
<b>DOCU-SHRED, INC.</b>			
196838	SHREDDING	37020	\$80.00
Total for Check: 104904			\$80.00
<b>DUPAGE COUNTY INFORMATION</b>			
196991	CICS TRANSACTIONS-4TH QTR	IA158	\$6.00
Total for Check: 104905			\$6.00
<b>EMERGENCY MEDICAL PROD</b>			
196980	MEDICAL SUPPLIES	1795050	\$616.20
Total for Check: 104906			\$616.20
<b>ENGLAND SMITH, GAIL MARIE</b>			
196928	ST MGMT BD 216 N BRUNER	22274	\$3,000.00
Total for Check: 104907			\$3,000.00
<b>EXCELL FASTENER SOLUTIONS</b>			
196856	BOLTS AND CLAMPS	6637	\$24.75
196856	BOLTS AND CLAMPS	6637	\$102.83
196860	SHOP SUPPLIES	6617	\$198.17
Total for Check: 104908			\$325.75
<b>FACTORY AUTHORIZED PARTS</b>			
196830	HUMIDSTAT	107012S	\$21.98
196830	HUMIDSTAT	107012S	\$21.99
Total for Check: 104909			\$43.97
<b>FACTORY MOTOR PARTS CO</b>			
196871	BATTERY - 36	50-1235970	\$131.51
196872	BATTERY CORE CREDITS	50-Y02722	\$60.00-
196872	BATTERY CORE CREDITS	50-Y02722	\$18.00-
196872	BATTERY CORE CREDITS	50-Y02722	\$15.00-
Total for Check: 104910			\$38.51
<b>FORSBERG, MICHAEL</b>			
196918	CONT BD 27 E BIRCHWOOD	22922	\$3,000.00
Total for Check: 104911			\$3,000.00
<b>FRED GLINKE PLUMBING AND</b>			
196977	WATER HEATER REPAIRS	31927	\$536.00
Total for Check: 104912			\$536.00
<b>GABLE, STEPHANIE</b>			
196933	CLASS REFUND	142162	\$150.00
Total for Check: 104913			\$150.00
<b>GAUR, SAMEER</b>			
196929	REFUND	B352	\$259.00
Total for Check: 104914			\$259.00
<b>GIBSON, JAMES</b>			
196930	REFUND	0411006145	\$250.00
Total for Check: 104915			\$250.00



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<b>GOLDSTEIN, JOHN</b>			
197013	REFUND	15-0817	\$649.99
<b>Total for Check: 104916</b>			<b>\$649.99</b>
<b>GRAINGER, INC.</b>			
196949	BATTERIES	9001559484	\$26.54
<b>Total for Check: 104917</b>			<b>\$26.54</b>
<b>GREEN GRASS, INC</b>			
196919	CONT BD 130 N QUINCY	23187	\$500.00
<b>Total for Check: 104918</b>			<b>\$500.00</b>
<b>HANNA, JOHN</b>			
197010	REFUND	304395	\$150.00
<b>Total for Check: 104919</b>			<b>\$150.00</b>
<b>HENEHAN, MIKE</b>			
196829	UNIFORMS	12282015	\$209.99
<b>Total for Check: 104920</b>			<b>\$209.99</b>
<b>HITCHCOCK DESIGN GROUP</b>			
196851	WASHINGTON STREETSCAPE	18148	\$1,650.00
<b>Total for Check: 104921</b>			<b>\$1,650.00</b>
<b>HOLLAND HARDWARE</b>			
196878	KLM LAMP REPAIR	008815	\$9.44
<b>Total for Check: 104922</b>			<b>\$9.44</b>
<b>HOME DEPOT CREDIT SERVICE</b>			
197007	ASST HARDWARE	01132016	\$59.64
197007	ASST HARDWARE	01132016	\$34.79
197007	ASST HARDWARE	01132016	\$107.91
197007	ASST HARDWARE	01132016	\$208.97
197007	ASST HARDWARE	01132016	\$57.35
197007	ASST HARDWARE	01132016	\$21.34
197007	ASST HARDWARE	01132016	\$47.76
197007	ASST HARDWARE	01132016	\$19.88
197007	ASST HARDWARE	01132016	\$19.88
197007	ASST HARDWARE	01132016	\$338.00
197007	ASST HARDWARE	01132016	\$14.97
197007	ASST HARDWARE	01132016	\$279.00
<b>Total for Check: 104923</b>			<b>\$1,209.49</b>
<b>HR GREEN INC</b>			
196844	2015 VEECK PARK OPERATOR	102463	\$410.38
196845	WOODLANDS PH3 DESIGN ENGR	102423	\$16,350.85
<b>Total for Check: 104924</b>			<b>\$16,761.23</b>
<b>HUFF &amp; HUFF INC</b>			
196852	ENVIROMENTAL REVIEW	0711454	\$82.25
<b>Total for Check: 104925</b>			<b>\$82.25</b>
<b>ILLCO, INC.</b>			
196990	AC CONDENSER	2386915	\$742.22
<b>Total for Check: 104926</b>			<b>\$742.22</b>
<b>INDUSTRIAL ELECTRIC</b>			
196832	ELECTRIC SUPPLIES	238643	\$69.88
196833	ELECTRIC SUPPLIES	238640	\$15.00

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VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
196950	CSO SENSORS - CHESTNUT	237924	\$242.08
<b>Total for Check: 104927</b>			<b>\$326.96</b>
<b>INTERNATIONAL ASSOC OF</b>			
196988	2016 MEMBERSHIP DUES	1001180417	\$150.00
196989	2016 MEMBERSHIP DUES	1001184872	\$150.00
<b>Total for Check: 104928</b>			<b>\$300.00</b>
<b>J G UNIFORM &amp; CAREER</b>			
196985	UNIFORMS	40658	\$165.00
196986	UNIFORMS	40633	\$260.00
<b>Total for Check: 104929</b>			<b>\$425.00</b>
<b>JAMES J BENES &amp; ASSOC INC</b>			
197016	THIRD PARTY REVIEWS	12312015	\$1,000.00
197017	2014 RESURFACING CONST OB	123120151	\$1,491.30
<b>Total for Check: 104930</b>			<b>\$2,491.30</b>
<b>JIM MANGANIELLO</b>			
196943	METER READINGS - JAN	01212016	\$882.50
<b>Total for Check: 104931</b>			<b>\$882.50</b>
<b>JULIE INC</b>			
196944	UTILITY LOCATOR	2016-0734	\$3,503.52
<b>Total for Check: 104932</b>			<b>\$3,503.52</b>
<b>KATHLEEN W BONO CSR</b>			
196997	ZBA HEARING	7010	\$536.00
196998	V-05-15 718 FOURTH	7003	\$384.00
<b>Total for Check: 104933</b>			<b>\$920.00</b>
<b>KEARNEY, JEFFREY</b>			
196920	CONT BD 435 N QUINCY	21704	\$10,000.00
<b>Total for Check: 104934</b>			<b>\$10,000.00</b>
<b>LIN, MARK</b>			
196935	REFUND	307325	\$35.00
<b>Total for Check: 104935</b>			<b>\$35.00</b>
<b>MAILFINANCE</b>			
196848	MAIL MACHINE LEASE	N5723248	\$435.00
<b>Total for Check: 104936</b>			<b>\$435.00</b>
<b>MANCARI, VINCENT</b>			
197009	REFUND	566405	\$75.00
<b>Total for Check: 104937</b>			<b>\$75.00</b>
<b>MCCARTHY IV, THOMAS</b>			
196870	TUITION REIMBURSEMENT	01192016	\$2,500.00
<b>Total for Check: 104938</b>			<b>\$2,500.00</b>
<b>MEDICOM REIMBURSEMENT</b>			
196835	HOME VISITS - DEC	5201	\$7.00
<b>Total for Check: 104939</b>			<b>\$7.00</b>
<b>MENARDS</b>			
196864	BURNS WARMING HOUSE MATS	22768	\$224.46
<b>Total for Check: 104940</b>			<b>\$224.46</b>
<b>MILLER, ROBERT</b>			
196921	CONT BD 231 E THIRD	22037	\$10,000.00
<b>Total for Check: 104941</b>			<b>\$10,000.00</b>

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VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
<b>MINER &amp; EAST</b>			
196922	CONT BD 950 N YORK #105	22603	\$1,000.00
Total for Check: 104942			\$1,000.00
<b>MINER &amp; EAST, INC</b>			
196923	CONT BD 950 N YORK	22582	\$4,000.00
Total for Check: 104943			\$4,000.00
<b>MINER ELECTRONICS</b>			
196816	REPAIR ANTENNA - 42	259115	\$80.50
Total for Check: 104944			\$80.50
<b>MOCK, DONALD</b>			
196934	REFUND	565944	\$75.00
Total for Check: 104945			\$75.00
<b>MORTON SALT INC</b>			
196913	ROAD SALT	5400929248	\$8,135.12
Total for Check: 104946			\$8,135.12
<b>MOTOROLA SOLUTIONS</b>			
196987	MONTHLY CHARGES - JAN	21333113015	\$34.00
Total for Check: 104947			\$34.00
<b>NAPA AUTO PARTS</b>			
196854	THERMOSTAT - 841	411921	\$216.99
196947	COOLING SYSTEM TOOL	413673	\$139.95
Total for Check: 104948			\$356.94
<b>NEMES, CHARLES R</b>			
197012	REFUND	14-0832	\$630.37
Total for Check: 104949			\$630.37
<b>NEVILLE, MICHAEL</b>			
196880	TUITION REIMBURSEMENT	01192016	\$459.00
Total for Check: 104950			\$459.00
<b>NICOR GAS</b>			
196865	5905 S COUNTY LINE	12952110000	\$253.89
196866	PLATFORM TENNIS	06677356575	\$1,234.92
196953	ART CENTER	18117046476	\$159.35
Total for Check: 104951			\$1,648.16
<b>NORMANDY BUILDERS</b>			
196916	CONT BD 5822 WOODMERE DR	22984	\$1,000.00
Total for Check: 104952			\$1,000.00
<b>OAKWOOD ELECTRIC</b>			
196924	CONT BD 424 S WASHINGTON	23252	\$500.00
Total for Check: 104953			\$500.00
<b>OCCUPATIONAL HEALTH CTR</b>			
196994	DRUG TESTING	1009268116	\$57.00
196994	DRUG TESTING	1009268116	\$57.00
196995	DRUG TESTING	1009268728	\$61.00
Total for Check: 104954			\$175.00
<b>P F PETTIBONE &amp; CO</b>			
196810	STOP AND FRISK FORMS	34714	\$206.95
Total for Check: 104955			\$206.95
<b>PERSONNEL STRATEGIES LLC</b>			

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VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
196839	CANDIDATE ASSESSMENTS	01082016	\$1,300.00
<b>Total for Check: 104956</b>			<b>\$1,300.00</b>
<b>PRIMERA</b>			
196846	2016 ROADWAY & INFRASTRUCT	0035896	\$12,233.09
196847	2016 ROADWAY & INFRASTRUCT	0035417	\$23,099.35
<b>Total for Check: 104957</b>			<b>\$35,332.44</b>
<b>PROVEN BUSINESS SYSTEMS</b>			
196799	COPIER	285989	\$666.67
196799	COPIER	285989	\$666.67
196799	COPIER	285989	\$333.33
196799	COPIER	285989	\$333.33
196863	COPY OVERAGE	287247	\$1,043.03
196863	COPY OVERAGE	287247	\$185.93
196863	COPY OVERAGE	287247	\$282.91
196863	COPY OVERAGE	287247	\$282.91
<b>Total for Check: 104958</b>			<b>\$3,794.78</b>
<b>RED WING SHOE STORE</b>			
196976	STATION BOOTS	00045076247	\$251.98
<b>Total for Check: 104959</b>			<b>\$251.98</b>
<b>REGIONAL TRUCK EQUIPMENT</b>			
196859	SPINNER PLATE - 11	199789	\$82.26
<b>Total for Check: 104960</b>			<b>\$82.26</b>
<b>ROSENBAUER MINNESOTA LLC</b>			
196819	PIN - T84	0000018833	\$200.93
<b>Total for Check: 104961</b>			<b>\$200.93</b>
<b>ROTARY CLUB OF HINSDALE</b>			
196837	LUNCHEONS	01012016	\$208.00
<b>Total for Check: 104962</b>			<b>\$208.00</b>
<b>SCOTT, PATRICK</b>			
196925	CONT BD 5507 S GARFIELD	23170	\$500.00
<b>Total for Check: 104963</b>			<b>\$500.00</b>
<b>SERVICE FORMS &amp; GRAPHICS</b>			
196982	ENVELOPES	155599	\$202.08
196982	ENVELOPES	155599	\$202.08
196982	ENVELOPES	155599	\$202.09
196983	LETTERHEAD	155598	\$134.67
196983	LETTERHEAD	155598	\$134.67
196983	LETTERHEAD	155598	\$134.66
<b>Total for Check: 104964</b>			<b>\$1,010.25</b>
<b>SIM DEVELOPMENT</b>			
196926	CONT BD 231 E THIRD	21724	\$500.00
<b>Total for Check: 104965</b>			<b>\$500.00</b>
<b>SIM DEVELOPMENT</b>			
196927	CONT BD 231 E THIRD	22881	\$500.00
<b>Total for Check: 104966</b>			<b>\$500.00</b>
<b>SMITH &amp; WARREN</b>			
196812	DETECTIVE BADGE	A539420	\$153.48
<b>Total for Check: 104967</b>			<b>\$153.48</b>

## WARRANT REGISTER: 1601

DATE: 02/02/16

VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
		<b>Total for Check: 104982</b>	<b>\$500.00</b>
<b>VERIZON WIRELESS</b>			
196821	MDT CARDS	9757994108	\$208.34
196821	MDT CARDS	9757994108	\$208.33
		<b>Total for Check: 104983</b>	<b>\$416.67</b>
<b>VERN GOERS &amp; SONS GREEN</b>			
196805	POINSETTIAS	42097	\$57.00
		<b>Total for Check: 104984</b>	<b>\$57.00</b>
<b>VOLT ELECTRIC, INC.</b>			
196862	STREET LIGHT FEED REPAIR	5619	\$3,586.00
		<b>Total for Check: 104985</b>	<b>\$3,586.00</b>
<b>WAREHOUSE DIRECT INC</b>			
196806	OFFICE SUPPLIES	2935007-0	\$46.38
196825	OFFICE SUPPLIES	2930922-0	\$71.42
196826	OFFICE SUPPLIES	2934227-0	\$50.41
196827	PRINTER INK	2934547-0	\$90.72
196828	OFFICE SUPPLIES	2930922-1	\$89.98
196867	CHAIR	2944145-0	\$101.65
196868	PAPER SUPPLIES	2930586-0	\$113.96
196868	PAPER SUPPLIES	2930586-0	\$437.98
196868	PAPER SUPPLIES	2930586-0	\$50.00
196868	PAPER SUPPLIES	2930586-0	\$160.69
196869	OFFICE SUPPLIES	2938638-0	\$58.23
196911	OFFICE SUPPLIES	2939980-0	\$182.87
196912	OFFICE SUPPLIES	2938637-0	\$16.08
196984	FREIGHT	2944145-1	\$25.00
196999	OFFICE SUPPLIES	2948061-0	\$65.31
197000	OFFICE SUPPLIES	2944715-0	\$190.79
197001	PAPER SUPPLIES	2948193-0	\$186.05
197006	OFFICE SUPPLIES	2946003-0	\$107.05
		<b>Total for Check: 104986</b>	<b>\$2,044.57</b>
<b>WHOLESALE DIRECT, INC</b>			
196948	WARNING BEACON AND VISE	000218779	\$198.00
196948	WARNING BEACON AND VISE	000218779	\$119.98
		<b>Total for Check: 104987</b>	<b>\$317.98</b>
<b>WILLOWBROOK FORD INC</b>			
196857	WASHER NOZZLE HOSES - 84	5110533	\$28.24
196858	MOTOR	5110592	\$24.23
		<b>Total for Check: 104988</b>	<b>\$52.47</b>
<b>WINGRENS LANDSCAPE, INC</b>			
196841	HOLIDAY LIGHTING-BRUSH HL	31087	\$1,113.00
196842	HOLIDAY LIGHTING-VH	31083	\$1,758.00
196993	HOLIDAY LIGHTING-BURLINGT	30905	\$2,046.50
		<b>Total for Check: 104989</b>	<b>\$4,917.50</b>
<b>WINTERS, JENNIFER</b>			
197014	REFUND	15-0765	\$555.00
		<b>Total for Check: 104990</b>	<b>\$555.00</b>
<b>ZEE MEDICAL</b>			

Run date: 29-JAN-16

Village of Hinsdale

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WARRANT REGISTER: 1601

DATE: 02/02/16

VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
196874	MEDICAL SUPPLIES	0100035389	\$89.68
196875	MEDICAL SUPPLIES	0100035166	\$106.75
		<b>Total for Check: 104991</b>	<b>\$196.43</b>
<b>ILCMA</b>			
196996	SEMINAR	6947	\$165.00
196996	SEMINAR	6947	\$145.00
		<b>Total for Check: 104992</b>	<b>\$310.00</b>
<b>MIH, LLC</b>			
197054	MIH FEES	01282016	\$61,387.98
		<b>Total for Check: 104993</b>	<b>\$61,387.98</b>
		<b>REPORT TOTAL</b>	<b>\$382,489.94</b>

END OF REPORT

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DATE: February 2, 2016**REQUEST FOR BOARD ACTION**

<b>AGENDA</b> Consent Agenda – ACA		<b>ORIGINATING DEPARTMENT</b> Administration		
<b>SECTION NUMBER</b>				
<b>ITEM</b> Approve an ordinance amending section 3-3-12 (terms; fees) of the Village Code of Hinsdale relative to reducing the annual liquor license fee for Class A3 liquor licenses		<b>APPROVAL</b> Emily Wagner Administration Manager		
<p>In December of 2015, the Village approved a new liquor code, which included revised liquor license classifications. Since that time, staff has been working to implement this new code by assisting applicants with the new application form and changes to the classification system.</p> <p>At the January 5, 2016, Village Board meeting, a local business owner raised a concern about the increase to the cost of the A3 Boutique packaged liquor license. This particular business owner was paying \$1000 annually, and the new liquor code contemplated a \$2500 fee for this category (a \$1500 increase). As a result, staff investigated this matter and reviewed several options. These options included creating a brand new category for this particular business owner or creating an incidental package sales license for businesses with de minimis packaged alcoholic liquor sales. However, incidental package sales could become a slippery slope in that other businesses could very well make the same case.</p> <p>Therefore, the recommendation is to decrease the annual fee for this category from \$2500 to \$1250. In total, this results in a \$250 increase for Burhop's Seafood Market. The rationale is that these business owners in the Boutique category are operating small businesses in that the Code limits businesses in this category to 2000 square feet, and this change will positively affect the small business owner model.</p> <p>The other two businesses that are in the A3 Boutique category and affected by the fee reduction are the Hinsdale Wine Shop and The Village Cellar. Both businesses will receive the applicable refund upon ordinance approval.</p> <p>Attached for your review is an ordinance that changes the A3 Boutique category fee from \$2500 to \$1250 annually.</p> <p>If the Board agrees with the recommendation, the following motion would be appropriate:</p> <p><b>MOTION: To approve an ordinance amending section 3-3-12 (terms; fees) of the Village Code of Hinsdale relative to reducing the annual liquor license fee for Class A3 liquor licenses.</b></p>				
<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>MANAGER'S APPROVAL</b>
<b>COMMITTEE ACTION:</b> ACA Chairperson Trustee Hughes has concurred with the recommendation to reduce the liquor license A3 category fee from \$2500 to \$1250.				
<b>BOARD ACTION:</b> On January 19, 2016, the Village Board approved a first reading of an ordinance to reduce the annual liquor license fee for Class A3 liquor license from \$2500 to \$1250. The VBOT placed this on the consent agenda for a second read.				

Run date: 29-JAN-16

Village of Hinsdale

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## WARRANT REGISTER: 1601

DATE: 02/02/16

VOUCHER	VOUCHER DESCRIPTION	INVOICE NUMBER	AMOUNT PAID
<b>SPEER FINANCIAL INC</b>			
196981	PROFESSIONAL FEES	D10/15-4	\$1,237.50
		<b>Total for Check: 104968</b>	<b>\$1,237.50</b>
<b>SUBURBAN BLDG OFF CONF</b>			
196800	ANNUAL DUES	5156208	\$75.00
		<b>Total for Check: 104969</b>	<b>\$75.00</b>
<b>SUBURBAN DOOR CHECK</b>			
196804	DOOR KNOB ASSEMBLY	IN469329	\$383.61
		<b>Total for Check: 104970</b>	<b>\$383.61</b>
<b>SUBURBAN FAMILY MAGAZINE</b>			
196834	KLM AD	7658	\$850.00
		<b>Total for Check: 104971</b>	<b>\$850.00</b>
<b>TASER INTERNATIONAL</b>			
196817	TASER CARTRIDGES	SI1423896	\$200.75
		<b>Total for Check: 104972</b>	<b>\$200.75</b>
<b>TERRACE SUPPLY CO</b>			
196879	WELDING SCREENS	70283363	\$216.00
		<b>Total for Check: 104973</b>	<b>\$216.00</b>
<b>THE HINSDALEAN</b>			
196836	PARK SURVEY AD	22852	\$640.00
196938	BID 1600	42060	\$147.20
196939	BID 1598	42061	\$144.00
		<b>Total for Check: 104974</b>	<b>\$931.20</b>
<b>THE LAW OFFICES OF</b>			
196941	LEGAL	H01212016	\$100.00
		<b>Total for Check: 104975</b>	<b>\$100.00</b>
<b>THE POLICE &amp; SHERIFFS</b>			
196809	ID CARD	76932	\$17.49
		<b>Total for Check: 104976</b>	<b>\$17.49</b>
<b>THIRD MILLENIUM</b>			
197008	UTILITY BILLING - JAN	18986	\$1,098.85
		<b>Total for Check: 104977</b>	<b>\$1,098.85</b>
<b>THOMSON REUTERS WEST</b>			
196818	INFORMATION CHARGES - DEC	833210123	\$165.98
		<b>Total for Check: 104978</b>	<b>\$165.98</b>
<b>TOTAL PARKING SOLUTIONS</b>			
196814	GARFIELD PRKG MONITORING	103287	\$1,920.00
196815	GARFIELD ANNUAL MAINT	103288	\$2,760.00
		<b>Total for Check: 104979</b>	<b>\$4,680.00</b>
<b>TRESSLER, LLP</b>			
196849	LEGAL	367553	\$1,500.00
196850	LEGAL	367554	\$1,172.50
		<b>Total for Check: 104980</b>	<b>\$2,672.50</b>
<b>U S POSTAL SERVICE</b>			
197002	PERMIT 137 RENEWAL	01202016	\$225.00
		<b>Total for Check: 104981</b>	<b>\$225.00</b>
<b>VENDEMMIA WINE &amp; SPIRITS</b>			
196932	REFUND	2016-17	\$500.00



**VILLAGE OF HINSDALE**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SECTION 3-3-12 (TERMS; FEES) OF THE VILLAGE CODE OF HINSDALE RELATIVE TO REDUCING THE ANNUAL LIQUOR LICENSE FEE FOR CLASS A3 LIQUOR LICENSES**

**WHEREAS**, the Liquor Control Act of 1934 (235 ILCS 5/1-1 et seq.) grants to the Village of Hinsdale the power, by general ordinance or resolution, to determine, among other things, the number, kind and classification of licenses for sale of alcoholic liquor not inconsistent with the Act, and the amount of local licensee fees to be paid for licenses issued; and

**WHEREAS**, the President and Board of Trustees of the Village of Hinsdale amended its Liquor Code in December of 2015 which streamlined liquor license classifications and raised the annual fee for liquor licenses; and

**WHEREAS**, the President and Board of Trustees of the Village have received and considered a request to reduce the annual liquor license for Class A3 Boutique liquor licenses based on the financial strain that the increased fee places on one or more Class A3 liquor license holders; and

**WHEREAS**, the President and Board of Trustees find that decreasing the annual liquor license fee for Class A3 liquor licenses is in the best interests of the Village.

**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.

**SECTION 2:** Title 3 (Business and License Regulation), Chapter 3 (Liquor Control), Section 12 (Terms, Fees), Subsection B of the Village Code of Hinsdale is hereby amended to read in its entirety as follows:

3-3-12: TERM; FEES:

B. The fee for the various classes of local liquor licenses shall be as follows:

<u>License</u>	Fee
A – Packaged Sales	
A1: Beer/ Wine	\$2500 annually

A2: Liquor/Beer/Wine	\$3000 annually
A3: Boutique	<del>\$2500</del> 1250 annually
A4: Consumption	Add \$500 to above category annually
B - Restaurants	
B1: Beer/Wine	\$2000
B2: Liquor/Beer/Wine	\$3000
B3: BYOB	\$1000
B4: Packaged Sales	Add \$500 to above category annually
C: Personal Services	\$2000
D - Special Events	
D1: Annual	\$750
D2: Single Special Events	\$100

**SECTION 3: Severability and Repeal of Inconsistent Ordinances.** Each section, paragraph, clause and provision of this Ordinance is separable, and if any section, paragraph, clause or provision of this Ordinance shall be held unconstitutional or invalid for any reason, the unconstitutionality or invalidity of such section, paragraph, clause or provision shall not affect the remainder of this Ordinance, nor any part thereof, other than that part affected by such decision. 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 4: 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 \_\_\_\_\_ 2016.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016, and  
attested to by the Village Clerk this same day.

\_\_\_\_\_  
Thomas K. Cauley, Jr., Village President

ATTEST:

\_\_\_\_\_  
Christine M. Bruton, Village Clerk

This Ordinance was published by me in pamphlet form on the \_\_\_\_\_ day of  
\_\_\_\_\_, 2016.

\_\_\_\_\_  
Christine M. Bruton, Village Clerk

8c

DATE: February 2, 2016

**REQUEST FOR BOARD ACTION**

<b>AGENDA</b>	<b>ORIGINATING</b>
<b>SECTION NUMBER</b> ACA – Consent	<b>DEPARTMENT</b> Administration
<b>ITEM</b> Ordinance Amending Number of Class B4 Liquor Licenses – Casa Margarita	<b>APPROVAL</b> Christine Bruton, Village Clerk

At the January 5, 2016, meeting of the Village Board, Trustees were presented with a First Reading item to approve a Class B2 Restaurant – Liquor/Beer/Wine for Casa Margarita, to be located in the Brush Hill train station. The Board agreed to approve this item as a Consent Agenda item. This item appears for approval as specified on January 19, 2016

Mr. Chase Lofti, business owner, would now like to add the B4 Packaged Sale option to his license request. Casa Margarita would be the first restaurant business in Hinsdale to offer this benefit to their customers; however, this business model was anticipated when the new liquor code was written.

Attached you will find a letter from Mr. Lofti outlining the specifics of his request for your consideration. Also attached are the pertinent sections of Chapter 3 Liquor Code as adopted by the Village Board on December 8, 2015 which outline the requirements of a B2 Restaurant licensee and the B4 Packaged addition for this class.

The ordinance will change the number of B4 Packaged licenses from 0 (zero) to 1.

If the Board concurs with the request, the following motion would be appropriate:

**MOTION: Approval of an Ordinance Amending Subsection 3-3-13A of the Village Code of Hinsdale Related to the Number of Liquor Licenses.**

<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>MANAGER'S APPROVAL</b>
<b>COMMITTEE ACTION:</b>				
<b>BOARD ACTION:</b> At its meeting of January 5, 2016, the Board agreed to move this item forward to the Consent Agenda for approval, pending the Police Chief's review of the packaging of items for sale.				

**VILLAGE OF HINSDALE  
ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING SUBSECTION 3-3-13A  
OF THE VILLAGE CODE OF HINSDALE  
RELATED TO THE NUMBER OF LIQUOR LICENSES**

WHEREAS, the Village of Hinsdale carefully licenses and regulates the sale and service of alcoholic liquor in the Village;

WHEREAS, among the alcoholic liquor regulations are limits on the number of available licenses in each license class, which limits are set forth in Subsection 3-3-13A of the Village Code of Hinsdale; and

WHEREAS, the President and Board of Trustees of the Village of Hinsdale have determined that it is appropriate and in the best interests of the Village and its residents to amend Subsection 3-3-13A as provided in this Ordinance;

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 hereby incorporated into this Ordinance as findings of the President and Board of Trustees.

Section 2. Amendment of Subsection 3-3-13A. Subsection 3-3-13A, titled "Number of Licenses," of the Village Code of Hinsdale shall be, and it is hereby, amended in its entirety so that said Subsection 3-3-13A shall hereafter be and read as follows:

**3-3-13: LOCAL LIQUOR LICENSES:**

\* \* \*

**A. Number of Licenses:**

<u>License Category</u>	<u>Number of Licenses</u>
Class A1 Packaged Sales-Beer/Wine	5
Class A2 Packaged Sales-Liquor/Beer/Wine	1
Class A3 Packaged Sales-Boutique	2
Class A4 Packaged Sales-Consumption	0
Class B1 Restaurant-Beer/Wine	1
Class B2 Restaurant-Liquor/Beer/Wine	11
Class B3 Restaurant-BYOB	0
Class B4 Restaurant-Packaged Sales	<u>0</u> 1
Class C Personal Services	2
Class D1 Special Events - Annual	3
Class D2 Special Events* - Single	*

\*(As approved by the Hinsdale Liquor Commissioner)

Section 3. Effective Date. This Ordinance shall be in full force and effect on immediately following its passage and approval. The Village Clerk is hereby authorized and directed to cause this Ordinance to be published in pamphlet form.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES:

NAYS:

ABSENT:

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk



January 13, 2016

Re: Casa Margarita B4 liquor license add-on

Dear Board of Trustees,

I was asked by Village Manager Kathleen to give some details on why I would be seeking a B4 add-on to my B2 liquor license. We anticipate a healthy portion of our business to be carry-out. Being located in the train station we will be serving many commuters and it is very common for people taking the train to purchase food and alcohol to consume while traveling to their destination. Since we anticipate having lower dine-in sales compared to our other locations it is extremely important that we can have this other channel to increase our sales and help offset the difference. What I vision is selling a bottle of beer or portioned cup of wine with a food item.

Please let me stress that I do not want, nor will I allow my store to be seen as a liquor store or a gas station for liquor purchases. The availability of packaged liquor will be limited and more of a convenience for our guests that also allows us to make up for lower dine-in business. Here is a list of examples that may be available in packaged form:

- Individually bottled beer
- 6-packs of beer
- Canned beer
- Single portion cups of wine
- Bottles of wine
- Our famous margaritas (portioned and sealed)

We are excited to be opening in Hinsdale and appreciate the continued support as we plan to be here for many years to come.

Sincerely,

Chase Lotfi

Note: This information is per Kathleen's request and was pulled directly from Metrarail.com: "Alcoholic beverages are permitted except during certain events and festivals, such as the Taste of Chicago and Blues Fest."

Note: We are estimating an early to mid February opening.

hotels offering restaurant service, regularly organized clubs, or to restaurants, food shops or other places where sale of alcoholic liquors is not the principal business carried on. In the case of a church, the distance of one hundred (100) feet shall be measured to the nearest part of any building used for worship services or educational programs and not to property boundaries. Otherwise the distance is measured from property lines rather than buildings. This paragraph shall not prohibit the issuance of a Class D license to a church or private school allowing sale of alcoholic liquor if any such sales are limited to periods when groups are assembled on the premises solely for the promotion of some common object other than the sale or consumption of alcoholic liquors.

20. A person who intends to sell alcoholic liquors for use or consumption on his or her licensed premises who does not have liquor liability insurance coverage for that premises in an amount that is at least equal to the maximum liability amounts set forth in this chapter.

### 3-3-10: PROCESSING OF APPLICATIONS:

- A. As directed by the commissioner and upon receipt of an application for any local liquor license authorized to be issued pursuant to this chapter, other than Class D licenses, the village manager or designee shall determine whether all requirements for the application have been met. The village manager or designee shall bring deficiencies in the application to the attention of the applicant. Once a completed application is on file, copies shall be provided to the chief of police and the commissioner. The village manager, or his/her designee(s), shall then complete a review of the application and provide findings, in writing, including a sworn affidavit from the chief of police concerning the investigation of the applicants, to the commissioner. Following the review of the application, materials and written reports prepared by staff, the commissioner shall render in writing a decision denying or granting such license.
- B. Any decision of the commissioner to grant or deny a local liquor license authorized to be issued under this chapter shall be conclusive.

### 3-3-11: CLASSIFICATION OF LOCAL LIQUOR LICENSES:

- ★ A. Class A: Packaged Sales
1. Conditions and Qualifications: Class A liquor licenses shall authorize the sale, on the premises specified on the license, of the type of alcohol specified by the license, for consumption not on the premises ("original package"). The following conditions and restrictions apply to all Class A liquor licenses:
    - i. Limited display. Although the portion of the premises devoted to the sale of alcoholic liquors need not be confined to an area which is separated from the other retail portions of the premises, no more than five percent (5%) of the total display and sale space of the licensed premises shall be allocated to the display and sale of alcoholic liquors unless otherwise specified by the license type.
    - ii. Sales of spirits less than 750 milliliters (ml) must be in a locked cabinet, possess a security cap, or be packaged in a sealed gift box wherein the aggregate amount of



supermarket foods, or household products. The commissioner or his or her designee shall determine if an applicant meets the definition of a specialty or boutique store.

- f) Hours Limited: Sales of alcoholic liquor are permitted only between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M. Monday through Saturday and ten o'clock (10:00) A.M. and eight o'clock (8:00) P.M. on Sunday.
- g) All consumption of wine or premium beer shall be discontinued within thirty (30) minutes after the closing hours recited herein.
- iv. Class A4 – Supplemental License for Consumption on the Premises. A Class A4 liquor license shall be a supplemental license that authorizes holders of an A1 or an A2 liquor license to sell and dispense single servings of alcoholic liquor to their customers for consumption on the premises. A Class A4 licensee is subject to all of the conditions and qualifications set forth in subsection A(1) and subsection B(1) of this section. Sales of packaged alcoholic liquor are permitted only between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M. Monday through Saturday and ten o'clock (10:00) A.M. and eight o'clock (8:00) P.M. on Sunday. Sales of alcoholic liquor for consumption are permitted between the hours of eleven o'clock (11:00) A.M. and twelve o'clock (12:00) A.M. (midnight) Friday and Saturday and eleven o'clock (11:00) A.M. and ten thirty (10:30) P.M. Sunday through Thursday, with the exception of New Year's Eve, where all licensees may sell alcohol until two o'clock (2:00) A.M. on January 1<sup>st</sup>.



B. Class B: Restaurants

- ~~4~~ 1. Conditions and Qualifications. All Class B liquor licenses shall authorize the sale on the premises specified on the license in restaurants of the alcoholic liquor permitted by the specific license, for consumption on the restaurant premises. The following conditions and restrictions apply to all Class B liquor licenses unless otherwise as indicated on the liquor license:
  - i. The sale of alcoholic liquors for consumption is permitted only between the hours of eleven o'clock (11:00) A.M. and twelve o'clock (12:00) A.M. (midnight) Friday and Saturday and eleven o'clock (11:00) A.M. and ten thirty (10:30) P.M. Sunday through Thursday, with the exception of New Year's Eve, where all licensees may sell alcohol until two o'clock (2:00) A.M. on January 1<sup>st</sup>.
  - ii. Outdoor Seating. The licensed premise of a Class B license holder may include outdoor seating. The Class B licensee must apply for and receive a permit from the building department for any outdoor seating. Any outdoor seating must be designated on the liquor license application, approved by the building department, and approved by the commissioner.
  - iii. All patrons and customers of restaurants licensed for on premises consumption shall leave the premises no later than thirty (30) minutes following the closing hours recited herein.
  - iv. Should a licensee classified as a "restaurant" lose its food serving license from applicable Health Department authorities, the village of Hinsdale may revoke the licensee's liquor license, which renders the restaurant unable to serve liquor until the village deems otherwise.

- bottles contained therein is not less than 750 ml, and in no event shall any individual bottle or container of alcoholic liquor be sold that is less than 350 ml.
- iii. That portion of the premises devoted to the sale of alcoholic liquors shall not have ingress and egress separate from the ingress and egress of the nonalcoholic portions of the premises.
  - iv. The sale of packaged alcoholic liquors is permitted only between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M. Monday through Saturday and ten o'clock (10:00) A.M. and eight o'clock (8:00) P.M. on Sunday.
  - v. Tastings. All Class A license holders, except gas stations, may offer and dispense complimentary tastings of alcoholic liquor for their customers for consumption on the premises. "Tasting" is defined as a supervised presentation of alcoholic products to the public at Class A licensed premises for the purpose of disseminating product information and education, with consumption of alcoholic products being an incidental part thereof. Up to three (3) samples, consisting of no more than (i) 1/4 ounce of distilled spirits, (ii) one ounce of wine, or (iii) two (2) ounces of beer may be served to a consumer in one day.
2. Classes of Class A Liquor Licenses.
- i. Class A1 – Packaged Sale of Beer and Wine Only. A Class A1 liquor license shall authorize the sale, on the premises specified on the license, of only beer and wine for consumption not on the premises ("original package"). The holder of a Class A1 liquor license shall be subject to all of the conditions set forth in subsection A(1) of this section.
  - ii. Class A2 – Packaged Sale of Alcoholic Liquors. A Class A2 liquor license shall authorize the sale, on the premises specified on the license, of alcoholic liquors for consumption not on the premises ("original package"). The holder of a Class A2 liquor license shall be subject to all of the conditions set forth in subsection A(1) of this section.
  - iii. Class A3 – Packaged Sales at Boutiques. A Class A3 liquor license shall authorize the sale, on the premises specified on the license, of alcoholic liquors. A Class A3 liquor license is for specialty or boutique establishments that either sell gourmet food products, specialty gift products, or fine bottled wines, beers or spirits and is subject to the following conditions and qualifications:
    - a) The A3 local liquor license shall only be issued to an establishment that does not exceed two thousand (2,000) square feet in net sales area.
    - b) An A3 local liquor license shall authorize the sale of packaged sales of alcoholic liquors. An A3 local liquor license shall also authorize the retail sale of by the glass of beer and wine only, for consumption on the premises.
    - c) Not more than 20% of the net sales area shall be dedicated to the display of spirits.
    - d) Seating for persons consuming wine and beer by the glass shall not exceed 30 seats.
    - e) A Class A3 license may be issued only to an establishment whose principal stock in trade is fine wines, premium or craft beer, gourmet food products such as seafood, fine meats, specialty sauces, cheeses, gourmet chocolates, and similar products and specialty gift products such as fine food accessories and wine related accessories, and not quick preparation foods, or general

- v. Patrons are prohibited from taking any opened alcoholic beverage outside of the premises, except for a re-corked wine bottle that has been sealed in a carry-out bag in accordance with the State Liquor Control Act.

2. Classes of Class B Liquor Licenses

- i. Class B1 – Restaurant License for Sale of Beer and Wine Only. A Class B1 liquor license shall authorize the sale, on the premises specified on the license, of only beer and wine for consumption on the premises. The holder of a Class B1 liquor license shall be subject to all of the conditions and qualifications set forth in subsection B(1) of this section.
-  ii. Class B2 – Restaurant License for Sale of Alcoholic Liquors. A Class B2 liquor license shall authorize the sale, on the premises specified on the license, of alcoholic liquors for consumption on the premises. The holder of a Class B2 liquor license shall be subject to all of the conditions and qualifications set forth in subsection B(1) of this section.
- iii. Class B3: Bring Your Own Beverage (“BYOB”). A Class B3 local liquor license shall authorize restaurants that do not sell alcoholic beverages to permit consumption of beer or wine only, when said beer or wine is brought onto the premises of a restaurant by a person over twenty one (21) years of age for personal consumption, including consumption by their dining guest(s) who are over twenty one (21) years of age, while the patron and dining guest(s) are being served a complete meal in the restaurant, subject to all of the following conditions and qualifications set forth in subsection B(1) of this section, in addition to the following conditions and qualifications:
  - a) Consumption of beer and wine is restricted to the licensed premises.
  - b) The restaurant may charge a corkage fee to the patron.
  - c) No package sales shall be permitted. The sale of beer, wine, spirits or other alcoholic beverages (e.g., wine coolers, spirits, prepared mixed drinks, etc.) in single cans or bottles, kegs or pitchers or any other form is prohibited.
-  iv. Class B4: Restaurant License for Sale of Alcoholic Liquors and Packaged Sales. A Class B4 local liquor license shall be a supplemental license that authorizes holders of a B1 or a B2 liquor license to sell, on the premises specified on the license, alcoholic liquor for consumption not on the premises (“restaurant package sales”). Such sale of alcoholic liquor shall be subject to all of the qualifications set forth in subsections A(1) and B(1) of this section. Sales of packaged alcoholic liquor are permitted only between the hours of seven o'clock (7:00) A.M. and ten o'clock (10:00) P.M. Monday through Saturday and ten o'clock (10:00) A.M. and eight o'clock (8:00) P.M. on Sunday. Sales of alcoholic liquor for consumption are permitted between the hours of eleven o'clock (11:00) A.M. and twelve o'clock (12:00) A.M. (midnight) Friday and Saturday and eleven o'clock (11:00) A.M. to ten thirty (10:30) P.M. Sunday through Thursday, with the exception of New Year's Eve, where all licensees may sell alcohol until two o'clock (2:00) A.M. on January 1<sup>st</sup>.

C. Class C: Personal Services

- 1. A Class C liquor license shall authorize the retail sale or complimentary distribution by the glass of wine and beer only at any licensed business not otherwise eligible for a liquor

8d

DATE February 2, 2016

**REQUEST FOR BOARD ACTION**

<b>AGENDA</b> Consent Agenda <b>SECTION NUMBER</b> ACA	<b>ORIGINATING DEPARTMENT</b> Parks and Recreation
<b>ITEM</b> Landscape Maintenance & Mowing Bid Contract Renewal	<b>APPROVED</b> Ralph Nikischer, Supt. of Public Services Gina Hassett, Director of Parks & Rec.

Annually, the Village bids out the landscape and maintenance services for its 140 acres of public green space inclusive of right-of-ways, parks, cul-de-sacs, passive areas and miscellaneous Village properties. For FY 15/16, the contract was awarded to Beary Landscaping in the amount of \$105,405 with an option to renew for a second year. The contract with Beary Landscaping expires in March of 2016.

FY 15/16 was the first year that the contract included weeding of the playground areas and the central business district sidewalks and parking lots. Staff believes the additions to the scope of work improved the appearance of the parks and Village properties and resulted in more efficient deployment of staff resources. Including the weeding in the contract provided a proactive approach to park maintenance which allowed personnel to be allocated to manage other work. The attached memo outlines the additional work performed by Public Services personnel and also includes the projects that Village staff plan to manage this coming year.

Staff recommends renewing the contract for a second year with Beary Landscaping. Line pricing for the second year of the contract is the same as year one. The Village only incurs costs for work authorized by staff. Staff monitors Village parcels and as conditions allow staff reduces the frequency of work. The contract for FY 15/16 was awarded for 32 mows for parks and 30 mows for Village right-of-ways, which was an average of the last five years. A table is attached that provides a history of mowing frequency.

Staff is requesting that consideration be given to increase the contract and budget in FY 16/17 to account for an increase in service areas which are outlined below. The additional costs will be offset and remain budget neutral through a reduction of fertilizer and bio-solid application services.

**Village Right of Ways (ROW's) (2202)** - The Village's Integrated Pest Management policy states that any means of pest prevention must be utilized before applying chemical pesticides. Residents who live near two previously unmanaged parcels of land have requested the Village to control insect populations. In lieu of applying chemical pesticides to manage insects at Chestnut Street/Route 83 and Cleveland Road these areas were mowed in 2015 by Beary Landscaping. The two parcels were not included in the 2015 bid specifications; however, staff is recommending that the areas continued to be mowed to control the insect population versus applying pesticide. Additionally, the Village does not maintain mowing equipment which requires the mowing to be completed by a contractor. The cost to include the mowing in the Public Service (2202) budget of the two areas is \$2,325 which is the same as the cost was in FY 15/16. There were funds in the FY 15/16 budget to cover the costs of the mowing but the items were excluded from the contract.

**Park Mowing (3301)** - The FY 15/16 contract and budget was based on 32 mows for parks and 30 for ROW. Staff recommends maintaining the contract at the current mowing schedule as the average for the past five years is 32 mows. Mows are not assumed, and when conditions allow, staff reduces or eliminates mows. Staff is recommending that the contract be increased to include funds to mow Brook and Veeck Park bi-weekly for a period of 14 weeks. At these locations, the level of competitive play that occurs throughout the season requires that the turf length be kept shorter than at other parks. In the past three years both sites received applications of organic matter and fertilizer. These products were used to enhance the turf that was impacted by athletic use. The organic matter also contains fertilizer which includes nitrogen, which is responsible for green growth on plants. Nitrogen causes turf grass to grow at an accelerated rate. When rainfall is heavy or irrigation is utilized, turf grass grows to a point where multiple mows are required every

week. This is especially apparent on athletic fields where shorter turf length is requested for game play. The organic matter has increased the quality of the turf but has resulted in a need to mow more frequently. For the past three years Veeck and Brook Park have consistently required additional mows to maintain the turf for athletic play. The second mows are not assumed and are only completed when authorized by staff. The cost to mow both locations biweekly for 14 weeks is \$2,790 in the Parks budget (3301). The cost would be less if the additional mows are not required.

**KLM Park (3301)** - Weeding of the KLM Park front entrance sign area was not included in the FY 15/16 bid. Given the high profile of the park site, staff recommends including a bi-monthly weeding schedule at a cost of \$480. Staff also recommends adding three maintenance clean-ups for the Arts Center, Platform Tennis area and the KLM front entrance at a cost of \$576. FY 15/16 was the first time a spring clean-up of these areas was included in the specifications as the Arts Center was previously maintained by the tenant and the platform and entrance areas were new installations. The spring clean-up did not provide adequate maintenance for the year and it was necessary for Village staff to return to the areas to trim and edge the locations. The combined cost to add the additional maintenance items at KLM Park is \$1,056 in the park budget. The combined impact to the Parks (3301) budget for the additional mowing and the maintenance work at KLM Park has a total cost of \$3,846.

**KLM Lodge (3724)** - Staff recommends increasing the maintenance clean-ups of the KLM Lodge grounds. The clean-up was completed once in 2015, however staff recommends adding two additional cleanups for a total of four. Given the high volume of events at the Lodge it would be beneficial to increase the cleanups to from one to four per season; the increased cost is \$990. Staff is recommending that the mulch applications at the KLM Lodge be increased from two to three applications increased cost of \$600. The increased mulch applications will help reduce weeds in these high profile areas. Keeping mulched areas at a depth of three inches restricts sunlight and helps prevent weed seeds from germinating. Installing mulch multiple times per season will limit weed growth which helps the Village's efforts to reduce pesticide use. The combined cost for the increased services at the KLM Lodge (3724) total \$1,590.

The attached table summarizes the frequency at which the work outlined above was contracted for in FY 15/16 and the recommended increase with the cost associated with increasing the frequency. The budget impact for the work outlined above is \$7,761. To offset the cost for the parks items and to remain budget neutral, the contractual services (3301-7306) for bio-solids applications and fertilization will be reduced in FY 16/17. Reducing the fertilization and bio-solids services will not result in increased costs in future years.

Staff recommends that the Village renew the contract for a second year with Beary Landscaping in the amount of \$113,166 for a period of one year. Beary Landscaping was very prompt to complete staff requests, mitigate resident complaints and provided an overall quality service. Staff believes the recommended additions to the scope of work will improve the appearance of the parks and result in more efficient deployment of staff resources. The recommendation has been reviewed by the Chair of the Administrative and Community Affairs Committee.

The table below summarizes the budget impact.

Account	Scope	2015/16 Contract	Proposed 2016/17 Contract	Difference over Prior Year
2202 -Roadway Maintenance	Mowing of 22.5 Acres of Village ROW & Central Business District Weed Removal	\$ 20,622	\$ 22,947	\$ 2,325
3301-Parks Maintenance	Mowing & Maintenance of 17 Parks	\$ 76,076	\$ 79,922	\$ 3,846
3724-KLM Lodge	Full Landscape Maintenance Service	\$ 2,728	\$ 4,318	\$ 1,590
3951-Community Pool	Full Landscape Maintenance Service	\$ 5,979	\$ 5,979	-
	<b>Total Cost for Landscaping Services</b>	<b>\$ 105,405</b>	<b>\$ 113,166</b>	<b>\$ 7,761</b>

Should the Board concur with Staff's recommendation, the following motion would be appropriate:

**MOTION:** To renew the contract for landscape maintenance and mowing in the amount of \$113,166 for FY16/17 with Beary Landscaping.

**STAFF APPROVALS**

<b>Parks &amp; Recreation APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>APPROVAL</b>	<b>MANAGER'S APPROVAL</b>
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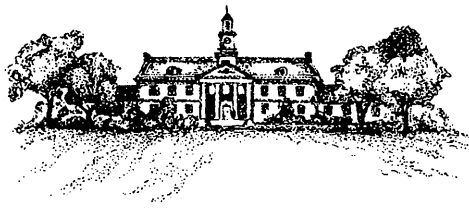
**Board Action**

At its meeting on January 19, 2016 the Board agreed to move this item to the Consent Agenda.

Location	2015 Contract Quantity	Unit Price	Current Annual Cost	Recommended Increase in Frequency	Additional Cost
<b>Village Right of Ways Mowing - 2202</b>					
Cleveland	NA	\$30.00	<b>\$900.00</b>	30	\$900
Chestnut & Route 83	NA	\$95.00	<b>\$1,425.00</b>	15	\$1,425
				<b>Subtotal (2204)</b>	<b>\$2,325</b>
<b>PARKS - 3301</b>					
<b>Brook Park</b>					
Mowing	32	\$59.28	<b>\$1,896.96</b>	14	\$830
<b>Veeck Park</b>					
Mowing	32	\$140.00	<b>\$4,480.00</b>	14	\$1,960
<b>KLM Park</b>					
Front Entrance Weeding	0	\$24.00		20	\$480
Maintenance Front Entrance, Arts Center & Platform	0	\$192.00		3	\$576
				<b>Subtotal (3301)</b>	<b>\$3,846</b>
<b>KLM Lodge- 3724</b>					
Lodge Clean-Up	1			3	\$990
Mulch Installation	2	\$600.00	<b>\$1,200.00</b>	1	\$600
				<b>Subtotal (3724)</b>	<b>\$1,590</b>
				<b>Total</b>	<b>\$7,761</b>

#### Mowing History

Summary	2010	2011	2012	2013	2014	2015	Average
Park Mows	32	32	28	35	35	32	32



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To: President Cauley and Village Trustees

From: Ralph Nikischer, Superintendent of Public Services  
Gina Hassett, Director of Parks & Recreation

Date: January 18, 2016

RE: Landscape Mowing Contract Extension Support

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### **Review of 2015 Landscaping**

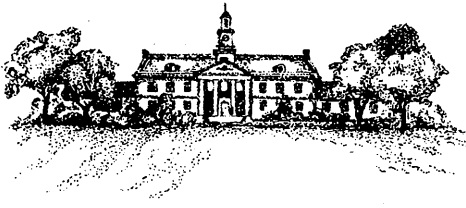
The scope of the 2015 contract included areas that were previously managed by Village staff. 2015 was the first year that the contract included weeding of the playground areas and the central business district. In addition, the contract included areas that were new installations including the maintenance of the KLM platform courts and the plantings around the vacant arts center. These areas were not included in the bid specifications of the previous contract.

Staff believes the additions to the scope of work improved the appearance of the parks and Village properties and resulted in more efficient deployment of staff resources. Including the weeding in the contract provided a proactive approach to park maintenance. In prior years, the weeding of parks and Village sites was managed by Public Services personnel. With limited resources the work was often managed in a reactive matter and addressed after receiving feedback from residents.

When the Board awarded the contract in 2015, Staff communicated to the Board that increasing the scope of the landscape contract would result in additional maintenance projects to be completed by Village personnel.

In May of 2015, Public Services began tracking personnel resources. In addition to the weeding that was included in the 2015 contract, Village personnel spent 300 hours weeding the Central Business District which includes downtown flower beds, train stations grounds and parking lot beds. These areas are not included in the bid specifications. This number is down from an estimated 600 personnel hours which previously included Village personnel weeding park sites. Adding the weeding to the contract has allowed personnel to be allocated to manage maintenance projects. The list below highlights projects that were completed in 2015 due to the personnel resources that were made available by utilizing Beary Landscaping. Also listed below are projects planned for 2016.





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## 2015 Accomplishments

**Increased Maintenance:** This work has been deferred in the past due to staff resources, but the work was able to be completed in 2015

- Performed prescribed burn in April (postponed in 2014 due to staffing/late winter)
- Trimmed 21 shrubs at KLM Park in June (last trimming was four years ago)
- Installed 30 cubic yards of mulch in the Central Business District
- Trimmed all shrubs on the Memorial Building grounds in August
- Inspected Village playgrounds twice (previously completed once per year)
- Performed rejuvenation shrub pruning at Burns Field (had not been completed for the past five years)

**Major Projects and Emergency Repairs:** These projects might otherwise have been contracted out, but Public Services was able to perform in-house by reallocating staff from landscaping duties.

- Re-routed irrigation system around new playground at Peirce Park
- Replaced the Brook Park sanitary ejector pump that failed
- Installed two planting beds at the Village commuter parking lot
- Restored and replanted one rain garden
- Installed two tennis hit boards at Stough and Brook Park
- Assisted with the emergency repairs to the KLM platform tennis walkways
- Constructed 14 new soccer goals purchased by AYSO Soccer program

**Required Training:** In past years, the Village has fallen short on regulatory training. Training will contribute to safety and efficiency within the Public Services department.

- One staff member became an NPRA Certified Playground Inspector (there are now two Certified Inspectors on staff to improve safety through frequent inspections, as recommended by the Village's insurance provider, IRMA)
- One staff member attended playground safety training through IRMA (recommended by IRMA to enable safety checks by line staff during the normal course of operations)
- Two staff members became certified flaggers (necessary for the department to safely operate during field operations)
- Three staff members obtained CPR certifications (helps to satisfy first aid program requirements through the Illinois Department of Labor)



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### **2016 Planned Projects**

These in-house projects would largely be contracted out if Village staff was diverted to perform landscape maintenance.

- KLM Park Bridge reconstruction
- Installation of three additional planting beds at Village commuter parking lot
- Tennis court preventative maintenance (crack filling)
- Fence line trimming at Peirce and KLM Park
- Rejuvenation shrub pruning at Community Pool
- KLM Park barn fence repairs
- Aerate 100 acres of turf (9.11 acres completed in 2015)
- Overseed 26 acres of turf (9.11 acres completed in 2015)
- Paint the interior of the park bathroom shelters
- Implement monthly playground inspections (2 inspections were completed in 2015)
- Shrub pruning at KLM
- Invasive species removal at Ehert Park

Staff believes the recommended additions to the scope of work for the landscape contract with Beary Landscaping will continue to improve the appearance of the parks and Village properties and continue the efficient deployment of staff resources.




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## MEMORANDUM

**DATE:** February 2, 2016

**TO:** President Cauley and the Village Board of Trustees

**CC:** Kathleen A. Gargano, Village Manager  
Robb McGinnis, Director of Community Development/Building Commissioner

**FROM:** Chan Yu, Village Planner 

**RE:** 35 E. First Street – Fuller House Restaurant  
Second Reading - Application for a Temporary Use Permit for a Seasonal Vestibule

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### Summary

The applicant, Patricia Vlahos, owner of the Fuller House restaurant, is applying for a temporary use permit to allow for a seasonal vestibule. The vestibule will enclose the outdoor seating area and function as a weather buffer for the main entrance door. The requested temporary use period is from November 1 through April 30. The ordinance will allow the Fuller House to install the vestibule annually without coming back for subsequent approval, as long as the vestibule does not change.

At the January 19, 2016, Board of Trustees meeting, the Board had no general issues with the seasonal vestibule, since it does not impact the Code minimum 4' clear width of the sidewalk. A recission of permission to encroach into the right-of-way section was added to the Ordinance to reflect a concern by a Trustee. The concern relates to potential work by the Village that could reduce the sidewalk width.

### Application

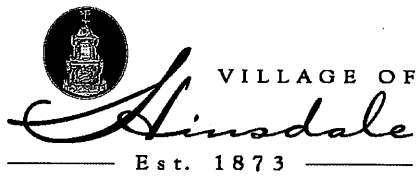
Fuller House restaurant is located downtown in the B-2 Central Business District. The vestibule is 40' wide, 9'5" high and 2'6" deep. It encroaches the public sidewalk by 30". Other approved downtown vestibules, for example at Il Poggiolo (8 E. 1<sup>st</sup> St.) and Vistro (112 S. Washington St.), encroach the public sidewalk by approximately 4'. It should be noted that none of these encroachments at all three sites reduce the minimum 4' clear width of the sidewalk required by the Code.

### Process

This application differs from the vestibules at Il Poggiolo and Vistro because it will not be reviewed by the Plan Commission (PC) for exterior appearance. The Chairman of the PC is aware of the request, has seen the vestibule, and feels it is appropriate for the Trustees to consider, unless the Board feels otherwise.

### Motion

Should the Board feel the request is appropriate, the following motion would be recommended;  
**"Move that the Board of Trustees approve an Ordinance Approving a Temporary Use at 35 E. First – Fuller House Restaurant"**



## MEMORANDUM

**Attachments:**

Ordinance

Attachment 1 – Application for Temporary Use and Exhibits

Attachment 2 - Current Photo of Seasonal Vestibule

**VILLAGE OF HINSDALE**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE APPROVING A TEMPORARY USE – 35 E. FIRST –  
FULLER HOUSE RESTAURANT**

**WHEREAS**, Patricia Vlahos, on behalf of Fuller House Restaurant (the "Applicant"), has filed an application (the "Application") for approval of a temporary use in the form of a seasonal outdoor vestibule/windscreen for the Fuller House Restaurant at 35 E. First Street in the Village of Hinsdale (the "Subject Property"); and

**WHEREAS**, the President and Board of Trustees of the Village of Hinsdale have determined that the Application satisfies the standards established in Section 9-103 of the Hinsdale Municipal Code governing temporary uses, subject to the conditions stated in this Ordinance;

**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 as findings of the President and Board of Trustees.

**Section 2. Approval of Temporary Use.** The Board of Trustees, acting pursuant to the authority vested in it by laws of the State of Illinois and Section 9-103 of the Hinsdale Municipal Code, approves the installation of a seasonal outdoor vestibule/windscreen as depicted in the Plans attached to and, by this reference, incorporated into this Ordinance as **Exhibit A** (the "Approved Plans"), subject to the conditions stated in Section 3 of this Ordinance.

**Section 3. Conditions.** The approval granted in Section 2 of this Ordinance is expressly subject to all of the following conditions:

- A. **Approval of Seasonal Vestibule/Windscreen.** The seasonal vestibule/windscreen depicted in the Approved Plans (the "Vestibule") is approved.
- B. **Subsequent Years.** Approvals for years subsequent to this initial approval may be made administratively by the Village Manager so long as the design and location of the seasonal vestibule/windscreen and other conditions remain unchanged. The Village Manager, may, in any subsequent year, and in his or her discretion, choose to send the request to the Village Board for consideration.
- C. **Term of Installation.** The seasonal vestibule/windscreen may be installed on the Subject Property only during the period of November 1 through, and including, April 30 of each year. In no event shall the seasonal

vestibule/windscreen be or remain installed on the Subject Property prior to November 1 or after April 30 of any year.

- D. Release and Hold Harmless; Insurance. The seasonal vestibule/windscreen encroaches for approximately 30 inches into the Village's right-of-way. The Applicant must submit, each year, an executed Release, Hold Harmless and Indemnification Agreement, in substantially the form attached hereto as **Exhibit B**, relative to the encroachment. The Applicant must also provide the Village, on an annual basis, with proof of general liability insurance (and, when applicable, dramshop liability insurance) including the village as a named insured and insuring the village against any liability resulting from the encroachment permitted by this Ordinance. Minimum coverage shall be one million dollars (\$1,000,000.00) per occurrence.
- E. Rescission of Permission to Encroach Into Right-of-Way. The Village requires a minimum sidewalk width of no less than four (4) feet clear of all obstructions. The right to encroach onto the Village's right-of-way may be rescinded by the Village for cause at any time, should the Village need to perform work on the right-of-way, or should circumstances reduce the width of the public sidewalk exclusive of the encroachment to less than the required four (4) feet, or should the Village determine for any other reason that continuing encroachment onto the public right-of-way is not in the best interests of the Village. Upon rescission, the encroachment by the Applicant must be removed by the Applicant at its cost.
- F. Restrictions Against Approval. The approval of the seasonal vestibule/windscreen to be installed on the Subject Property in accordance with this Ordinance shall be applicable only to the Applicant. In no event shall the approval of the seasonal vestibule/windscreen granted by this Ordinance be applicable to any successor entity unrelated to Fuller House Restaurant.
- G. Compliance with Plans. All work on the Subject Property shall be undertaken in strict compliance with the Approved Plans.
- H. Compliance with Codes, Ordinances, and Regulations. Except as specifically set forth in this Ordinance, the provisions of the Hinsdale Municipal Code and the Hinsdale Zoning Code shall apply and govern all development on, and improvement of, the Subject Property. All such development and improvement shall comply with all Village codes, ordinances, and regulations at all times.

**Section 4. Violation of Condition or Code.** Any violation of any term or condition stated in this Ordinance or of any applicable code, ordinance, or regulation of the Village shall be grounds for the immediate rescission by the Board of Trustees of the approval made in this Ordinance.

**Section 5. 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 6. 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.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016, pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_, 2016, and attested to by the Village Clerk this same day.

\_\_\_\_\_  
Thomas K. Cauley, Jr., Village President

ATTEST:

\_\_\_\_\_  
Christine M. Bruton, Village Clerk

**ACKNOWLEDGEMENT AND AGREEMENT BY THE APPLICANT TO THE CONDITIONS OF THIS ORDINANCE:**

By: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_, 2016



**EXHIBIT A**

APPROVED PLANS

(ATTACHED)



**EXHIBIT B**

FORM OF RELEASE, HOLD HARMLESS AND INDEMNIFICATION AGREEMENT

(ATTACHED)

## **RELEASE, HOLD HARMLESS AND INDEMNIFICATION AGREEMENT**

This Release, Hold Harmless and Indemnification Agreement (hereinafter referred to as the "Agreement") has been entered into this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between the Village of Hinsdale, an Illinois municipal corporation, (hereinafter referred to as the "Village") and \_\_\_\_\_, (hereinafter referred to as the "Permittee"), in regard to the following:

**WHEREAS**, it is hereby acknowledged that Permittee, as owner of the business commonly known as \_\_\_\_\_ (hereinafter referred to as the "Business"), has applied for and received approval from the Village Board of Trustees to place a vestibule/windscreen structure ("Vestibule/Windscreen") adjacent to the entryway of the Business on a temporary basis, from the date of this Agreement through April 30, 20\_\_. The Business is located on property located at \_\_\_\_\_ (the "Property").

**WHEREAS**, this Agreement is required by the Ordinance approving the Temporary Use approved by the Board of Trustees, and is a necessary inducement for the Village to allow use of a portion of its public right-of-way for Vestibule/Windscreen purposes. In signing this document, Permittee acknowledges that the Village of Hinsdale would not allow such a use unless Permittee, on behalf of the benefitting Business, acknowledges his/her/its voluntary participation, and fully recognizes and assumes the existence of risks as exist with operating such a use.

**NOW, THEREFORE**, for and in consideration of the issuance of a Temporary Use allowing use of a portion of the Village's public right-of-way for Vestibule/Windscreen purposes, and for other good and valuable consideration, the adequacy, sufficiency and receipt of which is hereby acknowledged, it is hereby agreed by and among the Parties as follows:

**USE OF PUBLIC RIGHT-OF-WAY:** The Village agrees to allow the Vestibule/Windscreen to encroach approximately thirty (30) inches over the property line and onto the public sidewalk adjacent to the Property and Business, as indicated in the renderings submitted by the Permittee in seeking approval of the Vestibule/Windscreen use, for use for Vestibule/Windscreen purposes to the benefit of the Business, through April 30, 20\_\_, subject to the conditions contained herein.

**RISK OF INJURY:** The Permittee assumes the full risk of injuries, including any death, damages, or losses which Permittee or his/her/its employees, patrons or members of the public may sustain in any way in, on or about the public right-of-way where the Vestibule/Windscreen is located that arise out of, are connected with, or in any way associated with the use of the Village's public right-of-way for Vestibule/Windscreen purposes.

**WAIVER OF INJURY CLAIMS:** Permittee agrees to waive and relinquish any and all claims or causes of action of any kind that he/she/it or he/she/its officers, employees, volunteers, and agents may have against the Village and its President and Board of Trustees, officers, appointed and elected officials, employees, volunteers and agents arising out of, connected with, or in any way associated with the use of the Village's public right-of-way for Vestibule/Windscreen purposes.

**RELEASE FROM LIABILITY:** Permittee does hereby fully release and discharge the Village and its President and Board of Trustees, officers, appointed and elected officials, employees, volunteers and agents, from any and all claims or causes of action of any kind, including, but not limited to death, damages, or losses which Permittee, or his/her/its officers, employees, volunteers, agents, patrons or members of the public may have or which arise out of, are connected with, or are in any way associated with the use of the Village's public right-of-way for Vestibule/Windscreen purposes.

**INDEMNITY AND DEFENSE:** Permittee agrees to indemnify, hold harmless, release and defend the Village and its President and Board of Trustees, officers, appointed and elected officials, employees, volunteers, and agents, from any and all claims or causes of action of any kind, including, but not limited to death, damages, and losses which any person, including Permittee, or his/her/its officers, employees, volunteers, agents, patrons, or members of the public, may have or which arise out of, are connected with, or are in any way associated with the use of the Village's public right-of-way for Vestibule/Windscreen purposes.

**RESTORATION OF PREMISES:** Permittee, at his/her/its own cost, shall restore the specified area of the public right-of-way to its present condition upon completion of its use for Vestibule/Windscreen purposes under this Agreement. The Village may direct Permittee to make such repairs and restorations as the Village deems necessary in order to so restore the public right-of-way to its previous condition.

**RECISSION OF PERMISSION TO ENCROACH INTO RIGHT-OF-WAY:** The Village requires a minimum sidewalk width of no less than four (4) feet clear of all obstructions. The right to use the Village's right-of-way may be rescinded by the Village for cause at any time, should the Village need to perform work on the right-of-way, or should circumstances reduce the width of the public sidewalk exclusive of the encroachment to less than the required four (4) feet, or should the Village determine for any other reason that continuing encroachment onto the public right-of-way is not in the best interests of the Village. Upon rescission, the encroachment by the Permittee must be removed by the Permittee at its cost.

**COMPLETE DEFENSE:** It is expressly understood and agreed by the Parties that this Agreement may be pleaded by the Village as a complete defense to, and in bar of, any and all claims or causes of action of any kind brought, maintained or conducted by the Permittee or by a third party in connection with or on account of any of the matters set forth in this Agreement. The Parties agree that this Agreement shall be admissible in evidence in any action in which the terms of this Agreement are sought to be enforced.

**VENUE:** The Parties agree that for the purpose of any litigation relative to this Agreement and its enforcement, venue shall be in the Circuit Court of DuPage County, Illinois and the parties consent to the in personam jurisdiction of said Court for any such action or proceeding. This Agreement, and all questions of interpretation, construction and enforcement hereof, and all controversies hereunder, shall be governed by the applicable statutory and common law of the State of Illinois.

**AUTHORITY TO BIND:** The parties warrant and represent that the execution, delivery of, and performance under this Agreement is pursuant to authority, validly and duly conferred upon the parties and the signatories hereto.

**SEVERABILITY:** Wherever possible, each provision of this Agreement shall be interpreted in such manner as to be effective and valid under applicable law, but if any provision of this Agreement shall be prohibited by or invalid under applicable law, such provision shall be ineffective to the extent of such prohibition or invalidity, without invalidating the remainder of such provision or the remaining provisions of this Agreement.

**TERM AND EFFECTIVE DATE:** This Agreement shall be deemed dated and become effective on the date that the Village President and Village Clerk sign this Agreement. The Agreement shall terminate at 11:59 p.m. on April 30, 20\_\_, although the provisions relating to Risk of Injury, Waiver of Injury Claims, Release from Liability, Indemnity and Defense, and Restoration of Premises shall survive such termination and will continue in full force and effect. A newly executed Release, Hold Harmless and Indemnification Agreement must be submitted at the time Village approvals of any Vestibule/Windscreen use for future years is obtained.

I have read and fully understand and agree to the above stated conditions:

VILLAGE OF HINSDALE

PERMITTEE \_\_\_\_\_,

AS OWNER OF \_\_\_\_\_

BY: \_\_\_\_\_  
VILLAGE PRESIDENT

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**ATTEST**

BY: \_\_\_\_\_  
VILLAGE CLERK

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**VILLAGE OF HINSDALE  
APPLICATION FOR TEMPORARY USE**

Address of proposed request: 35 E First Street

**APPLICATION FOR TEMPORARY USE**

The Hinsdale Zoning Code provides for *Permitted Temporary Uses* subject to the specific regulations and time limits as provided for in Section 9-103D of the zoning code and to the other applicable regulations of the district in which the use is permitted. The total period of time granted by such temporary use shall not exceed the period of time as specifically identified for that specific use. Where such uses are not specifically permitted, the Board of Trustees **MAY** approve such use, subject to the following regulations:

9. *Others*: In any district, any other temporary use consistent with the purposes of this code and with the purposes and intent of the regulations of the district in which such use is located; provided, however, that any such use shall require the specific prior approval of the board of trustees. The board of trustees shall establish a limitation on the duration of every temporary use approved pursuant to this subsection D9. Any approval granted hereunder shall be deemed to authorize only the particular use for which it was given, and shall not be construed to be any right or entitlement to any subsequent approval hereunder for the applicant or any other person.

Owner: Patricia Vlahos Phone: (630) 670 0948

Date: November 19, 2015

**Temporary Use Period Requested:**

From: November, 2015 through April, 2016

**Nature of Temporary Use Request:**

To TEMPORARY Enclose outside patio  
(seasonal)

Signature of Owner: [Signature]

\_\_\_\_\_  
Village Manager Date: \_\_\_\_\_, 20\_\_\_\_

**OR**

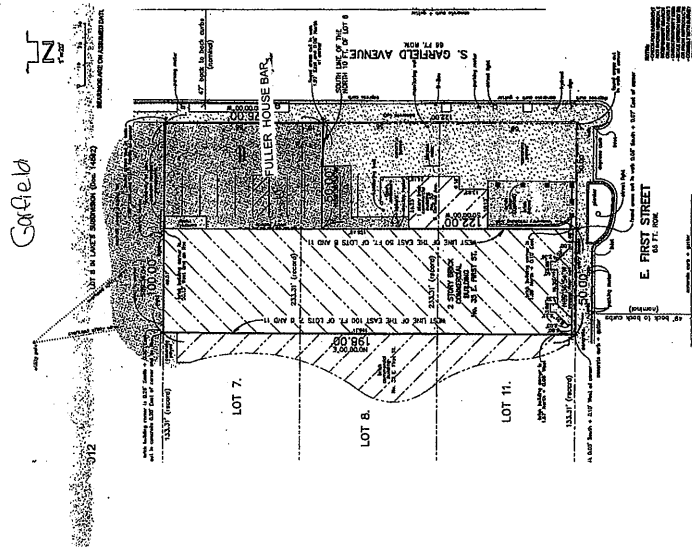
Date of Village Board Approval: \_\_\_\_\_, 20\_\_\_\_

*For Office Use Only*  
\$100 Fee Paid ☐

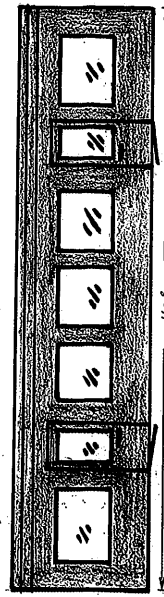
Date: \_\_\_\_\_

Received By: \_\_\_\_\_

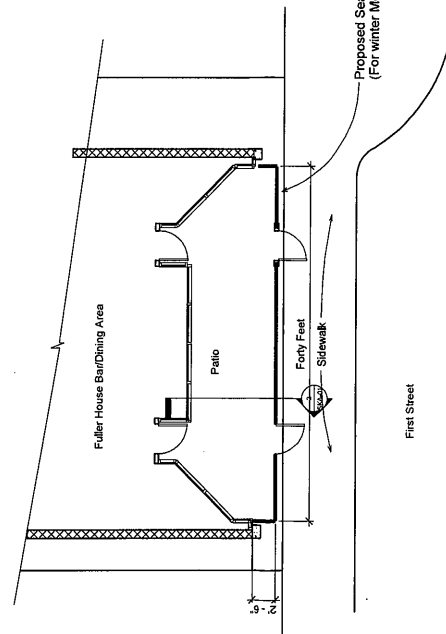




A diagram of a trapezoidal prism. The top horizontal edge is labeled 20. The bottom horizontal edge is labeled 50. The left vertical edge is labeled 20. The right vertical edge is labeled 20. The prism is filled with a stippled pattern.



- Proposed Seasonal enclosure  
(For winter Months only)



THESE DRAWINGS HAVE BEEN PREPARED UNDER MY DIRECT SUPERVISION AND CONFORM TO THE BEST OF MY KNOWLEDGE, THE CODES AND ORDINANCES OF Hinsdale, IL, THE ADA AND THE ILLINOIS ACCESSIBILITY CODE

Patricia Vlahos-Segretto  
Mobile: (630) 670-0948  
Founder/Co-Owner  
[www.fullerhousebar.com](http://www.fullerhousebar.com)  
Fuller House® (630) 527-

06/20/2015	SKA-01	Scale As Indicated
AT		
AT		
Checker		

Fuller House Bar  
35 E. First St. HINSDALE, IL  
60521

**ANASTASIOS TSAKIRIDIS & ASSOCIATES  
ARCHITECTS**  
1008 West Weatherfield Way, Schaumburg IL 60193  
P. 224 678 3905  
e-mail: tasc0921@gmail.com

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**QUOTATION**  
**THATCHER OAKS INC**  
**AWNINGS AND SIGNS**

718 Industrial Drive  
Elmhurst, IL 60126  
(630) 833-5700 Fax (630) 833-5795

CHICAGOLAND'S FULL SERVICE AWNING & SIGNS COME  
COMMERCIAL-INDUSTRIAL  
CUSTOM DESIGNED FABRIC AWNINGS & SIGNS  
COMMERCIAL CLEANING AND MAINTENANCE

**TO:** Fuller House Bar  
35 E. First St.  
HINSDALE, IL  
60521

**Date:** 09/16/2015

**Quote #:** 26150

**Delivery:**

**Terms** 1/2 Deposit Balance on Completion

DESCRIPTION	AMOUNT
<p style="text-align: center;">* * * * * REVISED PROPOSAL * * * * *</p> <p>Proposal is to manufacture and install one wall enclosure system for Fuller House Bar 35 E. First St., Hinsdale, IL 60521. The location of the enclosure is on the south elevation, the approximate size is 40'-0" wide, by 9'-5" high, by 2'-6" projection. Includes two 3'-0" wide by 7'-0" high doors with pushbars and closers.</p> <p>All frames to be made of galvanized steel or aluminum and will be completely welded. All welds will be ground smooth and primed silver. All frames are covered by our LIFETIME TigerFrame Warranty.</p> <p>Fabric to be #4608 Black Sunbrella 100% Solution Dyed Acrylic, color to be confirmed. This material carries a ten (10) year warranty. The heavy-duty clear vinyl has a four (4) year warranty.</p> <p>Graphics to include descriptors that will be applied using the Sunbrella Graphics system. This system utilizes heat and pressure to apply high quality 3M vinyl to the fabric.</p> <p>Price includes taxes and installation. Please note that the permit is not included, to be secured by owner.</p> <p>Thank You for your interest in Thatcher Oaks Awning Company. Kevin Eltoft (630) 452-1720 kevin@thatcheroaks.com</p>	<p style="text-align: right;"><b>Total Cost for Items on Quotation.....</b></p> <p style="text-align: right; border: 1px solid black; padding: 2px;"><b>\$11,000.00</b></p>

It is the intent of the Seller to deliver to Buyer the products so stated in this contract, within the time frame so stated, subject to our ability to produce materials, and is subject to labor disputes, acts of God, and other delays beyond our control.

**CUSTOMER DEPOSIT IS NON REFUNDABLE 5 DAYS AFTER ACCEPTANCE OF CONTRACT.**

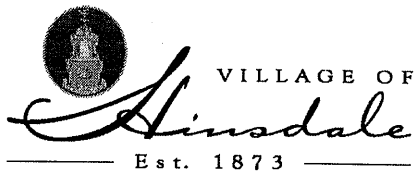
For the purpose of securing payment and performance of the obligation hereunder, Seller shall have, and Buyer hereby grants to Seller, a purchase money security interest in said property. The property and all of the apparatus, appliances, supplies, accessories and parts remain the property and security of Seller for said indebtedness until this contract is paid in full. In the event Seller has to remove property due to nonpayment, any monies paid on account shall remain the property of Seller as liquidated damages, and any reinstallation shall be subject to renegotiation. All new installations are guaranteed against defect in material or workmanship for three years after installation.

ACCEPTED \_\_\_\_\_ DATED \_\_\_\_\_ BY \_\_\_\_\_  
BUYER SELLER

DEPOSIT \_\_\_\_\_ We May Withdraw this proposal if not accepted within \_\_\_\_ days.

## Attachment 2: Current Photo of Seasonal Vestibule





## MEMORANDUM

**DATE:** February 2, 2016  
**TO:** President Cauley and the Village Board of Trustees  
**CC:** Kathleen A. Gargano, Village Manager  
**FROM:** Dan Deeter, PE, Village Engineer  
**RE:** Nicor Gas Improvements in 2016

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The purpose of this memorandum is to keep the Board of Trustees and residents informed about utility improvements that will be occurring within the Village. Nicor Gas has submitted plans for permit approval for three (3) gas main replacement projects that are projected to begin in the first half of 2016.

This work is being done under the franchise agreements between Nicor and the Village of Hinsdale. Requested and approved in December 2015, the Southeast Hinsdale (Woodlands Phase 3) project is necessary to avoid conflicts between Nicor's utilities and the proposed Village utilities to be constructed in the Woodlands this year. This project is slated to begin in early February. The other two projects were requested in January 2016 and are part of Nicor's program to upgrade their gas infrastructure. These are projected to begin in late spring or early summer 2016.

The areas to be improved this year are listed below and shown on the attached map.

- **SOUTHEAST HINSDALE – in preparation for the WOODLANDS PHASE III**
  - Woodside Ave (S County Line Rd to Princeton Rd)
  - Hillcrest Ave (north of Woodside Ave)
  - 6<sup>th</sup> St (S County Line Rd to Princeton Rd)
  - Springlake Ave at Woodside Ave
  - Bittersweet Ln (east and west of Harding Rd)
  - Harding Rd (Bittersweet Ln to 7<sup>th</sup> St)
- **NORTH HINSDALE**
  - Ogden Ave (Adams St to Vine St)
  - Radcliffe Way (Park St to Ravine Rd)
  - N Vine St (Ayers St to Ogden Ave)
  - N Garfield St (The Lane to Maumell St)
  - N Lincoln St (Lansing St to Center St)
  - N York Rd (The Lane to Maumell St)
  - N Madison St (Ogden Ave to Bonnie Brae)
  - Minneola St (N Garfield to N York Rd)
  - Bonnie Brae (Madison St to The Pines)



## MEMORANDUM

- Maumell St (N Garfield to N York Rd)
- N Garfield St (Ayers St to Lansing St)
- Ravine Rd (Radcliffe Way to N Garfield St)
- Ogden Ave at Washington St
- **SOUTH HINSDALE**
  - 9<sup>th</sup> St (Elm St to S County Line Rd)
  - S Elm St (7<sup>th</sup> St to 9<sup>th</sup> Court)
  - S Oak St (6<sup>th</sup> St to 9<sup>th</sup> St)
  - 8<sup>th</sup> St (S Oak St to S County Line Rd)

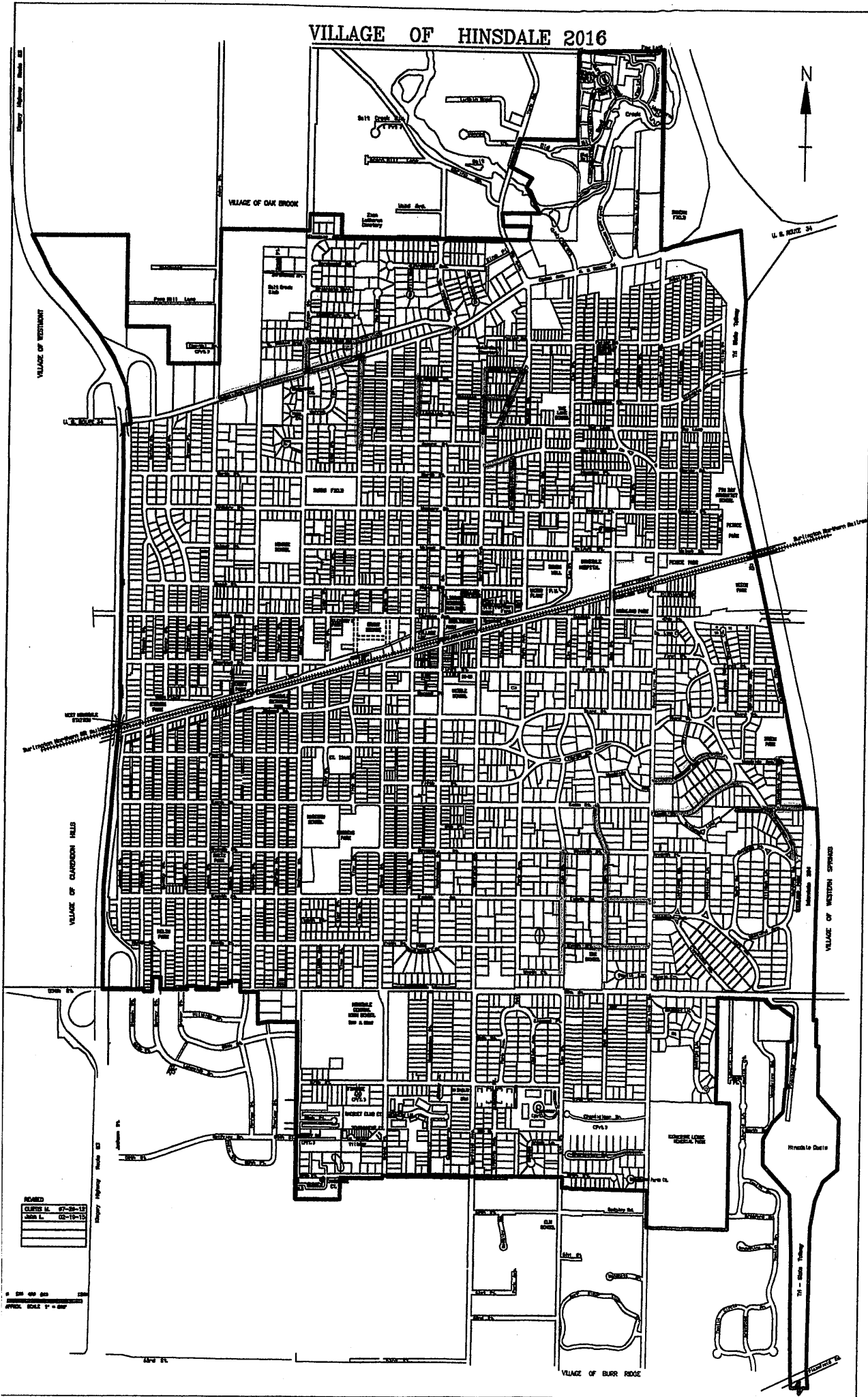
The scope of work will involve the installation of 20,000 feet of gas main and 270 individual service transfers. Most of the new mains will be installed via pipe boring methods. Open excavation will occur less frequently – generally at connection locations. Therefore, it is difficult to assess the impact of the gas main improvements on public or private property.

Prior to Nicor's construction, exploratory excavations and utility televising will be performed by Nicor or their sub-contractor to verify the depth of conflicting utilities. Conflicts will also be identified using JULIE locating marks (painted/flagged) in the Village right-of-way and on private property.

Nicor is responsible for keeping residents within the construction area informed of the status of construction. (This memorandum and the attached map will be posted on the Village website for additional public notification.) Nicor will coordinate the service transfers with each resident within the project limits. Finally, Nicor is responsible for all restoration on public and private property.

Unless there are any concerns amongst the Village President or Board of Trustees, staff intends to sign these utility permits to authorize the work to proceed per plan.

# VILLAGE OF HINSDALE 2016



REVISION  
 CLUSTER 11, 67-68-12  
 JUNE 11, 02-13-15

0 500 1000  
 FEET SCALE 1" = 500'

11a



DATE: January 12, 2016

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

FROM: Rick Ronovsky, Fire Chief

REF: Executive Summary – Fire Department Activities for December 2015

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In summary, the Fire Department activities for December 2015 included responding to a total of 212 emergency incidents. Fire related incidents totaled 50 responses, Emergency Medical related incidents totaled 110 responses, and Emergency/Service related incidents totaled 52 responses. Responses for December 2015 were slightly higher than the average of the last three months of December. Year to date, the Fire Department has responded to 2,473 incidents which is an average of 206 responses per month.

During the month, dollar damages from fire totaled an estimated \$95,600. The largest loss (\$85,000) was from a semi-trailer truck fire on Interstate 294 that occurred on December 21<sup>st</sup>. On January 22<sup>nd</sup>, a vehicle fire on Illinois Route 83 resulted in an estimated \$7,000 loss and on January 26<sup>th</sup> a vehicle fire at 55<sup>th</sup> Street and Madison resulted in an estimated \$3,000 fire loss. On December 24<sup>th</sup> members responded to a gas grill on fire next to a residence that caused an estimated \$600 in loss.

On December 18<sup>th</sup>, a weather front moved through the area that caused temperatures to drop. This resulted in our roadways becoming iced over especially on Illinois Route 83 and Interstate 294. Crews responded to Illinois Route 83 for a twelve vehicle accident. At the same time, crews responded to three separate accidents on the Ogden Avenue Bridge over Interstate 294.

On duty fire department personnel provided Santa with transportation to the Memorial Building during the annual Christmas Walk on December 4<sup>th</sup>. After leaving the firehouse, Santa toured the Business District before arriving in time to help light the Village Christmas tree in front of the Memorial Building.

Fire Prevention, Public Education, and Emergency Management personnel continued working to complete their activities by the end of the year.

A breakdown of activities is below.



## ***Hinsdale Fire Department Monthly Report December 2015***



### ***Emergency Response***

In **December**, the Hinsdale Fire Department responded to a total of **212** requests for assistance for a total of **2473** responses this calendar year. There were **20** simultaneous responses and **eight** train delays this month. The responses are divided into three basic categories as follows:

<b><i>Type of Response</i></b>	<b><i>December 2015</i></b>	<b><i>% of Total</i></b>	<b><i>Three Year December Average 2012-2013-2014</i></b>
<b>Fire:</b> (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)	<b>50</b>	<b>23%</b>	<b>73</b>
<b>Ambulance:</b> (Includes ambulance requests, vehicle accidents and patient assists)	<b>110</b>	<b>52%</b>	<b>93</b>
<b>Emergency:</b> (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)	<b>52</b>	<b>25%</b>	<b>43</b>
<b>Simultaneous:</b> (Responses while another call is on-going. Number is included in total)	<b>20</b>	<b>9%</b>	<b>43</b>
	<b>8</b>	<b>4%</b>	<b>6</b>
<b>Train Delay:</b> (Number is included in total)			

**Total:** **212** **100%** **209**

### ***Year to Date Totals***

**Fire: 737      Ambulance: 1159      Emergency: 577**

**2015 Total: 2473      2012-13-14  
Average: 2627**



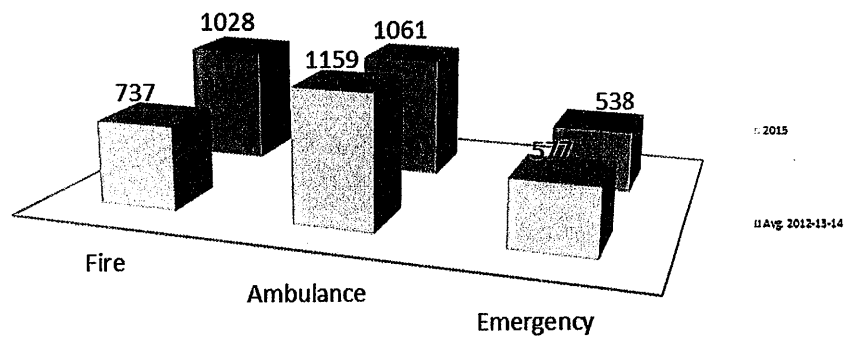


# ***Hinsdale Fire Department Monthly Report December 2015***

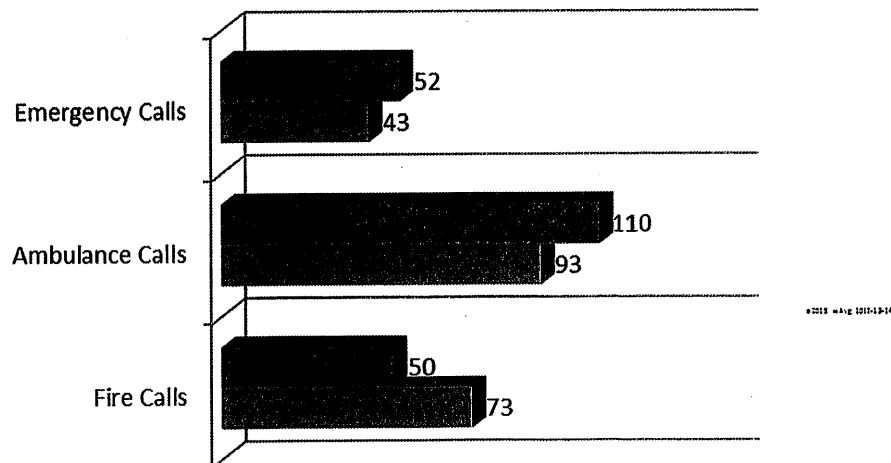


## ***Emergency Response***

### **Type of Responses Year to Date**



### **Total Calls for December**



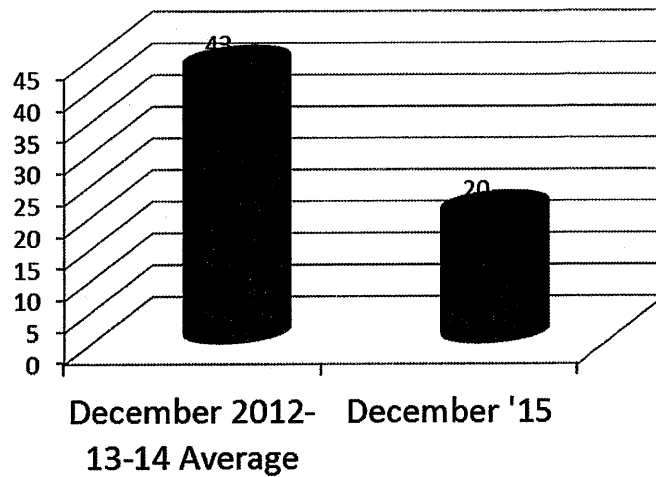


# ***Hinsdale Fire Department Monthly Report December 2015***

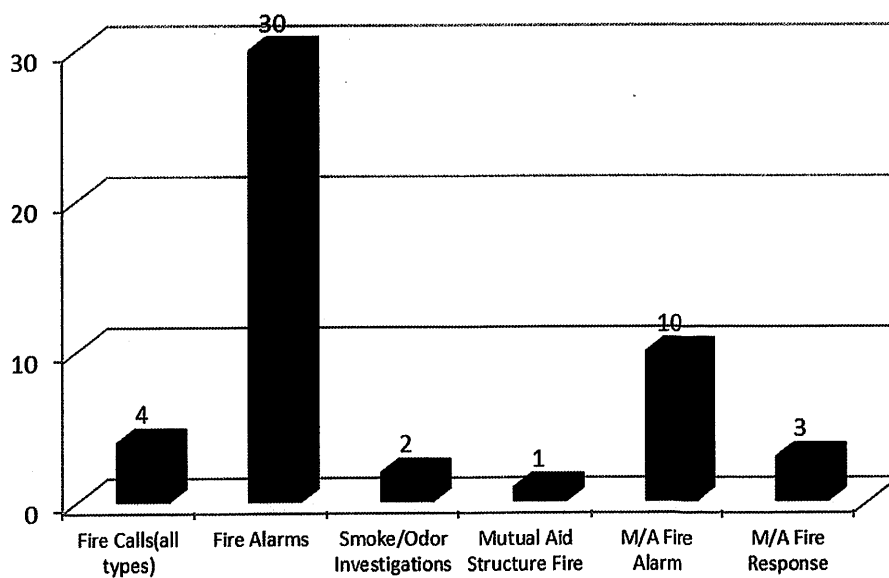


## ***Emergency Response***

### **Simultaneous Calls**



### **Distribution of Fire Related Calls**



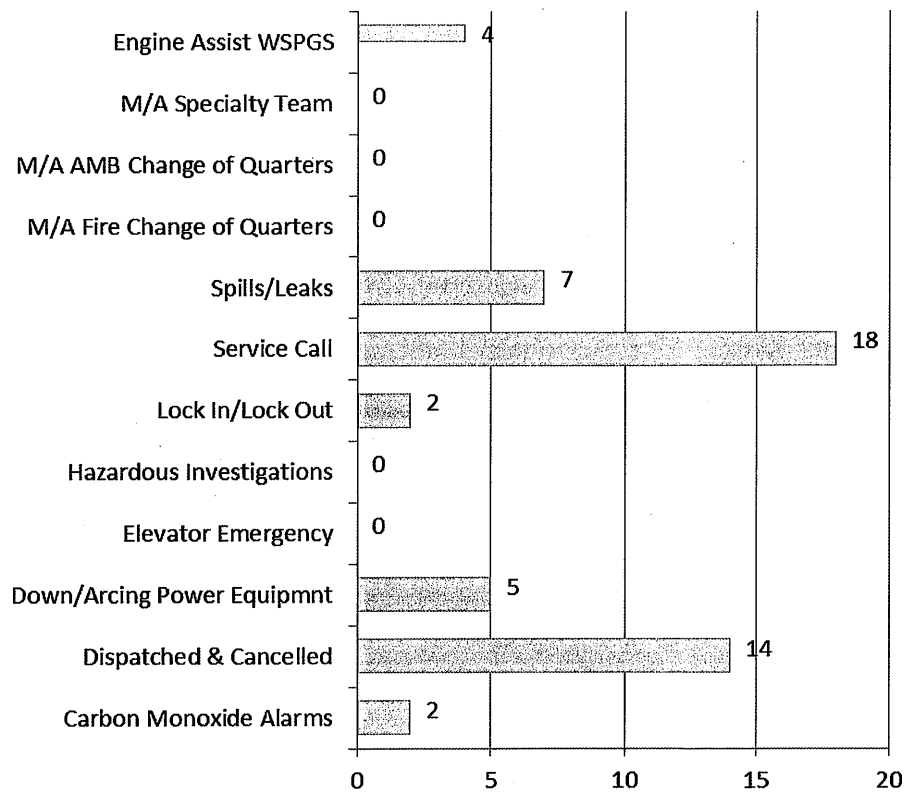


## *Hinsdale Fire Department Monthly Report December 2015*

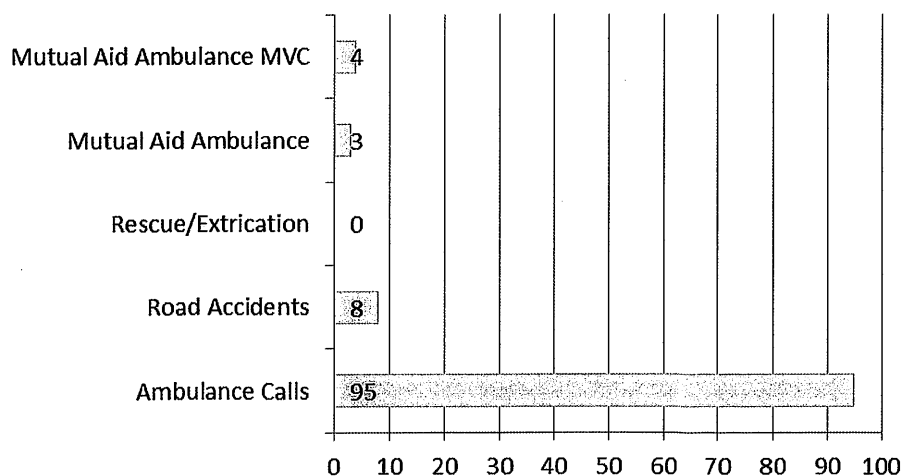


### ***Emergency Response***

#### **Distribution of Emergency Related Calls**



#### **Distribution of EMS Related Calls**





## ***Hinsdale Fire Department Monthly Report December 2015***



### ***Incidents of Interest***

December 4<sup>th</sup> – responded to the 400 block of Ashbury Drive for an odor of natural gas inside the home. Upon arrival, members located a leak in the furnace. Unit was secured and NICOR contact to respond. There were no injuries.

December 6<sup>th</sup> – responded with an engine to assist Clarendon Hills with smoke in the residence. Upon arrival, members assisted as needed with a fireplace malfunction that caused the home to fill with smoke.

December 6<sup>th</sup> – responded with an ambulance to assist the Pleasantview Fire District with an accident on Interstate 294. Members transported one person to Hinsdale Hospital with non-life threatening injuries.

December 12<sup>th</sup> – responded to the 400 block of 58<sup>th</sup> Place for an odor of natural gas inside the home. Upon arrival, members located a leak in the natural gas service to the fireplace. Unit was secured and NICOR contacted to respond. There were no injuries.

December 14<sup>th</sup> – responded to the 500 block of north Bruner Street for a smoke investigation inside a residence. Upon arrival, members found an electrical motor to the home's furnace malfunctioning. Unit was secured and the resident advised to have it serviced. No injuries, no damage.

December 16<sup>th</sup> – responded with an ambulance to assist the Pleasantview Fire District with an accident on Interstate 294. Members transported one person to Hinsdale Hospital with non-life threatening injuries.

December 18<sup>th</sup> – responded to northbound Illinois Route 83 at the Burlington Railroad overpass for a 12 vehicle accident during an ice storm. Members evaluated approximated 20 people involved and fortunately no one needed or requested transportation to the hospital.

December 18<sup>th</sup> – responded to 3 separate vehicle accidents on the Ogden Avenue overpass to Interstate 294 during an ice storm. Members evaluated six people involved and fortunately no one needed or requested transportation to the hospital. The Pleasantview and TriState Fire Districts assisted.

December 21<sup>st</sup> – responded to northbound Interstate 294 at mile post 25.7 for a truck on fire. Upon arrival, members found the cab of a semi-trailer truck on fire. Members extinguished the fire. The cause appears to be a mechanical malfunction in the engine compartment. There were no injuries and the damage estimated at \$85,000.

December 21<sup>st</sup> – responded with an ambulance to assist Westmont with a multi-family residence on fire. Upon arrival, members assisted as needed.

December 22<sup>nd</sup> – responded to northbound Illinois Route 83 at Ogden Avenue for a vehicle on fire. Upon arrival, members found a fire in the engine compartment of a passenger car.

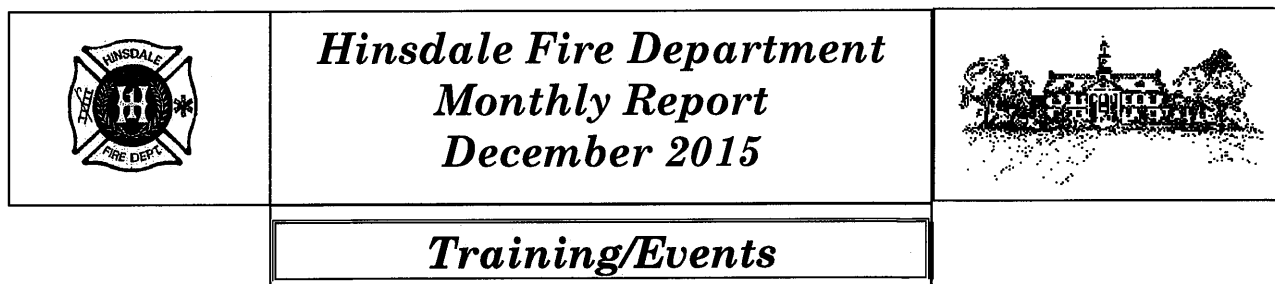
Members extinguished the fire. The cause appears to be a mechanical malfunction. There were no injuries and the damage estimated at \$7,000.

December 24<sup>th</sup> – responded to the first block of Springlake Road for a reported gas grill on fire near a residence. Upon arrival, members found a resident's grill had a broken valve causing the unit to catch fire. Members extinguished the fire and secured the unit. There was no damage to the home but the grill was destroyed. There were no injuries and the damage estimated at \$600.

December 25<sup>th</sup> – responded to the 700 block of south Quincy Street for an odor of smoke in the kitchen of a residence. Upon arrival, members found that can lights in the kitchen were beginning to overheat. Members removed the hazard and advised the resident to have an electrician service the lights. There were no injuries or dollar damage.

December 26<sup>th</sup> – responded to the 300 block of north Elm Street for an odor of smoke in a residence. Upon arrival, members determined there was no fire but smoke from the neighbor's fireplace chimney was being drawn into the home by way of a roof vent. There were no injuries or dollar damage.

December 26<sup>th</sup> – responded to 55<sup>th</sup> & Madison Streets for a vehicle on fire. Upon arrival, members found an electrical fire in the dashboard of a passenger car. Members disconnected power to the vehicle and extinguished the fire. The cause appears to be an electrical short in the dashboard. There were no injuries and the damage estimated at \$3,000.



During the month of December, members conducted daily shift training in preventing back injuries in responders, reviewed NIMS, incident command, and emergency management functions and policies, reviewed medication administration safety and EMS policies and procedures, updates of cardiopulmonary resuscitation procedures, residential tactics and strategy, and SCBA and firefighter rescue confidence course.

Captain Giannelli and our department instructors developed the 2016 training calendar.

Captain Giannelli completed Chief Fire Officer's certification class through the Illinois Fire Chiefs Association.

Firefighters Majewski and McDonough completed the Fire Instructor 2 certification class. Firefighter Skibbens and McDonough completed the Fire Leadership 4 class. Both classes are through the Illinois Fire Chiefs Association.

Lt. Neville completed Fire Inspector 2 certification class through the Illinois Fire Inspector's Association.

Captain DeWolf and Firefighter Karban attended the monthly training for the DuPage County Fire Investigation Team. Firefighters Newberry and Ziemer attended the monthly training for the MABAS 10 Technical Rescue Team. Firefighter Majewski attended the monthly training for the MABAS 10 Hazardous Materials Team.



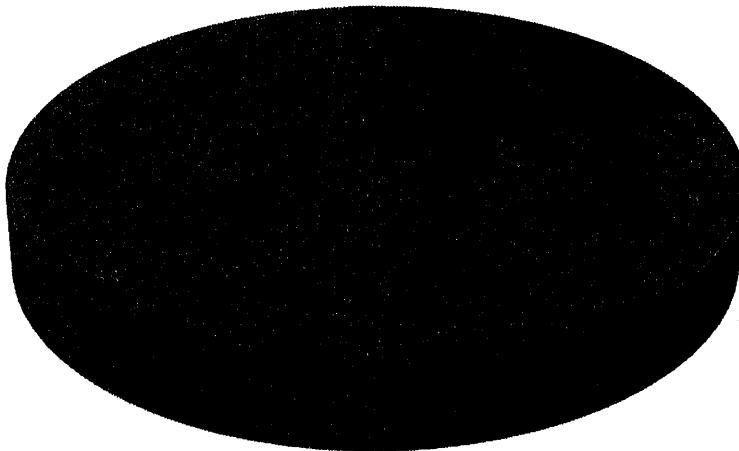
***Hinsdale Fire Department  
Monthly Report  
December 2015***



***Public Education***

The fire prevention bureau is responsible for conducting a variety of activities designed to educate the public, to prevent fires and emergencies, and to better prepare the public in the event a fire or medical emergency occurs.

**PREVENTION ACTIVITIES IN DECEMBER**



■ Acceptance Test

■ Plan Reviews

■ Consultations

■ Occupancy



■ Inspection Activities

■ Annual Fire Pump Test

***Fire Prevention/Safety Education:***

- Firefighter Nichols participated in the Firefighter Peer Support program at the Rosecranes facility in Rockford.
- On duty members visited the Pediatric Unit at Hinsdale Hospital on Christmas Eve offering support to patients and families who were hospitalized.
- On duty members visited the Wellness House to deliver Santa for their holiday program.

- On duty members conducted a first aid review for a Hinsdale Boy Scout troop in order to award them a First Aid Badge.
- On duty members paraded Santa through the Business District during the annual Christmas Walk. Santa was then delivered to the Village Christmas tree to assist our Village President with the official lighting.

	<b><i>Hinsdale Fire Department Monthly Report December 2015</i></b>	
<b><i>The Survey Says...</i></b>		

Each month, the department sends out surveys to those that we provide service. These surveys are valuable in evaluating the quality of the service we provide and are an opportunity for improvement.

### ***Customer Service Survey Feedback:***

In the month of December, 50 Service Surveys were mailed; we received 6 responses with the following results:

***Were you satisfied with the response time of our personnel to your emergency?***

<b><i>Yes – 6 / 6</i></b>
---------------------------

***Was the quality of service received:***

<b><i>“Higher” than what I expected – 4 / 6</i></b>
-----------------------------------------------------

<b><i>“About” what I expected – 2 / 6</i></b>
-----------------------------------------------

<b><i>“Somewhat lower” than I had expected 0 / 6</i></b>
----------------------------------------------------------

***Miscellaneous Comments (direct quotes):***

*“Response time was excellent All the personnel that came did an excellent job...Excellent job, Keep up the good work.”*

*“The guys that came could not have been nicer. I felt as though I was in good hands.”*

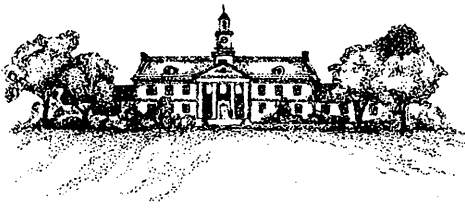
*“Ambulance call out of heart DR. office – 11 Salt Creek. I was having a C.T. and I flunk the test. The nurse told them I had a widow maker blood clot. They would not let me move a muscle. I was a volunteer fireman-etc in LaGrange 54/64 so I really[sic] understood what they were doing. The young paramedic did not like the way the IV*

*was attached so he repaired/retaped b/4 I was unloaded at the Hinsdale Hospital.  
He was very good."*

*"Very Kind & Professional."*

*"They were excellent! So kind and caring. Very competent. Great Guys!"*





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**To: President Cauley and Board of Trustees**

**From: Gina Hassett, Director of Parks & Recreation**

**Date: January 29, 2016**

**Subject: February Staff Report**

The following is a summary of activities completed by the Parks and Recreation Department during the month of January to date.

### Katherine Legge Memorial Lodge

Through December, rental revenue increased 7% (\$11,694) over the prior year. Rental revenue for the month of December is \$17,200, which is a decrease of .5% (\$200) over the same period of the prior year. Operating expenses are trending 10% (\$11,723) below the prior year.

REVENUES	December		YTD		Change Over the Prior year	2015-16 Annual Budget	FY 15-16 % of budget	2014-15 Annual Budget	FY 14-15 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
KLM Lodge Rental	\$17,290	\$17,200	\$152,813	\$164,507	\$11,694	\$160,000	103%	\$160,000	96%
Caterer's Licenses	\$1,000	\$0	\$13,500	\$13,766	\$266	\$15,000	92%	\$16,800	80%
<b>Total Revenue</b>	<b>\$18,290</b>	<b>\$17,200</b>	<b>\$166,313</b>	<b>\$178,273</b>	<b>\$11,960</b>	<b>\$175,000</b>	<b>102%</b>	<b>\$176,800</b>	<b>94%</b>
EXPENSES	December		YTD		Change Over the Prior year	2015-16 Annual Budget	FY 15-16 % of budget	2014-15 Annual Budget	FY 14-15 % of budget
	Prior Year	Current Year	Prior Year	Current Year					
<b>Total Expenses</b>	<b>\$10,288</b>	<b>\$3,990</b>	<b>\$126,823</b>	<b>\$115,100</b>	<b>(\$11,722)</b>	<b>\$199,700</b>	<b>58%</b>	<b>\$174,511</b>	<b>73%</b>
<b>Net</b>	<b>\$8,002</b>	<b>\$13,210</b>	<b>\$39,490</b>	<b>\$63,172</b>					

The capital improvement plan includes \$42,000 to replace the Lodge carpet and banquet chairs. Staff has selected the patterns for the carpet; bid specifications were distributed in January. A mandatory prebid meeting for vendors was held on January 26<sup>th</sup> and bids are due back to the Village on February 8<sup>th</sup>. Staff anticipates that the approval for the carpet will be brought to the Board for a first reading on February 16<sup>th</sup>.

### Arts Center

The capital improvement plan includes funds to improve the former Arts Center. Recreation and Public Services staff have been working together to compile a list of projects and the associated cost that is necessary for a tenant to occupy the building. Additionally, staff is evaluating the cost of repairs that will be required for the property in the next five to ten years.



## Platform Tennis

The platform tennis season started the first week of October. League play is underway and will run through March. Staff continues to work with the Hinsdale Platform Tennis Association (HPTA) to ensure that individuals playing in their leagues purchase a membership. Per HPTA's court license agreement with the Village, HPTA league players are required to have a current Village membership. Below is a summary of current membership revenue. Membership revenue is down 9% (\$3,818) over the prior year. This is a result of a decline in both resident and non-resident memberships. The first payment from Ms. Doten for fall platform lessons was received in the amount of \$4,007, which is an increase of 12% (\$475) over the prior year.

Membership as of 12/22/15	Fees	2012		2013		2014		2015						
		Total Members	Revenue	Total Members	Revenue	Total Members	Revenue	New Members	Renewal Members	Total Members	Change over Prior Year	Revenue YTD	Change over Prior Yr.	% of Change Over Prior Year
Resident Individual	\$120	73	\$8,520	86	\$9,720	79	\$9,240	13	59	72	-7	\$8,285	-\$955	-10%
Resident Family	\$175	37	\$6,630	36	\$6,038	28	\$4,725	8	18	26	-2	\$4,550	-\$175	-4%
Resident Family Secondary	\$0	91	\$0	83	\$0	74	\$0	25	55	51	-23	\$0	\$0	0%
<b>Resident Total</b>		<b>201</b>	<b>\$15,150</b>	<b>205</b>	<b>\$15,758</b>	<b>181</b>	<b>\$13,965</b>	<b>46</b>	<b>132</b>	<b>149</b>	<b>-32</b>	<b>\$12,835</b>	<b>-\$1,130</b>	<b>-8%</b>
Non-Resident Individual	\$289	61	\$17,051	90	\$24,276	102	\$26,908	11	75	86	-16	\$24,565	-\$2,343	-9%
Non-Resident Family	\$345	13	\$4,830	13	\$3,968	16	\$5,865	2	14	16	0	\$5,520	-\$345	-6%
Non-Resident Secondary	\$0	35	\$0	35	\$0	56	\$0	11	38	49	-7	\$0	\$0	0%
<b>Non-Resident Total</b>		<b>109</b>	<b>\$21,881</b>	<b>138</b>	<b>\$28,244</b>	<b>174</b>	<b>\$32,773</b>	<b>24</b>	<b>127</b>	<b>151</b>	<b>-23</b>	<b>\$30,085</b>	<b>-\$2,688</b>	<b>-8%</b>
Sustaining Lifetime	\$0	335	\$0	298	\$0	291	\$0	0	273	273	-18	\$0	\$0	
New Lifetime Members	\$1,500	3	\$4,380	0	\$0	0	\$0	0	0	0	0	\$0	\$0	
<b>Total</b>		<b>648</b>	<b>\$37,031</b>	<b>641</b>	<b>\$44,002</b>	<b>646</b>	<b>\$46,738</b>	<b>70</b>	<b>532</b>	<b>573</b>	<b>-73</b>	<b>\$42,920</b>	<b>-\$3,818</b>	<b>-8%</b>

## Hinsdale Platform Tennis Association

Hinsdale Platform Tennis Association (HPTA) has a license agreement that allows their organization use of the courts. The terms of the license agreement between the Village and HPTA is that their league players must annually purchase a membership with the Village. The agreement between HPTA and the Village expires in July of 2016.

Given the upcoming expenses to replace the court walkways, a sub-committee of the Parks & Recreation Commission, along with the Trustee Hughes, the Finance Director and Director of Parks and Recreation, met January 19<sup>th</sup> to review the terms of the current license agreement with HPTA. The next step is for the sub-committee, Trustee Hughes and staff to meet with members of the HPTA Board to review the platform tennis membership and financial summary. Staff anticipates the meeting with HPTA to occur in early February. Once completed, a new license agreement will be drafted and brought to the Village Board for approval.



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### **KLM Platform Tennis Walkways**

Hinsdale Engineering has been retained for \$5,000 to evaluate the existing KLM platform facility and to generate plans for the new walkways. The plans will be used to develop the bid specifications for the replacement of the walkways. It is anticipated that the review and plans will be provided to the Village at the end of March. The replacement of the walkways is included in the capital improvement plan for FY 16/17.

### **Community Survey**

Over the past three years, the Village has seen a decline in pool memberships. In an effort to determine the reason for this decline, staff proposed to survey residents, focusing on non-pool users to find out their needs as it relates to swimming. In addition, it was determined that it would be beneficial to expand the survey to gain feedback regarding residents' overall recreational needs. The data collected through a survey will be used to help refine current service offerings and determine long range plans for the Community Pool.

The Village is working with Eastern Illinois University (EIU) to administer the survey. Staff has confirmation that the draft report summarizing the data will be provided to the Village on Monday, February 1<sup>st</sup>. A conference call has been scheduled for Tuesday, February 2<sup>nd</sup> that will allow for a review of the report with the University staff. If the report is finalized, it will be presented by the University staff at the February 9<sup>th</sup> Parks & Recreation Commission meeting.

### **Ice Rinks**

Public Services staff combined two ice rink systems to construct a rink that measures 170'x 90' at Burns Field. The rink was filled on Monday, January 11<sup>th</sup> and was ready for skating on Thursday, January 14<sup>th</sup>. Due to uncooperative weather conditions, such as rain and warm temperatures, there have been intermittent rink closings. Once the weather conditions change, Public Services staff will evaluate the ice and more water is added to improve the ice conditions. Signs are posted at the rink that indicates if the rink is open for skating. Updates regarding the rink are posted on the Village's website and on the Parks and Recreation Facebook page.

### **Community Pool**

Staff has made contact with the 2015 pool staff to see who plans to return for the upcoming season. After confirmation has been made of who will be returning, staff will begin to hire for the vacant positions. Lifeguards are trained and certified by the Pool Managers in May.

Pool passes go on sale March 1st; early bird pass rates are effective through April 29<sup>th</sup>. Emails and letters will be sent to previous pass holders and press releases will be posted in the local paper to advertise pass sales.

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## Memorandum

**To:** Kathleen Gargano, Village Manager  
**From:** Chief Bradley Bloom  
**Date:** January 26, 2016  
**Re:** December 2015 Monthly Report

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In reviewing our activities for December 2015 I do not have any items of consequence to report.

Of interest, in mid-January 2016, we were notified by our School Resource Officer Mark Keller, that he had received an unexpected employment offer and intends to retire as a police officer in order pursue this opportunity. Mark has served as a valuable member of the Police Department for almost 30 years and has served as the School Resource Officer assigned to Hinsdale Central for the last 10 years. Mark will be missed by his co-workers and the many community members, students and staff at Hinsdale Central that he interacted with over the years.

We have selected Officer Tom Lillie to assume the School Resource Officer position effective immediately.

Effective January 1, 2016, a new law requires police departments to develop qualifications and selection criterion for towing companies contracted to provide police towing services. Police tows are used primarily for accidents and arrests. An application containing the criteria and qualifications was sent out to area towing services and we received three (3) responses. Two of the responding companies did not provide the requested information and subsequently disqualified on advice of counsel. A third company, Chariot Towing located in Countryside, IL was approved as our police tow provider.

The cost of police tows is the responsibility of the driver/vehicle owner.



# **POLICE SERVICES MONTHLY REPORT**

**December 2015**

On December 4, 2015, Officer Coughlin participated in the annual Christmas Walk. He spoke with many parents and their children, answered questions, and handed out stickers. He also visited many stores and spoke with employees and owners.

On December 5, 2015, Officer Coughlin participated in the Annual DuPage County Shop with a Cop program. Officer Coughlin brought one grammar school student to the Glen Ellyn Park District where she had breakfast, had her photo taken with Santa, and played basketball. Afterwards, he drove the student in a police caravan with lights and sirens to the Meijer in Bloomingdale. The student was able to pick out holiday gifts for herself and family members.

On December 7, 2015, Officer Coughlin gave a station tour to a group of Cub Scouts. He gave a short class on recovering evidence, lifting latent fingerprints, plaster casts, and DNA. He also fingerprinted all the scouts.

On December 14, 2015, Officer Coughlin and Chief Bloom attended a luncheon at Oak school for three of Oak school's crossing guards who were retiring. Chief Bloom and Officer Coughlin presented them with certificates honoring their years of service. Chief Bloom thanked them for dedication to the school and community.

On December 16, 2015, Officer Coughlin participated in TASER training and was recertified to carry the TASER.

On December 17, 2015, Officer Coughlin met with a male alcohol offender and his parents, and placed him in the peer jury diversion program.

On December 18, 2015, Officer Coughlin presented the 8<sup>th</sup> grade D.A.R.E. Graduation at Hinsdale Middle School. Officer Coughlin invited a K-9 Officer from the Oak Brook Police Department to the graduation to give a presentation. He also arranged to have three recovering teen patients from Cornell Interventions speak with the students. The teens discussed their former drug and alcohol abuse, and advised the graduates not to get involved with any of these. The teens answered many questions from the eighth graders. Principal Pena also addressed the students.

On December 23, 2015, Officer Coughlin met with a female alcohol offender and her parents, and placed her in the peer jury diversion program.

December 3 and 10, 2015, Officer Coughlin presented the 2015 Citizen's Police Academy. Topics covered were Traffic Enforcement, Radar, DUI's, DUMEG and School Resource Officer (SRO). A trip was taken to Hinsdale Central High School to see what the SRO job entails.

On December 4, 11, 18, 2015, Officer Coughlin walked the Business District monitoring the behavior of middle school students. He spoke with teens, shoppers, business owners, and handled any incidents related to the students.

On December 7, 8, 9, 22, 23, 28, 29, 30, 2015, Officer Coughlin supervised three high school students completing community service work.

# Investigations, Crime Prevention, and Youth Bureau Summary

## December 2015

*For the month of December 2015, the division had a total of 66 cases being investigated with 27 of them brought to disposition. The most frequent incident classifications for these cases were Fraud/Identity Theft (30), Theft (9), and Vandalism/Trespass (5).*

### INVESTIGATIONS DIVISION

On December 14, 2015, a 31-year-old Willowbrook man was charged with two counts of **Theft**, after police were notified that a patient at Hinsdale Orthopedics had taken another patient's cell phone. The man was also found to be in possession of items from the office at Hinsdale Orthopedics after being taken into custody. The man was released after posting bond.

On December 23, 2015, a 56-year-old Hinsdale man was charged with two counts of **Domestic Battery**, after pushing a family member during an argument. The man was transported to DuPage County Jail for a bond hearing.

On December 24, 2015, a 30-year-old Brookfield man was charged with one count of **Retail Theft**, after stealing grocery items from a local food store. The man was released on an I-Bond.

### CRIME PREVENTION ACTIVITY

#### D.A.R.E. (DRUG ABUSE RESISTANCE EDUCATION)

December 7, 14                      4 classes      St. Isaac Jogues School

The **Junior High D.A.R.E Program** is a 10 lesson program that is presented in all eighth grade classrooms in Hinsdale Public and Parochial Schools. Topics include making good decisions, consequences, decision-making, and drug, alcohol, tobacco awareness and resistance.

#### D.A.R.E. (DRUG ABUSE RESISTANCE EDUCATION)

December 1, 8, 15                      9 classes      The Lane School  
December 4, 11                      4 classes      Oak School

A 10 week **D.A.R.E. Program** is presented in all fifth grade classrooms in Hinsdale Public Schools and in sixth grade classrooms in the Hinsdale Parochial Schools. Topics include making good decisions, consequences and alcohol, drug, tobacco awareness and resistance.

On December 2, 2015, Officer Coughlin met with the Principal at Hinsdale Middle School, a student, and his parents about some threats the student made toward a teacher. He explained what type of criminal charges could be filed against the juvenile if the teacher wanted to sign complaints. The school handled the situation without any police action.

On December 2, 2015, Officer Coughlin attended the DuPage Juvenile Officers Association board meeting in Wheaton. Topics covered were meeting/training places, upcoming trainings, board meetings, membership, website, scholarships, and elections. The upcoming Juvenile Law Update was set for January 27 in Warrenville.

On December 3, 2015, Officer Coughlin participated in drug education training for the 7<sup>th</sup> and 8<sup>th</sup> grade students at St. Isaac Jogues School.      Hinsdale Police Department

## **YOUTH BUREAU SUMMARY**

On December 5, 2015, at approximately 12:00am, an officer came in contact with a high school junior while on patrol. He was charged with **Unlawful Possession of Alcohol and Resisting/Obstruction an Officer**. He was ordered to **Appear in Field Court**.

On December 5, 2015, at approximately 10:00pm, an officer came in contact with a high school junior in the HPD lobby. The juvenile's mother was contacted and gave permission for the juvenile to be taken home by her older sister. **No Further Action** taken.

On December 7, 2015, at approximately 10:48 pm, an officer came in contact with a high school senior while on patrol. He was charged with **No Valid DL**. He was ordered to **Appear in Field Court**.

On December 15, 2015, at approximately 6:47pm, while on patrol in the area of 500 block of W. Ogden, an officer locked a vehicle's speed at 85mph in 35mph zone. The officer completed a traffic stop during which he came into contact with three high school sophomores. The first was charged with **Speeding 50 mph Over and Unlawful Number of Passengers under Age 20**. He was ordered to **Appear in Field Court**. The other two were released at the scene to their parents. **No Further Action** taken.

On December 15, 2015, at approximately 10:02pm, an officer at Hinsdale Central High School came in contact with a high school sophomore. She was charged with **Theft**. She was assigned **Peer Jury**.

On December 20, 2015, at approximately 4:30am, an officer was dispatched to the 700 block of S. Garfield for an activated alarm. Upon further investigation, officers came in contact with a high school junior who indicated that she had injured her ankle. She was transported by Hinsdale FD to Hinsdale Hospital for her injury. She was charged with **Underage Consumption of Alcohol**. She was assigned **Peer Jury**.

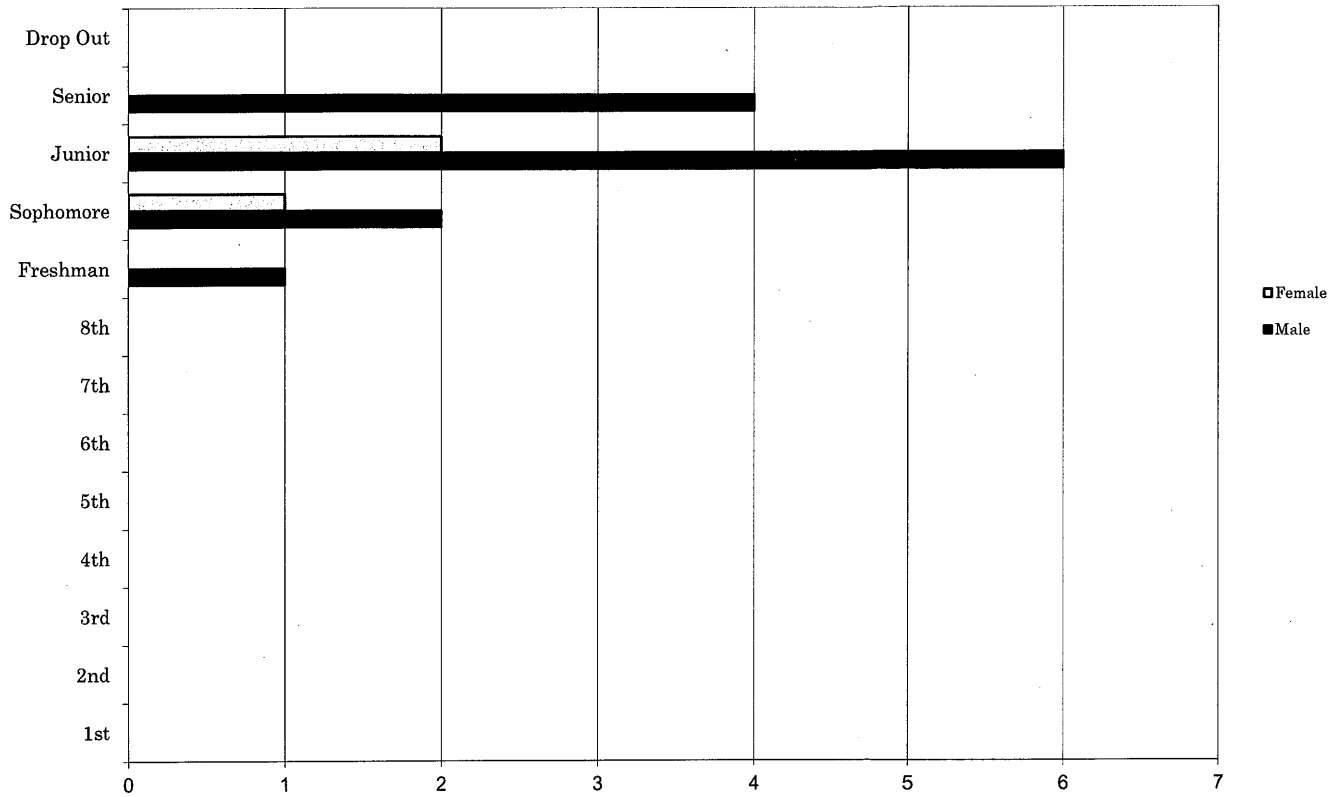
On December 22, 2015, at approximately 9:55pm, an officer was dispatched to the 200 block of N. Adams for criminal damage to property. While investigating this call, the officer came in contact with two high school seniors and three high school juniors who indicated that they were coming from a party. The first was charged with **Possession of Cannabis and Resisting/Obstructing an Officer**. He was assigned **Peer Jury**. The second was charged with **Underage Consumption of Alcohol**. He was ordered to **Appear in Field Court**. The third was charged with **Possession of Cannabis and Possession of Drug Paraphernalia**. He was ordered to **Appear in Field Court**. The fourth was charged with **Underage Consumption of Alcohol**. She was ordered to **Appear in Field Court**. The fifth was charged with **Possession of Cannabis and Possession of Drug Paraphernalia**. He was ordered to **Appear in Field Court**.

On December 24, 2015, at approximately 12:24am, while on patrol in the area of Chicago and County Line Road, an officer came in contact with a high school freshman. He was charged with **Underage Consumption of Alcohol**. He was ordered to **Appear in Field Court**.

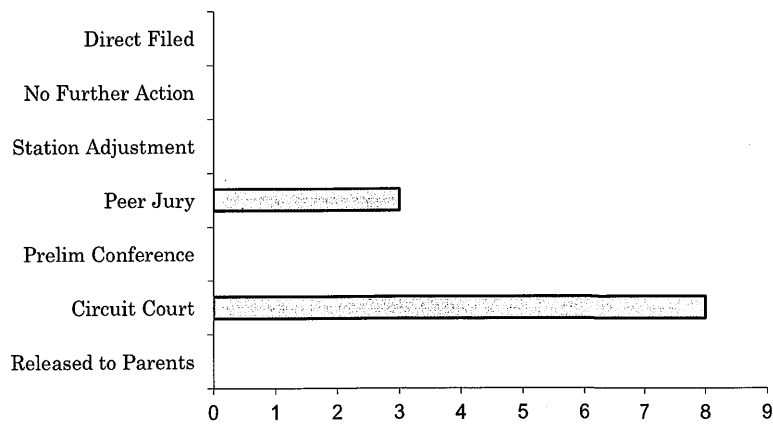


# Hinsdale Police Department JUVENILE MONTHLY REPORT December 2015

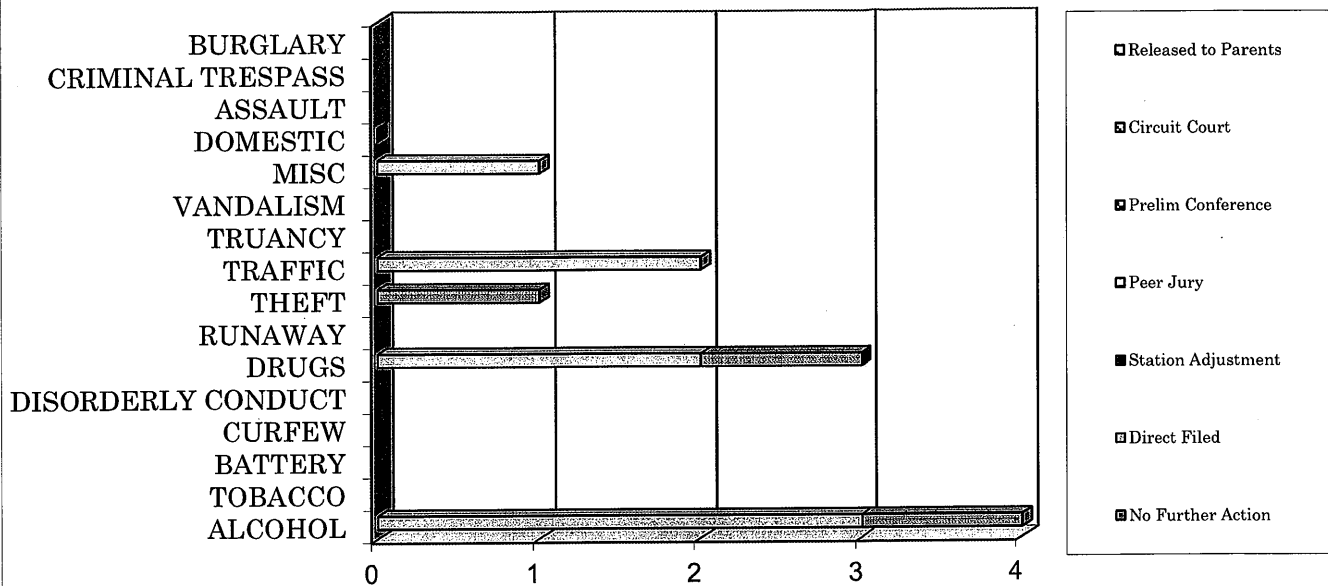
## AGE AND SEX OF OFFENDERS



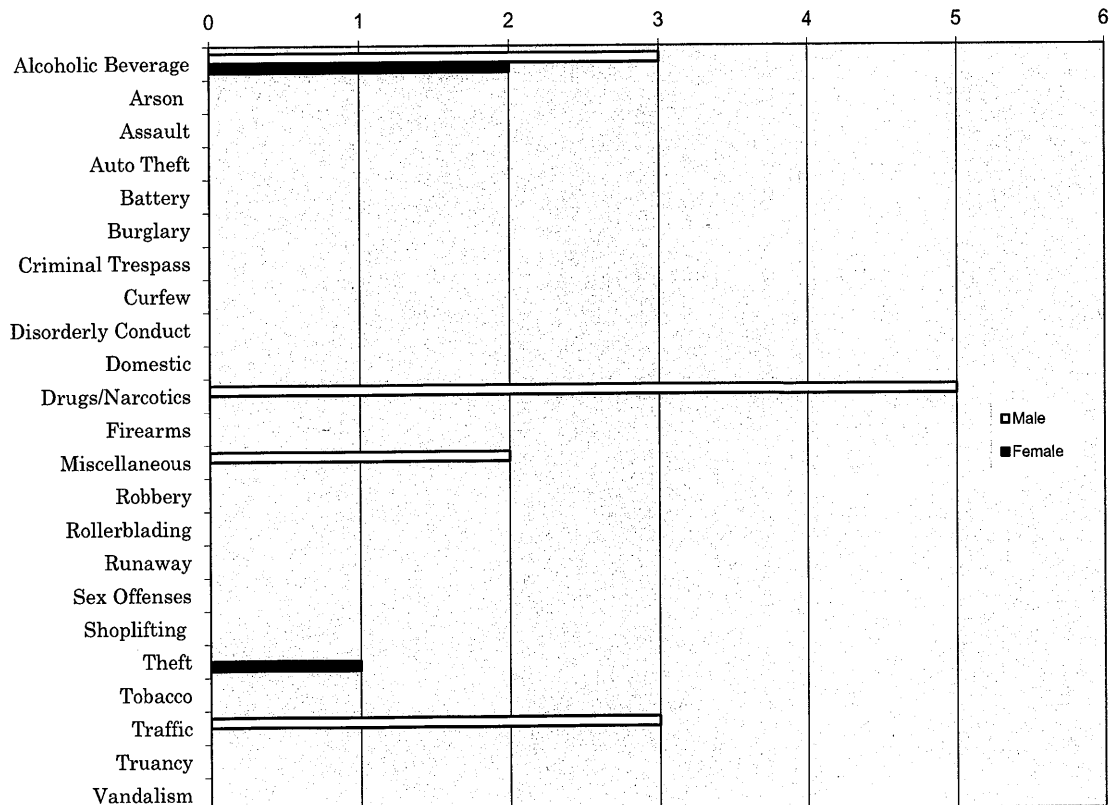
## DISPOSITION OF CASES



### DISPOSITION BY OFFENSE TYPE



### Juvenile Monthly Offenses Total Offenses by Offense Type



## NOTABLE TRAFFIC INFORMATION REQUESTS AND ACTIVITY DECEMBER 2015

### Traffic Safety Reviews:

**School Crossing Guard Program:** Effective January 1, 2016, the school crossing guard program is no longer a responsibility of the Village of Hinsdale. School District 181 has contracted with Andy Frain services to staff 13 crossing locations within the Village, including the addition of a crossing guard at the intersection of The Lane and Oak, which has been previously evaluated as an intersection of need. Police Department staff met with Andy Frain, District 181 Administration, and existing crossing guard staff to facilitate a seamless transition. The Police Department will continue to maintain a relationship with the school district on traffic concerns and planning.

**4<sup>th</sup> & Thurlow Speed Studies:** Additional data was collected in the 400 blk S. Thurlow in follow-up to resident reports of ongoing issues of speeding vehicles. Data collected shows the 85<sup>th</sup> percentile speeds are not unique from other neighborhood roadways. The speed feedback sign, along with a speed trailer, was deployed on multiple occasions in an effort to slow motorists and raise awareness.

**500 blk N. Grant Street, In-Street Pedestrian Signage:** Following a resident's concerns about the placement of the in-street pedestrian sign at Grant & Center, the sign was re-located to the south side of the intersection. The resident reported difficulties in making a left turn from eastbound Center to northbound Grant Streets. The new location alleviates the problem reported by the resident.

**10 blk S. Oak Street Speed Surveys:** Speed studies have been conducted since the re-opening of the Oak Street bridge. Initial studies indicate the 85<sup>th</sup> percentile speed for a 2-week survey period is 25mph. Evaluation will continue as traffic patterns emerge to identify additional enforcement measures that may be warranted.

### Other Traffic related activity:

**"Stop Means Stop" Initiative:** The Police Department continued the "Stop Means Stop" traffic initiative throughout the month of December. Since the start of the program in June, **409** citations and **532** warnings have been issued for stop sign violations.

**Holiday DUI Enforcement:** A holiday DUI enforcement initiative resulted in two DUIs. The campaign was funded by the Illinois Department of Transportation to hire-back officers specifically for the enforcement of DUI offenses. Hinsdale Officers have used this grant-funded opportunity to not only seek DUI violations, but included citations for suspended or revoked driver's licenses (1), uninsured motorists (2), possession of cannabis (1), other IL Vehicle Code violations (9) and speeding violations (17). Grant funding continues to be allocated during enforcement periods established by IDOT.

### NORTH SIDE

Chicago Ave: Rt. 83 to Monroe (4)  
County Line Road: Walnut to Ogden (10)  
Madison: North to Ogden (2)  
Ogden Avenue (143)  
York Road: The Lane to Ogden (16)

### SOUTH SIDE

County Line Road: 47<sup>th</sup> to 55<sup>th</sup> (34)  
55<sup>th</sup> Street (76)

None (weather limitations)

800 blk S. County Line Road (SB)  
Maple at Adams (SB)

10 blk S. Oak (85<sup>th</sup> % = 23mph)

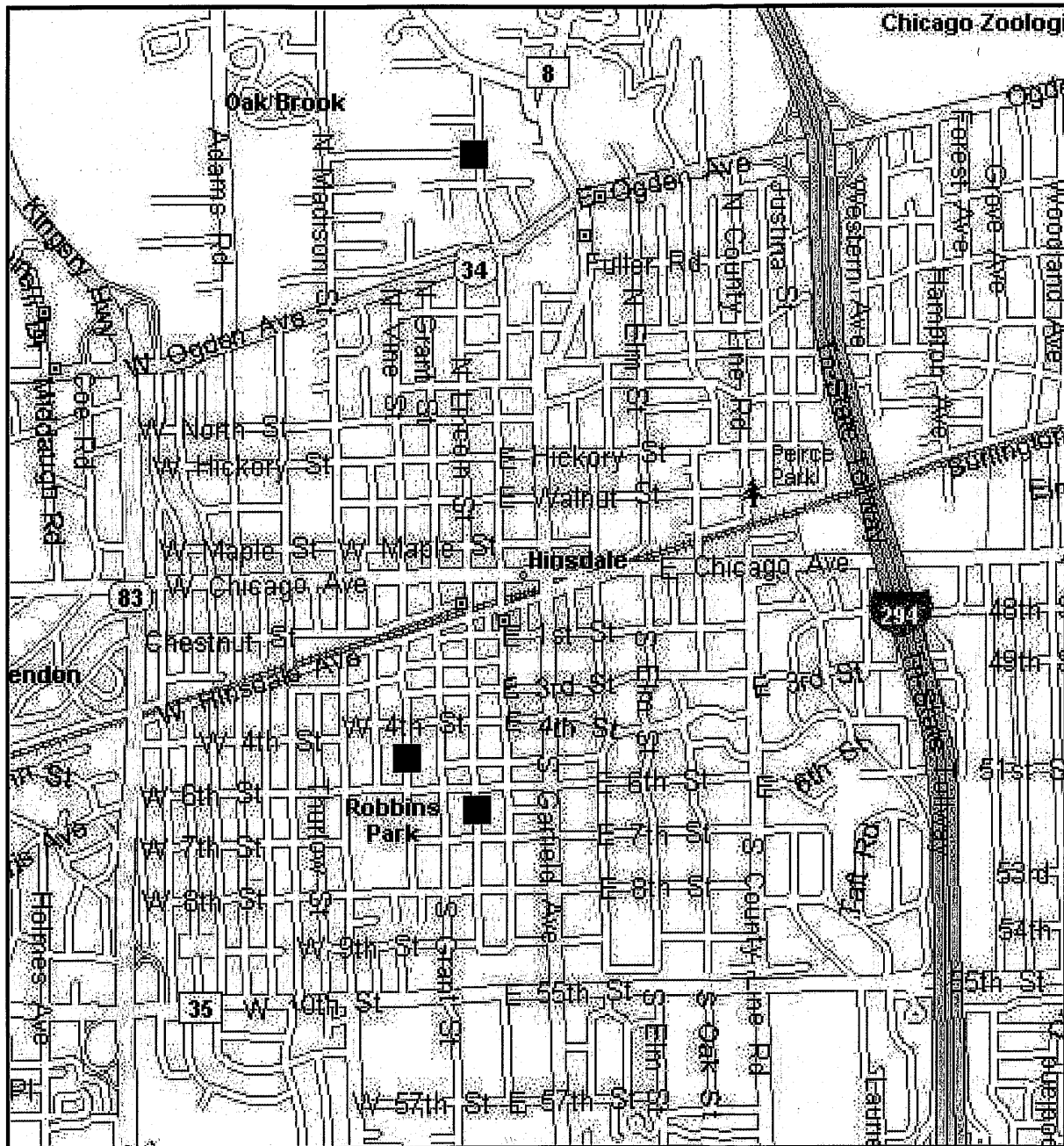
# TRAFFIC ENFORCEMENT

December 2015

<i>* Includes Citations and Warnings</i>	This Month	This Month Last Year	YTD	Last YTD
Speeding	183	165	1,858	1,365
Disobeyed Traffic Control Device	26	47	510	499
Improper Lane Usage	36	28	359	390
Insurance Violation	11	6	120	126
Equipment or Registration Offense	71	53	719	671
Seatbelt Violation	3	37	413	409
Stop Signs	51	36	848	352
Yield Violation	11	13	148	163
No Valid License/Suspended/Revoked	8	5	116	117
Railroad Violation	7	2	18	17
Cellular Phone Violations	21	36	477	527
Other	31	17	237	164
<b>TOTALS</b>	<b>459</b>	<b>445</b>	<b>5,828</b>	<b>4,800</b>

# BURGLARIES

## December 2015



■ Burglaries

● Burglaries from Motor Vehicles

# MONTHLY OFFENSE REPORT

December 2015

CRIME INDEX	This Month	This Mo. Last Year	Year To Date	Last Year To Date
1. Criminal Homicide	0	0	0	0
2. Criminal Sexual Assault/Abuse	1	0	1	1
3. Robbery	0	0	2	0
4. Assault and Battery, Aggravated	0	0	0	2
5. Burglary	3	3	21	19
6. Theft	12	18	141	160
7. Auto Theft	0	1	5	5
8. Arson	0	0	1	0
TOTALS:	16	22	171	187

\* The Illinois Uniform Crime Reporting guidelines are specific for classification of crime activity by hierarchy of the offense-type, which results in the table of index crime offenses in this table to have slight variance from the Call for Service table on the following page.

## SERVICE CALLS—DECEMBER 2015

	This Month	This Month Last Year	This Year to Date	Last Year To Date	% CHANGE
Sex Crimes	1	0	2	2	0
Robbery	1	0	2	0	200
Assault/Battery	2	2	26	26	0
Domestic Violence	14	4	113	118	-4
Burglary	3	1	14	5	180
Residential Burglary	1	2	14	13	8
Burglary from Motor Vehicle	0	1	13	23	-43
Theft	11	19	116	140	-17
Retail Theft	2	1	13	7	86
Identity Theft	4	2	65	41	59
Auto Theft	1	1	7	11	-36
Arson/Explosives	0	0	0	0	0
Deceptive Practice	0	0	9	18	-50
Forgery/Fraud	6	0	39	28	39
Criminal Damage to Property	13	5	89	68	31
Criminal Trespass	2	1	9	10	-10
Disorderly Conduct	2	1	22	8	175
Harassment	4	4	82	56	46
Death Investigations	2	0	13	1	1,200
Drug Offenses	4	2	46	15	207
Minor Alcohol/Tobacco Offenses	4	0	19	10	90
Juvenile Problems	13	9	125	147	-15
Reckless Driving	14	2	83	12	592
Hit and Run	4	8	101	109	-7
Traffic Offenses	2	2	71	68	4
Motorist Assist	79	28	743	537	38
Abandoned Motor Vehicle	3	2	18	24	-25
Parking Complaint	2	22	86	277	-69
Auto Accidents	78	47	673	665	1
Assistance to Outside Agency	3	4	43	60	-28
Traffic Stops	363	9	3,286	92	3,472
Noise complaints	7	13	137	191	-28
Vehicle Lockout	28	29	291	331	-12
Fire/Ambulance Assistance	139	164	1,528	1,942	-21
Alarm Activations	94	108	1,142	1,367	-16
Open Door Investigations	3	4	51	45	13
Lost/Found Articles	20	12	170	175	-3
Runaway/Missing Persons	1	1	30	49	-39
Suspicious Auto/Person	79	58	554	428	29
Disturbance	2	4	54	97	-44
911 hangup/misdial	22	108	642	1,266	-49
Animal Complaints	29	29	410	431	-5
Citizen Assists	39	56	432	656	-34
Solicitors	8	19	84	99	-15
Community Contacts	0	0	37	51	-27
Curfew/Truancy	3	0	11	11	0
Other	255	72	2,156	1,103	95
<b>TOTALS</b>	<b>1,367</b>	<b>856</b>	<b>13,671</b>	<b>10,833</b>	<b>26</b>

\*Higher totals in the "Other" classification are due to incident numbers being generated by DuComm for many administrative matters that would not have required an incident number previously with SWCD, or incidents that are not specific to an IUCR offense specified in the monthly report. Examples include: mutual aid requests for the fire department to other towns, administrative duties, transport of prisoners, complaint cancellation, in-service training, and child seat inspections.

Hinsdale Police Department

# December 2015 Collision Summary

All Collisions at Intersections						Right-Angle Collisions at Intersections					
						<i>Collisions of this type are considered when reviewing MUTCD Warrants</i>					
LOCATION	30 days	12 Months	2 Years	3 Years	5 Years	LOCATION	30 days	12 Months	2 Years	3 Years	5 Years
Clay & Fourth	1	1	1	1	1	Clay & Fourth	1	1	1	1	1
County Line Rd. & Hickory	1	2	3	3	4	County Line Rd. & Hickory	1	2	3	3	4
Garfield & Walnut	1	3	2	5	10	Garfield & Walnut	1	2	2	5	10
Lincoln & Chicago	1	3	2	3	10	Lincoln & Chicago	1	2	2	3	10
Lincoln & Fourth	1	1	1	1	2	Lincoln & Fourth	1	1	1	1	2
Madison & Ogden	1	5	3	5	18	Monroe & Chicago	1	2	6	8	20
Monroe & Chicago	1	2	6	8	20	Rt. 83 & 55th	2	4	9	15	35
Rt. 83 & 55th	2	4	9	15	35	Salt Creek & Ogden	1	1	1	2	7
Salt Creek & Ogden	1	3	1	2	7	Vine & Ogden	1	1	1	2	5
Vine & Ogden	1	3	1	2	5	Washington & Chicago	1	3	4	6	9
Washington & Chicago	1	3	4	6	9	Washington & Third	1	1	1	1	1
Washington & Third	1	1	1	1	1	York & Ogden	1	2	3	6	36
York & Ogden	1	5	3	6	36	TOTALS	13	22	34	53	140
TOTALS	14	36	37	58	158						

Contributing Factors and Collision Types			
<b>Contributing Factors:</b>		<b>Collision Types:</b>	
Failure to Yield	21	Private Property	13
Improper Backing	8	Hit & Run	6
Failure to Reduce Speed	11	Personal Injury	8
Following too Closely	2	Pedestrian	0
Driving Skills/Knowledge	1	Bicyclist	0
Improper Overtaking/Passing	2		
Exceeding Safe Speed for Conditions	10		
Improper Turning	0	<b>Crashes by Day of the Week:</b>	
Disobeyed Traffic Signals	3	Sunday	3
Improper Lane Usage	2	Monday	5
Had Been Drinking	0	Tuesday	11
Vehicle Equipment	2	Wednesday	11
Vision Obscured	1	Thursday	12
Driving Wrong Way	1	Friday	18
Distraction	3	Saturday	4
Weather	15		
		TOTAL	64

\*Contributing factors may be higher than total crashes, due to multiple contributing factors in a single crash



## **Training Summary December 2015**

*(All training is mandatory unless noted otherwise)*

On Wednesday, December 2, 2015, Detective Kevin Susmarski and Investigative Aide Frank Homolka attended IAPEM Fall Business Meeting and Training Workshop.

On Monday, December 7, 2015, Investigative Aide Frank Homolka attended Basic Offender Watch Training.

On Tuesday, December 8, 2015, Detective Sergeant Erik Bernholdt attended Terrorism Liaison Officer Committee Training.

During the month of December, required employees completed the course, *NIMS: An Introduction* online or during roll call.

During the month of December, required employees completed the monthly legal update online or during roll call.

During the month of December, required employees completed consular training, Taser training, and weapons qualifications.

Submitted by:

Sergeant Thomas Yehl  
*Training Coordinator*

## Manual on Uniform Traffic Control Devices Warrants

### December 2015

The following warrants should be met prior to installation of a **two-way** stop sign:

1. Intersection of a less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law;
2. Street entering a through highway or street;
3. Unsignalized intersection in a signalized area; and/or
4. High speeds, restricted view, or crash records indicate a need for control by the STOP sign (defined by 5 or more collisions within a 12-month period).

The following warrants should be met prior to the installation of a **multi-way** stop sign:

1. Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.
2. A crash problem, as indicated by 5 or more reported crashes in a 12-month period, that is susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.
3. Minimum volumes:
  - a. The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day, and
  - b. The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour, but
  - c. If the 85th-percentile approach speed of the major-street traffic exceeds 65 km/h or exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the above values.
4. Where no single criterion is satisfied, but where Criteria 2, 3.a, and 3.b are all satisfied to 80 percent of the minimum values. Criterion 3.c is excluded from this condition.

#### Option:

Other criteria that may be considered in an engineering study include:

1. The need to control left-turn conflicts;
2. The need to control vehicle/pedestrian conflicts near locations that generate high-pedestrian volumes;
3. Locations where a road user, after stopping, cannot see conflicting traffic and is not able to reasonably safely negotiate the intersection unless conflicting cross traffic is also required to stop; and
4. An intersection of two residential neighborhood collector (through) streets of similar design and operating characteristics where multi-way stop control would improve traffic operational characteristics of the intersection.

The following warrants must be met prior to the installation of a **Yield** sign:

1. On a minor road at the entrance to an intersection where it is necessary to assign right-of-way to the major road, but where a stop sign is not necessary at all times, and where the safe approach speed on the minor road exceeds 10 miles per hour;
2. On the entrance ramp to an expressway where an acceleration ramp is not provided;
3. Within an intersection with a divided highway, where a STOP sign is present at the entrance to the first roadway and further control is necessary at the entrance between the two roadways, and where the median width between the acceleration lane; and
4. At an intersection where a special problem exists and where an engineering study indicates the problem to be susceptible to correction by use of the YIELD sign.

## CITATIONS—December 2015

### CITATIONS BY LOCATION

		This Month	This Month Last Year	YTD	Last YTD
<b>Chestnut Lot</b>	<i>Commuter Permit</i>	42	26	439	335
<b>Highland Lot</b>	<i>Commuter Permit</i>	22	23	279	163
<b>Village Lot</b>	<i>Commuter Permit</i>	46	27	599	397
<b>Washington Lot</b>	<i>Merchant Permit</i>	49	35	569	638
<b>Hinsdale Avenue</b>	<i>Parking Meters</i>	557	235	4,871	3,464
<b>First Street</b>	<i>Parking Meters</i>	541	239	4,943	3,672
<b>Washington Street</b>	<i>Parking Meters</i>	571	300	5,131	4,686
<b>Lincoln Street</b>	<i>Parking Meters</i>	23	21	269	280
<b>Garfield Lot</b>	<i>Parking Meters</i>	84	51	835	1,333
<b>Other</b>	<i>All Others</i>	356	380	4,813	4,294
<b>TOTALS</b>		<b>2,291</b>	<b>1,337</b>	<b>22,748</b>	<b>19,262</b>

### VIOLATIONS BY TYPE

	This Month	This Month Last Year	YTD	Last YTD
<b>Parking Violations</b>				
<i>METER VIOLATIONS</i>	1,836	882	16,983	14,058
<i>HANDICAPPED PARKING</i>	15	3	98	43
<i>NO PARKING 7AM-9AM</i>	13	12	251	193
<i>NO PARKING 2AM-6AM</i>	81	146	1,229	1,286
<i>PARKED WHERE PROHIBITED BY SIGN</i>	58	49	570	667
<i>NO VALID PARKING PERMIT</i>	77	32	910	427
<b>Vehicle Violations</b>				
<i>VILLAGE STICKER</i>	55	54	760	680
<i>REGISTRATION OFFENSE</i>	68	40	566	707
<i>VEHICLE EQUIPMENT</i>	5	35	375	387
<b>Animal Violations</b>	7	4	75	96
<b>All Other Violations</b>	76	80	931	718
<b>TOTALS</b>	<b>2,291</b>	<b>1,337</b>	<b>22,748</b>	<b>19,262</b>

# Social Networking Monthly Status Report

## December 2015

The **Hinsdale Police Department** continues to publicly advocate its community notification via social media. During the past reporting period, posts were disseminated on the following topics:

- Alerted residents regarding a residential burglary on Glendale Ave.
- Reminded residents that law enforcement will be actively searching for and arresting drunk drivers.
- Announced that non-emergency lobby services will be closed on Christmas Eve, Christmas Day, New Year's Eve and New Year's Day.



### NUMBER OF FOLLOWERS

**Facebook: 892**

**twitter: 847**

Hinsdale Police Department



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## MEMORANDUM

**DATE:** January 27, 2016

**TO:** President Cauley and the Village Board of Trustees  
Kathleen A. Gargano, Village Manager

**FROM:** George Peluso, Public Services Director

**RE:** Public Services Monthly Report – December 2015

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The following is a list of significant items that were completed by the Public Services Department during the month of December.

- There were four snow and ice event call outs in the month of December.
- The Department accepted delivery of the new large snow plow truck Unit #7.
- Assisted the Administration and Economic Development Departments and Chamber of Commerce with set-up of the annual Hinsdale for the Holidays promotion.
- Village crews completed setting the holiday decorations. Over 190 wreaths were installed in and around the business district, Burlington Park, the Memorial Building and Katherine Legge Memorial Park.
- The tree pruning program began in December. The area of the Village that will be pruned this cycle is Bodin Street on the west, Elm Street on the east, Chicago Avenue on the north and 55<sup>th</sup> Street on the south. As of December 31<sup>st</sup>, a total of 245 trees were pruned; approximately 1,000 will be pruned this cycle.
- Staff reviewed and commented on seven tree preservation plans submitted for building permits.
- Staff applied for Tree City USA status for 2015; it will be the Village's 24th year with Tree City USA status.
- There were two overflow events at the Veeck Park Combined Sewer Overflow Facility. The sample results were taken within the required IEPA limits.
- Public Services staff completed a Fall Protection Training Workshop on December 9th.

### December Water Main Break Locations

<u>Date</u>	<u>Address</u>	<u>Pipe Size/Type</u>	<u>Air Temp.</u>	<u>Duration</u>
12/5/15	117 W. Lincoln	8" Cast Iron	45	4hrs.



## MEMORANDUM

### ROADWAY MAINTENANCE DIVISION

#### Activity Measures

Standard Tasks	DEC 2015	Prev Mo	YTD 2015
Signs	43	13	256
Posts	13	10	122
Signs Repaired	33	10	454
Cold Mix (tons)	9.5	2.1	102.91
Hot Mix (tons)	0	32.91	272.66
Gravel for Alleys (tons)	.5	3.5	109.5
White Paint (gallons)	0	2.5	214.5
Yellow Paint (gallons)	0	0	34.5
Basin top Cleaning (man-hours)	47	110	605
Alley Grading (man-hours)	17	26	253.5
Alley Trimming (man-hours)	0	0	70
Concrete (yards)	4	1	46.95
Snow & Ice Callouts	4	1	33
Road Salt Used (tons)	92.5	78.75	1216.75
Sand Used (tons)	0	0	19
Salt & Calcium for walks, stairs, etc. (tons)	24	0 Bags	284 Bags
Leaves Swept Up (yards)	75	720	1397
Central Business District Sweeps	3	2	38
Complete Village Sweeps	0	1	2
Parking Lot Sweeps	1	0	2
Street Light Poles Repaired	19	1	184
Requests For Service Completed	59	63	625
Sump Pump Issues	0	0	86

## MEMORANDUM

Pool Maintenance (Man hours)	0	0	480
Locates	0	0	14.5
Parkway Restorations	4	0	75
Parking meters	210	2	786
Special Events	18	0	525.5

### Significant issues for this month:

- Street potholes
  - Priority 1 (per snow plan)
  - Resident requests
  - 8"+ dia. holes filled to prevent vehicle damage
- Snow and Ice removal
  - 12/18/15 – 0.25"
  - 12/28/15 – 3.5"
  - 12/30/15 – 1" with CBD snow removal and hauling
  - 12/31/15 – Resident request to clear mailbox



## MEMORANDUM

### FORESTRY DIVISION

#### Monthly Report – December 2015

##### Trees pruned by Village Staff:

- Small tree pruning (diameter 10 inches and less) – 0 trees. Small tree pruning was not undertaken due to the work load required in removal of Emerald Ash Borer (EAB) infested trees.
- Completed 8 resident tree work requests, pruning 10 trees.

##### Trees pruned by contractor (diameter 10 inches and above):

- The pruning program began in December. The area of the Village that will be pruned this cycle is encompassed by the area from Bodin Street on the west, Elm Street on the east, Chicago Avenue on the north and 55<sup>th</sup> Street on the south. As of December 31<sup>st</sup>, a total of 245 trees had been pruned.

##### Trees removed by Village Staff:

- 31 public trees removed in December.
- 251 public trees removed by staff this fiscal year.
- 81 public trees currently scheduled for removal by staff.

##### Trees removed by contractor:

- Elm – 1
- Ash - 2
- Other – 0
- 126 public trees removed by contractor this fiscal year.
- 7 public trees currently scheduled for removal by contractor.

##### Ash trees infested by Emerald Ash Borer detected by Village Staff:

- 2 public EAB positive ash trees detected in December; 252 EAB positive ash trees detected this fiscal year.
- 0 private EAB positive ash trees detected in November; 41 EAB positive ash trees detected this fiscal year.

##### Ash trees removed (included in totals above):

- 17 ash trees removed this month (15 Village / 2 Contractor)





## MEMORANDUM

- 235 ash trees removed this fiscal year (157 Village / 78 Contractor)
- 1019 ash trees have been removed since February 2011 (871 EAB Positive)

Ash trees that have been treated to manage infestation by EAB:

- Soil Injection Treatments of 388 ash trees were completed April.

Elm trees infected with Dutch Elm Disease (DED) detected by Village Staff:

- 0 public DED positive elm trees detected in December; 37 DED positive elm trees detected this fiscal year (21 treated/16 untreated).
- 0 private DED positive elm trees detected in December; 59 DED positive elm trees detected this fiscal year.

Elm trees removed by Village Staff:

- 0 diseased trees
- 0 storm damaged trees

Elm trees that have had diseased limbs removed (amputations)

- 0 parkway trees

Elm trees that have been inoculated for prevention of DED:

- 331 American elm trees were treated this season.

Tree stumps removed by Village Staff:

- 0 parkway stumps were routed, the mulch removed and the parkway restored with top soil and grass seed.

Trees Planted:

- 0 trees were planted through the Village's planting program.
- 0 trees were planted through the Tribute Tree Program.
- 2 trees were planted through the Resident Reimbursement Program.



## MEMORANDUM

### Other

- Village crews completed setting the holiday decorations. Over 190 wreaths were installed in and around the business district, Burlington Park, the Memorial Building and Katherine Legge Memorial Park.
- Staff reviewed and commented on seven tree preservation plans submitted for building permits.
- Staff reviewed and commented on Tree Protection for the Woodlands Phase 3 reconstruction plans.
- Staff applied for Tree City USA status for 2015; it would be the Village's 24th year as a designated Tree City USA.
- Public Services staff completed a Fall Protection Training Workshop on December 9th.

## MEMORANDUM

### PARKS MAINTENANCE DIVISION

#### Activity Measures:

Activity	2019	2020	Unit
Admin	0	0	Hour
Clean Bathroom	25	44	Each Bathroom
Refuse Removal	12.5	37	Each Can
Fountain Maintenance	3	33	Hour
Litter Removal	9	9	Hour
Weed Removal	0	0	Hour
Brush Pick Up	0	0	Hour
Athletic Field Striping	0	0	Each Field
Infield Maintenance	0	0	Each Field
Athletic Goal/Net Maintenance	21	27	Each Goal
Turf Repair/Sod Installation	2	2	Hour
Aeration	0	0	Hour
Overseeding	0	0	Lbs of Seed
Turf Evaluation/Soil Testing	0	0	Each
Hardwood Mulch Installation	0	0	Cubic Yard
Leaf Mulching	7	7	Hour
Mowing	0	0	Hour
Land Clearing	11	11	Hour
Planting Bed Preparation/Clean Up	5	10	Each Bed
Plant Installation/Removal	0	0	Hour
Flowering Bulb Installation/Removal	0	0	Hour
Tree and Shrub Maintenance	5.5	5.5	Each
Fertilization	0	0	Hour
Watering	0	0	Hour
Pest and Weed Control (chemical)	0	0	Hour
Irrigation Start Up (spring)	0	0	Each
Irrigation Repair	0	0	Each
Irrigation Winterization	0	0	Each
Playground Maintenance/Repair	13	13	Hour
Playground Inspection	0	0	Each
Playground Mulch Installation	0	0	Cubic Yards
Holiday Decorating	81.5	81.5	Hour
Platform Tennis Repairs	0	0	Each
Special Events	0	0	Hour
Building Maintenance	32	1	Each
Equipment/Vehicle Maintenance	0	0	Each
Training/Education	3	3	Hour
Skate Park Maintenance	5.5	5.5	Hour
Ice Rink	15	15	Hour
Miscellaneous	2.5	2.5	Hour



## MEMORANDUM

### **Parks Maintenance Monthly Highlights – December 2015**

#### **Contractual Maintenance:**

- **Rain Garden Maintenance:** McGinty Brothers – 1 fall clean up were performed in early December. Rain garden maintenance is now complete for 2015.

#### **Summary:**

- Katherine Legge and Burns Field bathrooms remain open for winter activities
- 10 perennial planting beds around the CBD were trimmed back for the season
  - Holiday decorating around the CBD was completed in early December
  - The Burns Field ice rink was constructed; staff hopes to fill with water in January
  - Playground repairs were performed per IRMA playground inspection report
  - 27 athletic goals were secured or stored for the winter



## MEMORANDUM

### **BUILDING MAINTENANCE DIVISION**

Significant issues for the Month of December 2015

- Building Security and Fire Suppression

Work with Fire Protection to test fire alarms on sprinklers. We will have to replace a control switch in the Library that is tied to the Village Hall; the switch is a flow sensor and will not reset all the time causing a full alarm.

Work with the Hinsdale Fire Department to conduct fire prevention inspections and work on correcting existing violations.

Continue to work on IRMA building violations. Most of the recommendations involve getting prices on repairs or purchasing material.

- HVAC

Conduct daily rounds of heating system inspections in all Village buildings. Some of the steam boilers need special attention to remove solids that collect in the system. Also check the chemical feed system to the boiler at the Village Hall.

Service to the Youth Center furnace - clean unit and replace filters.

Service to Burns Field House furnace - clean unit and replace filters.

Adjust heat at the KLM Annex in order to keep bathrooms warm; these bathrooms stay open all winter.

Repair heat control at the Hinsdale Humane Society office building at the KLM Park; heating control valve would not open to heating coil.

Work at the Hinsdale Police Station on the air conditioning system for the radio room front office. Found that the compressor was locked up; the unit is about 20 years old and needs replacing. We run cooling year-round in this section of the building.

Checked heat unit in Brush Hill ticket office. Unit also has a cooling package in it. This unit will be replaced in FY 2016-17.

- General Maintenance

Paint downspouts to match brick at Brush Hill Station.



## MEMORANDUM

Meet with Brush Hill general contractors to conduct final walk through; everything looked satisfactory. We will clean up around the building and remove cones and barricades, sweep around building, move trash cans and sitting benches back to respective spots, and check exterior lighting.

Repair several roof leaks at the Public Works Garage; this is just a temporary repair.

Work with Colley Elevator to correct violations present in the Village Hall, Police Station and Water Plant elevators. We still have to conduct State Of Illinois safety tests.

Meet Cummins N Power at Water Plant Generator to conduct load bank test. The Village Hall and Police station will be done in January 2016.

Have exterminators treat at KLM Animal Shelter office building; staff who work there saw mice running around.

Meet with Com Ed at Public Works Garage to review the electrical project for service replacement.

Rod sink drain in Administration office's Pullman kitchen.

Move office furniture in Village Hall.

Repairs to Memorial Hall interior downspout drain line, which is leaking during heavy rains.

Replaced exterior lamps on several buildings; changed the fixture wiring so we can use new LED lamps instead of old Metal Halide with ballast.

Installed a new LED flood lamp fixture on the Fire Station Hose tower.

Repaired a few emergency light fixtures; back-up battery was dead.

- Administration

Attend fall prevention class.

Complete building inspection forms.



## MEMORANDUM

### WATER/SEWER DIVISION

#### Water Activity Measures

Standard Tasks	December 2015	Prev Mo	YTD 2015
Utility Locates (JULIE)	324	518	5956
B-Box/Service Locates	384	638	7055
Water Mains Located	98	149	1369
Main Break Repairs	1	1	25
B-Box/Service Repairs	0	4	195
Hydrants Replaced/Repaired	2	5	65
Service Connections/Inspections	4	7	67
Valve Installations/Repairs	0	0	11
Valves Exercised	0	5	180
Valves Located	4	5	184
Leak Investigations	2	1	43
Hydrants Flushed	3	3	93
High Bill Investigations	12	28	156
Water Fountains Serviced/Replaced	0	9	24
Disconnect Inspections	5	9	105
Meter Repairs	4	0	30
Meter/Remote Installs	16	13	109
Meters Removed	4	11	83
Meter Readings	27	32	812

#### Water Main Break Repairs

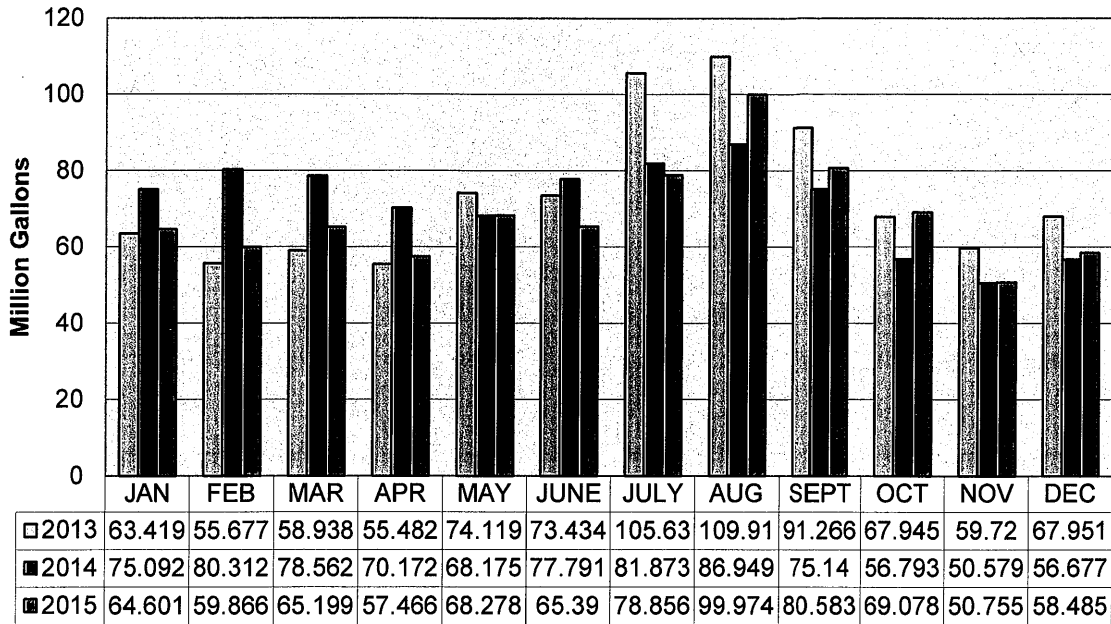
December 2015	Prev Mo	YTD 2015
<u>1</u>	<u>1</u>	25

#### December Water Main Break Locations

<u>Date</u>	<u>Address</u>	<u>Pipe Size/Type</u>	<u>Air Temp.</u>	<u>Duration</u>
12/5/15	117 W. Lincoln	8" Cast Iron	45	4hrs.

## MEMORANDUM

### MONTHLY WATER PUMPAGE



Standard Tasks	Check Oil, Grease Fittings, Rotate Shafts(Weekly)	Bacteria Sampling
High Service/Pool Pumps #1, #2, #3, #4	✓	N/A
Well Pump Motors #2, #5, #10	✓	✓

### Sewer Activity Measures

Standard Tasks	December 2015	Prev Mo	YTD 2015
Catch Basins Replaced/Repaired	0	0	1
Inlet Replaced/Repaired	0	0	11
Manhole Replaced/Repaired	2	1	14
Catch Basins/Inlets Cleaned	8	8	142
Sewers Cleaned (feet) In-House	1530	520	9705
Sewers Cleaned (feet) Contractor	250	260	81,939
Sewers Televised (feet) Contractor	250	260	3802
Sewers Replaced/Repaired (feet)	5	0	37



## MEMORANDUM

Sewer Mains Located	2	3	63
Back-up Investigations	1	0	10
Manholes Located	5	15	197
Cave-ins Checked	1	1	18
Sewer Inspections	0	0	5
IEPA sampling due to overflow event of combined sewers (Veeck CSO)	2	1	8

Standard Tasks	December 2015	Prev Mo
Bacteria Samples	24	24
Field Chlorine	21	21
Field Turbidities	21	21
Lab Chlorine	26	24
Lab Turbidities	26	24
Lab pH	26	24
Lab Fluoride	26	24
Precipitation Readings	0	0
Temperature Readings (air)	26	24
Temperature Readings (water)	31	30
DBP Samples	0	8
Pumps Serviced	7	7
Sprinkling Violations	0	0
Lead and Copper	0	0